



Downtown Newton SSMID Board Meeting Agenda

Tuesday, January 13, 2026 - 8:15 AM

City Offices (Building 18, Legacy Plaza) - Large Conference Room
303 W 4th St N, Suite 501
Newton, IA 50208

- I. Roll Call
- II. Review of Minutes of Previous Meeting: September 23, 2025
- III. Finance Report: December 31, 2025
- IV. Old Business
 1. Review 4th Quarter Activity for District Update
 2. Other.
- V. New Business
 1. Additional Projects for SSMID - FY 26 & 27
 2. Other.
- VI. Next Quarterly Board Meeting: April 14, 2026 8:15 am
- VII. Adjourn

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Chair: Bob O'Brien; **Members:** Jeff Maki, Samantha Forbes Winchell, Carson Claypool, Kayla Johnson

**Minutes of Quarterly Meeting
Newton Downtown SSMID Board
Community Development Office – Building 18 in Legacy Plaza
5th Floor, Large Conference Room**

September 23, 2025

ROLL CALL

COMMISSIONERS PRESENT: R. O'Brien; J. Maki; S. Forbes-Winchell; C. Claypool

STAFF AND OTHERS PRESENT: Craig Armstrong, Economic Development Specialist; Erin Yeager, Main Street Executive Director

A quorum being present, the meeting was called to order at 8:19 a.m. by Chair O'Brien.

Review of Minutes. The Minutes of the SSMID Special Board Meetings on June 10, 2025 were reviewed and approved. MOTION by Claypool, seconded by Winchell, to approve the Minutes. Voice Vote (Unanimous).

Finance Report. The latest edition of the SSMID Finance Report, dated 8/31/25, was reviewed and approved, following questions about format and numbers in the account categories. O'Brien directed Armstrong to meet with the Finance department about these matters and report back to the board. MOTION by Claypool, seconded by O'Brien, to approve the Finance Report. Voice Vote (Unanimous).

Old Business.

a. Review 3rd Quarter Activity for District Update. Yeager reported that eight (8) benches had been installed around the inside of the Courthouse Square, two (2) per corner, facing toward the Courthouse, which will be removed for the winter and re-installed next spring. Four (4) trash cans, one (1) per corner on the same corners as the benches) have been ordered, but not received. Total SSMID funds used for the benches was \$7,000.00. Yeager also reported that the SSMID-approved landscaping had been installed at the Splash Pad park.

b. Other. None

New Business.

a. Additional Projects for SSMID – 2025-26. Yeager reported that the Main Street board was considering several projects for 2026, but would be concentrating on artwork and improvements in the Uncle Nancy's alley. Yeager noted that the SSMID board had already authorized \$3,000.00 for the alley improvement projects.

b. Other. After a short discussion about the use or donation of the large-format lighted Christmas Decorations, the consensus of the board was to donate them to Parks for use in both Sersland Park and Harmony Park, both in the SSMID/Main Street districts, and the remainder on loan for the Maytag Park Holiday Lights display. MOTION by Claypool, seconded by O'Brien, to approve the donation of the Christmas Decorations to Parks. Voice Vote (Unanimous).

Next Quarterly Board Meeting: Dec. 16, 2025. MOTION by O'Brien, seconded by Claypool, to move the next quarterly SSMID board meeting to Jan. 13, 2026. Voice Vote (unanimous).

Adjournment: At 8:50 a.m. – MOTION by O'Brien, seconded by Winchell. Voice Vote (Unanimous).

SSMID District Fund Balance Report

	12/31/2025	
Revenues:	<u>Actual</u>	<u>Budget</u>
162-5082-1-47405 Miscellaneous Revenue	\$ -	\$ 16,000
162-5082-4-40000 Property Taxes	\$ 12,227.22	\$ 625
162-5082-4-43000 Interest	\$ 345.19	\$ 1,000
162-5082-4-44325 Commercial & Industrial Replac	\$ 997.66	\$ 1,000
162-5082-4-44630 Business Property Tax Reimb	\$ 2,801.33	\$ 3,000
TOTALS:	\$ 16,371.40	\$ 21,625
Expenditures:		
162-5082-60100 Salaries-Regular Full Time	\$ 4,653.27	\$ -
162-5082-63710 Electric Expense	\$ -	\$ -
162-5082-64990 Contractual Services	\$ -	\$ 16,000
162-5082-65070 Operating Supplies	\$ 19,588.95	\$ 3,000
162-5082-69070 Transfer RUT	\$ -	\$ -
TOTALS:	\$ 24,242.22	\$ 19,000

SSMID District Fund Balance:	
Beginning Balance 7-1-25	\$ 37,397.16
Revenues for 25/26	\$ 16,371.40
Expenses for 25/26	\$ 24,242.22
Current Ending Fund Balance:	\$ 29,526.34