



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

**BOARD OF DIRECTORS
2025 - 2026**

Chairman
Monica Ladiski
Lotus Health

Vice-Chairman
Jason Butler
Butler Financial

Secretary-Treasurer
Tyler Barlage
Community Christian Church

Directors
Emily Baudoux
Rise Up Co.

Ed Brandon
Gilroy's Hardware

Bruce DeLong
Clinton County

Chad Gamble
City of St. Johns,

Erika Hayes
Jackson,
Hayes, PC

Brent Hurst
OhMi Organics

Tracy Kossaras
Kurt's Appliance

Nancy McKinley
Castle Resident

Corinne Trimbach
Building Owner

Marketing
Emily Baudoux-Chair
Erica Hayes
Vickie Schafer
Monica Ladiski

Design
Tyler Barlage-Chair
Lori Wurm
Lara Boettger
Brandi Martinez

Events
Corrine Trimbach-Chair
Tracy Kossaras-Chair
Brent Hurst
Nancy McKinley
Jason Butler
Liz Janetske

**Executive, Finance,
Strategic Planning**

Tyler Barlage
Jason Butler
Chad Gamble
Tracy Kossaras
Monica Ladiski
Corinne Trimbach
Emily Baudoux

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

AGENDA
Principal Shopping District Meeting
Feb 4,2026
11: 30 am, Fire Hall

* Indicates an attachment

- 1. Call to Order 11:30am**
- 2. Additions to the Agenda 11:30am**
- 3. Public Comment 11:31am (5 minutes)**
- 4. Approval of the Consent Agenda: 11:36 am**
 - A. *Minutes of meeting dated Jan 7,2026
 - B. *Minutes from Executive, Marketing/Event Meetings
 - C. *City of St Johns monthly financial report through Jan 27,2025
 - D. *Director's Report
- 4. Communications**
 - A. Events Committee 11:37 am (3 minute)
 - B. Marketing Committee: 11:40am (3 minutes)
 - C. Executive Committee 11:43 am (1minutes)
 - D. City Updates 11:44 am (3 minutes)
- 5. Old Business**
 - A. Event List for 2026 11:47am(4 minutes)
 - B. Partnership Application and agreement 11:51 am(5 minute)
 - C. Shared Retail Space 11:56am (6 minutes)
- 6. New Business**
 - A. PSD Budget for 26-27 12:02 pm (3 Minutes)
 - B. Michigan Downtown Association 12:05pm (2 Minutes)
Meeting March 4th East Lansing

Next Regular PSD Board Meeting March 4th



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

AGENDA
Downtown Development Authority Meeting
Feb 4, 2026
Immediately After 11:30 Fire Hall

* Indicates an attachment

BOARD OF DIRECTORS 2025 - 2026

Chairman
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Erica Hayes
Vickie Schafer
Monica Ladiski

Design
Tyler Barlage-Chair
Lori Wurm
Lara Boettger
Brandi Martinez

Events
Corinne Trimbach-Chair
Tracy Kossaras-Chair
Brent Hurst
Nancy McKinley
Jason Butler
Liz Janetske

Executive, Finance, Strategic Planning

Tyler Barlage
Jason Butler
Chad Gamble
Tracy Kossaras
Monica Ladiski
Corinne Trimbach
Emily Baudoux

CONTACT INFO
Executive Director
Heather Hanover
989-224-8944 Ext233:
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1. **Call to Order 12:07pm**
 2. **Additions to the Agenda 12:08 pm**
 3. **Approval of the Consent Agenda: 12:09 pm**
 - A. *Minutes of meeting dated Jan 7, 2026
 - B. *Minutes from the Design Committee Meeting
 - C. *City of St Johns monthly financial report through Jan 27, 2027
 4. **Communications**
 - A. Design Committee 12:10 (3 minutes)
 5. **Old Business**
 - A. None
 6. **New Business**
 - A. DDA Budget 12:13(5 minutes)
 7. **Public Comment (please keep to under 3 minutes) 12:18 pm (5 minutes)**
- Adjournment 12:23pm**

Next Regular DDA Board Meeting Mar 4th.



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

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Community Christian
Church

Directors

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Rise Up Co.

Ed Brandon
Gilroy's Hardware

Bruce Delong
Clinton County Commissioner

Erika Hayes
Jackson, Hayes, PC

Brent Hurst
Oh, Mi Organics

Chad Gamble
City of St. Johns

Tracy Kossaras
Kurt's Appliance

Nancy McKinley
Castle Residence

Corinne Trimbach
Building Owner

COMMITTEES

Design

Tyler Barlage-Chair
Lori Wurm
Lara Boettiger
Brandi Martinez

Events

Tracy Kossaras-Chair
Corinne Trimbach-Chair
Nancy McKinley
Jason Butler
Nick Boyer
Liz Janetske
Brent Hurst

Executive, Finance,

Strategic Planning

Monica Ladiski-Chair
Tyler Barlage
Jason Butler
Chad Gamble
Tracy Kossaras
Corinne Trimbach

Marketing

Emily Baudoux-Chair
Erika Hayes
Vicki Schaffer

CONTACT INFO

Executive Director

Heather Hanover
989-224-8944 Ext 233

Meeting Minutes

Downtown Development Authority

Jan 7 ,2026

Immediately following the PSD Meeting

Members Present: Nancy McKinley, Tracy Kossaras, Corinne Trimbach, Monica Ladiski, Emily Baudoux, Tyler Barlage, Bruce Delong, Erika Hayes, Brent Hurst and Jason Butler.

Others Present: Heather Hanover

1. **Meeting was called to Order by Chair Ladiski at 12:31 pm.**
2. **Additions to the Agenda:** None, motion to approve the agenda as presented made 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 Dec 3,2025
 - B. Minutes of the Design Committee Meeting
 - C. City of St Johns monthly financial report as of Dec 31, 2025
4. **Communications**
 - A. Design Committee Chair Barlage said we didn't have a meeting in December, the next Design Committee Meeting will be a January 15th at 8am.
5. **Old Business**
 - A. None.
6. **New Business**
 - A. Director Contract: Motion by Jason Butler, seconded by Corinne Trimbach that the board go into closed session to discuss the executive director contract.
The board approval the 2026 contract with Heather Hanover with a \$1000 increase.

7. Public Comment

Heather mentioned that we will be taking the holiday décor out of the downtown pots tomorrow at 1pm when it is warm if anyone is able to help.

Motion by Corinne Trimbach to adjourn at 12:48 pm, seconded by Tracy Kossaras, motion carried.



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Marketing
Emily Baudoux-Chair
Erika Hayes
Vicki Schaffer

CONTACT INFO

Executive Director
Heather Hanover
989-224-8944 Ext
233

Meeting Minutes
Principal Shopping District
Jan 7, 2026

11:30 am, At Fire Hall

Members Present: Nancy McKinley, Tracy Kossaras, Corinne Trimbach, Monica Ladiski, Emily Baudoux, Tyler Barlage, Bruce Delong, Erika Hayes, Brent Hurst and Jason Butler.

Others Present: Heather Hanover

- 1. Meeting was called to Order by Chair Ladiski at 11:30 am**
- 2. Additions to the Agenda:** None, motion to approve the agenda as presented by Bruce Delong, seconded by Jason Butler, motion carried.
- 3. Public Comment:** None.
- 4. Motion to Approve the Consent Agenda made by Erika Hayes, seconded by Jason Butler motion carried.**
 - A. Minutes of meeting dated Dec 3, 2025
 - B. Minutes of the Executive, Marketing/ Events Committee Meetings
 - C. City of St Johns monthly financial report through Dec 31,2025
 - D. Director's Report

5. Communications

A. Events Committee: Chair Trimbach talked about the December meeting which was held at the Heist and was well attended. The committee discussed some of the negative comments about the St Nick Parade and what we could do to make it better. They also talked about the events for the upcoming year; the list will be discussed later in the agenda.

B. Marketing Committee: Chair Baudoux said we are now meeting with the Events Committee and she thinks this is a great change because there is a lot of carry over between Events and Marketing. We have a new website and the Holiday Commercials went well. People talked about seeing them.

C. Executive Committee : The items discussed at the meeting are all on the agenda.

D. City Update: none.

6. Old Business

A. Event List for 2026: There was a lot of discussion on events being PSD or non-PSD and what that involves. There was a lot of discussion on if the Spring Fling is a PSD event or not. There has been concern from the city council on the use of DPW workers but they are okay with use during regular business hours. Jason said collaboration is good but there needs to be one person on the hook that is responsible. Also, what organization is responsible for liability. There was discussion on who does what and having it specified. There was discussion on when to supply toilets. There was discussion on joint events Monica discussed having a meeting with the Chamber to discuss how the joint events would be handled and what they consider a Chamber versus PSD event. Monica will attend the next Chamber meeting to discuss. We can approve the event slate at the February meeting after discussion with the Chamber.

B. Categorizing of Events/Granting was discussed. How do we fairly decide who to help and how much in a fair manner. This will take a lot of discussion and will be referred to the Events committee.



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7.New Business:

A. The Budget for 2026-2027 needs to be approved soon for referral to the city council. Each Committee must work on their budget at their monthly meeting this month so that they can be approved by the whole board.

Motion to adjourned made by Jason Butler at 12:31 pm, seconded by Erika Hayes, motion carried.

REVENUE AND EXPENDITURE REPORT FOR CITY OF ST. JOHNS
 PERIOD ENDING 01/31/2026

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2025	2025-26 AMENDED BUDGET	YTD BALANCE 01/31/2026	ACTIVITY FOR MONTH 01/31/26	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000 - REVENUE							
248-000-404.000	CURRENT PROPERTY TAX	42,579.31	54,877.44	58,020.68	0.00	(3,143.24)	105.73
248-000-582.000	GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
248-000-665.000	INTEREST EARNED/INVESTMENTS	99.50	250.00	0.00	0.00	250.00	0.00
Total Dept 000 - REVENUE		42,678.81	55,127.44	58,020.68	0.00	(2,893.24)	105.25
TOTAL REVENUES		42,678.81	55,127.44	58,020.68	0.00	(2,893.24)	105.25
Expenditures							
Dept 451 - NEW CONSTRUCTION							
248-451-713.001	EMPLOYER SOCIAL SECURITY	803.96	556.00	431.97	72.00	124.03	77.69
248-451-713.002	MEDICARE/EMPLOYER PORTION	188.04	129.97	101.04	16.84	28.93	77.74
248-451-804.000	ADMINISTRATION CHARGES	7,310.00	8,000.00	6,000.00	2,000.00	2,000.00	75.00
248-451-818.000	CONTRACTUAL SERVICES	17,289.39	13,934.04	8,167.02	1,161.17	5,767.02	58.61
248-451-818.040	DOWNTOWN IMPROVEMENT	26,704.75	23,500.00	12,806.27	1,512.78	10,693.73	54.49
248-451-880.007	FACADE GRANTS	37,800.00	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 451 - NEW CONSTRUCTION		90,096.14	56,120.01	27,506.30	4,762.79	28,613.71	49.01
TOTAL EXPENDITURES		90,096.14	56,120.01	27,506.30	4,762.79	28,613.71	49.01
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		42,678.81	55,127.44	58,020.68	0.00	(2,893.24)	105.25
TOTAL EXPENDITURES		90,096.14	56,120.01	27,506.30	4,762.79	28,613.71	49.01
NET OF REVENUES & EXPENDITURES		(47,417.33)	(992.57)	30,514.38	(4,762.79)	(31,506.95)	3,074.28

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY							
07/31/2025			248-000-001.000 POOLED CASH				39,026.61
					BEG. BALANCE		
08/13/2025	PR	CHK	SUMMARY PR 08/13/2025			1,250.00	37,776.61
08/26/2025	CD	CHK	Check: PC 201181	201181	2,523.00		35,253.61
09/10/2025	PR	CHK	SUMMARY PR 09/10/2025			1,250.01	34,003.60
09/26/2025	CD	CHK	Check: PC 8818	8818(A)	2,246.65		31,756.95
10/01/2025	GJ	JE	RECORD QTRLY ADMIN CHARGES	16673	2,000.00		29,756.95
10/08/2025	PR	CHK	SUMMARY PR 10/08/2025			1,250.00	28,506.95
10/30/2025	CD	CHK	Check: PC 201333	201333	1,800.00		26,706.95
11/12/2025	PR	CHK	SUMMARY PR 11/12/2025			1,250.01	25,456.94
11/25/2025	CD	CHK	Check: PC 201398	201398	1,200.00		24,256.94
11/27/2025	CD	CHK	Check: PC 597	597(E)	443.89		23,813.05
11/27/2025	CD	CHK	Check: PC 603	603(E)	79.95		23,733.10
12/09/2025	CD	CHK	Check: PC 201414	201414	3,000.00		20,733.10
12/10/2025	PR	CHK	SUMMARY PR 12/10/2025			1,250.00	19,483.10
12/30/2025	CD	CHK	Check: PC 201473	201473	1,200.00		18,283.10
01/01/2026	GJ	JE	RECORD QTRLY ADMIN CHARGES	16674	2,000.00		16,283.10
01/14/2026	PR	CHK	SUMMARY PR 01/14/2026			1,250.01	15,033.09
01/27/2026	CD	CHK	Check: PC 201521	201521	1,512.78		13,520.31
01/31/2026			248-000-001.000	END BALANCE	0.00	25,506.30	13,520.31
07/31/2025			248-000-002.000 CASH - IMM/PRI ACCT 1289				0.00
					BEG. BALANCE		
07/31/2025	GJ	JE	TO PAY DDA TAX CAPTURE	16531	21,632.32		21,632.32
07/31/2025	GJ	JE	TO PAY DDA TAX CAPTURE	16531	36,388.36		58,020.68
01/31/2026			248-000-002.000	END BALANCE	58,020.68	0.00	58,020.68
07/31/2025			248-000-202.000 ACCOUNTS PAYABLE				(2,523.00)
					BEG. BALANCE		
08/26/2025	CD	CHK	Check: PC 201181	201181	2,523.00		0.00
09/04/2025	AP	INV	TREE REMOVAL & REPLACEMENT	119959		2,246.65	(2,246.65)
09/26/2025	CD	CHK	Check: PC 8818	8818(A)	2,246.65		0.00
10/29/2025	AP	INV	NOV2025 RENT/\$1200 -SEC DEP/\$600	3 N CLINTON -11/25		1,800.00	(1,800.00)
10/30/2025	CD	CHK	Check: PC 201333	201333	1,800.00		0.00
11/25/2025	AP	INV	DEC2025 RENT	23 N CLINTON-12/25		1,200.00	(1,200.00)
11/25/2025	CD	CHK	Check: PC 201398	201398	1,200.00		0.00
11/27/2025	AP	INV	CANDY, CNSTRCT VEHICLE, LOCKOUT KIT, I	10/29/2025		79.95	(79.95)
11/27/2025	AP	INV	NEW LOOK COMPUTER & DATA	10/30/2025		100.70	(180.65)
11/27/2025	AP	INV	DOLLAR TREE; CHRISTMAS DECO	11/13/2025		139.92	(320.57)
11/27/2025	AP	INV	WALMART; RED/OPAL CC	11/13/2025		203.27	(523.84)
11/27/2025	CD	CHK	Check: PC 597	597(E)	443.89		(79.95)
11/27/2025	CD	CHK	Check: PC 603	603(E)	79.95		0.00
12/03/2025	AP	INV	BENCH DESIGN, BUILD & INSTALL	12/01/2025-2505		3,000.00	(3,000.00)
12/03/2025	AP	INV	JAN2026 RENT	23 N CLINTON-01/26		1,200.00	(4,200.00)
12/09/2025	CD	CHK	Check: PC 201414	201414	3,000.00		(1,200.00)
12/30/2025	CD	CHK	Check: PC 201473	201473	1,200.00		0.00
01/05/2026	AP	INV	FEB2026 RENT	23 N CLINTON-02/26		1,200.00	(1,200.00)
01/15/2026	AP	INV	CONSUMERS ENERGY; DEC2025	103042482549-12/25		142.69	(1,342.69)
01/15/2026	AP	INV	CONSUMERS ENERGY; NOV2025	103042482549-11/25		170.09	(1,512.78)
01/27/2026	CD	CHK	Check: PC 201521	201521	1,512.78		0.00
01/31/2026			248-000-202.000	END BALANCE	14,006.27	11,483.27	0.00
07/31/2025			248-000-390.000 Fund Balance				(41,026.61)
					BEG. BALANCE		
01/31/2026			248-000-390.000	END BALANCE	0.00	0.00	(41,026.61)
07/31/2025			248-000-404.000 CURRENT PROPERTY TAX				0.00
					BEG. BALANCE		
07/31/2025	GJ	JE	TO PAY DDA TAX CAPTURE	16531		21,632.32	(21,632.32)
07/31/2025	GJ	JE	TO PAY DDA TAX CAPTURE	16531		36,388.36	(58,020.68)
01/31/2026			248-000-404.000	END BALANCE	0.00	58,020.68	(58,020.68)
07/31/2025			248-451-713.001 EMPLOYER SOCIAL SECURITY				0.00
					BEG. BALANCE		
08/13/2025	PR	CHK	SUMMARY PR 08/13/2025		71.99		71.99
09/10/2025	PR	CHK	SUMMARY PR 09/10/2025		72.00		143.99
10/08/2025	PR	CHK	SUMMARY PR 10/08/2025		71.99		215.98
11/12/2025	PR	CHK	SUMMARY PR 11/12/2025		72.00		287.98
12/10/2025	PR	CHK	SUMMARY PR 12/10/2025		71.99		359.97
01/14/2026	PR	CHK	SUMMARY PR 01/14/2026		72.00		431.97
01/31/2026			248-451-713.001	END BALANCE	431.97	0.00	431.97
07/31/2025			248-451-713.002 MEDICARE/EMPLOYER PORTION				0.00
					BEG. BALANCE		
08/13/2025	PR	CHK	SUMMARY PR 08/13/2025		16.84		16.84
09/10/2025	PR	CHK	SUMMARY PR 09/10/2025		16.84		33.68
10/08/2025	PR	CHK	SUMMARY PR 10/08/2025		16.84		50.52
11/12/2025	PR	CHK	SUMMARY PR 11/12/2025		16.84		67.36
12/10/2025	PR	CHK	SUMMARY PR 12/10/2025		16.84		84.20
01/14/2026	PR	CHK	SUMMARY PR 01/14/2026		16.84		101.04
01/31/2026			248-451-713.002	END BALANCE	101.04	0.00	101.04
07/31/2025			248-451-804.000 ADMINISTRATION CHARGES				2,000.00
					BEG. BALANCE		
10/01/2025	GJ	JE	RECORD QTRLY ADMIN CHARGES	16673	2,000.00		4,000.00
01/01/2026	GJ	JE	RECORD QTRLY ADMIN CHARGES	16674	2,000.00		6,000.00
01/31/2026			248-451-804.000	END BALANCE	4,000.00	0.00	6,000.00
07/31/2025			248-451-818.000 CONTRACTUAL SERVICES				0.00
					BEG. BALANCE		
08/13/2025	PR	CHK	SUMMARY PR 08/13/2025		1,161.17		1,161.17
09/10/2025	PR	CHK	SUMMARY PR 09/10/2025		1,161.17		2,322.34

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
248-451-818.000 CONTRACTUAL SERVICES					(Continued)		
10/08/2025	PR	CHK	SUMMARY PR 10/08/2025		1,161.17		3,483.51
11/12/2025	PR	CHK	SUMMARY PR 11/12/2025		1,161.17		4,644.68
11/25/2025	AP	INV	DEC2025 RENT	23 N CLINTON-12/25	1,200.00		5,844.68
12/10/2025	PR	CHK	SUMMARY PR 12/10/2025		1,161.17		7,005.85
01/14/2026	PR	CHK	SUMMARY PR 01/14/2026		1,161.17		8,167.02
01/31/2026			248-451-818.000	END BALANCE	8,167.02	0.00	8,167.02
248-451-818.040 DOWNTOWN IMPROVEMENT					BEG. BALANCE		
07/31/2025							2,523.00
09/04/2025	AP	INV	TREE REMOVAL & REPLACEMENT	119959	2,246.65		4,769.65
10/29/2025	AP	INV	NOV2025 RENT/\$1200 -SEC DEP/\$600	3 N CLINTON -11/25	1,800.00		6,569.65
11/27/2025	AP	INV	CANDY, CNSTRCT VEHICLE, LOCKOUT KIT, J	10/29/2025	79.95		6,649.60
11/27/2025	AP	INV	NEW LOOK COMPUTER & DATA	10/30/2025	100.70		6,750.30
11/27/2025	AP	INV	DOLLAR TREE; CHRISTMAS DECO	11/13/2025	139.92		6,890.22
11/27/2025	AP	INV	WALMART; RED/OPAL CC	11/13/2025	203.27		7,093.49
12/03/2025	AP	INV	BENCH DESIGN, BUILD & INSTALL	12/01/2025-2505	3,000.00		10,093.49
12/03/2025	AP	INV	JAN2026 RENT	23 N CLINTON-01/26	1,200.00		11,293.49
01/05/2026	AP	INV	FEB2026 RENT	23 N CLINTON-02/26	1,200.00		12,493.49
01/15/2026	AP	INV	CONSUMERS ENERGY; DEC2025	103042482549-12/25	142.69		12,636.18
01/15/2026	AP	INV	CONSUMERS ENERGY; NOV2025	103042482549-11/25	170.09		12,806.27
01/31/2026			248-451-818.040	END BALANCE	10,283.27	0.00	12,806.27
TOTAL FOR FUND 248 DOWNTOWN DEVELOPMENT AUTHORITY					95,010.25	95,010.25	0.00

PERIOD ENDING 01/31/2026

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2025	2025-26 AMENDED BUDGET	YTD BALANCE 01/31/2026	ACTIVITY FOR MONTH 01/31/26	AVAILABLE BALANCE	% BDGT USED
Fund 251 - PRINCIPAL SHOPPING DISTRICT							
Revenues							
Dept 000 - REVENUE							
251-000-452.006	DOWNTOWN BUSINESS DISTRICT	41,743.51	42,825.00	40,108.23	0.00	2,716.77	93.66
251-000-541.000	GRANTS	0.00	0.00	0.00	0.00	0.00	0.00
251-000-653.001	FARMERS' MARKET	1,724.84	1,500.00	1,275.25	0.00	224.75	85.02
251-000-653.003	CAR SHOWS	3,624.59	3,000.00	2,528.00	0.00	472.00	84.27
251-000-653.005	MINT FESTIVAL	43,477.38	35,000.00	33,856.61	0.00	1,143.39	96.73
251-000-653.010	SPRING FESTIVAL	(8.89)	0.00	0.00	0.00	0.00	0.00
251-000-653.013	WINTER FESTIVAL	380.00	500.00	0.00	0.00	500.00	0.00
251-000-665.000	INTEREST EARNED/INVESTMENTS	111.12	0.00	117.15	0.00	(117.15)	100.00
251-000-674.005	CORPORATE SPONSORS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
251-000-675.008	MURALS & SCULPTURES	0.00	0.00	0.00	0.00	0.00	0.00
251-000-677.000	MISCELLANEOUS REVENUE	220.00	0.00	0.00	0.00	0.00	0.00
251-000-679.000	MARKETING CO-OP	2,750.00	3,000.00	3,000.00	0.00	0.00	100.00
Total Dept 000 - REVENUE		95,022.55	86,825.00	80,885.24	0.00	5,939.76	93.16
TOTAL REVENUES		95,022.55	86,825.00	80,885.24	0.00	5,939.76	93.16
Expenditures							
Dept 172 - ADMINISTRATION DEPARTMENT							
251-172-713.001	EMPLOYER SOCIAL SECURITY	803.88	863.91	431.94	71.99	431.97	50.00
251-172-713.002	MEDICARE/EMPLOYER PORTION	187.99	202.04	101.00	16.83	101.04	49.99
251-172-730.000	OFFICE SUPPLIES/ADM	0.00	100.00	0.00	0.00	100.00	0.00
251-172-751.000	EVENT COLLABORATION	2,950.45	6,100.00	2,559.60	0.00	3,540.40	41.96
251-172-751.001	FARMERS' MARKET	1,313.78	1,000.00	1,505.00	0.00	(505.00)	150.50
251-172-751.002	CAR SHOWS	0.00	1,000.00	906.25	0.00	93.75	90.63
251-172-751.003	MINT FESTIVAL	31,011.96	28,000.00	28,358.93	0.00	(358.93)	101.28
251-172-751.007	WINTER FESTIVAL	1,956.03	2,000.00	550.00	0.00	1,450.00	27.50
251-172-751.010	FALL FESTIVAL	988.20	1,000.00	0.00	0.00	1,000.00	0.00
251-172-804.000	ADMINISTRATION CHARGES	6,600.00	8,000.00	6,000.00	2,000.00	2,000.00	75.00
251-172-814.002	WEBSITE	830.00	810.00	2,370.00	20.00	(1,560.00)	292.59
251-172-818.000	CONTRACTUAL SERVICES	12,966.39	13,934.04	6,967.02	1,161.17	6,967.02	50.00
251-172-818.040	DOWNTOWN IMPROVEMENT	9,555.13	5,000.00	8,641.58	0.00	(3,641.58)	172.83
251-172-826.086	AUDIT FEES	0.00	500.00	0.00	0.00	500.00	0.00
251-172-853.004	MONTHLY & LONG DISTANCE SERV	561.05	500.00	350.00	50.00	150.00	70.00
251-172-880.008	MARKETING	7,481.44	11,000.00	2,962.90	1,100.00	8,037.10	26.94
251-172-882.000	MARKETING CO-OP	8,000.00	6,000.00	5,760.00	3,719.00	240.00	96.00
251-172-956.000	MISCELLANEOUS	430.62	0.00	531.37	0.00	(531.37)	100.00
251-172-960.000	EDUCATION AND TRAINING	294.37	500.00	59.54	0.00	440.46	11.91
251-172-961.000	PROFESSIONAL DUES	350.00	350.00	350.00	0.00	0.00	100.00
251-172-969.000	GRANTS	435.00	0.00	0.00	0.00	0.00	0.00
251-172-969.001	MUSIC	2,344.85	1,000.00	675.89	458.00	324.11	67.59
251-172-985.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 172 - ADMINISTRATION DEPARTMENT		89,061.14	87,859.99	69,081.02	8,596.99	18,778.97	78.63
TOTAL EXPENDITURES		89,061.14	87,859.99	69,081.02	8,596.99	18,778.97	78.63
Fund 251 - PRINCIPAL SHOPPING DISTRICT:							
TOTAL REVENUES		95,022.55	86,825.00	80,885.24	0.00	5,939.76	93.16
TOTAL EXPENDITURES		89,061.14	87,859.99	69,081.02	8,596.99	18,778.97	78.63

REVENUE AND EXPENDITURE REPORT FOR CITY OF ST. JOHNS
 PERIOD ENDING 01/31/2026

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2025	2025-26 AMENDED BUDGET	YTD BALANCE 01/31/2026	ACTIVITY FOR MONTH 01/31/26	AVAILABLE BALANCE	% BDGT USED
Fund 251 -	PRINCIPAL SHOPPING DISTRICT						
	NET OF REVENUES & EXPENDITURES	5,961.41	(1,034.99)	11,804.22	(8,596.99)	(12,839.21)	1,140.52
TOTAL REVENUES - ALL FUNDS		137,701.36	141,952.44	138,905.92	0.00	3,046.52	97.85
TOTAL EXPENDITURES - ALL FUNDS		179,157.28	143,980.00	96,587.32	13,359.78	47,392.68	67.08
NET OF REVENUES & EXPENDITURES		(41,455.92)	(2,027.56)	42,318.60	(13,359.78)	(44,346.16)	2,087.17

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
Fund 251			PRINCIPAL SHOPPING DISTRICT				
07/31/2025			251-000-001.000 POOLED CASH				
					BEG. BALANCE		59,973.46
07/31/2025	CD	CHK	Check: PC 8662	8662 (A)		150.00	59,823.46
07/31/2025	CD	CHK	Check: PC 201105	201105		700.00	59,123.46
07/31/2025	CD	CHK	Check: PC 201106	201106		1,000.00	58,123.46
07/31/2025	CD	CHK	Check: PC 201107	201107		2,000.00	56,123.46
07/31/2025	CD	CHK	Check: PC 201108	201108		100.00	56,023.46
07/31/2025	CD	CHK	Check: PC 201110	201110		3,912.50	52,110.96
07/31/2025	CD	CHK	Check: PC 201111	201111		800.00	51,310.96
07/31/2025	GJ	JE	RECORD CASH TRANSFERS	15545	7,210.00		58,520.96
07/31/2025	CD	CHK	Check: PC 529	529 (E)		201.93	58,319.03
08/05/2025	CD	CHK	Check: PC 201113	201113		1,312.00	57,007.03
08/05/2025	CD	CHK	Check: PC 201114	201114		400.00	56,607.03
08/05/2025	CD	CHK	Check: PC 201115	201115		100.00	56,507.03
08/05/2025	CD	CHK	Check: PC 201122	201122		7,874.75	48,632.28
08/13/2025	PR	CHK	SUMMARY PR 08/13/2025			1,249.99	47,382.29
08/13/2025	CR	RCPT	GENERAL RECEIPT 08/13/2025		1,000.00		48,382.29
08/14/2025	GJ	JE	SQUARE PAYMENTS MINT FESTIVAL	16721	5,075.69		53,457.98
08/15/2025	GJ	JE	RECORD CASH TRANSFERS	15549	21,940.00		75,397.98
08/19/2025	CR	RCPT	GENERAL RECEIPT 08/19/2025		24,527.25		99,925.23
08/21/2025	CD	CHK	Check: PC 201123	201123		100.00	99,825.23
08/21/2025	CD	CHK	Check: PC 100885	100885 (E)		675.00	99,150.23
08/22/2025	GJ	JE	SQUARE PAYMENTS MINT FESTIVAL	16722	198.77		99,349.00
08/26/2025	CD	CHK	Check: PC 201146	201146		100.00	99,249.00
08/26/2025	CD	CHK	Check: PC 201159	201159		375.00	98,874.00
08/26/2025	CD	CHK	Check: PC 201169	201169		100.00	98,774.00
08/26/2025	CD	CHK	Check: PC 201171	201171		1,245.00	97,529.00
08/26/2025	CD	CHK	Check: PC 201175	201175		859.30	96,669.70
08/27/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/27/2025		1,315.00		97,354.70
08/28/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/28/2025		2,553.15		100,537.85
08/29/2025	CD	CHK	Check: PC 8725	8725 (A)		417.06	100,120.79
08/29/2025	CD	CHK	Check: PC 8746	8746 (A)		2,510.72	97,610.07
08/29/2025	CD	CHK	Check: PC 8755	8755 (A)		570.00	97,040.07
08/31/2025	CD	CHK	Check: PC 530	530 (E)		853.95	96,186.12
08/31/2025	GJ	JE	RECORD CASH TRANSFERS	15575	439.39		96,625.51
09/02/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/02/2025		250.00		96,875.51
09/05/2025	CD	CHK	Check: PC 100897	100897 (E)		650.04	96,225.47
09/10/2025	PR	CHK	SUMMARY PR 09/10/2025			1,250.00	94,975.47
09/15/2025	GJ	JE	RECORD CASH TRANSFERS	16526	2,788.44		97,763.91
09/23/2025	CD	CHK	Check: PC 201216	201216		350.00	97,413.91
09/23/2025	CD	CHK	Check: PC 201224	201224		963.00	96,450.91
09/24/2025	CR	RCPT	GENERAL RECEIPT 09/24/2025		69.99		96,520.90
09/30/2025	CD	CHK	Check: PC 531	531 (E)		666.40	95,854.50
09/30/2025	CD	CHK	Check: PC 536	536 (E)		50.00	95,804.50
09/30/2025	GJ	JE	RECORD CASH TRANSFERS	16534	37.40		95,841.90
10/01/2025	GJ	JE	RECORD QTRLY ADMIN CHARGES	16673		2,000.00	93,841.90
10/03/2025	CD	CHK	Check: PC 201253	201253		450.00	93,391.90
10/06/2025	CD	CHK	Check: PC 201257	201257		2,350.00	91,041.90
10/08/2025	CD	CHK	Check: PC 8841	8841 (A)		365.00	90,676.90
10/08/2025	PR	CHK	SUMMARY PR 10/08/2025			1,249.99	89,426.91
10/20/2025	CD	CHK	Check: PC 100908	100908 (E)		149.96	89,276.95
10/21/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/21/2025		1,000.00		90,276.95
10/28/2025	CD	CHK	Check: PC 201300	201300		1,000.00	89,276.95
10/28/2025	CD	CHK	Check: PC 201312	201312		550.00	88,726.95
10/28/2025	CD	CHK	Check: PC 201320	201320		217.89	88,509.06
10/28/2025	CD	CHK	Check: PC 201325	201325		2,899.70	85,609.36
10/28/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/28/2025		540.00		86,149.36
10/31/2025	CD	CHK	Check: PC 8905	8905 (A)		960.00	85,189.36
10/31/2025	CD	VOID	Check: PC 8905	8905 (A)		960.00	86,149.36
10/31/2025	CD	CHK	Check: PC 8908	8908 (A)		480.00	85,669.36
10/31/2025	GJ	JE	RECORD CASH TRANSFERS	16541	983.87		86,653.23
10/31/2025	CD	CHK	Check: PC 553	553 (E)		2,420.57	84,232.66
10/31/2025	CD	CHK	Check: PC 558	558 (E)		50.00	84,182.66
11/04/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/04/2025		750.00		84,932.66
11/12/2025	PR	CHK	SUMMARY PR 11/12/2025			1,249.99	83,682.67
11/20/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/20/2025		750.00		84,432.67
11/24/2025	GJ	JE	SQUARE PAYMENT MINT FESTIVAL	16723	28.23		84,460.90
11/25/2025	CD	CHK	Check: PC 201377	201377		2,040.00	82,420.90
11/26/2025	CD	CHK	Check: PC 607	607 (E)		50.00	82,370.90
11/30/2025	GJ	JE	RECORD CASH TRANSFERS	16612	723.05		83,093.95
12/01/2025	CD	CHK	Check: PC 201403	201403		100.00	82,993.95
12/01/2025	CD	CHK	Check: PC 201401	201401		200.00	82,793.95
12/03/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/03/2025		1,000.00		83,793.95
12/09/2025	CD	CHK	Check: PC 201422	201422		150.00	83,643.95
12/09/2025	CD	CHK	Check: PC 201424	201424		50.88	83,593.07
12/10/2025	PR	CHK	SUMMARY PR 12/10/2025			1,250.00	82,343.07
12/12/2025	CD	CHK	Check: PC 9016	9016 (A)		250.00	82,093.07
12/15/2025	CD	CHK	Check: PC 100927	100927 (E)		1,891.00	80,202.07
12/19/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/19/2025		500.00		80,702.07
12/26/2025	CD	CHK	Check: PC 590	590 (E)		50.00	80,652.07
12/30/2025	CD	CHK	Check: PC 201484	201484		1,440.00	79,212.07
12/31/2025	CD	CHK	Check: PC 9076	9076 (A)		200.00	79,012.07
01/01/2026	GJ	JE	RECORD QTRLY ADMIN CHARGES	16674		2,000.00	77,012.07
01/14/2026	PR	CHK	SUMMARY PR 01/14/2026			1,249.99	75,762.08
01/16/2026	CD	CHK	Check: PC 100938	100938 (E)		4,219.00	71,543.08
01/26/2026	CD	CHK	Check: PC 594	594 (E)		50.00	71,493.08
01/27/2026	CD	CHK	Check: PC 201490	201490		458.00	71,035.08
01/27/2026	CD	CHK	Check: PC 201522	201522		20.00	71,015.08
01/30/2026	CD	CHK	Check: PC 9120	9120 (A)		600.00	70,415.08

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
251-000-001.000 POOLED CASH							
						(Continued)	
01/31/2026			251-000-001.000	END BALANCE	74,640.23	64,198.61	70,415.08
251-000-002.007 DEBIT CARD-CASH							
07/31/2025				BEG. BALANCE			(149.90)
01/31/2026			251-000-002.007	END BALANCE	0.00	0.00	(149.90)
251-000-084.703 DUE FROM CURRENT TAX COLLECT							
07/31/2025				BEG. BALANCE			0.00
07/31/2025	GJ	JE	RECORD CASH TRANSFERS	15545		7,210.00	(7,210.00)
07/31/2025	GJ	JE	RECORD TAX REVENUES	15546	7,210.00		0.00
08/15/2025	GJ	JE	RECORD CASH TRANSFERS	15549		21,940.00	(21,940.00)
08/15/2025	GJ	JE	RECORD TAX REVENUES	15550	21,940.00		0.00
08/31/2025	GJ	JE	RECORD CASH TRANSFERS	15575		439.39	(439.39)
09/15/2025	GJ	JE	RECORD CASH TRANSFERS	16526		2,788.44	(3,227.83)
09/15/2025	GJ	JE	RECORD TAX REVENUES	16527	2,788.44		(439.39)
09/30/2025	GJ	JE	RECORD TAX REVENUES	15576	439.39		0.00
09/30/2025	GJ	JE	RECORD CASH TRANSFERS	16534		37.40	(37.40)
09/30/2025	GJ	JE	RECORD TAX REVENUES	16535	37.40		0.00
10/31/2025	GJ	JE	RECORD TAX REVENUES	16540	983.87		983.87
10/31/2025	GJ	JE	RECORD CASH TRANSFERS	16541		983.87	0.00
11/30/2025	GJ	JE	RECORD CASH TRANSFERS	16612		723.05	(723.05)
11/30/2025	GJ	JE	RECORD TAX REVENUES	16613	723.05		0.00
01/31/2026			251-000-084.703	END BALANCE	34,122.15	34,122.15	0.00
251-000-202.000 ACCOUNTS PAYABLE							
07/31/2025				BEG. BALANCE			(9,187.60)
07/31/2025	CD	CHK	Check: PC 8662	8662 (A)	150.00		(9,037.60)
07/31/2025	CD	CHK	Check: PC 201105	201105	700.00		(8,337.60)
07/31/2025	CD	CHK	Check: PC 201106	201106	1,000.00		(7,337.60)
07/31/2025	CD	CHK	Check: PC 201107	201107	2,000.00		(5,337.60)
07/31/2025	CD	CHK	Check: PC 201108	201108	100.00		(5,237.60)
07/31/2025	CD	CHK	Check: PC 201110	201110	3,912.50		(1,325.10)
07/31/2025	CD	CHK	Check: PC 201111	201111	800.00		(525.10)
07/31/2025	AP	INV	CREDIT CARD SUMMARY; 07/2025	JUL2025-HANOVER		151.93	(677.03)
07/31/2025	AP	INV	CREDIT CARD SUMMARY; 07/2025	JUL2025-WBI		50.00	(727.03)
07/31/2025	CD	CHK	Check: PC 529	529 (E)	201.93		(525.10)
08/04/2025	AP	INV	MUSIC FOR CAR SHOW	08/04/2025		400.00	(925.10)
08/05/2025	AP	INV	POLICY #NEW BUSINESS 08/08-08/09 2025	08/01/2025		1,312.00	(2,237.10)
08/05/2025	CD	CHK	Check: PC 201113	201113	1,312.00		(925.10)
08/05/2025	CD	CHK	Check: PC 201114	201114	400.00		(525.10)
08/05/2025	CD	CHK	Check: PC 201115	201115	100.00		(425.10)
08/05/2025	AP	INV	MINT FEST 2025; BEER TENT	08/05/2025		7,874.75	(8,299.85)
08/05/2025	CD	CHK	Check: PC 201122	201122	7,874.75		(425.10)
08/05/2025	AP	INV	APPAREL - DK GRAPHITE HEATER TEE	203904		1,125.72	(1,550.82)
08/05/2025	AP	INV	APPAREL - LIME TEE W/ONE COLOR	203862		463.75	(2,014.57)
08/18/2025	AP	INV	REIMBURSE; POP, ICE, OVERNIGHT SECUR	08/12/2025		417.06	(2,431.63)
08/18/2025	AP	INV	ADVERTISING; MINT FESTIVAL	ORDER #23339		570.00	(3,001.63)
08/18/2025	AP	INV	REIMBURSE; CHAIRS FOR MINT FEST	08/12/2025		60.00	(3,061.63)
08/19/2025	AP	INV	3X5 BANNERS; PSD/DDA MINT FEST 2025	203911		55.00	(3,116.63)
08/19/2025	AP	INV	APPAREL; SPORT GREY TEE	204181		866.25	(3,982.88)
08/19/2025	AP	INV	REG PORTOPOTTY	02591		1,245.00	(5,227.88)
08/19/2025	AP	INV	SALES TAX RETURN; SPECIAL EVENT 2025	08/18/2025		859.30	(6,087.18)
08/21/2025	CD	CHK	Check: PC 201123	201123	100.00		(5,987.18)
08/21/2025	AP	INV	ADVERTISING; FARMER'S MARKET	4893777-2		225.00	(6,212.18)
08/21/2025	AP	INV	ADVERTISING; FARMER'S MARKET	4899251-2		150.00	(6,362.18)
08/21/2025	AP	INV	ADVERTISING; FARMER'S MARKET	4969027-1		300.00	(6,662.18)
08/21/2025	AP	INV	20LB ICE	08/08/2025		40.00	(6,702.18)
08/21/2025	CD	CHK	Check: PC 100885	100885 (E)	675.00		(6,027.18)
08/26/2025	CD	CHK	Check: PC 201146	201146	100.00		(5,927.18)
08/26/2025	CD	CHK	Check: PC 201159	201159	375.00		(5,552.18)
08/26/2025	CD	CHK	Check: PC 201169	201169	100.00		(5,452.18)
08/26/2025	CD	CHK	Check: PC 201171	201171	1,245.00		(4,207.18)
08/26/2025	CD	CHK	Check: PC 201175	201175	859.30		(3,347.88)
08/29/2025	CD	CHK	Check: PC 8725	8725 (A)	417.06		(2,930.82)
08/29/2025	CD	CHK	Check: PC 8746	8746 (A)	2,510.72		(420.10)
08/29/2025	CD	CHK	Check: PC 8755	8755 (A)	570.00		149.90
08/29/2025	AP	INV	MEMBERSHIP; PSD/DDA 10/01/25-10/01/25	3875		350.00	(200.10)
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER		803.95	(1,004.05)
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-WBI		50.00	(1,054.05)
08/31/2025	CD	CHK	Check: PC 530	530 (E)	853.95		(200.10)
09/05/2025	AP	INV	ADVERTISING; MINT FEST BLOCK PARTY	4968963-1		450.00	(650.10)
09/05/2025	AP	INV	ADVERTISING; 2025 FARMERS MARKET	4899251-3		149.72	(799.82)
09/05/2025	AP	INV	ADVERTISING; 2025 FARMERS MARKET	4893777-3		50.32	(850.14)
09/05/2025	CD	CHK	Check: PC 100897	100897 (E)	650.04		(200.10)
09/11/2025	AP	INV	ADVERTISING; 08/2025	002318		513.00	(713.10)
09/11/2025	AP	INV	ADVERTISING; 09/2025	002336		450.00	(1,163.10)
09/18/2025	AP	INV	AMERICAN RENTAL; PORTABLE TOILETS	09/18/2025-1		333.20	(1,496.30)
09/18/2025	AP	INV	AMERICAN RENTAL; PORTABLE TOILETS	09/18/2025-2		333.20	(1,829.50)
09/23/2025	CD	CHK	Check: PC 201216	201216	350.00		(1,479.50)
09/23/2025	CD	CHK	Check: PC 201224	201224	963.00		(516.50)
09/24/2025	AP	INV	ADVERTISING - FARMERS MARKET; DDA/PSI	23339		480.00	(996.50)
09/24/2025	AP	INV	TELEPHONE/INTERNET SERVICES	09/24/2025		50.00	(1,046.50)
09/26/2025	AP	INV	BRANDING & MAINTENANCE; FACEBOOK ADS	1293		2,350.00	(3,396.50)
09/30/2025	AP	INV	SOFTWARE	04575-42959018		149.90	(3,546.40)
09/30/2025	CD	CHK	Check: PC 531	531 (E)	666.40		(2,880.00)
09/30/2025	CD	CHK	Check: PC 536	536 (E)	50.00		(2,830.00)
10/01/2025	AP	INV	TENT FOR OKTOBERFEST	09/30/2025		450.00	(3,280.00)
10/01/2025	AP	INV	REIMBURSE; PUMPKINS FOR DWNTWN	09/23/2025		365.00	(3,645.00)
10/01/2025	AP	INV	HANGING BASKETS, PLANTERS, MIRACLE GI	10/01/2025		2,899.70	(6,544.70)
10/02/2025	AP	INV	BANNER/SIGNS - OKTOBERFEST	10/02/2025		110.00	(6,654.70)

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
			251-000-202.000 ACCOUNTS PAYABLE				
						(Continued)	
10/02/2025	AP	INV	INSPECTION FOR HOTDOG CART	10/02/2025		90.00	(6,744.70)
10/03/2025	CD	CHK	Check: PC 201253	201253	450.00		(6,294.70)
10/06/2025	CD	CHK	Check: PC 201257	201257	2,350.00		(3,944.70)
10/08/2025	CD	CHK	Check: PC 8841	8841(A)	365.00		(3,579.70)
10/08/2025	AP	INV	HOTDOG BUNS, HOT DOGS, ICE	10/08/2025		41.37	(3,621.07)
10/09/2025	AP	INV	3X20' 2 SIDED BANNER (MINT FEST)	21652		1,000.00	(4,621.07)
10/09/2025	AP	INV	PORTA POTTY; OKTOBER FEST	10/09/2025		333.20	(4,954.27)
10/14/2025	AP	INV	3.5 WHITE SNOWFLAKES, POLE MOUNTS	10/14/2025		1,846.00	(6,800.27)
10/20/2025	CD	CHK	Check: PC 100908	100908(E)	149.96		(6,650.31)
10/20/2025	AP	INV	ADVERTISING; PSD/DDA	09/01-09/30 2025		480.00	(7,130.31)
10/20/2025	AP	VOID	Void Invoice 09/01-09/30 2025 02-23-1	09/01-09/30 2025	480.00		(6,650.31)
10/21/2025	AP	INV	ADVERTISING - FARMERS MARKET; PSD/DDA	4899251-4		149.96	(6,800.27)
10/21/2025	AP	INV	ADVERTISING; 11/2025 - DEWITT & ST. J	0023312		550.00	(7,350.27)
10/23/2025	AP	INV	DOWNTOWN RADIO RENEWAL	X8-1561794918		217.89	(7,568.16)
10/24/2025	AP	INV	TELEPHONE/INTERNET SERVICES; 10/2025	10/24/2025		50.00	(7,618.16)
10/27/2025	AP	INV	DBL SIDED WINTER BANNERS; PSD/DDA	21850		2,040.00	(9,658.16)
10/28/2025	CD	CHK	Check: PC 201300	201300	1,000.00		(8,658.16)
10/28/2025	CD	CHK	Check: PC 201312	201312	550.00		(8,108.16)
10/28/2025	CD	CHK	Check: PC 201320	201320	217.89		(7,890.27)
10/28/2025	CD	CHK	Check: PC 201325	201325	2,899.70		(4,990.57)
10/31/2025	CD	CHK	Check: PC 8905	8905(A)	960.00		(4,030.57)
10/31/2025	CD	VOID	Check: PC 8905	8905(A)		960.00	(4,990.57)
10/31/2025	CD	CHK	Check: PC 8908	8908(A)	480.00		(4,510.57)
10/31/2025	CD	CHK	Check: PC 553	553(E)	2,420.57		(2,090.00)
10/31/2025	CD	CHK	Check: PC 558	558(E)	50.00		(2,040.00)
11/10/2025	AP	INV	TELEPHONE/INTERNET SERVICES; NOV2025	11/10/2025		50.00	(2,090.00)
11/20/2025	AP	INV	SOCIAL DISTRICT - SWAY'S, BRUNO'S	21942		150.00	(2,240.00)
11/25/2025	CD	CHK	Check: PC 201377	201377	2,040.00		(200.00)
11/26/2025	CD	CHK	Check: PC 607	607(E)	50.00		(150.00)
12/01/2025	AP	INV	MARCHING BAND; ST NICK PARADE 2025	11/24/2025		200.00	(350.00)
12/01/2025	AP	INV	ST NICK; 2025	11/24/2025		100.00	(450.00)
12/01/2025	AP	VOID	Void Invoice 11/24/2025 01-01-0000	11/24/2025	100.00		(350.00)
12/01/2025	AP	INV	ST NICK PARADE; 2025	11/24/2025		100.00	(450.00)
12/01/2025	CD	CHK	Check: PC 201403	201403	100.00		(350.00)
12/01/2025	CD	CHK	Check: PC 201401	201401	200.00		(150.00)
12/01/2025	AP	INV	TO TRACY KOSSARAS, LIGHTS FOR DOWNTOW	11/19/25-HANOVER		50.88	(200.88)
12/01/2025	AP	INV	HIGH SCHOOL BAND; ST NICK PARADE 2025	11/25/2025		250.00	(450.88)
12/09/2025	CD	CHK	Check: PC 201422	201422	150.00		(300.88)
12/09/2025	CD	CHK	Check: PC 201424	201424	50.88		(250.00)
12/10/2025	AP	INV	TELEPHONE/INTERNET SERVICES; DEC2025	12/10/2025		50.00	(300.00)
12/12/2025	CD	CHK	Check: PC 9016	9016(A)	250.00		(50.00)
12/15/2025	AP	INV	PSD/DDA BOARD; ADVERTISING	PMT1474534		1,891.00	(1,941.00)
12/15/2025	CD	CHK	Check: PC 100927	100927(E)	1,891.00		(50.00)
12/15/2025	AP	INV	ADVERTISING; 11/27-11/30 2025	23643		200.00	(250.00)
12/15/2025	AP	INV	HOLIDAY POT DECO FOR DWNTWN	176401608-12/21/25		1,440.00	(1,690.00)
12/26/2025	CD	CHK	Check: PC 590	590(E)	50.00		(1,640.00)
12/30/2025	CD	CHK	Check: PC 201484	201484	1,440.00		(200.00)
12/31/2025	CD	CHK	Check: PC 9076	9076(A)	200.00		0.00
01/10/2026	AP	INV	TELEPHONE/INTERNET SERVICES; JAN2026	01/10/2026		50.00	(50.00)
01/13/2026	AP	INV	ORDER #23644; ACT #1398	01/02/2026		600.00	(650.00)
01/13/2026	AP	INV	LICENSE FEE; 01/01/26-12/31/2026	100006747546		458.00	(1,108.00)
01/13/2026	AP	INV	WEBSITE; MAILCHIMP RECEIPT	12/04/25-HANOVER		20.00	(1,128.00)
01/16/2026	AP	INV	ADVERTISING; NIGHT LIGHTS PARADE 2025	4981222-1		335.00	(1,463.00)
01/16/2026	AP	INV	ADVERTISING; NIGHT LIGHTS PARADE 2025	4981237-1		15.00	(1,478.00)
01/16/2026	AP	INV	ADVERTISING; NIGHT LIGHTS PARADE 2025	4918241-1		125.00	(1,603.00)
01/16/2026	AP	INV	ADVERTISING; NIGHT LIGHTS PARADE 2025	49812589-1		25.00	(1,628.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045460-2		24.00	(1,652.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045482-2		24.00	(1,676.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045491-2		24.00	(1,700.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045494-2		24.00	(1,724.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045500-2		24.00	(1,748.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045503-2		24.00	(1,772.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045505-2		205.00	(1,977.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045509-2		205.00	(2,182.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045510-2		205.00	(2,387.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045511-2		205.00	(2,592.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045512-2		205.00	(2,797.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045521-2		205.00	(3,002.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045524-2		395.00	(3,397.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045526-2		390.00	(3,787.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045527-2		390.00	(4,177.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045531-2		390.00	(4,567.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045534-2		390.00	(4,957.00)
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045522-2		390.00	(5,347.00)
01/16/2026	CD	CHK	Check: PC 100938	100938(E)	4,219.00		(1,128.00)
01/26/2026	CD	CHK	Check: PC 594	594(E)	50.00		(1,078.00)
01/27/2026	CD	CHK	Check: PC 201490	201490	458.00		(620.00)
01/27/2026	CD	CHK	Check: PC 201522	201522	20.00		(600.00)
01/30/2026	CD	CHK	Check: PC 9120	9120(A)	600.00		0.00
01/31/2026			251-000-202.000	END BALANCE	53,278.65	44,091.05	0.00
07/31/2025			251-000-390.000 Fund Balance		BEG. BALANCE		(58,460.96)
01/31/2026			251-000-390.000	END BALANCE	0.00	0.00	(58,460.96)
07/31/2025			251-000-452.006 DOWNTOWN BUSINESS DISTRICT		BEG. BALANCE		(6,075.00)
07/31/2025	GJ	JE	RECORD TAX REVENUES	15546		7,210.00	(13,285.00)
08/15/2025	GJ	JE	RECORD TAX REVENUES	15550		21,940.00	(35,225.00)

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
251-000-452.006 DOWNTOWN BUSINESS DISTRICT (Continued)							
09/15/2025	GJ	JE	RECORD TAX REVENUES	16527		2,733.34	(37,958.34)
09/30/2025	GJ	JE	RECORD TAX REVENUES	15576		435.00	(38,393.34)
09/30/2025	GJ	JE	RECORD TAX REVENUES	16535		36.66	(38,430.00)
10/31/2025	GJ	JE	RECORD TAX REVENUES	16540		955.00	(39,385.00)
11/24/2025	GJ	JE	SQUARE PAYMENT MINT FESTIVAL	16723		28.23	(39,413.23)
11/30/2025	GJ	JE	RECORD TAX REVENUES	16613		695.00	(40,108.23)
01/31/2026			251-000-452.006	END BALANCE	0.00	34,033.23	(40,108.23)
251-000-653.001 FARMERS' MARKET							
07/31/2025				BEG. BALANCE			0.00
08/19/2025	CR	RCPT	GENERAL RECEIPT 08/19/2025			735.25	(735.25)
10/28/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/28/2025			540.00	(1,275.25)
01/31/2026			251-000-653.001	END BALANCE	0.00	1,275.25	(1,275.25)
251-000-653.003 CAR SHOWS							
07/31/2025				BEG. BALANCE			0.00
08/19/2025	CR	RCPT	GENERAL RECEIPT 08/19/2025			1,213.00	(1,213.00)
08/27/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/27/2025			1,315.00	(2,528.00)
01/31/2026			251-000-653.003	END BALANCE	0.00	2,528.00	(2,528.00)
251-000-653.005 MINT FESTIVAL							
07/31/2025				BEG. BALANCE			(1,200.00)
08/13/2025	CR	RCPT	GENERAL RECEIPT 08/13/2025			1,000.00	(2,200.00)
08/14/2025	GJ	JE	SQUARE PAYMENTS MINT FESTIVAL	16721		5,075.69	(7,275.69)
08/19/2025	CR	RCPT	GENERAL RECEIPT 08/19/2025			22,579.00	(29,854.69)
08/22/2025	GJ	JE	SQUARE PAYMENTS MINT FESTIVAL	16722		198.77	(30,053.46)
08/28/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 08/28/2025			2,553.15	(32,606.61)
09/02/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 09/02/2025			250.00	(32,856.61)
10/21/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 10/21/2025			1,000.00	(33,856.61)
01/31/2026			251-000-653.005	END BALANCE	0.00	32,656.61	(33,856.61)
251-000-665.000 INTEREST EARNED/INVESTMENTS							
07/31/2025				BEG. BALANCE			0.00
09/15/2025	GJ	JE	RECORD TAX REVENUES	16527		55.10	(55.10)
09/30/2025	GJ	JE	RECORD TAX REVENUES	15576		4.39	(59.49)
09/30/2025	GJ	JE	RECORD TAX REVENUES	16535		0.74	(60.23)
10/31/2025	GJ	JE	RECORD TAX REVENUES	16540		28.87	(89.10)
11/30/2025	GJ	JE	RECORD TAX REVENUES	16613		28.05	(117.15)
01/31/2026			251-000-665.000	END BALANCE	0.00	117.15	(117.15)
251-000-679.000 MARKETING CO-OP							
07/31/2025				BEG. BALANCE			0.00
11/04/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/04/2025			750.00	(750.00)
11/20/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 11/20/2025			750.00	(1,500.00)
12/03/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/03/2025			1,000.00	(2,500.00)
12/19/2025	CR	RCPT	PRINCIPAL SHOPPING DISTRICT 12/19/2025			500.00	(3,000.00)
01/31/2026			251-000-679.000	END BALANCE	0.00	3,000.00	(3,000.00)
251-172-713.001 EMPLOYER SOCIAL SECURITY							
07/31/2025				BEG. BALANCE			0.00
08/13/2025	PR	CHK	SUMMARY PR 08/13/2025		71.99		71.99
09/10/2025	PR	CHK	SUMMARY PR 09/10/2025		71.99		143.98
10/08/2025	PR	CHK	SUMMARY PR 10/08/2025		71.99		215.97
11/12/2025	PR	CHK	SUMMARY PR 11/12/2025		71.99		287.96
12/10/2025	PR	CHK	SUMMARY PR 12/10/2025		71.99		359.95
01/14/2026	PR	CHK	SUMMARY PR 01/14/2026		71.99		431.94
01/31/2026			251-172-713.001	END BALANCE	431.94	0.00	431.94
251-172-713.002 MEDICARE/EMPLOYER PORTION							
07/31/2025				BEG. BALANCE			0.00
08/13/2025	PR	CHK	SUMMARY PR 08/13/2025		16.83		16.83
09/10/2025	PR	CHK	SUMMARY PR 09/10/2025		16.84		33.67
10/08/2025	PR	CHK	SUMMARY PR 10/08/2025		16.83		50.50
11/12/2025	PR	CHK	SUMMARY PR 11/12/2025		16.83		67.33
12/10/2025	PR	CHK	SUMMARY PR 12/10/2025		16.84		84.17
01/14/2026	PR	CHK	SUMMARY PR 01/14/2026		16.83		101.00
01/31/2026			251-172-713.002	END BALANCE	101.00	0.00	101.00
251-172-751.000 EVENT COLLABORATION							
07/31/2025				BEG. BALANCE			0.00
09/18/2025	AP	INV	AMERICAN RENTAL; PORTABLE TOILETS	09/18/2025-1	333.20		333.20
09/18/2025	AP	INV	AMERICAN RENTAL; PORTABLE TOILETS	09/18/2025-2	333.20		666.40
10/01/2025	AP	INV	TENT FOR OKTOBERFEST	09/30/2025	450.00		1,116.40
10/02/2025	AP	INV	BANNER/SIGNS - OKTOBERFEST	10/02/2025	110.00		1,226.40
10/09/2025	AP	INV	3X20' 2 SIDED BANNER (MINT FEST)	21652	1,000.00		2,226.40
10/09/2025	AP	INV	PORTA POTTY; OKTOBER FEST	10/09/2025	333.20		2,559.60
01/31/2026			251-172-751.000	END BALANCE	2,559.60	0.00	2,559.60
251-172-751.001 FARMERS' MARKET							
07/31/2025				BEG. BALANCE			0.00
08/21/2025	AP	INV	ADVERTISING; FARMER'S MARKET	4893777-2	225.00		225.00
08/21/2025	AP	INV	ADVERTISING; FARMER'S MARKET	4899251-2	150.00		375.00
08/21/2025	AP	INV	ADVERTISING; FARMER'S MARKET	4969027-1	300.00		675.00
09/05/2025	AP	INV	ADVERTISING; 2025 FARMERS MARKET	4899251-3	149.72		824.72
09/05/2025	AP	INV	ADVERTISING; 2025 FARMERS MARKET	4893777-3	50.32		875.04
09/24/2025	AP	INV	ADVERTISING - FARMERS MARKET; DDA/PSI	23339	480.00		1,355.04
10/21/2025	AP	INV	ADVERTISING - FARMERS MARKET; PSD/DDA	4899251-4	149.96		1,505.00
01/31/2026			251-172-751.001	END BALANCE	1,505.00	0.00	1,505.00
251-172-751.002 CAR SHOWS							
07/31/2025				BEG. BALANCE			0.00
08/19/2025	AP	INV	APPAREL; SPORT GREY TEE	204181	866.25		866.25
08/21/2025	AP	INV	20LB ICE	08/08/2025	40.00		906.25

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
251-172-751.002 CAR SHOWS					(Continued)		
01/31/2026			251-172-751.002	END BALANCE	906.25	0.00	906.25
251-172-751.003 MINT FESTIVAL					BEG. BALANCE		
07/31/2025							12,700.00
07/31/2025	AP	INV	CREDIT CARD SUMMARY; 07/2025	JUL2025-HANOVER	16.10		12,716.10
07/31/2025	AP	INV	CREDIT CARD SUMMARY; 07/2025	JUL2025-HANOVER	76.29		12,792.39
08/04/2025	AP	INV	MUSIC FOR CAR SHOW	08/04/2025	400.00		13,192.39
08/05/2025	AP	INV	POLICY #NEW BUSINESS 08/08-08/09 202	08/01/2025	1,312.00		14,504.39
08/05/2025	AP	INV	MINT FEST 2025; BEER TENT	08/05/2025	7,874.75		22,379.14
08/05/2025	AP	INV	APPAREL - DK GRAPHITE HEATER TEE	203904	1,125.72		23,504.86
08/05/2025	AP	INV	APPAREL - LIME TEE W/ONE COLOR	203862	463.75		23,968.61
08/18/2025	AP	INV	REIMBURSE; POP, ICE, OVERNIGHT SECUR	08/12/2025	417.06		24,385.67
08/18/2025	AP	INV	ADVERTISING; MINT FESTIVAL	ORDER #23339	570.00		24,955.67
08/18/2025	AP	INV	REIMBURSE; CHAIRS FOR MINT FEST	08/12/2025	60.00		25,015.67
08/19/2025	AP	INV	3X5 BANNERS; PSD/DDA MINT FEST 2025	203911	55.00		25,070.67
08/19/2025	AP	INV	REG PORTOPOTTY	02591	1,245.00		26,315.67
08/19/2025	AP	INV	SALES TAX RETURN; SPECIAL EVENT 2025	08/18/2025	859.30		27,174.97
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	103.86		27,278.83
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	63.32		27,342.15
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	254.38		27,596.53
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	15.77		27,612.30
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	25.43		27,637.73
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	34.95		27,672.68
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	52.45		27,725.13
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	32.94		27,758.07
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	16.47		27,774.54
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	48.14		27,822.68
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	55.90		27,878.58
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	25.99		27,904.57
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	69.99		27,974.56
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-HANOVER	4.36		27,978.92
09/11/2025	AP	INV	ADVERTISING; 09/2025	002336	450.00		28,428.92
09/24/2025	CR	RCPT	GENERAL RECEIPT 09/24/2025			69.99	28,358.93
10/20/2025	AP	INV	ADVERTISING; PSD/DDA	09/01-09/30 2025	480.00		28,838.93
10/20/2025	AP	VOID	Void Invoice 09/01-09/30 2025 02-23-1	09/01-09/30 2025		480.00	28,358.93
01/31/2026			251-172-751.003	END BALANCE	16,208.92	549.99	28,358.93
251-172-751.007 WINTER FESTIVAL					BEG. BALANCE		
07/31/2025							0.00
12/01/2025	AP	INV	MARCHING BAND; ST NICK PARADE 2025	11/24/2025	200.00		200.00
12/01/2025	AP	INV	ST NICK; 2025	11/24/2025	100.00		300.00
12/01/2025	AP	VOID	Void Invoice 11/24/2025 01-01-0000	11/24/2025		100.00	200.00
12/01/2025	AP	INV	ST NICK PARADE; 2025	11/24/2025	100.00		300.00
12/01/2025	AP	INV	HIGH SCHOOL BAND; ST NICK PARADE 202	11/25/2025	250.00		550.00
01/31/2026			251-172-751.007	END BALANCE	650.00	100.00	550.00
251-172-804.000 ADMINISTRATION CHARGES					BEG. BALANCE		
07/31/2025							2,000.00
10/01/2025	GJ	JE	RECORD QTRLY ADMIN CHARGES	16673	2,000.00		4,000.00
01/01/2026	GJ	JE	RECORD QTRLY ADMIN CHARGES	16674	2,000.00		6,000.00
01/31/2026			251-172-804.000	END BALANCE	4,000.00	0.00	6,000.00
251-172-814.002 WEBSITE					BEG. BALANCE		
07/31/2025							0.00
09/26/2025	AP	INV	BRANDING & MAINTENANCE; FACEBOOK ADS	1293	2,350.00		2,350.00
01/13/2026	AP	INV	WEBSITE; MAILCHIMP RECEIPT	12/04/25-HANOVER	20.00		2,370.00
01/31/2026			251-172-814.002	END BALANCE	2,370.00	0.00	2,370.00
251-172-818.000 CONTRACTUAL SERVICES					BEG. BALANCE		
07/31/2025							0.00
08/13/2025	PR	CHK	SUMMARY PR 08/13/2025		1,161.17		1,161.17
09/10/2025	PR	CHK	SUMMARY PR 09/10/2025		1,161.17		2,322.34
10/08/2025	PR	CHK	SUMMARY PR 10/08/2025		1,161.17		3,483.51
11/12/2025	PR	CHK	SUMMARY PR 11/12/2025		1,161.17		4,644.68
12/10/2025	PR	CHK	SUMMARY PR 12/10/2025		1,161.17		5,805.85
01/14/2026	PR	CHK	SUMMARY PR 01/14/2026		1,161.17		6,967.02
01/31/2026			251-172-818.000	END BALANCE	6,967.02	0.00	6,967.02
251-172-818.040 DOWNTOWN IMPROVEMENT					BEG. BALANCE		
07/31/2025							0.00
10/01/2025	AP	INV	REIMBURSE; PUMPKINS FOR DWNTWN	09/23/2025	365.00		365.00
10/01/2025	AP	INV	HANGING BASKETS, PLANTERS, MIRACLE GI	10/01/2025	2,899.70		3,264.70
10/14/2025	AP	INV	3.5 WHITE SNOWFLAKES, POLE MOUNTS	10/14/2025	1,846.00		5,110.70
10/27/2025	AP	INV	DBL SIDED WINTER BANNERS; PSD/DDA	21850	2,040.00		7,150.70
12/01/2025	AP	INV	TO TRACY KOSSARAS, LIGHTS FOR DOWNTOW	11/19/25-HANOVER	50.88		7,201.58
12/15/2025	AP	INV	HOLIDAY POT DECO FOR DWNTWN	176401608-12/21/25	1,440.00		8,641.58
01/31/2026			251-172-818.040	END BALANCE	8,641.58	0.00	8,641.58
251-172-853.004 MONTHLY & LONG DISTANCE SERV					BEG. BALANCE		
07/31/2025							0.00
07/31/2025	AP	INV	CREDIT CARD SUMMARY; 07/2025	JUL2025-WBI	50.00		50.00
08/31/2025	AP	INV	CREDIT CARD SUMMARY; 08/2025	AUG2025-WBI	50.00		100.00
09/24/2025	AP	INV	TELEPHONE/INTERNET SERVICES	09/24/2025	50.00		150.00
10/24/2025	AP	INV	TELEPHONE/INTERNET SERVICES; 10/2025	10/24/2025	50.00		200.00
11/10/2025	AP	INV	TELEPHONE/INTERNET SERVICES; NOV2025	11/10/2025	50.00		250.00
12/10/2025	AP	INV	TELEPHONE/INTERNET SERVICES; DEC2025	12/10/2025	50.00		300.00
01/10/2026	AP	INV	TELEPHONE/INTERNET SERVICES; JAN2026	01/10/2026	50.00		350.00
01/31/2026			251-172-853.004	END BALANCE	350.00	0.00	350.00
251-172-880.008 MARKETING					BEG. BALANCE		
07/31/2025							0.00
09/05/2025	AP	INV	ADVERTISING; MINT FEST BLOCK PARTY	4968963-1	450.00		450.00

Date	JNL	Type	Description	Reference #	Debits	Credits	Balance
251-172-880.008 MARKETING							
				(Continued)			
09/11/2025	AP	INV	ADVERTISING; 08/2025	002318	513.00		963.00
09/30/2025	AP	INV	SOFTWARE	04575-42959018	149.90		1,112.90
10/21/2025	AP	INV	ADVERTISING; 11/2025 - DEWITT & ST. J	0023312	550.00		1,662.90
12/15/2025	AP	INV	ADVERTISING; 11/27-11/30 2025	23643	200.00		1,862.90
01/13/2026	AP	INV	ORDER #23644; ACT #1398	01/02/2026	600.00		2,462.90
01/16/2026	AP	INV	ADVERTISING; NIGHT LIGHTS PARADE 2025	4981222-1	335.00		2,797.90
01/16/2026	AP	INV	ADVERTISING; NIGHT LIGHTS PARADE 2025	4981237-1	15.00		2,812.90
01/16/2026	AP	INV	ADVERTISING; NIGHT LIGHTS PARADE 2025	4918241-1	125.00		2,937.90
01/16/2026	AP	INV	ADVERTISING; NIGHT LIGHTS PARADE 2025	49812589-1	25.00		2,962.90
01/31/2026			251-172-880.008	END BALANCE	2,962.90	0.00	2,962.90
251-172-882.000 MARKETING CO-OP							
				BEG. BALANCE			0.00
11/20/2025	AP	INV	SOCIAL DISTRICT - SWAY'S, BRUNO'S	21942	150.00		150.00
12/15/2025	AP	INV	PSD/DDA BOARD; ADVERTISING	PMT1474534	1,891.00		2,041.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045460-2	24.00		2,065.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045482-2	24.00		2,089.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045491-2	24.00		2,113.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045494-2	24.00		2,137.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045500-2	24.00		2,161.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045503-2	24.00		2,185.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045505-2	205.00		2,390.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045509-2	205.00		2,595.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045510-2	205.00		2,800.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045511-2	205.00		3,005.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045512-2	205.00		3,210.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045521-2	205.00		3,415.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045524-2	395.00		3,810.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045526-2	390.00		4,200.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045527-2	390.00		4,590.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045531-2	390.00		4,980.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045534-2	390.00		5,370.00
01/16/2026	AP	INV	ADVERTISING; COOP 2025	5045522-2	390.00		5,760.00
01/31/2026			251-172-882.000	END BALANCE	5,760.00	0.00	5,760.00
251-172-956.000 MISCELLANEOUS							
				BEG. BALANCE			400.00
10/02/2025	AP	INV	INSPECTION FOR HOTDOG CART	10/02/2025	90.00		490.00
10/08/2025	AP	INV	HOTDOG BUNS, HOT DOGS, ICE	10/08/2025	41.37		531.37
01/31/2026			251-172-956.000	END BALANCE	131.37	0.00	531.37
251-172-960.000 EDUCATION AND TRAINING							
				BEG. BALANCE			0.00
07/31/2025	AP	INV	CREDIT CARD SUMMARY; 07/2025	JUL2025-HANOVER	10.60		10.60
07/31/2025	AP	INV	CREDIT CARD SUMMARY; 07/2025	JUL2025-HANOVER	42.94		53.54
07/31/2025	AP	INV	CREDIT CARD SUMMARY; 07/2025	JUL2025-HANOVER	6.00		59.54
01/31/2026			251-172-960.000	END BALANCE	59.54	0.00	59.54
251-172-961.000 PROFESSIONAL DUES							
				BEG. BALANCE			0.00
08/29/2025	AP	INV	MEMBERSHIP; PSD/DDA 10/01/25-10/01/25	3875	350.00		350.00
01/31/2026			251-172-961.000	END BALANCE	350.00	0.00	350.00
251-172-969.001 MUSIC							
				BEG. BALANCE			0.00
10/23/2025	AP	INV	DOWNTOWN RADIO RENEWAL	X8-1561794918	217.89		217.89
01/13/2026	AP	INV	LICENSE FEE; 01/01/26-12/31/2026	100006747546	458.00		675.89
01/31/2026			251-172-969.001	END BALANCE	675.89	0.00	675.89
TOTAL FOR FUND 251 PRINCIPAL SHOPPING DISTRICT					216,672.04	216,672.04	0.00



**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/ Marketing Committee Meeting

January

11:30am the Heist

Members Attending: Tracy Kossaras, Corinne Trimbach , Brent Hurst, Nancy McKinley, Emily Baudoux, Nikki Oderkirk, Dora Isbell, Monica Ladiski and Jason Butler.

Others: Heather Hanover

- 1) Events Budget 26-27 There was discussion on what we spent last year, the cost of bathrooms and advertising. What costs are used for advertising. How much is used to support other events. We need to come up with a criterion for how we aid other events. There was discussion on having 2-line items, one for grants we make to non-PSD events and one we use for small PSD Events. There was discussion on how much we should budget for the Cozy Crawl(Feb 27) and the St Patrick's Day Pub Crawl(26 and 27) Both those would come out of the small event fund. There was discussion on how to make the St Nick Parade more of an event. Someone mentioned contacting Churches and having Hot Chocolate. Last years budget was presented and adjustments made.
- 2) Thursday Market was discussed. We will do June, July and August like last year. We will pay \$100 to singers again. Whatever vendors we have come will be placed on the sidewalk on Clinton Ave in front of the stores.
- 3) Marketing Budget: There was discussion on the new website costs. There was discussion on the holiday commercials, it was decided to continue this program. There was a question on who decides what content goes on the website. We need to get Doug our Event list. There was discussion on the \$500 a month for Facebook posts, maybe use less in the slow season. There was discussion on who takes pictures at events . Brent mentioned Justin Louth from Mandys Makeup. He has done great work for Brent. We should invite him to a meeting. There was discussion on getting our message and what we do the city commission. Nikki also discussed the Mint City Motorcycle Mania; they are still considering what will be the best location. There was discussion on the different possibilities. Nikki will get with Heather to discuss this further.



Executive Meeting

January 20, 2026
8am Butler Financial

Members attending: Jason Butler, Tyler Barlage, Kristina Kinde, Monica Ladiski, Corinne Trimbach and Tracy Kossaras.

Others: Heather Hanover

1. Michigan Downtown Association Meeting is March 4th, \$150 a person and it is in East Lansing. There is also a governmental advocacy day on March 3rd that is \$60. Jason pointed out that it is the same day as the March Board meeting. We will mention it at the Board Meeting and see if the date should be changed and who wants to go. We have room for 3 people to go to.
2. The 26-27 Budget was discussed. We do not have the final numbers from the city for the income or administrative costs. The administrative fees were discussed. The Fall Festival was discussed and our new granting process for event collaboration. There was discussion on having an annual picnic along with the annual meeting and Free Wienie Wednesdays. The DDA budget is over by \$2000 but we have ample room in our fund balance. The Design Committee is including some new holiday decorations, a cross-street banner and new pole banners in their requests for the DDA budget. The PSD budget includes a larger amount than usual for website and social media advertising. Kristina said that the city does not charge for auditing separately, that amount is included in the admin fee. The Mint Fest was discussed and because of the new format the number could be way off but we have a starting point. There is a slight overage in the PSD budget also but the committee was okay with this because of the amount of funds in our fund balance.
3. Incubator: So far 34 vendors have shown an interest in the shared retail space. Four have sent in their applications, all wanting the smallest space that rents for \$64. There was discussion on how many we need to make a go of it. There was discussion on setting a deadline for sign up. There was discussion on using the Senior Center instead for the incubator/ commercial kitchen space. It was decided to tell everyone we need at least 8 vendors to sign up and we need to know by the 1st of February. When we have these results, we will talk to the whole board about how to go forward.



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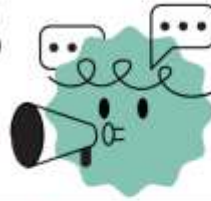
**Design Committee Meeting Minutes
Jan 15,2026
Fire Hall**

Members Attending: Tyler Barlage and Lara Bottenger

Others: Heather Hanover

1. The 26-27 Budget was discussed. The group decided to get some new spring/summer pole banners and a new cross street banner. There was discussion on the Mint Fest cross street banner and if that can be reused with all the changes to the Mint Fest. Heather will discuss with Bruce. There was discussion on the Fall décor and we will do something similar to last year. For the Winter décor if we want to get a bigger more permanent fixtures, we will have to spend some money. The group decided to put more money toward that line item and would also like to get the snow flake cross street lights and 4 more snowflakes to have enough for each pole. We also need a couple of more trash cans and some new benches. We have not had a lot of artists participate in the bench program. We need to start finding our own artsy benches. It would be nice to offer a small amount of facade grants to keep that program going and the group decided to do \$5000 because we are spending more on decorations.
2. Flowers: it is time to order flowers for next summer and the group would like to do ones similar to last year. Heather will meet with the Country store and get that set up.

Name	Tour	Email	Business	phone	Interest sent	Received
Chelsea Spitsley	yes	cellycreations@gmail.com	custom cloth,kid, blind date	989-533-1286	yes	
Claudia Packsi	yes	thriftswitcloud@gmail.com	curated clothing		yes	
Krista Hallead	Yes	ceramicsbykrista@gmail.com	ceramics	989-640-3883	yes	
Alexa Castiglione-LeBaron	Yes	alexa.lebaron@gmail.com	Refurbished Furniture		yes	
Kelly Havens	Yes		Sour Dough/food	989-640-7238	yes	
Gabrielle Fandel	Yes	gabriellefandel@gmail.com	Antiques		yes	no don't want to run cash register
Alli Stinson	Yes	1835collected@gmail.com	Collectables		yes	
Christina Colley	Yes	4grazeonthego@gmail.com	Charcuterie	989-307-5950	yes	yes 4x8
April Roth	no	aprilroth29@gmail.com			yes	
Geri Jastrum	no	gerijastrum@gmail.com	jams and sauces		yes	
Kara Nowacki	no	kaoneil2@hotmail.com			yes	No don't want to run cash register
Alicia Simon	no		bakery supply	989-640-3846	no	
Laci and Grace	no	facebook	candles and boutique		no	
Patty West	no	westwickcandleco@outlook.co	West Wick Candle Company			
Ava	Yes		Rolling Revival Bakery	248-787-2884	yes	
Courtney SanMiquel	yes		SanMiquel Cookies	989-292-0098	yes	no
Courtney Kurnz		email			yes	
Kerri kriegler		kriegerk2011@gmail.com			yes	
Jen White	yes	whitenuckolsfarm@gmail.com	Goats Milk, herbs		yes	
Debra Jo Cooper		memorylaneshoppgirl@gmail.co	antiques and collectables		Yes	yes 4x8
Jennifer Hufnagel		jenny_hufnagel@icloud.com			yes	
Stephen White		mintprint3dstjohns@gmail.com	Mint Print 3D	989-600-9955	yes	yes 4x8
Alison		the2ndhandwonderland@gmail.com			yes	
Jazz McJames		themaindragprintshop@gmail.c	Main Drag Print Shop		yes	yes 4x8
JoAnna Smith		jothompsoncma@yahoo.com			yes	
Maelinda Burgess		maelindaburgess@yahoo.com			yes	
Teri Simpson-Martinez		terisimp06@yahoo.com	Custom DTF transfers		yes	
Tammy Kieselat		fluffnstuffmi@gmail.com	Heat Press DTF		Yes	
Michelle Miller		mmiller4247@gmail.com			yes	
Paul Brandshaw		theimagefactoryart@gmail.com			Yes	Yes 4x8
Deb Ramirez		debdesigns4u@gmail.com		517-930-3155	yes	
Mike Kerekes		mkerekea@live.com	Kerekes Farms Sauces Pickles		yes	
Selene Wulf		hello@lunarluxcreations.com			Yes	She would if she didn't have to run cash register
Donna Wettig- Hitz		donna.hitz@gmail.com			yes	
Mishele Ide		mishelleide@gmail.com			yes	No, can't run cash register



2026

EVENTS

PSD



Non PSD



3/17	St Patrick's Day Pub Crawl
5/9	Spring Fling and Touch a Truck
Thursday 5-7pm	June/July/August Downtown Thursday Thing
SATURDAY 8AM-12PM	Farmers Market 2 nd Sat. in June thru October
6/14	Soap Box Derby
8/7-8	Mint Festival /Car Show
8/20	US 27 Car Tour
9/12	^{Mint City} Motorcycle Mania
9/19	Fall Feastival
9/25	Homecoming
10/3	Oktoberfest
10/31	Candy Crawl
11/11	Veteran's Day Parade
12/4	St.Nick Parade

GL Number	Description	25-26 Budget	YTD As Of 12/31/2025	2026-27 Requested
--- Estimated Revenue ---				
251-000-452.006	DOWNTOWN BUSINESS DISTRICT	42,825.00	40,080.00	43,000.00
251-000-541.000	GRANTS	0.00	0.00	0.00
251-000-653.001	FARMERS' MARKET	1,500.00	1,275.25	1,000.00
251-000-653.003	CAR SHOWS	3,000.00	2,528.00	3,000.00
251-000-653.005	MINT FESTIVAL	35,000.00	28,582.15	15,000.00
251-000-653.013	WINTER FESTIVAL	500.00	0.00	0.00
251-000-665.000	INTEREST EARNED/INVESTMENTS	0.00	117.15	0.00
251-000-677.000	MISCELLANEOUS REVENUE	0.00	0.00	0.00
251-000-679.000	MARKETING CO-OP	3,000.00	3,000.00	3,000.00
Total Estimated Revenue:		85,825.00	75,582.55	65,000.00
--- Appropriations ---				
251-172-730.000	OFFICE SUPPLIES/ADM	100.00	0.00	0.00
251-172-751.000	EVENT COLLABORATION	6,100.00	2,559.60	6,500.00
251-172-751.001	FARMERS' MARKET	1,000.00	1,505.00	2,200.00
251-172-751.002	CAR SHOWS	1,000.00	906.25	1,000.00
251-172-751.003	MINT FESTIVAL	28,000.00	28,358.93	6,000.00
251-172-751.007	WINTER FESTIVAL	2,000.00	550.00	1,000.00
251-172-751.010	FALL FESTIVAL	0.00	0.00	0.00
251-172-804.000	ADMINISTRATION CHARGES	8,000.00	2,000.00	8,000.00
251-172-814.002	WEBSITE	810.00	2,350.00	9,000.00
251-172-818.000	CONTRACTUAL SERVICES	15,000.00	6,249.97	15,500.00
251-172-818.040	DOWNTOWN IMPROVEMENT	5,000.00	8,641.58	7,100.00
251-172-826.086	AUDIT FEES	500.00	0.00	0.00
251-172-853.004	MONTHLY & LONG DISTANCE SERV	500.00	367.03	500.00
251-172-880.008	MARKETING	11,000.00	1,862.00	3,000.00
251-172-882.000	MARKETING CO-OP	6,000.00	2,041.00	6,000.00
251-172-956.000	MISCELLANEOUS	0.00	531.37	550.00
251-172-960.000	EDUCATION AND TRAINING	500.00	59.54	450.00
251-172-961.000	PROFESSIONAL DUES	350.00	350.00	350.00
251-172-969.000	GRANTS	0.00	0.00	0.00
251-172-969.001	MUSIC	1,000.00	217.89	1,000.00
251-172-985.000	CAPITAL OUTLAY	0.00	0.00	0.00
Total Appropriations:		86,860.00	58,550.16	68,150.00
Net of Revenues & Appropriations: Net of Revenues & Appropriations:		(1,035.00)	17,032.39	(3,150.00)

GL Number	Description	25-26 Budget	YTD As Of 12/31/2025	2026-27 Requested
--- Estimated Revenue ---				
248-000-404.000	CURRENT PROPERTY TAX	54,877.44	58,020.68	60,000.00
248-000-582.000	GRANTS	0.00	0.00	0.00
248-000-665.000	INTEREST EARNED/INVESTMENTS	250.00	0.00	0.00
Total Estimated Revenue:		51,727.44	58,020.68	60,000.00
--- Appropriations ---				
248-451-804.000	ADMINISTRATION CHARGES	8,000.00	2,000.00	8,000.00
248-451-818.000	CONTRACTUAL SERVICES	15,000.00	7,450.02	15,500.00
248-451-818.040	DOWNTOWN IMPROVEMENT	23,500.00	10,769.65	33,500.00
248-451-880.007	FACADE GRANTS	10,000.00	0.00	5,000.00
Total Appropriations:		56,500.00	20,219.67	62,000.00
Net of Revenues & Appropriations: Net of Revenues & Appropriations:		(4,772.56)	37,801.01	(2,000.00)



Event Committee Budget Request for 2026-2027

Expenses:	25-26			26-27	
	Budget	Actual	Income	Budget	Income
PSD Events (St Patrick, Oktoberfest, Candy Crawl)	6500	2116		3500	
(Non-PSD Events)				3000	
(Higham Street Market	1200	1100)		1200	
Mint Fest:	30,000	28,358	33,967	6000	15,000
Car Shows(Mint/US27)	3000	2475	2528	3000	3000
St Nick Parade:	2000	800		2000	
Hot Dog Cart	500	315			
Farmers Market	1000	1505	1275.25	1000	1000
Total:	43,000	36,747	37,770	19,600	19,000



Design Budget 2026-27

	25-26 Budget	Actual as of 1-26	26-27 Request
Pole Banners	\$2000	\$2040	\$2100 PSD
Cross Street Banners \$1000	\$1000	\$1000	\$1500 PSD
Flowers for Pots and Hanging Baskets	\$2500	\$2899.70	\$3000 PSD
Fall Decorations	\$1000	\$365	\$500 PSD
Winter Decorations			
Planters	\$2000	\$ 1834.07	\$5500
Snowflakes	\$2000	\$1846	\$4500
Façade Grants	\$10000	\$0	\$5000
		Rent \$4515.05	
Benches and Trash Cans	\$10000	\$3000	\$10000
More Planters (4)	\$3000	\$0	\$0
Total:	\$ 33,500	\$17,499.82	\$35,000 DDA
			\$7100 PSD



Marketing Committee Budget Request 2026-2027

	25-26		26-27
	Budget	Actual	Budget
Holiday Commercial Co-op	3000	3000	3000
Social /website	4500	2350	9000
Radio, Bill Board, Flyers	6500	3600	3000
		(St Pat, Candy Crawl, St Nick)	
Farmers Market	1000	1505.00	1000
Total	15,000	10,455	16,000



St Johns Principal Shopping District Co Event Agreement

This event agreement is made as of [Date], between the **St. Johns Principal Shopping District** (PSD) and [Non-Profit Organization Name] for the purpose of holding collaborative community events in St. Johns, Michigan.

1. Event Details

- **Event Name:** [Insert Event Name]
- **Date(s) & Time:** [Insert Date/Time]
- **Location:** [Insert Specific Downtown Location/Premises]

2. Financial Arrangement

- **Profit Sharing:** The Non-Profit Organization agrees to pay the St. Johns PSD **25% of the net profits** generated from the event.
- **Payment Deadline:** Payment must be remitted to the PSD within thirty (30) days following the conclusion of the event.
- **Reporting:** The Non-Profit Organization shall provide a detailed financial statement showing gross revenue and itemized expenses to justify the final profit-share amount.

3. Responsibilities of the Non-Profit Organization

- **Management:** responsible for assuring events are conducted in a fashion that maintains community standards.
- **Oversee:** planning, coordination and execution
- **Compliance:** **Must hold valid 501(c)(3) status and provide written confirmation to the district.**
- **Operations:** Responsible for event setup, teardown, and cleaning the premises to its original condition.
- **Mange Event Budget**
- **Enter into all vendor, contractor and performer aggrements**

4. Responsibilities of the St. Johns Principal Shopping District

- **Advocacy & Promotion:** Provide marketing support through PSD channels to ensure the economic vitality of the event within the Downtown Central Business District.
- **Access:** Grant a limited license for the use of city-owned public facilities or designated premises for the duration of the event and file all required permits.
- **Coordination:** Assist in coordinating with local authorities for necessary street closures or security services as determined by the board.



St Johns Principal Shopping District Co Event Agreement

- **Insurance:**
- **Oversite:** help with planning, coordination and execution

5. Signatures

For the Non-Profit Organization:

Signature: _____ Date: _____

Printed Name: _____ Title: _____

For the St. Johns Principal Shopping District:

Signature: _____ Date: _____

Printed Name: _____ Title: _____



PARTNERSHIP APPLICATION FOR DOWNTOWN EVENTS

Purpose: to create vibrant successful events that support local business and strengthen our community through collaboration.

Application Date: [Date]

I. APPLICANT INFORMATION

- **Organization Name:** _____
- **Non-Profit Status:** 501(c)(3) Other: _____ (Attach proof of status)
- **Contact Person/Title:** _____
- **Phone/Email:** _____
- **Mailing Address:** _____

II. EVENT PROPOSAL

- **Proposed Event Name:** _____
- **Date(s) & Preferred Time:** _____
- **Event Location :** _____
- **Estimated Attendance:** _____
- **Alcohol:** Will alcohol be served? _____
- **Event Description:** (Briefly describe the activities and how they benefit the downtown business community)

III. CO-HOSTING LOGISTICS

- **Requested PSD Support:** (Check all that apply)
 - Marketing & Social Media Promotion
 - Use of PSD/City Facilities (e.g., Downtown Depot Pavilion)
 - Street Closure Coordination



- Event Setup/Teardown Assistance
- City of St Johns Special Event Permit
- Use of barricades, trash cans, tables and chairs
- Other_____
- Insurance

IV. Applicant Requirements

- **Provided by Applicant:** (Check all that apply)
 - Marketing & Social Media Promotion
 - Organization of vendors and volunteers
 - Event Setup/Teardown
 - Financial Accountability
 - Sponsorship recruitment

IV. FINANCIAL AGREEMENT

The applicant acknowledges and agrees that:

1. **Profit Share:** This is a co-hosted event; therefore, **25% of the net profits** generated from the event will be remitted to the St. Johns PSD.
2. **Financial Reporting:** A full financial disclosure statement (gross income vs. expenses) must be submitted within 30 days post-event.

V. SUBMISSION INSTRUCTIONS

Completed applications should be submitted by the end of the calendar year for inclusions in the yearly event calendar. Other events may be considered during the year if filed at least 6 months prior to the event.

Applicant Signature: _____ **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

Executive Director Activity for January 2026

- A. Added Agenda to City Website
- B. Posted events Community Facebook pages
- C. Board Meeting, agenda and minutes
- D. Events/Marketing Committee agenda, meeting, and minutes
- E. Executive Committee agenda, meeting and minutes
- F. Design Committee agenda, meeting and minutes
- G. City Manager Special Meeting
- H. City Council Meeting
- I. Chamber Monthly Meeting
- J. Senior Center Meeting
- K. Reconciled credit card
- L. Gave tours of Rise Building and Senior Center Kitchen
- M. Made email list and excel list of possible Rise vendors
- N. Sent out more interest letters to possible tenants
- O. Contacted all interested vendors about deadline and other options
- P. Worked on CIP projects for Downtown
- Q. Collected Budget info from each committee
- R. Created total budget for the PSD
- S. Created total budget for DDA
- T. Asked for bids on new snowflakes and cross street lights
- U. Purchased holiday décor that is on sale
- V. Scuttlebutt newsletters
- W. Created Event Partner Application
- X. Created Event Partner Agreement
- Y. Did year end back up of all PSD and DDA materials
- Z. Sorted 10 year old Materials and archived info

