



Board of Directors Meeting
March. 27, 2024 – 4 p.m.
Illinois Casualty Company | 225 20th St., Rock Island, IL

Present: Arron Sutherland, Brandy VandeWalle, Erica Williams, Raja Krishnamurthy, Greg Stecker, Brett Hitchcock, John Chow, Amanda Wood, DeAnna Freeman-Foster, Steven Ratcliff

Absent: Nicole Watson-Lam, Todd Thompson, Ben Fawks

Guests: Ald. Dylan Parker, James Blackwell, Thomas Flaherty | **Staff:** Jack Cullen

Call Meeting to Order, Approval of Feb. 20 Minutes

Meeting was called to order at 4:02 p.m.

Brandy moved to approve the minutes. John seconded. Motion passed.

Finance & Governance

February Financial Report

Jack Cullen presented the attached February Financial Report. Highlights include:

- \$5,000 donation received from Group O, leading to a positive revenue variance in donations.
- The purchase of furniture for the new office at the Centennial Bridge Building, including desks, tables and chairs, led to a variance in office supplies. The total purchase price was \$2,155, but all individual items were under the \$1,000 depreciation threshold so they are not recorded as fixed assets.
- There are three outstanding invoices from Deck the Downtowns.
- The purchase of a John Deere Gator in February increased the value of fixed assets by just over \$17,000.

Brett moved to approve the February Financial Report. Raja seconded. Motion passed.

Board Leadership & Service

Pending Board approval at the June meeting, Arron has agreed to continue serving as Board Chair and will share more responsibilities with Raja as Board Vice Chair. Jack has had preliminary conversations with Board members who were initially appointed to serve one-year terms. Board member nominations will be presented at upcoming meetings this spring.

Chamber Management Services Agreement

Arron and Raja recommended the approval of the Management Services Agreement between the Downtown Alliance and Quad Cities Chamber.

Raja motioned to approve the agreement. Brett seconded. Motion passed.

Business & Economic Growth

Rebate Programs

Jack met with representatives from Sears Awning Co. to discuss the Curb Appeal Rebate Program, specifically awning improvements. Sears agreed to give the City and Downtown Alliance a 20% discount on awning projects if they secure 30 contracts over two years. A list of prospective projects is being compiled.

Infrastructure & Livability

Clean & Safe Services

A new Cleaning Ambassador was hired March 7, and the crew did a great job preparing for and cleaning up after the St. Patrick Society Grand Parade. Board member commented how refreshing it was to see downtown clean before and after the parade and that parade participants and patrons also noticed the difference this year. "I've never seen it so clean down here," one Board member said.

An intern was hired March 11 to perform street outreach activities downtown. Members of the Livability Committee agreed to support the Downtown Alliance in hiring and training David Staples, a student of the Augustana College Prison Education Program. He will be the first graduate of the program this May.

Enhanced downtown police patrol kicked off March 12. Off-duty Rock Island Police Department officers have worked a total of 40 hours to date. Mayor Thoms gave the Downtown Alliance a shoutout at the March 25 City Council meeting for partnering with RIPD on this public safety initiative.

Rebuild Downtown Rock Island

The Rock Island City Council on March 25 unanimously approved [final plans and construction contracts for the \\$8.7 million Rebuild Downtown Project](#), setting the stage for the largest investment in downtown's public infrastructure in a generation. Construction is scheduled to begin mid-April and centers primarily on 18th Street between 1st and 3rd Avenues, as well as the 1800 blocks of 2nd and 3rd Avenues. Valley Construction was awarded the base bid for improvements and is working with the City, its consultants and the Downtown Alliance to communicate a construction timeline to stakeholders in the project area.

Board members were encouraged to review and rank the qualified submissions for the Arts Alley murals. A public meeting to review top candidates for the murals is scheduled for Thursday, April 4, time and place to be determined.

Advocacy & Promotions

Jack presented to Rock Island City Council on March 11, providing [an update on the Downtown Alliance's efforts over the past six months since launching its operations](#). The Downtown Alliance received positive reviews at the meeting and is continuing to see positive social and news media coverage for ongoing revitalization efforts. The new website is under development by TAG Communications and a site map was just completed.

Jack joined Quad Cities Chamber staff and private sector leaders on March 20 in Springfield to advocate for regional legislative priorities. On behalf of downtown restaurants, Jack addressed the proposed minimum wage increase for tipped workers that would put pressure on small businesses. In addition, on March 26, Jack joined representatives from the City's economic development team, including DARI, to present to members of the Ruhl Commercial team about development opportunities in Rock Island as well as the Rebuild Downtown project.

Other Business

April Meeting FY24 Work Plan Review

The April meeting will be canceled due to Jack's planned paternity leave. No time for discussion.

Office space

The Downtown Alliance and City are continuing to work on the draft lease agreement for the Centennial Bridge Building.

Miscellaneous

A Board member inquired about the Argus Building. Jack shared building ownership has changed and the building is listed for sale/lease.

Adjourn

John moved to adjourn the meeting. Brett seconded. Meeting adjourned at 5:03 p.m.



**Rock Island Downtown Alliance (RIDA)
Management Discussion & Analysis
April 30, 2024**

Background

Rock Island Downtown Alliance (RIDA) manages the activities and programs within the Special Service Area (SSA) in downtown Rock Island.

Year-to-Date Actual vs. Budget

There is a Net Income year-to-date of \$229,386 compared to a Budgeted Net Income of \$88,058.

- Significant Revenue Budget Variances:
 - We billed final quarterly amounts to the City of Rock Island for services support and SSA revenue.
 - Overall, revenues are \$11,254 above budgeted amounts. There are no new or additional significant variances to note.

- Significant Expense Budget Variances:
 - Contract labor is running a little higher this month as we increased working hours and increased the hourly rate for one position.
 - We are seeing an increase in City of Rock Island services as we contract with Police Officers for additional coverage.
 - Overall, expenses remain \$141,328 underbudget. There are no additional significant variances to note.

Profit and Loss Statement

There is a Net Income year-to-date of \$229,386. Beginning in FY25, this will be a year-over-year comparative statement. There are no items to note as revenue and expenditure variances have been highlighted in the Actual vs. Budget statement.

Balance Sheet

Total Equity year-to-date is \$223,648. In future years, this will be a year-over-year comparison of account variances.

- The A/R Misc amount of \$20,000 represents the quarterly receivable booked this month.
- A/R from Chamber includes \$11,325 owed to the City of Rock Island for the first State of Illinois Tourism Attraction grant payment. This was remitted to the City in May.
- A/R SSA represents quarterly SSA payments due to RIDA from City collections.
- A majority of the Accounts Payable liability represents grant funds due to the City of Rock Island from RIDA.

Rock Island Downtown Alliance
Budget vs. Actuals: FY 2024 - FY24 P&L
July 2023 - April 2024

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
40000 Revenue/Income	\$ -	\$ -	\$ -	
46110 City of Rock Island Support	\$ 80,000	\$ 80,000	\$ -	100.00%
46200 Other Donations & Sponsorships	\$ 63,182	\$ 58,332	\$ 4,850	108.31%
46213 Deck the Downtowns	\$ 6,381	\$ -	\$ 6,381	
Total 46200 Other Donations & Sponsorships	\$ 69,563	\$ 58,332	\$ 11,231	119.25%
46300 Events Support	\$ -	\$ -	\$ -	
46315 Alternating Currents Sponsorship	\$ 14,000	\$ 20,000	\$ (6,000)	70.00%
46316 Alternating Currents InKind	\$ 3,000	\$ -	\$ 3,000	
Total 46300 Events Support	\$ 17,000	\$ 20,000	\$ (3,000)	85.00%
46410 Special Service Area (SSA)	\$ 310,612	\$ 310,613	\$ (1)	100.00%
46700 Service Overhead Contribution	\$ 66,950	\$ 66,954	\$ (4)	99.99%
46800 Interest Income	\$ 3,028	\$ -	\$ 3,028	
Total Income	\$ 547,153	\$ 535,899	\$ 11,254	102.10%
Expenses				
50000 Expense	\$ -	\$ -	\$ -	
56102 Accounting	\$ 678	\$ -	\$ 678	
56103 Rent	\$ 8,000	\$ 10,000	\$ (2,000)	80.00%
56104 Office Supplies	\$ 2,407	\$ -	\$ 2,407	
56105 Legal Fees	\$ 728	\$ -	\$ 728	
Total 56100 Other Expenses	\$ 11,813	\$ 10,000	\$ 1,813	118.13%
56200 Marketing/Outreach	\$ 120	\$ -	\$ 120	
56201 Marketing	\$ 17,668	\$ 20,833	\$ (3,165)	84.81%
56202 Community Outreach	\$ 270	\$ -	\$ 270	
56203 Miscellaneous Expense	\$ 2,682	\$ -	\$ 2,682	
56204 Annual Meeting/Board Meetings	\$ 188	\$ -	\$ 188	
56205 Professional Development	\$ 4,976	\$ 3,000	\$ 1,976	165.86%
56213 Marketing - Deck the Downtowns	\$ 9,315	\$ -	\$ 9,315	
Total 56200 Marketing/Outreach	\$ 35,219	\$ 23,833	\$ 11,386	147.77%
56300 Events	\$ -	\$ -	\$ -	
56310 Alternating Curents Event	\$ 14,882	\$ 20,000	\$ (5,118)	74.41%
56316 Alternating Currents - InKind	\$ 3,000	\$ -	\$ 3,000	
Total 56300 Events	\$ 17,882	\$ 20,000	\$ (2,118)	89.41%
56400 Clean & Safe	\$ -	\$ -	\$ -	
56405 Contract Labor	\$ 34,285	\$ 83,333	\$ (49,049)	41.14%
56410 City of Rock Island - Safety Services	\$ 6,014	\$ 22,500	\$ (16,486)	26.73%
56415 Community Navigator	\$ 1,512	\$ 14,583	\$ (13,072)	10.37%
Total 56400 Clean & Safe	\$ 41,810	\$ 120,417	\$ (78,607)	34.72%
56500 Projects - Capital	\$ -	\$ -	\$ -	
56530 Supplies & Small Equipment	\$ 24,826	\$ 35,000	\$ (10,174)	70.93%
56545 Façade/Interior Grants	\$ -	\$ 18,750	\$ (18,750)	0.00%
56546 Streetscape Grants	\$ -	\$ 18,750	\$ (18,750)	0.00%
56560 Equipment Depreciation	\$ 1,119	\$ -	\$ 1,119	
Total 56500 Projects - Capital	\$ 25,946	\$ 72,500	\$ (46,555)	35.79%
56900 Payroll & Overhead	\$ -	\$ -	\$ -	
56901 Program Salaries	\$ 92,349	\$ 97,463	\$ (5,114)	94.75%
56902 Program OASDI	\$ 5,229	\$ 5,903	\$ (673)	88.59%
56903 Program Medicare	\$ 1,223	\$ 1,379	\$ (156)	88.66%
56904 Program FUTA	\$ 126	\$ 121	\$ 5	104.13%
56905 Program SUTA	\$ 571	\$ 1,273	\$ (702)	44.85%
56906 Program Life/LTD/STD/AD&D	\$ 707	\$ 855	\$ (148)	82.68%
56907 Program 401K	\$ 4,173	\$ 4,758	\$ (584)	87.71%
56908 Program Health Insurance	\$ 9,836	\$ 19,190	\$ (9,354)	51.26%
56909 Program Dental Insurance	\$ 1,214	\$ 779	\$ 435	155.90%
56912 Program HSA	\$ 762	\$ 1,216	\$ (454)	62.66%
56914 Program Cell Phone	\$ 1,706	\$ 950	\$ 756	179.57%
56916 Work At Home Stipend	\$ 250	\$ 250	\$ -	100.00%
57709 Overhead	\$ 66,950	\$ 66,954	\$ (4)	99.99%
Total 56900 Payroll & Overhead	\$ 185,097	\$ 201,091	\$ (15,994)	92.05%
Total Expenses	\$ 317,767	\$ 447,841	\$ (130,073)	70.96%
Net Income	\$ 229,386	\$ 88,058	\$ 141,328	260.49%

Rock Island Downtown Alliance
Profit and Loss
July 2023 - April 2024

	Total
Income	
40000 Revenue/Income	
46110 City of Rock Island Support	\$ 80,000
46200 Other Donations & Sponsorships	\$ 63,182
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56410 City of Rock Island - Safety Services	\$ 6,014
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Total 56400 Clean & Safe	\$ 41,810
56500 Projects - Capital	
56530 Supplies & Small Equipment	\$ 24,826
56560 Equipment Depreciation	\$ 1,119
Total 56500 Projects - Capital	\$ 25,946
56900 Payroll & Overhead	
56901 Program Salaries	\$ 92,349
56902 Program OASDI	\$ 5,229
56903 Program Medicare	\$ 1,223
56904 Program FUTA	\$ 126
56905 Program SUTA	\$ 571
56906 Program Life/LTD/STD/AD&D	\$ 707
56907 Program 401K	\$ 4,173
56908 Program Health Insurance	\$ 9,836
56909 Program Dental Insurance	\$ 1,214
56912 Program HSA	\$ 762
56914 Program Cell Phone	\$ 1,706
56916 Work At Home Stipend	\$ 250
57709 Overhead	\$ 66,950
Total 56900 Payroll & Overhead	\$ 185,097
Total Expenses	\$ 317,767

Net Operating Income	\$ 229,386
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Rock Island Downtown Alliance
Balance Sheet
As of April 30, 2024

	Total
ASSETS	
Current Assets	
10121 SENB Checking	\$ 9,435
10122 SENB Money Market Account	\$ 128,985
Total Bank Accounts	\$ 138,421
Accounts Receivable	
11000 A/R Misc	\$ 20,000
Total Accounts Receivable	\$ 20,000
Other Current Assets	
12101 A/R from Chamber	\$ 11,525
12200 A/R SSA	\$ 77,653
12251 Prepaid Expenses	\$ 2,000
Total Other Current Assets	\$ 91,178
Total Current Assets	\$ 249,599
Fixed Assets	
17100 Equipment	\$ 18,634
18100 Accum Depr Equipment	\$ (1,119)
Total Fixed Assets	\$ 17,515
TOTAL ASSETS	\$ 267,113
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
20101 Accounts Payable (A/P)	\$ 11,570
21320 Deferred Revenue	\$ 11,818
21500 Intercompany Due To	
21501 Due to Chamber	\$ 20,078
21502 Due to DDP	\$ -
Total Current Liabilities	\$ 43,465
Total Liabilities	\$ 43,465
Equity	
Retained Earnings	\$ (5,738)
Net Income	\$ 229,386
Total Equity	\$ 223,648
TOTAL LIABILITIES AND EQUITY	\$ 267,113