



Downtown St. Johns, Michigan

Mint City USA

Principal Shopping District and Downtown Development Authority

The St. Johns PSD/DDA - 100 E. State, PO Box 477 - St. Johns, MI. 48879 (989-227-1717) www.DowntownStJohns.org

**BOARD OF DIRECTORS
2011 - 2012**

Chairman

William Jackson –
Jackson, Jackson &
Associates P.C.

Vice-Chairman

Tyler Barlage –
Community Christian
Church

Secretary-Treasurer

Craig Smith – Mainstreet
Pizza

Directors

Aaron Baker – Harr's
Jewelry

Craig Bishop – Firstbank

Eugene Bellingar – Katren
Industries

Bill Brewbaker – Allaby &
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Bruce DeLong – Clinton
County Board of
Commissioners

Eric Harger – Trinity
Engineering and
Surveying Services

Dennis LaForest – City of
St. Johns, Michigan

Dave Mageli – Account
Receivable Solutions

Laurie Oakwood-Bishop –
St. Johns Locale

COMMITTEES

Marketing

Tyler Barlage-Chair
Craig Bishop
Bill Brewbaker
Eric Harger
Dennis LaForest
Laurie Oakwood-Bishop
Craig Smith

Events

Dave Mageli-Chair
Tyler Barlage
William Jackson
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Craig Smith

**Security, Parking
and Maintenance**

Dennis LaForest-Chair
Aaron Baker
Eugene Bellingar
Bill Brewbaker
Eric Harger
William Jackson

**Executive, Finance,
Strategic Planning**

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Tyler Barlage
Bruce DeLong
Dave Mageli
Craig Smith

CONTACT INFO

Executive Director

Carole M. Field
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Email: CaroleField@
DowntownStJohns.org

DIRECTORS MEETING AGENDA

Wednesday, March 7, 2012

12 Noon, Main Street Café

(*Indicates Attachment)

1. **Call to Order by Vice Chairman Tyler Barlage**
2. **Additions to the Agenda.**
3. **Approval of the Consent Agenda:**
 - a. * Minutes of Meeting dated February 1, 2012.
 - b. * Approval of Executive Director Salary and Administrative Expenses of \$1,653.18
 - c. * City of St. Johns YTD Financial Report as of January 31, 2012
 - d. * YTD Financial Report with Detail as of January 31, 2012
4. **Communications: None**
5. **Committee Reports:**
 - a. **Marketing** (Barlage-chair, Bishop, Brewbaker, Harger, LaForest, Oakwood-Bishop, Smith)
 - b. **Events** (Mageli-chair, Barlage, Jackson, Oakwood-Bishop, Smith)
 - c. **Security, Parking, Maintenance** (LaForest-chair, Baker, Bellingar, Brewbaker, Harger, Jackson)
 - d. **Executive/Finance/Strategic Planning** (Jackson-chair, Barlage, DeLong, Mageli, Smith)
The committee met and set the board meeting agenda.
 - e. **Director's Report.** (Carole Field)
 1. Corporate Sponsorship Update
6. **Old Business:**
 - a. * Volunteer Sign-up Sheets for Events
 - b. 2012 Brochure
 - c. 2012 Corporate Sponsorship Requests (* List of PSD Members)
 - d. PSD/DDA Board Membership
7. **New Business:**
 - a. * Budget
 - b. * Website Renewal
 - c. Luncheon Meeting Costs
 - d. * Carnival

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DIRECTORS MEETING MINUTES

Wednesday, February 1, 2012

12 Noon, Main Street Café

1. **Call to Order by Vice-Chairman Tyler Barlage at 12:00 p.m.** Attendance: Craig Bishop, Bill Brewbaker, Bruce DeLong, Eric Harger, Dennis LaForest, Dave Mageli, Lori Oakwood-Bishop and Craig Smith. Guests: Dave Kudwa of Trinity Engineering & Surveying, Jenny McCampbell of Clinton County Arts Council, Don Thompson-Shaggie's Ice Cream, Beth Russell of Sirens Bar, John Serrine of John Serrine & Associates, and Steve Wagner-Community Development Director of the City of St. Johns.
2. **Additions to the Agenda.** None.
3. **Approval of the Consent Agenda:** Motioned by Bishop, seconded by Harger, to approve the minutes of the January 4, 2012 meetings, the Executive Director and Administrative expenses for October at \$1748.36 and the City of St. Johns YTD financial report accompanied by the detailed PSD financial report for the period through December 31, 2011 were reviewed.
4. **Communications:** None.
5. **Committee Reports:**
 - a. **Marketing** (Barlage-chair, Bishop, Brewbaker, Harger, LaForest, Oakwood-Bishop, Smith) The Committee met on January 18, 2012 and discussed the following items:
 - 1) **Develop Targeted Marketing Strategy:**
 - a. **Attracting New Business:** Discussion was held regarding attracting new business to Downtown St. Johns. Incentives to assist new businesses were discussed, such as paying first and last month's rent on new leases, financing a flat fee lease signer's bonus, financing monthly advertising for new businesses for a period of time, etc. Steve Wagner will research surrounding area's DDA initiatives to see what offerings they make to attract new business tenants.
 - b. **Downtown St. Johns Brochure:** Laurie Oakwood-Bishop, Don Thompson and Tyler Barlage will form a sub-committee to redesign the Downtown St. Johns brochure. This will become part of the "Welcome to Downtown St. Johns" package given to new business tenants in the downtown.
 - c. **Billboards:** The committee is interested in expanding the Downtown St. Johns billboard advertising. Quotes have already been obtained from Lamar Advertising and Adams Outdoor Advertising, and quotes will also be requested from Wolverine Sign Works.
 - 2) **Facade Grants or Marketing Funds Allocation:** After much discussion, it was determined that the marketing committee would NOT recommend instituting a façade rebate program at this time.
 - 3) **Define a Marketing Budget per Event:** The need to assign specific advertising dollar figures to each event was briefly discussed. The first event discussed was the Santa Parade of Lights and accompanying decorations in the downtown. Several items were suggested, such as a "theme" for each year's parade and decorations, a storefront decorating contest or window decorating contest, pavilion decorations, a Christmas Tree decorating contest, etc. Involvement from the schools and/or individual classes in the contests was discussed, along with ideas for celebrations in the pavilion after the parade and perhaps decorating the train depot as a Christmas Candy Land to allow Santa to pose for pictures with children after the parade. Showing a Christmas themed movie in the pavilion was also mentioned. Lisa Kurncz and Beth Russell from Sirens Bar and Bill Brewbaker of Allaby and Brewbaker Insurance will form a sub-committee to work on Christmas Decorations for Downtown St. Johns

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b. Events (Mageli-chair, Barlage, Jackson, Oakwood-Bishop, Smith) The Committee met on January 19, 2012 and discussed the following items:

1) Farmers Market: Saturdays June 6 – October 27, 2012 from 8:00 a.m. to 12 noon. This event has traditionally only involved PSD advertising as on-site market manager Shirley Davis handles the Saturday events between vendors and consumers.

a. Discussion was held regarding moving the site of the Market to the Rotary Park Pavilion. The current market vendors and the market manager have repeatedly disapproved this idea, stating they desire to remain at their current location in Courthouse Square on Maple Street west of State Street (M21). It was decided not to pursue moving the market location.

b. Advertising has included posters, along with traditional newspaper and internet advertising.

2) Summerfest: Saturday, June 23, 2012 from 7:00 p.m. to 12 Midnight. Evening event that has offered beer tent, live music and casino gaming. Live music provided by a hired band, and casino gaming is organized by a coordinator that rents and sets up equipment, trains and supervises dealers and manages book-keeping during the event.

a. Discussion was held regarding the casino gaming portion of the event. It was decided not to offer gaming.

b. The committee discussed making the music portion a larger draw for the event. A "Battle of the Bands" playoff was recommended, with 5 bands competing against one another (each to play one hour sets). The bands would play for no charge, but would be competing for prize money (\$500 for 1st place and \$250 for 2nd place.) Judging was not discussed at this meeting. The event would benefit from each band's individual advertising and would draw attendees from their existing fan base. It was also suggested that T-Shirts be printed ahead of time and sold at Downtown Taverns, with the understanding that wearing the T-Shirt to the Battle of the Bands event would satisfy the entry fee to the beer tent. Lisa Kurncz and Beth Russell from Sirens Bar will form a sub-committee to coordinate the "Battle of the Bands" portion of this event.

c. Additional staging will be required to accommodate the "Battle of the Bands" as one group will be playing while the next band to play sets up on a second stage. Suggestions were made to involve the SJHS theatre group to manufacture a temporary second stage, and the PSD is already looking to purchase portable aluminum staging to be used for Rotary Park Pavilion events.

d. Advertising has included one week of radio advertisements on WJSZ-Z92.5The Castle radio station along with traditional newspaper and internet advertising.

c. Security, Parking, Maintenance (LaForest-chair, Baker, Bellingar, Brewbaker, Harger, Jackson) The Committee met on January 18, 2012 and discussed the following items:

1) New Parking Lot: Discussion was held regarding the joint purchase by the City and the DDA of a parcel of land at the corner of Spring Street and Higham Street with the intention to develop the site as a surface public parking lot. A question was raised regarding the cost of parking permits, and Dennis LaForest will obtain this information from Chief Madden.

2) Repair: Dennis LaForest also reported a retaining wall in the alley behind Main Street Café has been scheduled by the City to be replaced at the cost of approximately \$26,000.

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d. **Executive/Finance/Strategic Planning** (Jackson-chair, Barlage, DeLong, Mageli, Smith) The committee met and set the board meeting agenda.

e. **Director's Report** (Carole Field) Revenue and Expenditure Reports were presented for:

- 1) **Farmers Market:** Showing revenue of \$1054 and expenses of \$354.75, leaving a net profit for 2011 of \$699.25
- 2) **Santa Parade of Lights:** Showing revenue of \$1590 (sponsorship allocation) and expenses of \$1600.10, leaving a net loss of \$10.10.
- 3) **Combined 2011 Events Comparison:** Showing a net profit of \$10,332.09 for 2011, which is an increase of \$3,125.00 (equal to 43.4%) over 2010 figures.

6. Old Business:

a. **Billboard Advertising:** Carole presented a quote from Wolverine Sign Works for a billboard located 3 miles west of St. Johns on the north side of M21(facing west). The sign measures 8'x22' and the rental cost for the required 1 year contract would be \$165 per month, plus an initial \$352 production fee. Tabled to marketing committee for review against actual budget figures.

b. **PSD Renewal:** The board reviewed an accounting of the ballots cast by principal shopping district members showing:

- 1) **Property Owners:** Of the possible 110 votes, 26 voted for renewal and 13 voted against
- 2) **Business Owners:** Of the possible 119 votes, 30 voted for renewal and 7 voted against
- 3) **Total Votes Cast:** Of the possible 229 overall votes, a total of 76 votes were cast (33.2%), with 56 voted for renewal (24.5%) and 20 voting against (8.7%).
- 4) **Votes Cast by Dollar Amount Assessed:** When reviewing the votes cast by their percentage of total \$25,619.86 dollar amount assessed, \$7816.10 (or 31%) voted for renewal and \$3645.81 (or 15%) voted against

Brewbaker motioned the PSD Board recommend to the City Commissioners that the Principal Shopping District with special assessment to members be renewed, and Dave Mageli seconded. Motion passed. Carole will present ballots and count recap with letter to City Commissioners.

c. **Stages:** Carole presented price quotes for metal and laminated plywood stage pieces to replace the four 8'x4"x6" wooden stages previously used at PSD events. The costs for the needed four stage pieces from 3 separate manufacturers were \$3893.64, \$2034.57 and \$1446.98 with a stage dolly for transport of \$655.40. Discussion was held, and a decision was made to investigate purchasing from used office furniture companies and to obtain costs for rental of stages as needed.

7. New Business:

a. **Summerfest-Battle of the Bands:** Five bands have committed to competing at the Battle of the Bands (The Roux, Ten Inch Thick, Mike Shalfey Band, The Knock Offs and Left Hand Giants.) The performing band will play on one stage while the next band competing sets up and a second stage. Each band will play for 1 hour and compete for prize money to be awarded by panel of 5 judges. Brewbaker motioned and Oakwood-Bishop seconded a suggestion of \$750 in prize money with \$500 to 1st place winner and \$250 to 2nd place winner. Motion passed.

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- b. **Mint Festival Down at the Depot:** Friday's band TKO (The Knock Offs) and Saturday band The Squids. Casino Gaming will be replaced by a 50/50 raffle or pull tab lottery tickets.
- c. **2012 Brochure:** The marketing committee has assigned a sub committee (Tyler Barlage, Laurie Oakwood-Bishop and Don Thompson) to work on the 2011 brochure.
- d. **2012 Corporate Sponsorship Requests:** Carole reported that the 2011 corporate sponsorship request letters were mailed last week.
- e. **PSD/DDA Board Membership:** With an eye towards the future, discussion was held about the possibility of 2 or 3 board positions opening up. Both Don Thompson of Shaggie's Ice Cream and Lisa Kurntz of Sirens Bar have expressed interest in board seats. Tabled until March meeting.

Meeting adjourned at 12:53 p.m.

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EXECUTIVE DIRECTOR and ADMINISTRATIVE EXPENSES

February 2012

Staples: Ink Cartridges (1 Color, 2 B/W) \$ 104.18

Shutterstock: Summerfest Art \$ 19.00

Total Supplies \$ 123.18

Mail Chimp – Electronic Email Newsletter (monthly fee) \$ 30.00

Total Administrative Expenses \$ 30.00

Executive Director Salary: \$ 1,500.00

TOTAL for Month \$ 1,653.18

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City of St. Johns

Downtown Management Board

BALANCE SHEET

For the Fiscal Period July 01, 2011 to January 31, 2012

ASSETS

Cash	\$	26,365.22
Due from General Fund	\$	800.00
Prepaid Expense	\$	-
Due from Current Tax	\$	-
TOTAL ASSETS:	\$	<u>27,165.22</u>

LIABILITIES AND FUND BALANCE

LIABILITIES

Accounts payable	\$	-
Due to General Fund	\$	-
TOTAL LIABILITIES:	\$	-

FUND BALANCE: \$ 27,165.22

TOTAL LIABILITIES AND FUND BALANCE: \$ 27,165.22

City of St. Johns

Downtown Management Board

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE For the Fiscal Period July 01, 2011 to January 31, 2012

	Budget	January	YTD Actual	Variance Favorable (Unfavorable)
REVENUES				
Special assessments	\$ 25,880.00	\$ 2,280.86	\$ 23,059.45	\$ (2,820.55)
Interest	\$ 20.00		\$ -	\$ (20.00)
Miscellaneous	\$ -		\$ -	\$ -
Summerfest	\$ 4,000.00		\$ -	\$ (4,000.00)
Mint Festival	\$ 14,000.00		\$ 15,705.00	\$ 1,705.00
Farmer's Market	\$ 1,100.00		\$ 1,004.00	\$ (96.00)
Corporate Sponsors	\$ 4,000.00		\$ 950.00	\$ (3,050.00)
Transfer from General Fund	\$ 1,000.00		\$ -	\$ (1,000.00)
TOTAL REVENUES:	\$ 50,000.00	\$ 2,280.86	\$ 40,718.45	\$ (9,281.55)
EXPENDITURES				
Postage	\$ 500.00	\$ 97.40	\$ 136.20	\$ 363.80
Office Supplies	\$ 450.00	\$ 117.00	\$ 171.22	\$ 278.78
Farmer's Market	\$ 500.00		\$ 280.75	\$ 219.25
Car Shows	\$ 1,500.00		\$ 1,057.89	\$ 442.11
Mint Festival	\$ 10,500.00		\$ 7,542.97	\$ 2,957.03
Summerfest	\$ 2,500.00		\$ 372.50	\$ 2,127.50
Vietnam Legacy Ride	\$ -		\$ 783.00	\$ (783.00)
Santa Parade	\$ 600.00		\$ 1,509.58	\$ (909.58)
Website	\$ 1,650.00		\$ -	\$ 1,650.00
Contracted services (Administration)	\$ 18,000.00	\$ 1,637.50	\$ 11,325.00	\$ 6,675.00
Downtown Improvement	\$ 10,100.00	\$ 75.96	\$ 1,435.08	\$ 8,664.92
Audit Fees	\$ 200.00		\$ -	\$ 200.00
Monthly & Long Distance Service	\$ 500.00	\$ 28.34	\$ 170.04	\$ 329.96
Promotions	\$ -		\$ 200.00	\$ (200.00)
Print & Publishing	\$ 1,500.00		\$ -	\$ 1,500.00
Miscellaneous	\$ 1,500.00	\$ 320.00	\$ 754.83	\$ 745.17
TOTAL EXPENDITURES:	\$ 50,000.00	\$ 2,276.20	\$ 25,739.06	\$ 24,260.94
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES:	\$ -	\$ 4.66	\$ 14,979.39	\$ 14,979.39
Fund balance, beginning of year	\$ 12,185.83		\$ 12,185.83	
Fund balance, end of period	\$ 12,185.83		\$ 27,165.22	

PRINCIPAL SHOPPING DISTRICT YTD FINANCIAL REPORT
JULY 1, 2011 to June 30, 2012

REVENUE			<u>Jan-12</u>	<u>YTD</u>
681.000.665.000	Interest Earned/Investments	Interest		
681.000.675.005	Corporate Sponsors	2011 Corp Sponsors		950.00
681.000.671.007	Farmers Market	2011 Farmer's Market (Vendor Fees)		1,004.00
681.000.671.018	Mint Festival	2011 Mint Festival		15,705.00
681.000.671.010	Car Shows	2012 US27 Motor Tour (Mug or T-Shirt Sales)		
681.000.751.003	Summerfest	2012 Summerfest		
681.000.675.000	Contr-Donat/Private Sources	2012 Donations/Private		
681.000.675.005	Corporate Sponsors	2012 Corp Sponsors		
681.000.699.035	Transfer from General Fund	2012 City of St. Johns Corp Sponsorship		
681.000.671.000	Miscellaneous Revenue	2012 Miscellaneous (Prepaid Vendor Fees)		
			Earned Revenue	17,659.00
681.000.672.006	Downtown Business District	YTD Assessment	2,280.86	23,059.45
			TOTAL REVENUE:	40,718.45
EXPENSES			<u>Jan-12</u>	<u>YTD</u>
681.173.751.001	Farmers Market			280.75
681.173.751.004	Summerfest			372.50
681.173.751.003	Mint Festival			7,542.97
681.173.751.002	Car Shows (US 27 Motor Tour)			1,057.89
681.173.751.005	Vietnam Legacy Ride			783.00
681.173.751.007	Santa Parade	\$500 Best Decorated Prize Money	500.00	
681.173.751.007	Santa Parade	Santa Parade Newspaper Advertising	427.50	
681.173.751.007	Santa Parade	Gill-Roy's Christmas Supplies (Lights for Tree & Ornament Hooks)	95.08	
681.173.751.007	Santa Parade	Jet Speed Printing - Christmas Posters	158.00	1,180.58
			ADVERTISING	1,180.58
				11,217.69
			<u>Jan-12</u>	<u>YTD</u>
681.173.818.040	Downtown Improvement	Tree Lights	594.12	
681.173.818.040	Downtown Improvement	Christmas Ornaments for Evergreens	229.00	
681.173.818.040	Downtown Improvement	Evergreens & Kissing Balls	765.00	1,588.12
681.173.818.040	Downtown Improvement	Halogen Spike Lights (bulb replacements)	75.96	75.96
681.173.900.000	Print & Publishing			
681.173.870.001	Promotions	Downtown Dollars		200.00
681.173.956.000	Miscellaneous	2010 XM Satellite Radio (10/12/10-10/12/11)		134.83
681.173.956.000	Miscellaneous	ASCAP License Fee (1/1/12-12/31/12)	320.00	320.00
681.173.956.000	Miscellaneous	Main Street Café-Meetings 11/27, 11/1, 11/12		100.00
			DOWNTOWN IMPROVEMENTS	2,418.91
				13,636.60
			Sub-Total for Promotion (Advertising + Improvements)	
			<u>Jan-12</u>	<u>YTD</u>
681.173.729.000	Postage	Postage (USPS stamps + Mailchimp email)	97.40	136.20
681.173.730.000	Office Supplies/Adm	Office Supplies	117.00	171.22
681.173.853.004	Monthly & Long Distance	Phone (Long Distance) \$28.34/mo	28.34	170.04
681.173.826.086	Audit Fees	Audit Fees		
681.173.818.000	Contractual Services	Executive Director Salary	1,500.00	10,500.00
681.173.818.000	Contractual Services	Website Design & Maintenance	137.50	825.00
681.173.956.000	Miscellaneous	Donation to Clinton County Arts Council (Final Yearly Pymt #3 of 3)		300.00
			ADMINISTRATIVE	12,102.46
			TOTAL EXPENSES:	25,739.06
			Excess of Revenue	14,979.39
			Fund Balance beginning of year	12,185.83
			Fund Balance, end of period	27,165.22



Downtown St. Johns, Michigan

Mint City USA

Principal Shopping District and Downtown Development Authority

The St. Johns PSD/DDA - 100 E. State, PO Box 477 - St. Johns, MI. 48879 (989-227-1717) www.DowntownStJohns.org

BOARD OF DIRECTORS 2011 - 2012

Chairman

William Jackson –
Jackson, Jackson &
Associates P.C.

Vice-Chairman

Tyler Barlage –
Community Christian
Church

Secretary-Treasurer

Craig Smith – Mainstreet
Pizza

Directors

Aaron Baker – Harr's
Jewelry

Craig Bishop – Firstbank

Eugene Bellingar – Katren
Industries

Bill Brewbaker – Allaby &
Brewbaker Insurance

Bruce DeLong – Clinton
County Board of
Commissioners

Eric Harger – Trinity
Engineering and
Surveying Services

Dennis LaForest – City of
St. Johns, Michigan

Dave Mageli – Account
Receivable Solutions

Laurie Oakwood-Bishop –
St. Johns Locale

COMMITTEES

Marketing

Tyler Barlage-Chair
Craig Bishop
Bill Brewbaker
Eric Harger
Dennis LaForest
Laurie Oakwood-Bishop
Craig Smith

Events

Dave Mageli-Chair
Tyler Barlage
William Jackson
Laurie Oakwood-Bishop
Craig Smith

Security, Parking

and Maintenance

Dennis LaForest-Chair
Aaron Baker
Eugene Bellingar
Bill Brewbaker
Eric Harger
William Jackson

Executive, Finance, Strategic Planning

William Jackson-Chair
Tyler Barlage
Bruce DeLong
Dave Mageli
Craig Smith

CONTACT INFO

Executive Director

Carole M. Field
Cell: 989-640-5217
Fax: 989-579-5907
Email: CaroleField@
DowntownStJohns.org

2012 EVENT CORPORATE SPONSORS as of March 7, 2012

1	City of St. Johns, MI.	1,000.00
2	Firstbank - St. Johns	550.00
3	Account Receivable Solutions	300.00
4	Clinton County Federal Credit Union	150.00
5	UAW Local 925	75.00

Total Cash Deposited 2,075.00

IN KIND DONATIONS

1		
2		
3		
4		
6		
5		
		<i>Total in Trade</i> <u>-</u>
2012 Corporate Sponsorships YTD		<u>2,075.00</u>

The above in-kind sponsorship donations benefit these events for the following amounts:

1	Farmers Market	-
2	Summerfest	518.75
3	Mint Festival	518.75
4	US 27 Motor Tour	518.75
5	Santa Parade of Lights	518.75
2012 Corporate Sponsorship Allocation		<u>2,075.00</u>

2012 Summerfest Battle of the Bands Volunteer Sign-Up Sheet

SAT, JUN 23, 2012

#	Name	Phone	E-mail	Assignment	7:00pm-8:30pm	8:30pm-10:00pm	10:00pm-11:30pm	11:30pm-1:00am
1				Entry Tickets	1			
2				Entry Tickets	1			
3				Entry Tickets	1			
4				Entry Tickets	1			
5				Entry Tickets		1		
6				Entry Tickets		1		
7				Entry Tickets		1		
8				Entry Tickets		1		
9				Entry Tickets			1	
10				Entry Tickets			1	
11				Entry Tickets			1	
12				Entry Tickets			1	
13				Beer	1			
14				Beer	1			
15				Beer	1			
16				Beer	1			
17				Beer	1			
18				Beer	1			
19				Beer		1		
20				Beer		1		
21				Beer		1		
22				Beer		1		
23				Beer		1		
24				Beer		1		
25				Beer			1	
26				Beer			1	
27				Beer			1	
28				Beer			1	
29				Beer			1	
30				Beer			1	
31				50/50 Tickets	1			
32				50/50 Tickets		1		
33				50/50 Tickets			1	
34				Clean-up				1
35				Clean-up				1
36				Clean-up				1
37				Clean-up				1
38				Clean-up				1
39				Clean-up				1
				Total (39)	11	11	11	6

2012 Mint Festival Volunteer Sign-Up Sheet

FRI, AUG 10, 2012

#	Name	Phone	E-mail	Assignment	7:00pm-8:30pm	8:30pm-10:00pm	10:00pm-11:30pm	11:30pm-1:00am
1				Entry Tickets	1			
2				Entry Tickets	1			
3				Entry Tickets	1			
4				Entry Tickets	1			
5				Entry Tickets		1		
6				Entry Tickets		1		
7				Entry Tickets		1		
8				Entry Tickets		1		
9				Entry Tickets			1	
10				Entry Tickets			1	
11				Entry Tickets			1	
12				Entry Tickets			1	
13				Beer	1			
14				Beer	1			
15				Beer	1			
16				Beer	1			
17				Beer	1			
18				Beer	1			
19				Beer		1		
20				Beer		1		
21				Beer		1		
22				Beer		1		
23				Beer		1		
24				Beer		1		
25				Beer			1	
26				Beer			1	
27				Beer			1	
28				Beer			1	
29				Beer			1	
30				Beer			1	
31				50/50 Tickets	1			
32				50/50 Tickets		1		
33				50/50 Tickets			1	
34				Clean-up				1
35				Clean-up				1
36				Clean-up				1
37				Clean-up				1
38				Clean-up				1
39				Clean-up				1
				Total (39)	11	11	11	6

2012 Mint Festival Volunteer Sign-Up Sheet

SAT, AUG 11, 2012

#	Name	Phone	E-mail	Assignment	7:00pm-8:30pm	8:30pm-10:00pm	10:00pm-11:30pm	11:30pm-1:00am
1				Entry Tickets	1			
2				Entry Tickets	1			
3				Entry Tickets	1			
4				Entry Tickets	1			
5				Entry Tickets		1		
6				Entry Tickets		1		
7				Entry Tickets		1		
8				Entry Tickets		1		
9				Entry Tickets			1	
10				Entry Tickets			1	
11				Entry Tickets			1	
12				Entry Tickets			1	
13				Beer	1			
14				Beer	1			
15				Beer	1			
16				Beer	1			
17				Beer	1			
18				Beer	1			
19				Beer		1		
20				Beer		1		
21				Beer		1		
22				Beer		1		
23				Beer		1		
24				Beer		1		
25				Beer			1	
26				Beer			1	
27				Beer			1	
28				Beer			1	
29				Beer			1	
30				Beer			1	
31				50/50 Tickets	1			
32				50/50 Tickets		1		
33				50/50 Tickets			1	
34				Clean-up				1
35				Clean-up				1
36				Clean-up				1
37				Clean-up				1
38				Clean-up				1
39				Clean-up				1
				Total (39)	11	11	11	6

2012 US27 Motor Tour Stop Sign-Up Sheet

THURS, AUG 23, 2012

#	Name	Phone	E-mail	Assignment	7:00am-9:00am	11:00am-11:30pm
1				Street Parking	1	
2				Street Parking	1	
3				Street Parking	1	
4				Street Parking	1	
5				Clean-up		1
6				Clean-up		1
7				Clean-up		1
8				Clean-up		1
				Total (8)	4	4

2012 Santa Parade of Lights Sign-Up Sheet

FRI, DEC 7, 2012

#	Name	Phone	E-mail	Assignment	5:00pm-6:00pm	6:00pm-7:30pm	7:30pm-8:30pm
1				Line-up	1		
2				Line-up	1		
3				Line-up	1		
4				Line-up	1		
5				Pavilion		1	
6				Pavilion		1	
7				Pavilion		1	
8				Depot Bldg		1	
9				Depot Bldg		1	
10				Depot Bldg		1	
11				Depot Bldg		1	
12				Clean-up			1
13				Clean-up			1
14				Clean-up			1
15				Clean-up			1
16				Clean-up			1
17				Clean-up			1
				Total (17)	4	7	6

A-1 TANNING	317 N. CLINTON AVE.	989-224-8928
AARDVARK TATTOOS & BODY PIERCING	125 N. CLINTON AVE.	989-224-8935
<u>ABRAHAM & GAFFNEY PC</u>	108 SPRING ST.	989-224-6836
<u>ACCOUNT RECEIVABLE SOLUTIONS</u>	301 N. CLINTON AVE.	989-227-8810
<u>ALLABY & BREWBAKER INSURANCE</u>	108 N. CLINTON AVE.	989-224-3251
<u>ALIBI BAR</u>	311 N. CLINTON AVE.	989-668-0090
<u>AMERICAN LEGION POST 153</u>	110 E. WALKER ST.	989-224-8935
ANTIQUES AND FRIENDS	115 N. CLINTON AVE.	989-224-4473
APPEARANCES SALON	210 N. CLINTON AVE.	989-224-2306
<u>BACK ALLEY PET GROOMING</u>	306 N. CLINTON AVE.	517-819-6039
THE BASIC NEEDS CENTER	105 N. CLINTON AVE.	517-230-4618
<u>ROGER W. BEEBEE INSURANCE</u>	220 N. CLINTON AVE.	989-224-7160
ROBERT B. BELLGOWAN, JR., PLLC	113 N. CLINTON AVE.	989-227-2240
BELTONE	216 N. CLINTON AVE.	989-224-7788
MARION BERNSTEIN, ATTY AT LAW	312 N. CLINTON AVE.	989-227-8700
BILL'S BARBER SHOP	308 N. CLINTON AVE.	989-224-7007
<u>BOHATY'S SCHOOL OF DANCE</u>	213 ½ N. CLINTON AVE.	989-224-0207
<u>BRIGG'S PUBLIC LIBRARY</u>	108 E. RAILROAD ST.	989-224-4702
<u>BRUNO'S WONDER BAR</u>	226 N. CLINTON AVE.	989-224-4184
<u>BUDDY'S GOURMET DOG TREATS</u>	306 N. CLINTON AVE.	517-819-6039
<u>BURCHAM ENTERPRISES DRIVING SCHOOL</u>	120 N. CLINTON AVE.	989-227-1329
<u>BURTON MIXER</u>	508 N. MEAD ST.	989-224-2143
CALEDONIA FARMERS ELEVATOR	408 N. CLINTON AVE.	989-224-2381
<u>CANFIELD JENKINS PHOTOGRAPHY</u>	210 E. WALKER ST.	989-227-8441
CARI'S NAILS	104 N. CLINTON AVE.	517-712-3238
<u>CARPET WAREHOUSE</u>	407 N. LANSING ST.	989-227-1917
<u>CITIZENS BANK</u>	200 W. HIGHAM ST.	989-224-0787
CLINTON AREA TRANSIT SYSTEM	304 BRUSH ST.	989-224-8127
<u>CLINTON COUNTY ARTS COUNCIL ART GALLERY</u>	215 N. CLINTON AVE.	989-224-2429
<u>CLINTON COUNTY COURTHOUSE</u>	100 E. STATE ST.	989-224-5100
CLINTON COUNTY MEALS ON WHEELS	201 E. WALKER ST.	989-224-3600
<u>CLINTON COUNTY SENIOR CENTER</u>	201 E. WALKER ST.	989-224-4257
<u>CLINTON NORTHERN RAILWAY MUSEUM (CCAC)</u>	107 E. RAILROAD ST.	989-224-2429
COLBY & COLBY AGENCY (ALLSTATE INSURANCE)	123 N. CLINTON AVE.	989-224-4444
<u>COMMUNITY RESEARCH SERVICES</u>	301 N. CLINTON AVE.	989-668-0600
<u>COUNTRY SPICE CATERING</u>	316 N. CLINTON AVE.	877-723-7001
COURTHOUSE CUTS BARBER SHOP	100 N. CLINTON AVE.	989-224-8002
COURTNEY'S PLACE SALON	316 N. CLINTON AVE.	989-224-3136
<u>CROP PRODUCTION SERVICES</u>	208 W. RAILROAD ST.	989-224-3234
<u>CUSTOM EMBROIDERY PLUS</u>	306 N. LANSING ST.	989-224-8002
<u>CUSTOM EMBROIDERY PLUS RETAIL STORE</u>	305 W. RAILROAD ST.	989-224-8002
DEANO'S PIZZA	102 E. HIGHAM ST.	989-224-3500
DENNIS DISTRIBUTING	313 N. LANSING ST.	989-224-4822
<u>DERSHEY'S CAFE</u>	111 W. HIGHAM ST.	989-227-2233
<u>DROP IN ART</u>	316 N. CLINTON AVE.	517-230-5838
<u>EDWARD JONES INVESTMENT</u>	104 N. CLINTON AVE.	989-227-2888
<u>ESCAPES SPA</u>	323 N. CLINTON AVE.	989-620-4147
<u>FARMER'S MARKET</u>	100 BLK OF MAPLE ST.	989-224-7863
<u>FIRSTBANK</u>	201 N. CLINTON AVE.	989-227-8383
<u>GILL-ROY'S HARDWARE</u>	300 N. CLINTON AVE.	989-224-3271
DAVID GOECKEL DDS	107 SPRING ST.	989-224-4147
<u>HEATHER'S DANCE COMPANY</u>	221 N. CLINTON AVE.	989-227-9700
HICK'S FARM SERVICE	2124 S. GROVE RD.	989-224-4515
<u>HUNGRY HOWIE'S PIZZA</u>	101 N. CLINTON AVE.	989-227-0999

IMPRESSIONS SALON	200 W. STATE ST.	989-224-6373
<u>INTEGRITY CONSULTING GROUP</u>	301 N. CLINTON AVE.	989-224-6156
<u>IRON HOUSE FITNESS CENTER</u>	407 N. CLINTON AVE.	989-224-7500
<u>JACKSON, JACKSON & ASSOCIATES, PC</u>	120 E. WALKER ST.	989-224-6734
<u>JC ELECTRIC</u>	106 E. WALKER ST.	989-227-5450
<u>JET SPEED PRINTING</u>	313 N. CLINTON AVE.	989-224-6475
<u>KATREN INDUSTRIES</u>	508 N. CLINTON AVE.	989-224-3088
DONALD KOENIGSKNECHT DDS	102 E. CASS ST.	989-224-2319
<u>KURT'S APPLIANCE CENTER</u>	217 N. CLINTON AVE.	989-224-3895
<u>LEO'S BAIL BONDS</u>	103 STATE STREET	989-224-3585
LEVECK'S SMALL ENGINE SALES	506 N. CLINTON AVE.	989-224-8826
<u>LOCALE MEDIA COMPANY</u>	201 E. STATE ST.	989-640-2166
<u>MACO TOOL & ENGINEERING</u>	210 N. SPRING ST.	989-224-6723
MAIN STREET CAFÉ	205 N. CLINTON AVE.	989-224-9252
MAIN STREET PIZZA	207 N. CLINTON AVE.	989-224-6002
<u>FC MASON COMPANY</u>	200 E. RAILROAD ST.	989-224-3291
MAZZ'S ENDZONE PARTY STORE	224 N. CLINTON AVE.	989-224-3535
<u>MCKENZIE AGENCY</u>	212 N. CLINTON AVE.	989-224-2479
MCMATHIS COUNSELING SERVICE	108 W. WALKER	989-224-5065
<u>MEDICAL EQUIPMENT RESOURCE</u>	105 W. RAILROAD ST.	517-202-7650
MID MI COLLECTION BUREAU	117 E. WALKER ST.	989-224-7743
MODERN CONCEPT SALON	201 BRUSH ST.	989-224-6414
<u>MUTUAL DATA SERVICES</u>	319 N. CLINTON AVE.	989-224-6839
<u>NICOLE'S SALON AND DAY SPA</u>	211 N. CLINTON AVE.	989-224-4500
RUTH NIHART PC	218 N. CLINTON AVE.	989-224-4471
<u>OSGOOD FUNERAL HOME</u>	104 E. CASS ST.	989-224-2365
<u>PAINÉ-GILLAM-SCOTT MUSEUM</u>	106 MAPLE ST.	989-224-2894
<u>PET PANTRY, ETC.</u>	315 N. CLINTON AVE.	989-224-7810
<u>PKSA KARATE</u>	320 N. CLINTON AVE.	989-640-3301
R & B ENERGY	109 N. CLINTON AVE.	989-224-1929
<u>RADIO SHACK - CLINTON ELECTRONICS</u>	206 N. CLINTON AVE.	989-224-7694
<u>REHMANN'S CLOTHING</u>	122 N. CLINTON AVE.	989-224-2139
<u>THE SAFE CENTER</u>	323 N. CLINTON AVE.	989-725-9444
LAW OFFICE OF JOHN B. SALEMI	100 E. STATE ST.	989-224-8944
SECURITY ALARM COMPANY	102 N. CLINTON AVE.	989-224-8933
<u>SHAGGIE'S ICE CREAM & VIDEO GAMEROOM</u>	110 N. CLINTON AVE.	989-292-4005
<u>SIRENS BAR</u>	119 E. WALKER	989-292-4600
<u>JOHN SIRRINE & ASSOC.</u>	222 N. CLINTON AVE.	989-224-2853
SMITH LAWNSCAPES	502 N. CLINTON AVE.	989-224-9211
SMITH OIL & PROPANE	401 E. RAILROAD ST.	989-224-3474
ST. JOHNS BOOK EXCHANGE	121 N. CLINTON AVE.	989-224-7702
ST. JOHNS BUSINESS AND TAX SERVICE	108 BRUSH ST.	989-224-3055
<u>ST. JOHNS CITY OFFICES</u>	100 E. STATE ST.	989-224-8944
<u>ST. JOHNS DOWNTOWN PSD/DDA</u>	100 E. STATE ST.	989-227-1717
<u>ST. JOHNS FIRE DEPARTMENT</u>	109 E. STATE ST.	989-224-2151
ST. JOHNS INTERNAL MEDICINE	110 W. HIGHAM ST.	866-229-7422
<u>ST. JOHNS POLICE DEPARTMENT</u>	109 E. STATE ST.	989-224-6721
<u>ST. JOHNS REMINDER</u>	109 W. HIGHAM ST.	989-224-8356
ST. JOHNS TELEPHONE ANSWERING SERVICE	102 N. CLINTON AVE.	989-224-6989
<u>SUNDANCE BODY SHOP</u>	210 W. HIGHAM ST.	989-224-3232
<u>SWANY'S PUB AND GRUB</u>	310 N. CLINTON AVE.	989-224-9262
THOMAS JANITORIAL	113-B W. HIGHAM ST.	989-224-8613
TOM & AMY'S HAIRSTYLING	106 SPRING ST.	989-224-7062
<u>TRANSITIONS</u>	315 N. CLINTON AVE.	989-224-7810

TRI COUNTY COURT SERVICES	113 W. HIGHAM.	989-224-2669
<u>TRINITY ENGINEERING AND SURVEYING</u>	107 N. CLINTON AVE.	989-227-2700
<u>UAW LOCAL 925</u>	109 W. WALKER ST.	989-224-8833
<u>UNIQUE REFLECTIONS</u>	223 N. CLINTON AVE.	989-224-7170
<u>UNITED STATES POST OFFICE</u>	106 W. STATE ST.	989-224-9354
UPTOWN GLAMOUR	100 N. CLINTON AVE.	989-763-1755
VICTORIA FOOD DISTRIBUTION	408 N. CLINTON AVE.	989-224-2110
JOHN E. WIEBER PC	201 E. STATE ST.	989-224-9449
<u>WOODBURY'S FLOWERS</u>	321 N. CLINTON AVE.	989-224-3216
LAW OFFICE OF KRIS MICHAEL YOCKEY	201 E. STATE ST.	989-668-3801

ACCOUNTANTS

<u>ABRAHAM & GAFFNEY PC</u>	108 SPRING ST.	989-224-6836
RUTH NIHART PC	218 N. CLINTON AVE.	989-224-4471
<u>JOHN SIRRINE & ASSOC.</u>	222 N. CLINTON AVE.	989-224-2853

AGRICULTURAL EQUIPMENT

<u>FC MASON COMPANY</u>	200 E. RAILROAD ST.	989-224-3291
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ANSWERING SERVICE

ST. JOHNS TELEPHONE ANSWERING SERVICE	102 N. CLINTON AVE.	989-224-6989
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ANTIQUES - DEALERS

ANTIQUES AND FRIENDS	115 N. CLINTON AVE.	989-224-4473
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APPLIANCES

<u>KURT'S APPLIANCE CENTER</u>	217 N. CLINTON AVE.	989-224-3895
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ART GALLERY

<u>CLINTON COUNTY ARTS COUNCIL ART GALLERY</u>	215 N. CLINTON AVE.	989-224-2429
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ATTORNEYS

ROBERT B. BELLGOWAN, JR., PLLC	113 N. CLINTON AVE.	989-227-2240
MARION BERNSTEIN, ATTY AT LAW	312 N. CLINTON AVE.	989-227-8700
<u>JACKSON, JACKSON & ASSOCIATES, PC</u>	120 E. WALKER ST.	989-224-6734
LAW OFFICE OF JOHN B. SALEMI	100 E. STATE ST.	989-224-8944
JOHN E. WIEBER PC	201 E. STATE ST.	989-224-9449
LAW OFFICE OF KRIS MICHAEL YOCKEY	201 E. STATE ST.	989-668-3801

AUTOMOBILE BODY SHOP

<u>SUNDANCE BODY SHOP</u>	210 W. HIGHAM ST.	989-224-3232
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BAIL BONDS

<u>LEO'S BAIL BONDS</u>	103 STATE STREET	989-224-3585
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BANKS

<u>CITIZENS BANK</u>	200 W. HIGHAM ST.	989-224-0787
<u>FIRSTBANK</u>	201 N. CLINTON AVE.	989-227-8383

BILLING COMPANIES

<u>INTEGRITY CONSULTING GROUP</u>	301 N. CLINTON AVE.	989-224-6156
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BOOKS-USED

ST. JOHNS BOOK EXCHANGE	121 N. CLINTON AVE.	989-224-7702
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BURGLAR ALARMS & DETECTION DEVICES

SECURITY ALARM COMPANY	102 N. CLINTON AVE.	989-224-8933
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BUSINESS ASSOCIATION

<u>ST. JOHNS DOWNTOWN PSD/DDA</u>	100 E. STATE ST.	989-227-1717
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CARPET

<u>CARPET WAREHOUSE</u>	407 N. LANSING ST.	989-227-1917
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CATERERS

<u>COUNTRY SPICE CATERING</u>	316 N. CLINTON AVE.	877-723-7001
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CITY OFFICES

<u>ST. JOHNS CITY OFFICES</u>	100 E. STATE ST.	989-224-8914
CIVIL ENGINEERS - SURVEYORS		
<u>TRINITY ENGINEERING AND SURVEYING</u>	107 N. CLINTON AVE.	989-227-2700
CLOTHING		
<u>CUSTOM EMBROIDERY PLUS RETAIL STORE</u>	305 W. RAILROAD ST.	989-224-8002
<u>REHMANN'S CLOTHING</u>	122 N. CLINTON AVE.	989-224-2139
COLLECTION AGENCIES		
<u>ACCOUNT RECEIVABLE SOLUTIONS</u>	301 N. CLINTON AVE.	989-227-8810
MID MI COLLECTION BUREAU	117 E. WALKER ST.	989-224-7743
CONVENIENCE STORE		
MAZZ'S ENDZONE PARTY STORE	224 N. CLINTON AVE.	989-224-3535
COUNSELORS		
MCMATHIS COUNSELING SERVICE	108 W. WALKER	989-224-5065
COURTHOUSE		
<u>CLINTON COUNTY COURTHOUSE</u>	100 E. STATE ST.	989-224-5100
DANCE		
<u>BOHATY'S SCHOOL OF DANCE</u>	213 ½ N. CLINTON AVE.	989-224-0207
<u>HEATHER'S DANCE COMPANY</u>	221 N. CLINTON AVE.	989-227-9700
DENTISTS		
DAVID GOECKEL DDS	107 SPRING ST.	989-224-4147
DONALD KOENIGSKNECHT DDS	102 E. CASS ST.	989-224-2319
EDUCATION & INSTRUCTION		
<u>BURCHAM ENTERPRISES DRIVING SCHOOL</u>	120 N. CLINTON AVE.	989-227-1329
<u>DROP IN ART</u>	316 N. CLINTON AVE.	517-230-5838
<u>PKSA KARATE</u>	320 N. CLINTON AVE.	989-640-3301
ELECTRICAL CONTRACTORS		
<u>JC ELECTRIC</u>	106 E. WALKER ST.	989-227-5450
ELECTRONICS		
<u>RADIO SHACK - CLINTON ELECTRONICS</u>	206 N. CLINTON AVE.	989-224-7694
EMBROIDERY-SCREEN PRINTING		
<u>CUSTOM EMBROIDERY PLUS</u>	306 N. LANSING ST.	989-224-8002
ENGINE REPAIR & SALES		
LEVECK'S SMALL ENGINE SALES	506 N. CLINTON AVE.	989-224-8826
FERTILIZERS		
<u>CROP PRODUCTION SERVICES</u>	208 W. RAILROAD ST.	989-224-3234
FINANCIAL PLANNING - BROKER		
<u>EDWARD JONES INVESTMENT</u>	104 N. CLINTON AVE.	989-227-2888
FIRE DEPARTMENT		
<u>ST. JOHNS FIRE DEPARTMENT</u>	109 E. STATE ST.	989-224-2151
FLORIST		
<u>WOODBURY'S FLOWERS</u>	321 N. CLINTON AVE.	989-224-3216
FOOD SERVICE		
CLINTON COUNTY MEALS ON WHEELS	201 E. WALKER ST.	989-224-3600
FUNERAL DIRECTOR		
<u>OSGOOD FUNERAL HOME</u>	104 E. CASS ST.	989-224-2365
FURNITURE		
DENNIS DISTRIBUTING	313 N. LANSING ST.	989-224-4822
GRAIN ELEVATOR		
CALEDONIA FARMERS ELEVATOR	408 N. CLINTON AVE.	989-224-2381
HICK'S FARM SERVICE	410 N. CLINTON AVE.	989-224-4515
HAIR CARE		
APPEARANCES SALON	210 N. CLINTON AVE.	989-224-2306

BILL'S BARBER SHOP	308 N. CLINTON AVE.	989-224-7007
COURTHOUSE CUTS BARBER SHOP	100 N. CLINTON AVE.	989-224-8002
COURTNEY'S PLACE SALON	316 N. CLINTON AVE.	989-224-3136
IMPRESSIONS SALON	200 W. STATE ST.	989-224-6373
MODERN CONCEPT SALON	201 BRUSH ST.	989-224-6414
<u>NICOLE'S SALON AND DAY SPA</u>	211 N. CLINTON AVE.	989-224-4500
TOM & AMY'S HAIRSTYLING	106 SPRING ST.	989-224-7062
<u>UNIQUE REFLECTIONS</u>	223 N. CLINTON AVE.	989-224-7170
UPTOWN GLAMOUR	100 N. CLINTON AVE.	989-763-1755
HARDWARE		
<u>GILL-ROY'S HARDWARE</u>	300 N. CLINTON AVE.	989-224-3271
HEALTH & FITNESS		
<u>ESCAPES SPA (THERAPEUTIC MASSAGE)</u>	323 N. CLINTON AVE.	989-620-4147
<u>IRON HOUSE FITNESS CENTER</u>	407 N. CLINTON AVE.	989-224-7500
HEARING DEVICES		
BELTONE	216 N. CLINTON AVE.	989-224-7788
ICE CREAM SHOP		
<u>SHAGGIE'S ICE CREAM & VIDEO GAMEROOM</u>	110 N. CLINTON AVE.	989-292-4005
INSURANCE		
<u>ALLABY & BREWBAKER INSURANCE</u>	108 N. CLINTON AVE.	989-224-3251
<u>ROGER W. BEEBEE INSURANCE</u>	220 N. CLINTON AVE.	989-224-7160
COLBY & COLBY AGENCY	123 N. CLINTON AVE.	989-224-4444
MCKENZIE AGENCY	212 N. CLINTON AVE.	989-224-2479
INTERNET SERVICE PROVIDER		
<u>MUTUAL DATA SERVICES</u>	319 N. CLINTON AVE.	989-224-6839
JANITORIAL SERVICES		
THOMAS JANITORIAL	113-B W. HIGHAM ST.	989-224-8613
LANDSCAPING		
SMITH LAWNSCAPES	502 N. CLINTON AVE.	989-224-9211
LIBRARY		
<u>BRIGG'S PUBLIC LIBRARY</u>	108 E. RAILROAD ST.	989-224-4702
MANUFACTURER		
<u>BURTON MIXER</u>	508 N. MEAD ST.	989-224-2143
MEDIA, MARKETING & ADVERTISING		
<u>LOCALE MEDIA COMPANY</u>	201 E. STATE ST.	989-640-2166
MEDICAL EQUIPMENT		
<u>MEDICAL EQUIPMENT RESOURCE</u>	105 W. RAILROAD ST.	517-202-7650
MUSEUM		
<u>CLINTON NORTHERN RAILWAY MUSEUM (CCAC)</u>	107 E. RAILROAD ST.	989-224-2429
<u>PAINE-GILLAM-SCOTT MUSEUM</u>	106 MAPLE ST.	989-224-2894
NAIL SALON		
CARI'S NAILS	104 N. CLINTON AVE.	517-712-3238
NEWSPAPER		
<u>ST. JOHNS REMINDER</u>	109 W. HIGHAM ST.	989-224-8356
OILS - FUEL & HEATING		
SMITH OIL & PROPANE	401 E. RAILROAD ST.	989-224-3474
OPEN AIR MARKET		
<u>FARMERS MARKET</u>	100 BLK OF MAPLE ST.	989-224-7863
PET GROOMING		
<u>BACK ALLEY PET GROOMING</u>	308 N. CLINTON AVE.	517-819-6039
PET TREATS		
<u>BUDDY'S GOURMET DOG TREATS</u>	306 N. CLINTON AVE.	517-819-6039
<u>PET PANTRY, ETC.</u>	315 N. CLINTON AVE.	989-224-7810

PHOTOGRAPHERS

CANFIELD JENKINS PHOTOGRAPHY 210 E. WALKER ST. 989-227-8441

PHYSICIAN

ST. JOHNS INTERNAL MEDICINE 110 W. HIGHAM ST. 866-229-7422

POLICE DEPARTMENT

ST. JOHNS POLICE DEPARTMENT 109 E. STATE ST. 989-224-6721

PIZZA

DEANO'S PIZZA 102 E. HIGHAM ST. 989-224-3500

HUNGRY HOWIE'S PIZZA 101 N. CLINTON AVE. 989-227-0999

MAIN STREET PIZZA 207 N. CLINTON AVE. 989-224-6002

POSTAL SERVICES

UNITED STATES POST OFFICE 106 W. STATE ST. 989-224-9354

PRINTER

JET SPEED PRINTING 313 N. CLINTON AVE. 989-224-6475

PROCESS SERVER

TRI COUNTY COURT SERVICES 113 W. HIGHAM 989-224-2669

RESEARCH & DEVELOPMENT SERVICES

COMMUNITY RESEARCH SERVICES 301 N. CLINTON AVE. 989-668-0600

RESTAURANTS

DERSHEY'S CAFE 111 W. HIGHAM ST. 989-227-2233

MAIN STREET CAFÉ 205 N. CLINTON AVE. 989-224-9252

SENIOR ORGANIZATION

CLINTON COUNTY SENIOR CENTER 201 E. WALKER ST. 989-224-4257

SERVICE ORGANIZATION

AMERICAN LEGION POST 153 110 E. WALKER ST. 989-224-8935

SOCIAL SERVICE ORGANIZATION

THE BASIC NEEDS CENTER 105 N. CLINTON AVE. 517-230-4618

THE SAFE CENTER 323 N. CLINTON AVE. 989-725-9444

TRANSITIONS 315 N. CLINTON AVE. 989-224-7810

STEEL FABRICATORS

KATREN INDUSTRIES 508 N. CLINTON AVE. 989-224-3088

TANNING SALON

A-1 TANNING 317 N. CLINTON AVE. 989-224-8928

TATTOOING

AARDVARK TATTOOS & BODY PIERCING 125 N. CLINTON AVE. 989-224-8935

TAVERNS

ALIBI BAR 311 N. CLINTON AVE. 989-668-0090

BRUNO'S WONDER BAR 226 N. CLINTON AVE. 989-224-4184

SIRENS BAR 119 E. WALKER 989-292-4600

SWANY'S PUB AND GRUB 301 N. CLINTON AVE. 989-224-9262

TAX RETURN PREPARATION

ST. JOHNS BUSINESS AND TAX SERVICE 108 BRUSH ST. 989-224-3055

TOOLS

MACO TOOL & ENGINEERING 210 N. SPRING ST. 989-224-6723

TRANSPORTATION

CLINTON AREA TRANSIT SYSTEM 304 BRUSH ST. 989-224-8127

TRUCKING - REFRIGERATED

VICTORIA FOOD DISTRIBUTION 408 N. CLINTON AVE. 989-224-2110

UNION HALL

UAW LOCAL 925 109 W. WALKER ST. 989-224-8833



Downtown St. Johns, Michigan

Mint City USA

Principal Shopping District and Downtown Development Authority

The St. Johns PSD/DDA - 100 E. State, PO Box 477 - St. Johns, MI. 48879 (989-227-1717) www.DowntownStJohns.org

**BOARD OF DIRECTORS
2011 - 2012**

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William Jackson –
Jackson, Jackson &
Associates P.C.

Vice-Chairman
Tyler Barlage –
Community Christian
Church

Secretary-Treasurer
Craig Smith – Mainstreet
Pizza

Directors
Aaron Baker – Harr's
Jewelry

Craig Bishop – Firstbank

Eugene Bellingar – Katren
Industries

Bill Brewbaker – Allaby &
Brewbaker Insurance

Bruce DeLong – Clinton
County Board of
Commissioners

Eric Harger – Trinity
Engineering and
Surveying Services

Dennis LaForest – City of
St. Johns, Michigan

Dave Mageli – Account
Receivable Solutions

Laurie Oakwood-Bishop –
St. Johns Locale

COMMITTEES

Marketing
Tyler Barlage-Chair
Craig Bishop
Bill Brewbaker
Eric Harger
Dennis LaForest
Laurie Oakwood-Bishop
Craig Smith

Events
Dave Mageli-Chair
Tyler Barlage
William Jackson
Laurie Oakwood-Bishop
Craig Smith

**Security, Parking
and Maintenance**
Dennis LaForest-Chair
Aaron Baker
Eugene Bellingar
Bill Brewbaker
Eric Harger
William Jackson

**Executive, Finance,
Strategic Planning**
William Jackson-Chair
Tyler Barlage
Bruce DeLong
Dave Mageli
Craig Smith

CONTACT INFO

Executive Director
Carole M. Field
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Fax: 989-579-5907
Email: CaroleField@
DowntownStJohns.org

ST. JOHNS PRINCIPAL SHOPPING DISTRICT BOARD BUDGET Fiscal Year July 1, 2012 to June 30, 2013

REVENUE

25,880	Special Assessment
20	Interest Earned
1,100	Farmers Market 2011
15,000	Mint Festival 2011
4,000	Summerfest 2011
-	Contra-Donation/Private Sources
5,000	Corporate Sponsors 2011
1,000	Transfer from City General Revenue

TOTAL REVENUE

\$ 52,000

EXPENSES

400	Postage
400	Office Supplies
600	Farmers Market 2010
9,700	Mint Festival 2010
1,970	U27 Motor Tour 2010
2,000	Santa Parade of Lights 2010
4,800	Summerfest 2011
18,000	Executive Director Salary
500	Phone
200	Audit Fees
1,500	Print & Publishing (Brochure)
1,980	Website
1,450	Luncheons
8,500	Downtown Reinvestment
4,500	Downtown Planters
500	Downtown Music
1,500	Christmas (Decorations)
1,000	Christmas (Install)
1,000	Miscellaneous

TOTAL EXPENSES

\$ 52,000

Next Regular PSD/DDA Meeting: First Tuesday of Month, 7:30 a.m., Conference Rm. C, Courthouse



St. Johns Principal Shopping District Board Events Comparison

	2007				2008					
Downtown Management Board Event	Sponsors	Revenue	Expenses	Net	Sponsors	Revenue	Expenses	Net	Difference (\$)	Difference (%)
Spring Fling Car Show - May	400.00	925.00	1,937.95	\$ (612.95)	1,161.68	1,075.00	1,739.75	\$ 496.93	\$ 1,109.88	181.1%
Farmer's Market					0.00	785.00	309.00	\$ 476.00	476.00	undefined
Taste of the Town - June	0.00	8,632.00	7,749.57	\$ 882.43	783.33	10,068.39	9,077.24	\$ 1,774.48	892.05	101.1%
Summer Sidewalk Sales Days - July	1,505.00	845.00	2,293.92	\$ 56.08	300.00	625.00	1,177.87	\$ (252.87)	(308.95)	-550.9%
Mint Festival Car Show - August	1,325.00	805.00	2,362.92	\$ (232.92)	508.33	1,050.00	1,499.89	\$ 58.44	291.36	125.1%
Old Historic US 27 Motor Tour Stop - August	0.00	90.00	1,209.37	\$ (1,119.37)	0.00	0.00	1,450.00	\$ (1,450.00)	(330.63)	-29.5%
Pumpkin Festival Car Show - October	200.00	1,135.00	796.29	\$ 538.71	508.33	1,095.00	1,091.03	\$ 512.30	(26.41)	-4.9%
Santa Parade of Lights - December				\$ -	633.33	0.00	379.32	\$ 254.01	254.01	undefined
Yearly Totals	3,430.00	12,432.00	16,350.02	2007	3,895.00	14,698.39	16,724.10	2008	Difference (\$)	Difference (%)
		15,862.00	16,350.02	\$ (488.02)		18,593.39	16,724.10	\$ 1,869.29	\$ 2,357.31	483.0%



St. Johns Principal Shopping District Board Events Comparison

	2008				2009					
Downtown Management Board Event	Sponsors	Revenue	Expenses	Net	Sponsors	Revenue	Expenses	Net	Difference (\$)	Difference (%)
Spring Fling Festival & Car Show - May	1,161.68	1,075.00	1,739.75	\$ 496.93	926.10	631.00	849.50	\$ 707.60	\$ 210.67	42.4%
Farmer's Market	0.00	785.00	309.00	\$ 476.00	91.40	663.00	196.42	\$ 557.98	81.98	17.2%
Taste of the Town - June	783.33	10,068.39	9,077.24	\$ 1,774.48	938.60	8,753.93	8,726.15	\$ 966.38	(808.10)	-45.5%
Summer Sidewalk Sales Days - July	300.00	625.00	1,177.87	\$ (252.87)	300.00	470.00	779.81	\$ (9.81)	243.06	96.1%
Mint Festival Car Show - August	508.33	1,050.00	1,499.89	\$ 58.44	851.10	14,145.11	10,100.86	\$ 4,895.35	4,836.91	8276.7%
Old Historic US 27 Motor Tour Stop - August	0.00	0.00	1,450.00	\$ (1,450.00)	901.10	185.00	1,583.85	\$ (497.75)	952.25	65.7%
Pumpkin Festival Car Show - October	508.33	1,095.00	1,091.03	\$ 512.30	751.10			\$ 751.10	238.80	46.6%
Santa Parade of Lights - December	633.33	0.00	379.32	\$ 254.01	800.60		1,110.04	\$ (309.44)	(563.45)	-221.8%
Yearly Totals	3,895.00	14,698.39	16,724.10	2008	5,560.00	24,848.04	23,346.63	2009	Difference (\$)	Difference (%)
		18,593.39	16,724.10	\$ 1,869.29		30,408.04	23,346.63	\$ 7,061.41	\$ 5,192.12	277.8%



St. Johns Principal Shopping District Board Events Comparison

	2009				2010					
Downtown Management Board Event	Sponsors	Revenue	Expenses	Net	Sponsors	Revenue	Expenses	Net	Difference (\$)	Difference (%)
Spring Fling Festival & Car Show - May	926.10	631.00	849.50	\$ 707.60	0.00	0.00	0.00	\$ -	\$ (707.60)	0.0%
Farmer's Market	91.40	663.00	196.42	\$ 557.98	60.00	1,121.00	433.75	\$ 747.25	189.27	33.9%
Summerfest - June	938.60	8,753.93	8,726.15	\$ 966.38	2,660.00	7,674.00	9,612.65	\$ 721.35	(245.03)	-25.4%
Summer Sidewalk Sales Days - July	300.00	470.00	779.81	\$ (9.81)	0.00	0.00	0.00	\$ -	9.81	0.0%
Mint Festival - August	851.10	14,145.11	10,100.86	\$ 4,895.35	2,672.50	13,753.00	10,956.27	\$ 5,469.23	573.88	11.7%
Old Historic US 27 Motor Tour Stop - August	901.10	185.00	1,583.85	\$ (497.75)	1,572.50	0.00	1,295.00	\$ 277.50	775.25	155.8%
Pumpkin Festival Car Show - October	751.10	525.00	727.46	\$ 548.64	0.00			\$ -	(548.64)	0.0%
Santa Parade of Lights - December	800.60	0.00	1,110.04	\$ (309.44)	1,372.50	500.00	1,880.74	\$ (8.24)	301.20	97.3%
Yearly Totals	5,560.00	25,373.04	24,074.09	2009	8,337.50	23,048.00	24,178.41	2010	Difference (\$)	Difference (%)
		30,933.04	24,074.09	\$ 6,858.95		31,385.50	24,178.41	\$ 7,207.09	\$ 348.14	5.1%



St. Johns Principal Shopping District Board Events Comparison

	2010				2011					
Downtown Management Board Event	Sponsors	Revenue	Expenses	Net	Sponsors	Revenue	Expenses	Net	Difference (\$)	Difference (%)
Farmer's Market - June through October	60.00	1,121.00	433.75	\$ 747.25	50.00	1,004.00	354.75	\$ 699.25	(48.00)	-6.4%
Summerfest - June	2,660.00	7,674.00	9,612.65	\$ 721.35	2,368.60	3,127.00	4,425.07	\$ 1,070.53	349.18	48.4%
Vietnam Legacy Ride - August	0.00	0.00	0.00	\$ -	1,090.00	0.00	833.00	\$ 257.00	257.00	undefined
Mint Festival - August	2,672.50	13,753.00	10,956.27	\$ 5,469.23	2,439.80	15,705.00	9,816.39	\$ 8,328.41	2,859.18	52.3%
Old Historic US 27 Motor Tour Stop - August	1,572.50	0.00	1,295.00	\$ 277.50	1,913.00	0.00	1,926.00	\$ (13.00)	(290.50)	-104.7%
Santa Parade of Lights - December	1,372.50	500.00	1,880.74	\$ (8.24)	1,090.00	500.00	1,600.10	\$ (10.10)	(1.86)	-22.6%
Yearly Totals	8,337.50	23,048.00	24,178.41	2010	8,951.40	20,336.00	18,955.31	2011	Difference (\$)	Difference (%)
		31,385.50	24,178.41	\$ 7,207.09		29,287.40	18,955.31	\$ 10,332.09	\$ 3,125.00	43.4%



Downtown St. Johns, Michigan

Mint City USA

Principal Shopping District and Downtown Development Authority

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**BOARD OF DIRECTORS
2011 - 2012**

Chairman
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Vice-Chairman
Tyler Barlage – Community Christian Church

Secretary-Treasurer
Craig Smith – Mainstreet Pizza

Directors
Aaron Baker – Harr's Jewelry

Craig Bishop – Firstbank

Eugene Bellingar – Katren Industries

Bill Brewbaker – Allaby & Brewbaker Insurance

Bruce DeLong – Clinton County Board of Commissioners

Eric Harger – Trinity Engineering and Surveying Services

Dennis LaForest – City of St. Johns, Michigan

Dave Mageli – Account Receivable Solutions

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Executive, Finance, Strategic Planning

Bruce DeLong
Tyler Barlage
William Jackson
Dave Mageli
Craig Smith

CONTACT INFO

Executive Director
Carole M. Field
Cell: 989-640-5217
Fax: 989-579-5907
Email: CaroleField@DowntownStJohns.org

**2011 EVENT CORPORATE SPONSORS
As of September 1, 2011**

1	City of St. Johns, MI.	1,000.00
2	Firstbank - St. Johns	550.00
3	Z92.5 - The Castle	550.00
4	Katren Industries	350.00
5	Account Receivable Solutions	300.00
6	Allaby & Brewbaker Insurance	300.00
7	Sundance Buick GMC	300.00
8	Anonymous	200.00
9	Main Street Café	200.00
10	Main Street Pizza	200.00
11	Bob's Auto Body	150.00
12	Bruno's Wonder Bar	150.00
13	Clinton County Chamber of Commerce	150.00
14	Clinton County Federal Credit Union	150.00
15	Fifth Third Bank	150.00
16	Dershey's Café	150.00
17	Jackson, Jackson & Associates	150.00
18	Sirrine & Associates	150.00
19	Trinity Engineering & Surveying	150.00
20	Swany's Pub & Grub	150.00
21	Unique Reflections	150.00
22	Deano's Pizza	75.00
23	Mazz's Endzone Party Store	75.00
Total Cash Deposited		5,750.00

IN KIND DONATIONS

1	City of St. Johns (Summerfest & Mint Festival Police Services)	750.00
2	Custom Embroidery Plus (Shirts: Summerfest & MintFest @ \$150ea+ US27 @ \$411.50)	711.50
3	Michigan Graphics & Signs (Rotary Banner @ \$150 + US27 T-shirts @ \$411.50)	561.50
4	Cher Car Kennels (Mint Festival Overnight Security)	550.00
6	Lyle Simon: Gaming Coordinator Fee (SF\$878x20%=\$178.60 + MF\$749x20%=\$149.80)	328.40
5	Jet Speed Printing	300.00
Total in Trade		3,201.40

2011 Corporate Sponsorships YTD 8,951.40

The above in-kind sponsorship donations benefit these events for the following amounts:

1	Farmers Market	(\$50 overall trade)	50.00
2	Summerfest	(\$728.60 Specific Trade + \$50 overall trade)	2,368.60
3	Vietnam Legacy Ride	(\$50 overall trade)	1,090.00
4	Mint Festival	(\$1349.80 Specific Trade + \$50 overall trade)	2,439.80
5	US 27 Motor Tour	(\$823 Specific Trade + \$50 overall trade)	1,913.00
6	Santa Parade of Lights	(\$50 overall trade)	1,090.00

2011 Corporate Sponsorship Allocation 8,951.40



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ST. JOHNS PRINCIPAL SHOPPING DISTRICT BOARD BUDGET Fiscal Year July 1, 2011 to June 30, 2012

REVENUE

25,880	Special Assessment
20	Interest Earned
1,100	Farmers Market 2011
14,000	Mint Festival 2011
4,000	Summerfest 2011
-	Contra-Donation/Private Sources
4,000	Corporate Sponsors 2011
1,000	Transfer from City General Revenue

TOTAL REVENUE

\$ 50,000

EXPENSES

500	Postage	
450	Office Supplies	
500	Farmers Market 2010	
10,500	Mint Festival 2010	
1,500	U27 Motor Tour 2010	
600	Santa Parade of Lights 2010	
2,500	Summerfest 2011	
18,000	Executive Director Salary	
500	Phone	
200	Audit Fees	
1,500	Print & Publishing	
1,650	Website	
11,600	Downtown Reinvestment	
3,800	Downtown Planters	
500	Downtown Music	
300	Pledge to CCAC	
500	Pledge to CCEA	
4,000	Street/Sidewalk Maintenance	
1,500	Flags	
1,000	Miscellaneous	

TOTAL EXPENSES

\$ 50,000

Next Regular PSD/DDA Meeting: First Tuesday of Month, 7:30 a.m., Conference Rm. C, Courthouse

PSD Advertising Dollars Spent 2009 - 2011

	2009	2010	2011	Average	20% Increase	2012 ?
Farmers Market	452.60	433.75	354.75	\$ 413.70	82.74	496.44
Summerfest	1,129.00	1,864.86	1,081.02	\$ 1,358.29	271.66	1,629.95
Mint Festival	1,055.60	949.00	969.50	\$ 991.37	198.27	1,189.64
US27 Motor Tour	-	35.00	53.00	\$ 29.33	5.87	35.20
Santa Parade	651.50	1,310.20	935.50	\$ 965.73	193.15	1,158.88
				<u>\$ 3,758.43</u>	<u>751.69</u>	<u>4,510.11</u>
Brochure						1,500.00
Anticipated Advertising Budget for 2012-2013 Fiscal Year						<u><u>\$ 6,010.11</u></u>

REVENUE AND EXPENDITURE REPORT
2009 FARMER'S MARKET (Saturdays June 20 - Oct 31, 2009)
 Tuesday, November 03, 2009

REVENUE AND EXPENDITURE REPORT
2010 FARMERS MARKET
 Report as of December 31, 2010

REVENUE AND EXPENDITURE REPORT
2011 FARMERS MARKET
 Report as of December 31, 2011

Revenue	
\$ 416.00	7/30/2009
\$ 229.00	9/1/2009
\$ 239.75	10/21/2009
\$	
\$ 884.75	Sub-Total (actual event earnings)
\$ -	Corporate Sponsorship allocation for 2009
\$ 91.40	Specific Sponsorship for Farmers Market Signs
\$ 91.40	Sponsorship Allocation for Farmer's Market

TOTAL REVENUE: \$ 976.15

Expenses	
\$ 70.00	Farmer's Market Signs
\$ 21.42	Farmer's Market Flyers
\$ 106.58	6/14/09 - ¼ page ad St. Johns Reminder (Morning Star Publishing)
\$ 105.60	9/6/09 - ¼ page ad St. Johns Reminder (Morning Star Publishing)
\$ 149.00	9/6-10/25/09: 8 wkly 8" color ads Clinton County News (Gannett MI News)
\$ 452.60	Preliminary Total (as of 11/1/09 only)
TOTAL EXPENSES: \$ (452.60)	
Farmer's Market 2009 preliminary NET:	\$ 523.55

Revenue	
97.00	7/6/2010
70.00	7/19/2010
244.00	8/23/2010
355.00	9/13/2010
250.00	10/18/2010
105.00	10/29/2010
1,121.00	Sub-Total (actual event proceeds)
60.00	Corporate Sponsorship allocation for 2010 (Trade = \$60)
60.00	Sponsorship Allocation for Farmers Market 2010
TOTAL REVENUE	1,181.00

Expenses	
60.00	Percentage of Jet Speed Trade for 5,000 DMB Event Flyers
84.75	PlateMate-Memorial Day Placemats (15,000)
100.00	6/6/10 & 6/13/10 2x3" B/W ads in Clinton County News
49.00	Jet Speed Printing - 70 11x17" Posters
140.00	Gannett Newspapers - 10/24 Ad in L&S
433.75	Preliminary Estimate
TOTAL EXPENSES	433.75
2010 Farmers Market NET Profit	\$ 747.25

Revenue	
547.00	9/1/2011
10.00	10/4/2011
447.00	10/13/2011
1,004.00	Sub-Total (actual event proceeds)
50.00	Corporate Sponsorship allocation for 2011 (Trade = \$50)
50.00	Sponsorship Allocation for Farmers Market 2010
TOTAL REVENUE	1,054.00
Expenses	
50.00	In Trade Percentage of Event Flyers allocated to Farmers Market
24.00	Jet Speed Printing - 400 Farmers Market 8.5" x 11" Flyers
120.75	Gannett Newspapers - 6/5 & 6/12/11 Ad in CCN
160.00	MI Graphics & Signs - Metal Sidewalk Sign
354.75	Preliminary Estimate
TOTAL EXPENSES	354.75
2011 Farmers Market NET Profit	\$ 699.25

\$ 452.60	Advertising	Percentage of Revenue	46%	\$ 433.75	Advertising	Percentage of Revenue	37%	\$ 354.75	Advertising	Percentage of Revenue	34%
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REVENUE AND EXPENDITURE REPORT
2009 TASTE of the TOWN FESTIVAL
 (Event held June 26 & 27, 2009)
 Preliminary Report as of Aug 27, 2009

Revenue

\$135.00	Barbecue Contest registrations (9 @ \$ 15 ea.)
\$86.00	Barbecue Plate Sales (86 @ \$ 1 ea.)
\$250.00	Vendors (25 @ \$10 ea.)
\$3,725.00	Gate Entries (745 @ \$5 ea.)
\$483.00	Gaming Proceeds
<u>\$4,074.93</u>	<u>Beer Sales</u>
\$8,753.93	Sub-Total (actual event earnings)

\$750.60	Corporate Sponsorship allocation for 2009
<u>\$188.00</u>	<u>Specific Sponsorship for Newspaper Inserts</u>
\$938.60	Sponsorship Allocation for Taste of Town 2009

TOTAL REVENUE: \$9,692.53

Expenses

\$700.00	Mike Shafley Band
\$700.00	Phat Morris Band
\$1,760.60	Dan Henry Distributing (Beverages)
\$365.00	Jet Speed Printing (10K Taste of the Town Flyers)
\$1,785.00	American Rentals (tent & portable toilets)
\$77.70	Crown Trophy – Barbecue Contest Plaques
\$50.00	Allaby & Brewbaker (Liquor Bond)
\$1,052.38	Allaby & Brewbaker (Liquor Liability Insurance)
\$100.00	State of Michigan (Gaming Event License)
\$50.00	State of Michigan Liquor Control Commission
\$90.60	Temporary Food Service License
\$448.91	Central Gaming Company (Gaming Equip Rental)
\$100.00	Lyle Simon (Casino Gaming Coordinator Fee)
\$86.00	KofC Equip Rental -100 chairs @ 50¢ ea + 3 lost @ \$12ea)
\$230.66	Estimated Sales Tax on Liquor Sold
\$800.00	Z92.5 Radio- 30 commercials & 2 hr live feed
<u>\$329.00</u>	<u>Independent Informer – Insert 9,400 Flyers</u>
\$8,725.85	Preliminary Total (as of 8/27/09 only)

TOTAL EXPENSES: \$8,725.85

Taste of the Town 2009 preliminary NET: **\$966.68**

REVENUE AND EXPENDITURE REPORT
2010 SUMMERFEST
 (Event held June 25 & 26, 2010)
 Preliminary Report as of June 30, 2010

Revenue

2,785.00	Gate Entries (Fri 232 + Sat 325 = 557 @ \$5ea = \$2,785)
1,173.00	Gaming Proceeds (Fri \$540 + Sat \$634 = \$1,173)
3,716.00	Beer Sales (Fri \$1996 + Sat \$1720 = \$3,716)
<u>7,674.00</u>	<u>Sub-Total (actual event proceeds)</u>
2,795.00	Corporate Sponsorship allocation for 2010 (current YTD)
2,795.00	Sponsorship Allocation for Summerfest 2010

TOTAL REVENUE 10,469.00

Expenses

1,350.00	Mike Shafley Band
50.00	Z92.5 Radio Talent during Event Live Feed broadcast
1,598.30	Beverages (\$6509.60 + <4911.30> Refund)
2,072.50	American Rentals (tent & portable toilets)
50.00	Allaby & Brewbaker (Liquor Bond)
500.56	Allaby & Brewbaker (Liquor Liability Insurance)
100.00	State of Michigan (Gaming Event License)
50.00	State of Michigan Liquor Control Commission
443.61	Central Gaming Company (Gaming Equip Rental)
234.60	Lyle Simon (20% Casino Gaming Coordinator Fee)
210.34	Estimated 6% Sales Tax on Liquor Sold
500.00	City of St. Johns Police Service
300.00	Cher Car Kennels Overnight Security
219.50	Gill-Roy's (Fencing, Extension Cord, Zip ties, garbage bags)
47.38	Ice
750.00	Advertising-Z92.5 Radio- 50 commercials & 2 hr live broadcast
577.36	Advertising (Print Ads, Posters, Placemats)
300.00	Advertising (41 Volunteer T-Shirts)
187.50	Advertising (Lawn Signs)
<u>9,541.65</u>	<u>Preliminary Estimate</u>

TOTAL EXPENSES 9,541.65

Summerfest 2010 preliminary estimated NET: **\$ 927.35**

REVENUE AND EXPENDITURE REPORT
2011 SUMMERFEST
 (Event held June 25, 2011)
 Preliminary Estimated Report as of July 7, 2011

Revenue

910.00	Gate Entries (182 @ \$5ea)
878.00	Gaming Proceeds
1,145.00	Beer Sales
164.00	50/50 Raffle
30.00	BBQ Contest Entries
<u>3,127.00</u>	<u>Sub-Total (actual event proceeds)</u>
2,180.00	Corporate Sponsorship allocation for 2011 (Trade = \$600)
2,180.00	Sponsorship Allocation for Summerfest 2011

TOTAL REVENUE 5,307.00

Expenses

50.00	Percentage of Trade for 10,000 PSD Downtown Brochures
250.00	City of St. Johns Police Service
150.00	Michigan Graphics & Signs (Pavilion Banner)
150.00	CEP - 50% of Trade for 20 Volunteer T-Shirts
750.00	Advertising-Z92.5 Radio- 50 commercials & 2 hr live broadcast
50.00	Z92.5 Radio Talent during Event Live Feed broadcast
281.02	Advertising (Print Ads, Posters, Flyers)
500.00	Smooth Daddy Band
529.50	Main Beverage
609.00	American Rentals (tent & portable toilets)
50.00	Allaby & Brewbaker (Liquor Bond)
487.50	Allaby & Brewbaker (Liquor Liability Insurance)
50.00	State of Michigan (Gaming Event License)
50.00	State of Michigan Liquor Control Commission
279.00	Central Gaming Company (Gaming Equip Rental)
-	Lyle Simon (20% of \$878 Casino Gaming Coordinator Fee)
64.81	Estimated 6% Sales Tax on Liquor Sold
20.00	Smith Oil (55 gallon metal drums for hot coal disposal)
18.77	Gill-Roy's (Zip ties & garbage bags)
28.62	Ice
56.85	Crown Trophy (3 BBQ Contest Trophies)
<u>4,425.07</u>	<u>Preliminary Estimate</u>

TOTAL EXPENSES 4,425.07

2011 Summerfest NET Profit: **\$ 881.93**

\$ 1,129.00	Advertising	Percentage of Revenue	12%	\$ 1,864.86	Advertising	Percentage of Revenue	18%	\$ 1,081.02	Advertising	Percentage of Revenue	20%
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REVENUE AND EXPENDITURE REPORT
2009 MINT FESTIVAL DOWNTOWN
(Event held Aug 14 & 15, 2009)

Revenue

58.11	
100.00	Car Show T-Shirts (10 @ \$10ea)
820.00	Car Show Entries (82 @ \$10ea)
6,198.00	Gate Entries (1240 @ \$ 5ea)
1,879.00	Gaming Proceeds
5,090.00	Beer Sales
14,145.11	Sub-Total (actual event earnings)
851.10	Sponsorship Allocation for Mint Festival DOWNTOWN! 2009

TOTAL REVENUE: 14,996.21

Expenses

83.50	¼ of Car Show T-Shirts
30.00	Ice
750.00	Mike Shafley Band
750.00	Phat Morris Band
3,447.35	Main Beverage Company (Beverages)
375.80	Lyle Simon (Casino Gaming Coordinator)
70.00	Jet Speed Printing (100 Color Posters)
187.50	Michigan Graphics & Signs (25 BEER TENT signs)
1,725.00	American Rentals (tent & portable toilets)
77.85	Crown Trophy – Car Show Trophies 1 st -3 rd)
100.00	Cash Prize to Car Show 1 st Place Winner
50.00	Allaby & Brewbaker (Liquor Bond)
719.25	Allaby & Brewbaker (Liquor Liability Insurance)
100.00	State of Michigan (Gaming Event License)
50.00	State of Michigan Liquor Control Commission
75.00	Mailing List of 371 MI Car Clubs on Hemmings website
423.50	Central Gaming Company (Gaming Equip Rental)
288.11	Sales Tax on Liquor Sold
500.00	Co-op Advertising w/CCCC on WLNS Television
298.00	LSJ 32" Color BOGO in 4 Papers w/71,225 circulation)
10,100.86	Preliminary Total (as of 8/27/09 only)

TOTAL EXPENSES: 10,100.86

Mint Festival DOWNTOWN! 2009 preliminary NET: **4,895.35**

REVENUE AND EXPENDITURE REPORT
2010 MINT FESTIVAL DOWN AT THE DEPOT
Preliminary Report as of August 31, 2010

Revenue

570.00	Car Show Entries (57 @ \$10ea - 2009 was 82 @ \$10=\$820)
4,560.00	Gate Entries (912 @ \$5ea - 2009 was 1240 @ \$5=\$6198)
677.00	Gaming Proceeds (2009 was \$1879)
7,946.00	Beer Sales (2009 was \$5090)
13,753.00	Sub-Total (actual event proceeds)

2,595.00 Corporate Sponsorship allocation for 2010 (Trade = \$1420)
2,595.00 Sponsorship Allocation for Summerfest 2010

TOTAL REVENUE 16,348.00

Expenses

1,350.00	Mike Shafley Band
2,658.60	Beverages (\$6649.60 + <3991.00> Refund)
2,072.50	American Rentals (tent & portable toilets)
50.00	Allaby & Brewbaker (Liquor Bond)
500.57	Allaby & Brewbaker (Liquor Liability Insurance)
100.00	State of Michigan (Gaming Event License)
50.00	State of Michigan Liquor Control Commission
443.61	Central Gaming Company (Gaming Equip Rental)
135.40	Lyle Simon (20% Casino Gaming Coordinator Fee)
449.77	Estimated 6% Sales Tax on Liquor Sold
500.00	City of St. Johns Police Service
500.00	W.E.D. Event Planning - DJ Services
300.00	Cher Car Kennels Overnight Security
40.00	Ice
100.00	Car Show Prize Money for 1st Place Winner
77.85	Car Show Trophies for 1st, 2nd, 3rd Place Winners
500.00	Co-op Advertising with CCCC on WLNS TV
100.00	Advertising - Clinton County News: 2 weeks color
139.00	Advertising - LSJ 4 paper color w/more than 72,000 circulation
210.00	Advertising - 30,000 CCCC Placemats @ \$210
10,277.30	Preliminary Estimate

TOTAL EXPENSES 10,277.30

Summerfest 2010 preliminary estimated NET: **\$ 6,070.70**

REVENUE AND EXPENDITURE REPORT
2011 MINT FESTIVAL DOWN AT THE DEPOT
Preliminary Report as of August 25, 2011

Revenue

580.00	Car Show Entries 58 @ \$10=\$580 (2010=57, 2009=58)
5,371.00	Gate Entries 1074 @ \$5 (2010=912, 2009=1240)
749.00	Gaming Proceeds (2010=\$677, 2009=\$1879)
9,005.00	Beer Sales (2010=\$7946, 2009=\$5090)
15,705.00	Sub-Total (actual event proceeds)

2,439.80 Corporate Sponsorship allocation (Trade = \$1399.80)
2,439.80 Sponsorship Allocation for Mint Festival

TOTAL REVENUE 18,144.80

Expenses

50.00	Percentage of Jet Speed Trade for 5,000 DMB Event Flyers
500.00	City of St. Johns Police Service
150.00	CEP - Volunteer T-Shirts
550.00	Cher Car Kennels Overnight Security
149.80	Lyle Simon (20% Casino Gaming Coordinator Fee)
650.00	Mike Shafley Band
650.00	Squids Band
150.00	Craig Parrish - Car Show DJ
2,761.20	Beverages
767.40	American Rentals (tables, chairs, lights & portable toilets)
50.00	Allaby & Brewbaker (Liquor Bond)
467.75	Allaby & Brewbaker (Liquor Liability Insurance)
100.00	State of Michigan (Gaming Event License)
50.00	State of Michigan Liquor Control Commission
251.22	Central Gaming Company (Gaming Equip Rental)
353.42	Estimated 6% Sales Tax on Liquor Sold
87.50	Jet Speed - 100 posters
22.00	Postal Connections - 100 car show entry cards
200.00	Clinton County Chamber of Commerce - MF Vendor
57.00	Main Street Pizza - Lunch for DPW workers
243.30	Gill-Roy's - Cable Ties, fencing supplies
47.68	Ice (32 bags @ \$1.49 each)
100.00	Car Show Prize Money for 1st Place Winner
77.85	Car Show Trophies for 1st, 2nd, 3rd Place Winners
500.00	Co-op Advertising with CCCC on WLNS TV
382.00	LSJ- 3.25' x 5' color ad in Clinton Cty, DeWitt-Bath, Portland & Grand Ledge
49.00	CEP- Balance on Volunteer T-Shirts after In-Kind Sponsorship
9,437.12	

TOTAL EXPENSES 9,437.12

2011 Mint Festival Down at the Depot Preliminary NET Profit: **\$ 8,707.68**

\$ 1,055.50	Advertising	Percentage of Revenue	7%	\$ 949.00	Advertising	Percentage of Revenue	6%	\$ 969.50	Advertising	Percentage of Revenue	5%
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REVENUE AND EXPENDITURE REPORT
2009 US27 MOTOR TOUR
(Event held Aug 20, 2009)
Preliminary Report as of Sept 1, 2009

REVENUE AND EXPENDITURE REPORT
2010 US 27 MOTOR TOUR STOP
Preliminary Report as of August 31, 2010

REVENUE AND EXPENDITURE REPORT
2011 US 27 MOTOR TOUR
Preliminary Report as of August 25, 2011

Revenue

\$120.00	Car Show T-Shirts	(12 @ \$20ea)
\$65.00	US27 Tour Coffee Mugs	(13 @ \$ 5ea)
\$185.00	Sub-Total (actual event earnings)	

\$901.10 Sponsorship Allocation for Taste of Town 2009

TOTAL REVENUE: \$1,086.10

Expenses

\$1,000.00	Craig Parrish – US27 Tour Promoter
\$83.50	¼ of Car Show T-Shirts
\$325.35	US27 Tour Coffee Mugs (155 @ \$2.10ea)
\$175.00	Ed Hafner Sound Cruise DJ Service

\$1,583.85 Preliminary Total (as of 8/20/09 only)

TOTAL EXPENSES: \$1,583.85

US27 MOTOR TOUR preliminary NET: (\$497.75)

Revenue

-	Sub-Total (actual event proceeds)
1,495.00	Corporate Sponsorship allocation for 2010 (Trade = \$320)
1,495.00	Sponsorship Allocation for US27 Motor Tour Stop 2010

TOTAL REVENUE 1,495.00

Expenses

1,000.00	Craig Parrish (promoter)
200.00	W.E.D. Event Planning - DJ Services
35.00	Advertising - Jet Speed Printing of 50 Posters
1,235.00	Preliminary Estimate

TOTAL EXPENSES 1,235.00

US27 Motor Tour Stop 2010 preliminary estimated NET: \$ 260.00

Revenue

-	None
-	Sub-Total (actual event proceeds)
1,913.00	Corporate Sponsorship allocation for 2010 (Trade = \$873)
1,913.00	Sponsorship Allocation for US 27 Motor Tour

TOTAL REVENUE 1,913.00

Expenses

50.00	Percentage of Jet Speed Trade for 5,000 DMB Event Flyers
411.50	CEP - US 27 Motor Tour T-Shirts (50)
411.50	Michigan Graphics & Signs - US 27 Motor Tour T-Shirts (50)
1,000.00	Craig Parrish (promoter)
53.00	Jet Speed - 100 posters

1,926.00

TOTAL EXPENSES 1,926.00

2011 US 27 Motor Tour Preliminary NET Profit: \$ (13.00)

\$	-	Advertising	Percentage of Revenue	0%	\$	35.00	Advertising	Percentage of Revenue	2%	\$	53.00	Advertising	Percentage of Revenue	3%
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REVENUE AND EXPENDITURE REPORT
2009 SANTA PARADE OF LIGHTS (Friday December 4, 2009)
 Tuesday, January 05, 2010

<u>Revenue</u>	
\$ -	
<hr/>	
\$ -	Sub-Total (actual event earnings)
\$ 800.60	Corporate Sponsorship allocation for 2009
\$ 500.00	Allocation from DMB Budget for Decorations
<hr/>	
\$ 1,300.60	Budget for Santa Parade of Lights

TOTAL REVENUE: \$ 1,300.60

Expenses

\$ 285.00	Andy T's - evergreens for downtown flower barrels
\$ 126.54	Gill-Roy's (Christmas Tree supplies)
\$ 1,755.00	Gill-Roy's - 78 strands of LED lights for trees @ \$22.50ea
\$ 350.00	Dirty Works - Hanging LED lights in downtown trees
\$ 25.00	CCCC Nov Newsletter Insert -Santa Parade Poster/Application
\$ 75.00	CCCC Placemat Advertising for Santa Parade
\$ 52.50	Jet Speed - 75 11x17" Posters
\$ 350.00	WJSZ-FM Radio (Z92.5) 28 commercials 11/29-12/4/09
\$ 149.00	11/8-11/29/09: 4 wkly 30" color ads Clinton County News
<hr/>	
\$ 2,883.04	Preliminary Total (as of 12/30/09 only)

TOTAL EXPENSES: \$ (2,883.04)

Santa Parade of Lights 2009 preliminary NET: \$ (1,582.44)

Value of 24 Replacement LED reel lights on hand @ \$22.50ea \$540.00

REVENUE AND EXPENDITURE REPORT
2010 SANTA PARADE OF LIGHTS
 Preliminary Report as of December 31, 2010

<u>Revenue</u>	
-	
<hr/>	
-	Sub-Total (actual event proceeds)
500.00	Funded from DMB 2010/2011 annual budget
1,372.50	Corporate Sponsorship allocation for 2010 (Trade = \$60)
<hr/>	
1,872.50	Sponsorship Allocation for Santa Parade 2010

TOTAL REVENUE 1,872.50

Expenses

60.00	In Trade Portion of DMB Event Flyers allocated to Santa Parade
70.00	Jet Speed - 100 Santa Parade Posters
265.00	Jet Speed - 500 Santa Parade Weekend Coupons
280.00	CCCC Christmas Placement Ad (40,000 placements)
345.20	CC News - 4 weekly Ads for Santa Parade
350.00	Santa Parade - Radio Advertising (Z92.5)
360.00	Andy T's - Evergreens for Downtown Flower Barrels
150.54	Gill-Roy's - Supplies for Christmas Tree Lights
<hr/>	
1,880.74	Preliminary Estimate

TOTAL EXPENSES 1,880.74

Santa Parade of Lights 2010 preliminary estimated NET: \$ (8.24)

REVENUE AND EXPENDITURE REPORT
2011 SANTA PARADE OF LIGHTS
 Preliminary Report as of December 31, 2011

<u>Revenue</u>	
-	
<hr/>	
-	Sub-Total (actual event proceeds)
500.00	Funded from DMB 2010/2011 annual budget
1,090.00	Corporate Sponsorship allocation for 2011 (Trade = \$50)
<hr/>	
1,590.00	Sponsorship Allocation for Santa Parade 2010

TOTAL REVENUE 1,590.00

Expenses

50.00	In Trade Portion of DMB Event Flyers allocated to Santa Parade
158.00	Jet Speed - 100 Santa Parade Posters
500.00	Best Decorated Prize Money
114.60	Gill-Roy's - Supplies for Christmas Tree Lights
427.50	CC News-3 weeks Color Ad (3col x 5" = 4.93" x 5")
350.00	Santa Parade - Radio Advertising (Z92.5)
<hr/>	
1,600.10	Preliminary Estimate

TOTAL EXPENSES 1,600.10

Santa Parade of Lights 2011 preliminary estimated NET: \$ (10.10)

\$ 651.50	Advertising	Percentage of Advertising	50%	\$ 1,310.20	Advertising	Percentage of Revenue	70%	\$ 935.50	Advertising	Percentage of Revenue	59%
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Field Works Services

Proposal Quote

Date: March 7, 2012

4305 S. Lowell Road - Saint Johns, MI. 48879-9573
 Phone 989.640.5217, Fax 989.579.5907
 Email: Carole@CaroleField.com



TO:

St. Johns Principal Shopping District Board
 100 E. State, PO Box 477
 St. Johns, MI. 48879

FOR: St. Johns Principal Shopping District Board
Website Maintenance Proposal

DESCRIPTION	HOURS per MO	RATE	AMOUNT
Website Design and Creation A. Domain Names (www.DowntownStJohns.org and www.MintCityUSA.com) B. Tailored Website Design and Hosting (99.9% Uptime Reliability) C. Email matched to Domain Name (1000 mailboxes) D. Design and Creation of Website Pages: 1) Home Page (Downtown St. Johns, MI) 2) About Us Page (Downtown Management Board) 3) What is the DMB/DDA? 4) What does the DMB/DDA do? 5) Board Members 6) Volunteer 7) Visitors Guide 8) Arts and Culture 9) Events Guide 10) Downtown Events 11) Farmers Market 12) Summerfest 13) Vietnam Legacy Ride 14) Mint Festival Car Show 15) Mint Festival Down at the Depot 16) Historic US 27 Motor Tour 17) Santa Parade of Lights 18) Downtown Dollars 19) Business Directory 20) Alphabetical Business Directory 21) By Category Business Directory 22) Property Inventory 23) Document Library 24) Helpful Links			0.00
Website Maintenance 1. Monthly Maintenance <ul style="list-style-type: none"> ▪ Updates and/or Additions to existing site (design, script, forms, photograph and document uploads, etc.) ▪ Monthly Search Engine Submission ▪ Monthly On-line Media Marketing: Utilization of member, shopper and visitor information obtained to Market and Communicate using electronic newsletters, emails and social media announcements. 2. Domain Name & Site Hosting	1.0 wk = 4.5	30.00 HR	135.00 Month 30.00 Month

Thank you for giving me the opportunity to bid for your business. To view examples of my design work, please visit the websites of some of my clients online at CherCarKennels.net or CCDSA.info.

YEARLY MAINTENANCE & UPKEEP	1620.00
YEARLY DOMAIN & SITE HOSTING	<u>360.00</u>
YEARLY TOTAL	1980.00

PROPOSED DOWNTOWN CARNIVAL on MEMORIAL DAY WEEKEND

FRIDAY MAY 25, SATURDAY MAY 26, SUNDAY MAY 27, MONDAY MAY 28, 2012

In March of 2011 I had contacted Schmidt Amusements of 3380 Deep River Road in Standish, Michigan 48658 (989) 846-6221 regarding holding a carnival in Downtown St. Johns during the 2011 event season. They were unable to help us last year, but put us on the list for booking in 2012.

I received a call from Peggy Anderson, owner of Schmidt Amusements, last week offering us a booking for Memorial Day weekend. The following details our email correspondence about the event.

----- Original Message -----

From: pja1a@yahoo.com

To: [Carole Fields](#)

Sent: Tuesday, February 28, 2012 9:23 PM

Subject: carnival

Carole,

We will need 300x300, it does not have to be square just that amount. Like I said before all you would need to furnish is port a johns, dumpster, water and a place to set up.

Peggy
Schmidt Amusements
989-846-4406.

----- Original Message -----

From: CaroleField@DowntownStJohns.org

To: pja1a@yahoo.com

Sent: Tuesday, February 28, 2012 9:38 PM

Subject: Re: carnival

Hi Peggy!

Please give me a little more information so I can present this to the board. What type of amusements would you be providing? Would you also be serving food? You had stated Memorial Day weekend from Friday through Monday; what are the anticipated hours of operation? Would you provide security for the equipment during the off hours (overnight, etc)? You also mentioned this would be a "fundraiser" for us. What percentage would we receive? Is there a guaranteed amount of at least X number of dollars? Please define the type of water set-up you require... a hose or a spigot... how close must it be? How large of a "place to set up" do you need? Do you provide advertising for the event? If so, in what form? What size dumpster do you require? Must the dumpster be emptied during the event, or simply once after the event? Is there anything else I neglected to ask that you think is of importance to mention or discuss?

Thanks much,

Carole

Carole Field, Executive Director
St. Johns Principal Shopping District/DDA Board
100 E. State, PO Box 477 - St. Johns, MI. 48879
cell (989) 640-5217, fax (989) 579-5907
CaroleField@DowntownStJohns.org
www.DowntownStJohns.org
Facebook page: [Downtown St. Johns, Michigan](#)

----- Original Message -----

From: pja1a@yahoo.com

To: CaroleField@DowntownStJohns.org

Sent: Tuesday, February 28, 2012 10:27 PM

Subject: Re: carnival

Carole,

I answered your questions in red below.

Hi Peggy!

Please give me a little more information so I can present this to the board.

What type of amusements would you be providing? **We will be bringing in about 10-14 rides, about 10 games and at least 4 food wagons.**

Would you also be serving food? **The wagons would serve elephant ears, pizza, cotton candy, apples, corn dogs, hot dogs, sausages, soft pretzels, french fries, fresh squeeze lemonade, etc.**

You had stated Memorial Day weekend from Friday through Monday; what are the anticipated hours of operation? **We would be open Fri. evening about 4-11, Sat. 7 Sun, 12-11, Mon. 12-6, could be open longer.**

Would you provide security for the equipment during the off hours (overnight, etc)? **Do you think we would need that? Maybe local officer drive past once in a while.**

You also mentioned this would be a "fundraiser" for us. What percentage would we receive? **We will give you 15% of the money we take into the ticket box. Normally we would keep the first \$5,000.00, but I am taking that out of the contract for you.**

Is there a guaranteed amount of at least X number of dollars? **Sorry no guarantee, The more the word gets out the more money comes in.**

Please define the type of water set-up you require... a hose or a spigot... how close must it be? **We need it to be relatively close, enough pressure to flow at a steady pace for the wagon and trailers. Some places hook us up to fire hydrants and others to a spigot on the side of the building, a hydrant would be the best.**

How large of a "place to set up" do you need?

We need about 300 square feet.

Do you provide advertising for the event? If so, in what form?

Yes we will send you 100 posters, a \$300 value.

What size dumpster do you require? Must the dumpster be emptied during the event, or simply once after the event?

A small to med. size dumpster, I would hope that it needs to be dumped every day, but just at the end may be enough.

Is there anything else I neglected to ask that you think is of importance to mention or discuss?

If we get a go ahead on this I would send you a contract, for you to sign and I will also sign. We would be moving in the Monday 21st, and leave the Tuesday the 28th. We would need the port a johns for that amount of time. If the city requires any permits you would need to get them, we get the health department ones. If we set up on pavement we will not put any stakes into it. We can give you advanced tickets to sell, which would give them \$3 off an armband. \$15 at the ticket box or \$12 if you sell the advanced ones. You would also get 15% of the advanced that you sell. Our area will be clean when we leave. We will not only raise some money for you, but when we are in town we go to your stores, gas stations, laundry mats, etc., bringing money into your community. We are a family owned and operated business, we have been in the carnival business for over 45 years. If you would like to see what we look like we have a web site, www.schmidtamusements.com,

If you would like references I can give you some. I will be home Thursday evening if for some reason you would need to call during the meeting.

If you have any other questions before after or during, do not hesitate to ask. Please call my home number 1st, cell phone bad reception at home and there is always e-mail.

home-989-846-4406
cell. 989-529-2567
e-mail pja1a@yahoo.com

Hope to be working with you,
Peggy

Original Message -----

From: pja1a@yahoo.com
To: CaroleField@DowntownStJohns.org
Sent: Friday, March 02, 2012 6:06 PM
Subject: Re: carnival

Carole,

Hopefully your weather forecast is better down there is better than ours in Northeastern part of the state, here in Standish. Writing to you to find out how the meeting went last night and what their answer was.

Thank you for your time,
Peggy

----- Original Message -----

From: CaroleField@DowntownStJohns.org
To: pja1a@yahoo.com
Sent: Friday, March 02, 2012 6:10 PM
Subject: Re: carnival

I am going to present your suggestion to the full board meeting (yesterday was just the executive board and they approved bringing it to the full board). Our meeting is Wednesday March 7th, so I will get back in touch after that!

I did have a couple more questions. Is the 300 x 300 in feet? Also, do you supply the barricades or whatever to contain the event and the staff to man the entry gates, sell tickets and such?

Carole

Carole Field, Executive Director
St. Johns Principal Shopping District/DDA Board
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Downtown St. Johns, Michigan

Mint City USA

Principal Shopping District and Downtown Development Authority

The St. Johns PSD/DDA - 100 E. State, PO Box 477 - St. Johns, MI. 48879 (989-227-1717) www.DowntownStJohns.org

DOWNTOWN DEVELOPMENT AUTHORITY (DDA) DIRECTORS MEETING AGENDA Wednesday, March 7, 2012 12 Noon, Main Street Café

(Following meeting of the Principal Shopping District Board)

BOARD OF DIRECTORS 2011 - 2012

Chairman

William Jackson –
Jackson, Jackson &
Associates P.C.

Vice-Chairman

Tyler Barlage –
Community Christian
Church

Secretary-Treasurer

Craig Smith – Mainstreet
Pizza

Directors

Aaron Baker – Harr's
Jewelry

Craig Bishop – Firstbank

Eugene Bellinger – Katren
Industries

Bill Brewbaker – Allaby &
Brewbaker Insurance

Bruce DeLong – Clinton
County Board of
Commissioners

Eric Harger – Trinity
Engineering and
Surveying Services

Dennis LaForest – City of
St. Johns, Michigan

Dave Mageli – Account
Receivable Solutions

Laurie Oakwood-Bishop –
St. Johns Locale

COMMITTEES

Marketing

Tyler Barlage-Chair
Craig Bishop
Bill Brewbaker
Eric Harger
Dennis LaForest
Laurie Oakwood-Bishop
Craig Smith

Events

Dave Mageli-Chair
Tyler Barlage
William Jackson
Laurie Oakwood-Bishop
Craig Smith

Security, Parking and Maintenance

Dennis LaForest-Chair
Aaron Baker
Eugene Bellinger
Bill Brewbaker
Eric Harger
William Jackson

Executive, Finance, Strategic Planning

William Jackson-Chair
Tyler Barlage
Bruce DeLong
Dave Mageli
Craig Smith

CONTACT INFO

Executive Director

Carole M. Field
Cell: 989-640-5217
Fax: 989-579-5907
Email: CaroleField@
DowntownStJohns.org

(*Indicates Attachment)

1. Call to Order by Vice-Chairman Tyler Barlage

2. Additions to the Agenda.

3. *Approval of Meeting Minutes dated February 1, 2012

4. Communications: None

5. Committee Reports:

a. Marketing (Barlage-chair, Bishop, Brewbaker, Harger, LaForest, Oakwood-Bishop, Smith)

- 1) Incentives to New Businesses:
 - a. Rental assistance for 12 months
 - b. Advertising for 60 days
- 2) Christmas Decorations
- 3) WIFI in the Downtown

b. Events (Mageli-chair, Barlage, Jackson, Oakwood-Bishop, Smith)

- 1) Stages

6. Old Business:

- a. Parking Lot
- b. Interior Design of Train Depot

7. New Business: None

Next Regular PSD/DDA Meeting: First Wednesday of Month at 12 noon, Main Street Café



Downtown St. Johns, Michigan

Mint City USA

Principal Shopping District and Downtown Development Authority

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DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

DIRECTORS MEETING MINUTES

Wednesday, February 1, 2012

12 Noon, Main Street Café

(Following meeting of the Principal Shopping District Board)

BOARD OF DIRECTORS 2011 - 2012

Chairman

William Jackson – Jackson, Jackson & Associates P.C.

Vice-Chairman

Tyler Barlage – Community Christian Church

Secretary-Treasurer

Craig Smith – Mainstreet Pizza

Directors

Aaron Baker – Harr's Jewelry

Craig Bishop – Firstbank

Eugene Bellingar – Katren Industries

Bill Brewbaker – Allaby & Brewbaker Insurance

Bruce DeLong – Clinton County Board of Commissioners

Eric Harger – Trinity Engineering and Surveying Services

Dennis LaForest – City of St. Johns, Michigan

Dave Mageli – Account Receivable Solutions

Laurie Oakwood-Bishop – St. Johns Locale

COMMITTEES

Marketing

Tyler Barlage-Chair
Craig Bishop
Bill Brewbaker
Eric Harger
Dennis LaForest
Laurie Oakwood-Bishop
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Events

Dave Mageli-Chair
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Bill Brewbaker
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William Jackson

Executive, Finance, Strategic Planning

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Bruce DeLong
Dave Mageli
Craig Smith

CONTACT INFO

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Carole M. Field
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Email: CaroleField@DowntownStJohns.org

1. **Call to Order by Vice-Chairman Tyler Barlage at 12:53 p.m.** Attendance: Craig Bishop, Bill Brewbaker, Bruce DeLong, Eric Harger, Dennis LaForest, Dave Mageli, Lori Oakwood-Bishop and Craig Smith. Guests: Dave Kudwa of Trinity Engineering & Surveying, Jenny McCampbell of Clinton County Arts Council, Don Thompson-Shaggie's Ice Cream, Beth Russell of Sirens Bar, John Serrine of John Serrine & Associates, and Steve Wagner-Community Development Director of the City of St. Johns.
2. **Additions to the Agenda.** Interior Design of the Train Depot was added to New Business.
3. **Approval of Meeting Minutes:** Minutes of January 4, 2012 meeting were reviewed and approved.
4. **Communications:** A copy of the January 4, 2012 DDA Resolution specifying the shared cost (with the City of St. Johns) for the acquisition of a parcel of land at Spring and Higham Streets for the purpose of developing a public parking lot. The resolution also details the DDA's commitment to reimburse the City for 50% of the total \$35,000 purchase price (equal to \$17,500), payable over a five year period at zero percent interest (\$3,500 per year).
5. **Old Business:**
 - a. **Parking Lot:** Dennis LaForest reported that the sale must be approved by the bankruptcy trustee on 2/13/12, and if so approved, the City hopes to close on the purchase of the Spring and Higham Street parcel by month end. Dennis mentioned that we may need to investigate adding lighting to the proposed parking lot.
 - b. **WIFI in the Downtown:** The board referred the matter to the Marketing Committee at the January meeting. LaForest motioned and Harger seconded tabling this to the March meeting. Motion passed.
6. **New Business:**
 - a. **Interior Design of the Train Depot:** Dave Kudwa and Eric Harger of Trinity Engineering and Surveying presented three different floor plans prepared by Cornerstone Architects (the firm working on the REO town train station restoration). Each plan showed slight variations of seating placement, suggested removing non-historic artifacts, presented two new display areas and a gift shop. Draperies were also recommended to block exterior light during slide and power-point presentations or during movie showings. The design hopes to make feasible the holding of events in the depot, such as library readings or book signings, family parties or weddings, corporate meetings, etc. Events will initially not allow on site cooking of food, so Health Department approval of a commercial kitchen will not be required. These floor plans will also be presented to the City Commission at their next meeting in March, as the City desires a more constant year round use of the space.

Meeting adjourned at 1:10 p.m.

Next Regular PSD/DDA Meeting: First Wednesday of Month at 12 noon, Main Street Café