



Downtown Newton SSMID Board Meeting Agenda

Tuesday, February 3, 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: SSMID District Fund Balance Report
- IV. Old Business
 1. Review 4th Quarter Activity for District Update
 2. Other.
- V. New Business
 1. Approve Adopting Fiscal Years 26-28 Budgets
 2. Additional Projects for SSMID - FY 26-28
 3. Other.
- VI. Next Quarterly Board Meeting: Tuesday, 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

	<u>6/30/2026</u>		<u>6/30/2027</u>		<u>6/30/2028</u>		
	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
Revenues:							
162-5082-1-47405	Miscellaneous Revenue	\$ -	\$ 16,000	\$ 13,860	\$ 13,860	*FY28 number will change/Placeholder	
162-5082-4-40000	Property Taxes	\$ 12,227.22	\$ 625	\$ 4,301	\$ 4,301	*FY28 number will change/Placeholder	
162-5082-4-43000	Interest	\$ 345.19	\$ 1,000	\$ 600	\$ 500		
162-5082-4-44325	Commercial & Industrial Replac	\$ 997.66	\$ 1,000	\$ 600	\$ 300		
162-5082-4-44630	Business Property Tax Reimb	\$ 2,801.33	\$ 3,000	\$ 5,600	\$ 5,600	Estimated numbers!!!	
TOTALS:		\$ 16,371.40	\$ 21,625	\$ 24,961	\$ 24,561		

Expenditures:							
162-5082-60100	Salaries-Regular Full Time	\$ 5,014.46	\$ -	\$ 11,000	\$ 11,000	Unknown Amount for FY27 & FY28	
162-5082-63710	Electric Expense	\$ -	\$ -	\$ -	\$ -		
162-5082-64990	Contractual Services	\$ -	\$ 16,000	\$ -	\$ -		
162-5082-65070	Operating Supplies	\$ 19,588.95	\$ 3,000	\$ 3,000	\$ 3,000		
162-5082-65076	SSMID Projects	\$ -	\$ -	\$ -	\$ 58,103	*Potential to spend on a large project in FY28	
TOTALS:		\$ 24,603.41	\$ 19,000.00	\$ 14,000.00	\$ 72,103.15		

*FY26 budget was Done in February/SSMID allocated \$11,000 to Groundskeeper in April/Budgets off

SSMID District Fund Balance:	Additional Rev/Exp FY25			
Beginning Balance 7-1-25	\$ 37,397.16	Projected		
Revenues for 25/26	\$ 16,371.40	\$ 13,401.00	\$ 24,961.00	\$ 24,561.00
Expenses for 25/26	\$ 24,603.41	\$ 5,985.00	\$ 14,000.00	\$ 72,103.15
PROJECTED Ending Fund Balances or SSMID Fund:	\$ 29,165.15	\$ 36,581.15	\$ 47,542.15	\$ -
	12/31/2025	6/30/2026	6/30/2027	6/30/2028
	Actual Fund	PROJECTED	PROJECTED	PROJECTED
	Balance	Fund Balance	Fund Balance	Fund Balance