



## City Administrator & Staff Update

2023.12.22

- **Chamber:** We are registered to attend 2024 Annual Dinner event on 1/26/2024 and have a table of 8. Two spaces remain available.
- **Chamber:** Attached is the last chamber agenda which includes the “big” goals for the coming year.
- **Trail Bid:** As you know, the trail bids came in high, and Snyder is reviewing the low bid to determine if there are steps that can be taken to reduce the construction costs. Once I have the final info, I will get this added to the agenda.
- **Hawkeye:** I spoke with the Hawkeye this past Thursday regarding the trail project and senior housing project.
- **Stormwater NOI:** I have been working with SEIRPC to submit and notice of intent for stormwater funding. We met with DNR to review the request and hope to hear they will include our funding request in the state’s request to FEMA. We requested \$200,000 for scoping services. DNR looked on the project favorably and indicated they would include our request. The final amount is TBD.
- **HON Furniture:** We were able to obtain around \$3000 +/- worth of HON chairs and other equipment through a warehouse sale for around \$590 dollars working with a firm that we have ordered from in the past.
- **Rep. Rinker:** We appreciate you taking the time to meet with Mayor Teater and I Tuesday to discuss the upcoming legislative session and city related issues, concerns, and projects.
  - In follow up, attached are the following documents:
    - 100% valuations
    - Taxable Valuations
    - Valuation Comparison (updated)
    - DOM model budget worksheets showing the projected new levy rate in lieu of the \$8.10 rate. (Property Tax Estimator and Valuation Growth Estimate). Please note that the military exemption number does not calculate accurately. It is actually 460.37%.)
- **Insurance:** We met with Cody Van Fleet regarding property casualty insurance this past Thursday. Insurance increase overall is around \$10.5%. Not too bad considering the cost increases being seen across the industry.
- **Street Safety Grant:** We are applying for a package of materials and equipment for DPW work in the street (safety): Grant - The Iowa Local Technical Assistance Program (LTAP) is pleased to announce this program for 2024. The application deadline is December 31, 2023, and applications received after this date will not be accepted. The contents of the basic sign

package will likely include a selection of the following devices: “Road Work Ahead”, “One Lane Road Ahead” and “Be Prepared to Stop” signs. 28-inch traffic cones, Type III barricades, 42-inch channelizers, sign stands and safety vests. Each of these devices will be of the correct type and size for lower speed city street work and will include high intensity retro-reflective sheeting suitable for nighttime use. Approximately 10 winning cities will be selected from the applications received.

- **Force Main:** Looking into our ability to apply for funding for the 24” Force Main Project through Rep. Miller-Meeks office. Info that follows is from rep. Miller Meeks office.
  - Thank you for joining the FY2025 Community Funding Project webinars! Please see our guidance from FY2024 attached and the PowerPoint presentation.
  - As a reminder – FY2024 project funding is on hold through the following dates depending on the project:
  - January 19, 2023
    - Transportation, Housing and Urban Development
    - Includes Highway Infrastructure, Airport Improvement, Economic Development Initiative projects.
    - Energy & Water
    - Military Construction and Veterans Affairs
    - Agriculture and FDA
    - Includes Rural Development Community Facilities projects.
  - February 2, 2023
    - Interior
    - Includes STAG Wastewater and sewage improvements projects.
    - Labor HHS
  - Commerce, Justice, Science Appropriations
  - NASA and Law enforcement projects.
  - State & Foreign Operations, Defense, Homeland Security, Financial Services and General Government, Legislative Branch

#### **IT (Newberry)**

- This week I have been working in my office on the usual maintenance items such as backups, patching, etc.
- We also had updates to do with flex now that I am back to work, I can finish them up on the training laptops that will be used next month on a refresher for the PD officers.
- I think I have gotten everything updated on the website except for the project you wanted on the projects page. I have not received that information yet.
- I am also working on getting the new officer provisioned and set up to work in the PD. Hopefully, I will be complete with that today.
- This is the week that monthly analytics are due. I have provided the Cities Facebook Page as well as our website. If there are other analytics you want to see, please let me know. Other analytics I can provide are council meeting video analytics and so forth. When do I transfer the office 365 licenses for the new council member? If you have any other questions, please let me know.

### **Police/Fire (Logan)**

- We have trivia night set for Saturday, January 27, 2024. Flyers will be going out tomorrow to area businesses.
- During our PD Christmas Party last week Officer Latron Covert was West Burlington Police Officer of the year.
- Sgt Melssen is working on getting the Dashboard setup with Flex so we can get stats.
- I will get you stats for K9 Officer Mennen on what he has done with Maverick so far for the past month and half. I'll get him to start providing me with monthly stats of training and the different deployments.

### **Building (Crooks)**

Here are the updates from the building department.

1. Met with owner of 413 Summer Street regarding nuisance complaint.
2. Met with owner of 301 Summer Street regarding nuisance complaint.
3. Followed up on outstanding junk vehicle and parking nuisances.
4. Issued building permits for siding and new roof.
5. Working on code review for additional nuisance complaints
6. Gave classroom presentations to BHS Government/Emergency Service class.
7. Researched and prepared letter to Shottenkirk regarding upgrades to 209 S. Gear Ave.

### **Public Works (Brissey)**

- Water lab
  - Sewer lab
  - Lift station rounds.
  - Parks and Broadway trash and recycling
  - Pool maintenance
  - Locates
  - Serviced trucks and squad cars
  - Sign maintenance
  - Hauling brush and leaves
  - Leaf bags pick up.
  - Backhoe and dump truck training for new higher
  - Working on storm water plan.
  - Working on budget in spare time (haha)
- ⇒ All valves are replaced at Spring and wheeler. Will be patching street for winter and repour street next spring.









**AGENDA**

- Call to Order
- Divisional Quick Reports
- President's Report
- Community Reports  
Cities, County, Educational Institutions/IAAAP
- Chairperson Final Comments
- Dismissal to Individual Board Meetings

Chair Tim Lundgren  
Chamber, DPI, CVB, GGB  
Della Schmidt  
Della Schmidt

Chair Tim Lundgren

*\*Chamber in Winegard, GGB to Johnson Room, DPI to Alliant Room, CVB to CEO office*



**Grow Greater Burlington  
Board of Directors Meeting  
Tuesday, December 19, 2023  
Johnson Room**

**AGENDA**

- Quorum Confirmation
- Consent Agenda
  - December 2023 Agenda
  - October 2023 Minutes
- September, October, November Financials
- Action Items
  - New Partnership & Division Logo Approval
  - SIRRC Discussion & Appointment
  - New GGB Board Members Approval
  - Appointment and Approval of new Officers
  - Approval of 2024 Organizational Goals
  - Approval of 2024 GGB Budget

Chair Benne  
Chair Benne

Treasurer McCulloch

Dustin Roth  
Jeremy Hess  
Jeremy Hess  
Jeremy Hess  
Jeremy Hess  
Jeremy Hess

**Non- Action Items**

- Partnering for the Future Update
- Project Updates
- Final Comments from the Chair
- Adjourn

Della /Jeremy  
Jeremy Hess

Chair Benne

\*Denotes that a memo is included in this agenda packet

## MINUTES

**Present:** Tom Broeker, Jon Billups, Ryan Nagrocki, Bob Huffman, Bryan Bross, Michael Ash, Kevin Mueller, Paul Zaugg, Tina McCulloch, Eric Benne, Michael Ash

**Staff:** Jeremy Hess, Telisha Fedele, Della Schmidt, Mary Beth Sanchez, Dustin Roth

**Guest:** Anne Menke

**Absent:** Chris Smith, Braden Manning, Michael McCoy, Gary Hoyer, Mark Seckman, Brock Ita, Greg Mansager

Quorum Confirmation – Eric Benne called the meeting to order and confirmed quorum.

### Consent Agenda –

- October 2023 Agenda and August 2023 Minutes – A motion was made to approve. Second to the motion. Motion passed.
- July & August Financials – Written and oral report provided changes for August were discussed. Discussion ensued. A motion was made to approve. Second to the motion. Motion passed.

### Action Items

- Audit Report – Audit report was given. It was a clean opinion and audit. GGB promised money to the Courts, and it showed up on this year's financials. Overall commitments increased because of the Courts deal. The Chamber received employee retention credit. Last year, GGB had a sale to make the financials look better. Discussion ensued. A motion was made to approve. A second to the motion. Motion passed.
- Acceptance of Board Resignations – There are three board member resignations. Mark Seckman, Christine Plunket, and Charles Walsh. A motion was made to approve. A second to the motion. Motion passed.
- Nomination of Community Investment Committee – The following members volunteered to be on the Nomination of Community Investment Committee: Michael Ash, Ryan Nagrocki, Tina McCulloch, Eric Benne, and Gary Hoyer.
- \*Nomination to SIRRC Board - The following members volunteered to SIRRC board: Theresa Johnson, Jason Hutcheson, and Dave Walker. A motion was made to approve. A second to the motion. Motion passed.

### Discussion Items

- Partnering for the Future Update – Eric Benne provided the update. The campaign is currently 63% to goal. There were no questions.
- 300 Washington Update – Toba Foods will be selling their building to free up their funds and capital and will sign a twenty-year lease with new building owners.
- Update on Lot #30 FRBP – Was going to be sold to a local firm. We will close this month.
- Projects Update – 2024 is going to be great! The warehouse next to lot \$ 30 is going to have a project coming in very soon. The company will lease it. There will be significant job creation and construction. Cobo is planning on doing an expansion. Will create another 20 jobs. ABB building might be put back in use in a similar way that it was before.

### Final Comments from the Chair

A motion was made to approve to adjourn the meeting. Second to the motion. Motion passed.

Adjourned at 8:53 AM

Respectfully submitted by: T. Fedele





Grow Greater Burlington  
September 2023  
Financial Report

Balance Sheet:

- A. The Operating Account is \$475,407.24 with \$296.86 in Savings, and \$300,066.30 in the new Money Market account.
- B. Accounts receivable reflects the billing paid to Convergent for the Capitol Campaign on behalf of BWBADF.
- C. Accounts Payable is credit card payments due.
- D. Deferred Income had some 2023 entries due to a billing item change and I have corrected them to their proper Income account.
  - o GL3020 debited \$4,750; 4200 credited \$4,750
- E. Entries for the sale of 300 Washington Street for Downtown Partners completed and in their respective accounts.

Total Liabilities & Equity is \$2,423,024.62

Profit & Loss

- a. Income is on track for the year.
- b. The allocations from the Chamber are adjusted in October and will reflect actual projected for the end of the year. This primarily affects Office supplies, Phone, Professional & Legal, Web Dev/Software, Hardware/IT support, Staff development, Janitorial, Utilities and Repairs & maintenance.
- c. An adjusting entry was made to reclassify the following expenses, and correct some entries
  - o 6260 Workforce Programming; moved \$264.94 to 6200 Meeting & Conferences
  - o 6260 Workforce Programming; moved \$352.65 to 8600 Committee expenses
  - o 6260 Workforce Programming; moved \$500 to 4200 Committee income
  - o 2007000 Pledge payable \$75000 to 3040000 per Menke
  - o Reversed adjusting Accounts Payable entry of \$1,600 from Audit

Total Net Income is \$173,596.02

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12/14/23

Accrual Basis

# Grow Greater Burlington

## Balance Sheet

As of September 30, 2023

|   | Sep 30, 23   |
|---|--------------|
| <b>ASSETS</b>                             |              |
| <b>Current Assets</b>                     |              |
| <b>Checking/Savings</b>                   |              |
| <b>Certificates of Deposit</b>            |              |
| MWO Bank CD#1592                          | 27,696.68    |
| MWO Bank CD#4584                          | 44,268.23    |
| Two Rivers CD#9441                        | 55,074.27    |
| Two Rivers CD#9466                        | 16,660.42    |
| Two Rivers CD #3262                       | 103,644.13   |
| 1040000 · Certificates of Deposit (old)   | -6.56        |
| <b>Total Certificates of Deposit</b>      | 247,337.17   |
| 1055000 · Board Designated *2610          | 178,491.42   |
| 1010000 · Region Account *9341            | 2,431.36     |
| 1020000 · Operating Account *4562         | 475,407.24   |
| 1030000 · F&M Bank MM account *3302       | 300,066.30   |
| 1042000 · Savings Account - F&M *9390     | 296.86       |
| <b>Total Checking/Savings</b>             | 1,204,030.35 |
| <b>Accounts Receivable</b>                |              |
| 1058004 · Note Receivable allowance       | -4,819.80    |
| 1060000 · Accounts Receivable             | 244,608.44   |
| <b>Total Accounts Receivable</b>          | 239,788.64   |
| <b>Other Current Assets</b>               |              |
| 1400000 · Interest Receivable             | 1,035.65     |
| 1605000 · Prepaid Expense                 | 11,484.50    |
| <b>Total Other Current Assets</b>         | 12,520.15    |
| <b>Total Current Assets</b>               | 1,456,339.14 |
| <b>Fixed Assets</b>                       |              |
| 1200000 · Computer Equipment              | 16,764.29    |
| 1250000 · Acc Depr - Computer Equipment   | -8,101.79    |
| 1530000 · Office Equipment                | 11,085.33    |
| 1535000 · Acc Depr - Office Equipment     | -11,085.33   |
| 1540000 · Leasehold Improvements          | 17,933.40    |
| 1545000 · Acc Depr -Leasehold Improvement | -100.00      |
| <b>Total Fixed Assets</b>                 | 26,495.90    |

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12/14/23

Accrual Basis

# Grow Greater Burlington

## Balance Sheet

As of September 30, 2023

|  | Sep 30, 23          |
|--|---------------------|
| <b>Other Assets</b>                          |                     |
| 1058001 · Note Receivable - DPI              |                     |
| 1058002 · Note Receivable - Current          | 26,000.00           |
| 1058003 · Note Receivable - less current     | -26,000.00          |
| 1058001 · Note Receivable - DPI - Other      | 4,819.80            |
| <b>Total 1058001 · Note Receivable - DPI</b> | 4,819.80            |
| 1460000 · Industrial Park - Property         | 490,518.55          |
| 1462000 · Raider Property                    | 444,851.23          |
| <b>Total Other Assets</b>                    | 940,189.58          |
| <b>TOTAL ASSETS</b>                          | <b>2,423,024.62</b> |
| <b>LIABILITIES &amp; EQUITY</b>              |                     |
| <b>Liabilities</b>                           |                     |
| <b>Current Liabilities</b>                   |                     |
| Accounts Payable                             |                     |
| 2000000 · Accounts Payable                   | 1,010.13            |
| 3040000 · Pledges Payable                    | 450,000.00          |
| <b>Total Accounts Payable</b>                | 451,010.13          |
| <b>Other Current Liabilities</b>             |                     |
| 3020000 · Deferred Income                    | 1,350.00            |
| 3021000 · Deferred Income TRC                | 400.00              |
| 2010000 · Accrued Property Tax Payable       | 5,249.00            |
| 2700000 · Vacation Accrual                   | 9,183.32            |
| 3041000 · Discount on Pledges Payable        | -44,154.00          |
| 3900000 · Suspense                           | -5.00               |
| <b>Total Other Current Liabilities</b>       | -27,976.68          |
| <b>Total Current Liabilities</b>             | 423,033.45          |
| <b>Total Liabilities</b>                     | 423,033.45          |
| <b>Equity</b>                                |                     |
| 3005001 · Board Designated Funds             | 178,224.64          |
| 32000 · *Retained Earnings                   | 1,648,170.51        |
| Net Income                                   | 173,596.02          |
| <b>Total Equity</b>                          | 1,999,991.17        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>        | <b>2,423,024.62</b> |



# Grow Greater Burlington

## Profit & Loss Budget vs. Actual

### January through September 2023

|  | Jan - Sep 23      | Budget            | \$ Over Budget     | % of Budget    |
|--|-------------------|-------------------|--------------------|----------------|
| <b>Ordinary Income/Expense</b>           |                   |                   |                    |                |
| <b>Income</b>                            |                   |                   |                    |                |
| <b>Operating Income</b>                  |                   |                   |                    |                |
| 4020000 · Interest Income                | 3,645.60          | 1,450.00          | 2,195.60           | 251.42%        |
| 4030000 · Partnering for the Future      | 45,000.00         | 215,000.00        | -170,000.00        | 20.93%         |
| 4060000 · Riverboat Gambling Income      | 335,609.72        | 450,000.00        | -114,390.28        | 74.58%         |
| 4200000 · Committee Income               | 13,400.00         | 18,000.00         | -4,600.00          | 74.44%         |
| <b>Total Operating Income</b>            | <b>397,655.32</b> | <b>684,450.00</b> | <b>-286,794.68</b> | <b>58.1%</b>   |
| <b>Property Income</b>                   |                   |                   |                    |                |
| 4055000 · Gain of Sale / Investment Prop | 189,701.82        | 50,000.00         | 139,701.82         | 379.4%         |
| 4960000 · Industrial Park Property       | 17,102.81         | 47,500.00         | -30,397.19         | 36.01%         |
| <b>Total Property Income</b>             | <b>206,804.63</b> | <b>97,500.00</b>  | <b>109,304.63</b>  | <b>212.11%</b> |
| <b>Regional Income</b>                   |                   |                   |                    |                |
| 4500000 · Regional                       | 500.00            | 500.00            | 0.00               | 100.0%         |
| <b>Total Regional Income</b>             | <b>500.00</b>     | <b>500.00</b>     | <b>0.00</b>        | <b>100.0%</b>  |
| <b>Total Income</b>                      | <b>604,959.95</b> | <b>782,450.00</b> | <b>-177,490.05</b> | <b>77.32%</b>  |
| <b>Gross Profit</b>                      | <b>604,959.95</b> | <b>782,450.00</b> | <b>-177,490.05</b> | <b>77.32%</b>  |
| <b>Expense</b>                           |                   |                   |                    |                |
| <b>Operating Expense</b>                 |                   |                   |                    |                |
| 6111000 · Bank fees/exp                  | 120.71            |                   |                    |                |
| 8600000 · Committee                      | 1,560.47          | 21,525.00         | -19,964.53         | 7.25%          |
| 6101000 · Insurance                      | 2,786.00          | 3,086.00          | -300.00            | 90.28%         |
| 6102000 · Rent                           | 24,750.00         | 33,000.00         | -8,250.00          | 75.0%          |
| 6108000 · Dues                           | 1,985.00          | 5,143.00          | -3,158.00          | 38.6%          |
| 6110000 · Office Supplies                | 3,644.51          | 3,608.00          | 36.51              | 101.01%        |
| 6118000 · Postage                        | 107.91            | 478.00            | -370.09            | 22.58%         |
| 6120000 · Phone                          | 1,832.60          | 4,010.00          | -2,177.40          | 45.7%          |
| 6122000 · Professional & Legal           | 465.13            | 12,600.00         | -12,134.87         | 3.69%          |
| 6125000 · Web Dev/Software               | 3,224.10          | 4,426.00          | -1,201.90          | 72.85%         |
| 6126000 · Hardware/IT support            | 9,405.72          | 12,540.00         | -3,134.28          | 75.01%         |
| 6200000 · Meetings & Conferences         | 4,281.11          | 19,948.00         | -15,666.89         | 21.46%         |
| 6204000 · Marketing & Advertising        | 8,099.45          | 12,460.00         | -4,360.55          | 65.0%          |
| 6206000 · Research                       | 0.00              | 1,700.00          | -1,700.00          | 0.0%           |
| 6215000 · Auto Expense                   | 0.00              | 1,412.00          | -1,412.00          | 0.0%           |
| 6219000 · Campaign PFF Expense           | 80.00             |                   |                    |                |
| 6226000 · Staff Development              | 3,350.94          | 3,380.00          | -29.06             | 99.14%         |
| 6260000 · Workforce Programming          | 6,967.29          | 26,400.00         | -19,432.71         | 26.39%         |
| 6400000 · Janitorial                     | 3,090.78          | 4,120.00          | -1,029.22          | 75.02%         |
| 6406000 · Utilities                      | 5,693.22          | 7,591.00          | -1,897.78          | 75.0%          |
| 6408001 · Repairs & Maintenance          | 1,113.57          | 1,478.00          | -364.43            | 75.34%         |
| 6615000 · Community Investments          | 0.00              | 85,500.00         | -85,500.00         | 0.0%           |
| <b>Total Operating Expense</b>           | <b>82,558.51</b>  | <b>264,405.00</b> | <b>-181,846.49</b> | <b>31.22%</b>  |

# Grow Greater Burlington

## Profit & Loss Budget vs. Actual

### January through September 2023

|                                     | Jan - Sep 23 | Budget     | \$ Over Budget | % of Budget |
|-------------------------------------|--------------|------------|----------------|-------------|
| <b>Property Expense</b>             |              |            |                |             |
| 6950000 - WB Industrial Park        | 2,200.57     | 7,842.00   | -5,641.43      | 28.06%      |
| 6960000 - Industrial Park           | 12,330.74    | 25,850.00  | -13,519.26     | 47.7%       |
| <b>Total Property Expense</b>       | 14,531.31    | 33,692.00  | -19,160.69     | 43.13%      |
| <b>Total Salaries and Benefits</b>  | 333,272.63   | 446,643.00 | -113,370.37    | 74.62%      |
| <b>Total Expense</b>                | 430,362.45   | 744,740.00 | -314,377.55    | 57.79%      |
| <b>Net Ordinary Income</b>          | 174,597.50   | 37,710.00  | 136,887.50     | 463.0%      |
| <b>Other Income/Expense</b>         |              |            |                |             |
| <b>Other Income</b>                 |              |            |                |             |
| 4400000 - Other Income              | 325.37       |            |                |             |
| 4300000 - Accrued Int Loan Proceeds | 1,035.65     |            |                |             |
| <b>Total Other Income</b>           | 1,361.02     |            |                |             |
| <b>Other Expense</b>                |              |            |                |             |
| 6128000 - Depreciation Expense      | 2,362.50     | 3,259.00   | -896.50        | 72.49%      |
| <b>Total Other Expense</b>          | 2,362.50     | 3,259.00   | -896.50        | 72.49%      |
| <b>Net Other Income</b>             | -1,001.48    | -3,259.00  | 2,257.52       | 30.73%      |
| <b>Net Income</b>                   | 173,596.02   | 34,451.00  | 139,145.02     | 503.89%     |



Grow Greater Burlington  
October 2023  
Financial Report

Balance Sheet:

- A. The Operating Account is \$46,617.06 with \$296.86 in Savings, and \$301,318.42 in the Money Market account.
- B. Accounts receivable reflects the billing paid to Convergent for the Capitol Campaign on behalf of BWBADF.
- C. Industrial Park Property asset account and checking reflect the buy back of property in October.
- D. Accounts Payable is credit card payments due.
- E. Deferred Income is starting to reflect the sales of 2024 Program income

Total Liabilities & Equity is \$2,332,488.83

Profit & Loss

- a) Income continues to come in at a normal rate.
- b) Campaign expenses is showing credits processing from the Rent deposit being returned (November) and a refund from Erin/Golfing, as well as a few small charges for campaign meetings expense.
- c) Adjustments to the fixed allocations happen in November/December – as we were under budget in a few of the accounts, which result in credits back to GGB.

Total Net Income is \$132,661.88

2:13 PM

12/14/23

Accrual Basis

# Grow Greater Burlington

## Balance Sheet

As of October 31, 2023

|   | Oct 31, 23   |
|---|--------------|
| <b>ASSETS</b>                             |              |
| <b>Current Assets</b>                     |              |
| <b>Checking/Savings</b>                   |              |
| <b>Certificates of Deposit</b>            |              |
| MWO Bank CD#1592                          | 27,696.68    |
| MWO Bank CD#4584                          | 44,268.23    |
| Two Rivers CD#9441                        | 55,206.46    |
| Two Rivers CD#9466                        | 16,660.42    |
| Two Rivers CD #3262                       | 103,644.13   |
| 1040000 · Certificates of Deposit (old)   | -6.56        |
| <b>Total Certificates of Deposit</b>      | 247,469.36   |
| 1055000 · Board Designated *2610          | 178,522.72   |
| 1010000 · Region Account *9341            | 2,431.36     |
| 1020000 · Operating Account *4562         | 49,617.06    |
| 1030000 · F&M Bank MM account *3302       | 301,218.42   |
| 1042000 · Savings Account - F&M *9390     | 296.86       |
| <b>Total Checking/Savings</b>             | 779,555.78   |
| <b>Accounts Receivable</b>                |              |
| 1058004 · Note Receivable allowance       | -4,819.80    |
| 1060000 · Accounts Receivable             | 248,440.92   |
| <b>Total Accounts Receivable</b>          | 243,621.12   |
| <b>Other Current Assets</b>               |              |
| 12000 · Undeposited Funds                 | 368.80       |
| 1400000 · Interest Receivable             | 1,035.65     |
| 1605000 · Prepaid Expense                 | 11,484.50    |
| <b>Total Other Current Assets</b>         | 12,888.95    |
| <b>Total Current Assets</b>               | 1,036,065.85 |
| <b>Fixed Assets</b>                       |              |
| 1200000 · Computer Equipment              | 16,764.29    |
| 1250000 · Acc Depr - Computer Equipment   | -8,364.29    |
| 1530000 · Office Equipment                | 11,085.33    |
| 1535000 · Acc Depr - Office Equipment     | -11,085.33   |
| 1540000 · Leasehold Improvements          | 17,933.40    |
| 1545000 · Acc Depr -Leasehold Improvement | -100.00      |
| <b>Total Fixed Assets</b>                 | 26,233.40    |

2:13 PM

12/14/23

Accrual Basis

# Grow Greater Burlington

## Balance Sheet

As of October 31, 2023

|  | Oct 31, 23          |
|--|---------------------|
| <b>Other Assets</b>                          |                     |
| 1058001 · Note Receivable - DPI              |                     |
| 1058002 · Note Receivable - Current          | 26,000.00           |
| 1058003 · Note Receivable - less current     | -26,000.00          |
| 1058001 · Note Receivable - DPI - Other      | 4,819.80            |
| <b>Total 1058001 · Note Receivable - DPI</b> | 4,819.80            |
| 1460000 · Industrial Park - Property         | 820,518.55          |
| 1462000 · Raider Property                    | 444,851.23          |
| <b>Total Other Assets</b>                    | 1,270,189.58        |
| <b>TOTAL ASSETS</b>                          | <b>2,332,488.83</b> |
| <b>LIABILITIES &amp; EQUITY</b>              |                     |
| <b>Liabilities</b>                           |                     |
| <b>Current Liabilities</b>                   |                     |
| Accounts Payable                             |                     |
| 2000000 · Accounts Payable                   | 958.48              |
| 3040000 · Pledges Payable                    | 400,000.00          |
| <b>Total Accounts Payable</b>                | 400,958.48          |
| <b>Other Current Liabilities</b>             |                     |
| 3020000 · Deferred Income                    | 1,800.00            |
| 3021000 · Deferred Income TRC                | 400.00              |
| 2010000 · Accrued Property Tax Payable       | 5,249.00            |
| 2700000 · Vacation Accrual                   | 9,183.32            |
| 3041000 · Discount on Pledges Payable        | -44,154.00          |
| 3900000 · Suspense                           | -5.00               |
| <b>Total Other Current Liabilities</b>       | -27,526.68          |
| <b>Total Current Liabilities</b>             | 373,431.80          |
| <b>Total Liabilities</b>                     | 373,431.80          |
| <b>Equity</b>                                |                     |
| 3005001 · Board Designated Funds             | 178,224.64          |
| 32000 · *Retained Earnings                   | 1,648,170.51        |
| Net Income                                   | 132,661.88          |
| <b>Total Equity</b>                          | 1,959,057.03        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>        | <b>2,332,488.83</b> |

# Grow Greater Burlington

## Profit & Loss Budget vs. Actual

### January through October 2023

|  | Jan - Oct 23      | Budget            | \$ Over Budget     | % of Budget    |
|--|-------------------|-------------------|--------------------|----------------|
| <b>Ordinary Income/Expense</b>           |                   |                   |                    |                |
| <b>Income</b>                            |                   |                   |                    |                |
| <b>Operating Income</b>                  |                   |                   |                    |                |
| 4020000 · Interest Income                | 3,862.70          | 1,450.00          | 2,412.70           | 266.39%        |
| 4030000 · Partnering for the Future      | 45,000.00         | 215,000.00        | -170,000.00        | 20.93%         |
| 4060000 · Riverboat Gambling Income      | 370,531.02        | 450,000.00        | -79,468.98         | 82.34%         |
| 4200000 · Committee Income               | 13,400.00         | 18,000.00         | -4,600.00          | 74.44%         |
| <b>Total Operating Income</b>            | <b>432,793.72</b> | <b>684,450.00</b> | <b>-251,656.28</b> | <b>63.23%</b>  |
| <b>Property Income</b>                   |                   |                   |                    |                |
| 4055000 · Gain of Sale / Investment Prop | 189,701.82        | 50,000.00         | 139,701.82         | 379.4%         |
| 4960000 · Industrial Park Property       | 17,102.81         | 47,500.00         | -30,397.19         | 36.01%         |
| <b>Total Property Income</b>             | <b>206,804.63</b> | <b>97,500.00</b>  | <b>109,304.63</b>  | <b>212.11%</b> |
| <b>Regional Income</b>                   |                   |                   |                    |                |
| 4500000 · Regional                       | 500.00            | 500.00            | 0.00               | 100.0%         |
| <b>Total Regional Income</b>             | <b>500.00</b>     | <b>500.00</b>     | <b>0.00</b>        | <b>100.0%</b>  |
| <b>Total Income</b>                      | <b>640,098.35</b> | <b>782,450.00</b> | <b>-142,351.65</b> | <b>81.81%</b>  |
| <b>Gross Profit</b>                      | <b>640,098.35</b> | <b>782,450.00</b> | <b>-142,351.65</b> | <b>81.81%</b>  |
| <b>Expense</b>                           |                   |                   |                    |                |
| <b>Operating Expense</b>                 |                   |                   |                    |                |
| 6111000 · Bank fees/exp                  | 271.27            |                   |                    |                |
| 8600000 · Committee                      | 14,983.62         | 21,525.00         | -6,541.38          | 69.61%         |
| 6101000 · Insurance                      | 2,786.00          | 3,086.00          | -300.00            | 90.28%         |
| 6102000 · Rent                           | 27,500.00         | 33,000.00         | -5,500.00          | 83.33%         |
| 6108000 · Dues                           | 1,985.00          | 5,143.00          | -3,158.00          | 38.6%          |
| 6110000 · Office Supplies                | 4,092.62          | 3,608.00          | 484.62             | 113.43%        |
| 6118000 · Postage                        | 200.88            | 478.00            | -277.12            | 42.03%         |
| 6120000 · Phone                          | 1,997.98          | 4,010.00          | -2,012.02          | 49.83%         |
| 6122000 · Professional & Legal           | 16,665.13         | 12,600.00         | 4,065.13           | 132.26%        |
| 6125000 · Web Dev/Software               | 3,804.14          | 4,426.00          | -621.86            | 85.95%         |
| 6126000 · Hardware/IT support            | 10,471.10         | 12,540.00         | -2,068.90          | 83.5%          |
| 6200000 · Meetings & Conferences         | 4,412.47          | 19,948.00         | -15,535.53         | 22.12%         |
| 6204000 · Marketing & Advertising        | 9,678.30          | 12,460.00         | -2,781.70          | 77.68%         |
| 6206000 · Research                       | 0.00              | 1,700.00          | -1,700.00          | 0.0%           |
| 6215000 · Auto Expense                   | 0.00              | 1,412.00          | -1,412.00          | 0.0%           |
| 6219000 · Campaign PFF Expense           | -8.69             |                   |                    |                |
| 6226000 · Staff Development              | 3,483.22          | 3,380.00          | 103.22             | 103.05%        |
| 6260000 · Workforce Programming          | 7,117.73          | 26,400.00         | -19,282.27         | 26.96%         |
| 6400000 · Janitorial                     | 3,364.76          | 4,120.00          | -755.24            | 81.67%         |
| 6406000 · Utilities                      | 6,405.17          | 7,591.00          | -1,185.83          | 84.38%         |
| 6408001 · Repairs & Maintenance          | 1,255.77          | 1,478.00          | -222.23            | 84.96%         |
| 6615000 · Community Investments          | 0.00              | 85,500.00         | -85,500.00         | 0.0%           |
| <b>Total Operating Expense</b>           | <b>120,466.47</b> | <b>264,405.00</b> | <b>-143,938.53</b> | <b>45.56%</b>  |

# Grow Greater Burlington

## Profit & Loss Budget vs. Actual

### January through October 2023

|                                     | Jan - Oct 23      | Budget           | \$ Over Budget   | % of Budget    |
|-------------------------------------|-------------------|------------------|------------------|----------------|
| <b>Property Expense</b>             |                   |                  |                  |                |
| 6950000 - WB Industrial Park        | 2,200.57          | 7,842.00         | -5,641.43        | 28.06%         |
| 6960000 - Industrial Park           | 12,457.07         | 25,850.00        | -13,392.93       | 48.19%         |
| <b>Total Property Expense</b>       | 14,657.64         | 33,692.00        | -19,034.36       | 43.51%         |
| <b>Total Salaries and Benefits</b>  | 372,326.06        | 446,643.00       | -74,316.94       | 83.36%         |
| <b>Total Expense</b>                | 507,450.17        | 744,740.00       | -237,289.83      | 68.14%         |
| <b>Net Ordinary Income</b>          | 132,648.18        | 37,710.00        | 94,938.18        | 351.76%        |
| <b>Other Income/Expense</b>         |                   |                  |                  |                |
| <b>Other Income</b>                 |                   |                  |                  |                |
| 4400000 - Other Income              | 1,603.05          |                  |                  |                |
| 4300000 - Accrued Int Loan Proceeds | 1,035.65          |                  |                  |                |
| <b>Total Other Income</b>           | 2,638.70          |                  |                  |                |
| <b>Other Expense</b>                |                   |                  |                  |                |
| 6128000 - Depreciation Expense      | 2,625.00          | 3,259.00         | -634.00          | 80.55%         |
| <b>Total Other Expense</b>          | 2,625.00          | 3,259.00         | -634.00          | 80.55%         |
| <b>Net Other Income</b>             | 13.70             | -3,259.00        | 3,272.70         | -0.42%         |
| <b>Net Income</b>                   | <u>132,661.88</u> | <u>34,451.00</u> | <u>98,210.88</u> | <u>385.07%</u> |



Grow Greater Burlington  
November 2023  
Financial Report

Balance Sheet:

- A. The Operating Account is \$53,093.19 with \$296.86 in Savings, and \$302,424.21 in the new Money Market account. Total cash on hand is \$355,814.26, plus reserves.
- B. Accounts receivable is primarily the billing to BWBADF for the Partnering for the Future campaign.
- C. Accounts Payable is a credit card payments due.

Total Liabilities & Equity is \$2,335,246.23

Profit & Loss

- a. We anticipate to receive PFF income in December, otherwise income is typical for this time of year.
- b. The fixed allocations true up are starting to be reflected in the respective expense accounts, but a final adjustment will occur in December when a final actual adjustment is made.
- c. An adjusting entry was made to reclassify the following expenses:
  - o 6204 Marketing & Advertising; \$2,346.33 adjustment was made due to a misunderstanding of where it was supposed to be in the budget.

Total Net Income is \$134,327.88



2:31 PM

12/14/23

Accrual Basis

# Grow Greater Burlington

## Balance Sheet

As of November 30, 2023

|   | Nov 30, 23   |
|---|--------------|
| <b>ASSETS</b>                             |              |
| <b>Current Assets</b>                     |              |
| <b>Checking/Savings</b>                   |              |
| <b>Certificates of Deposit</b>            |              |
| MWO Bank CD#1592                          | 27,696.68    |
| MWO Bank CD#4584                          | 44,268.23    |
| Two Rivers CD#9441                        | 55,361.31    |
| Two Rivers CD#9466                        | 16,705.56    |
| Two Rivers CD #3262                       | 103,644.13   |
| 1040000 · Certificates of Deposit (old)   | -6.56        |
| <b>Total Certificates of Deposit</b>      | 247,669.35   |
| 1055000 · Board Designated *2610          | 178,552.07   |
| 1010000 · Region Account *9341            | 2,431.36     |
| 1020000 · Operating Account *4562         | 52,093.19    |
| 1030000 · F&M Bank MM account *3302       | 302,424.21   |
| 1042000 · Savings Account - F&M *9390     | 296.86       |
| <b>Total Checking/Savings</b>             | 783,467.04   |
| <b>Accounts Receivable</b>                |              |
| 1563000 · A/R - DPI                       | 1,000.00     |
| 1058004 · Note Receivable allowance       | -4,819.80    |
| 1060000 · Accounts Receivable             | 246,099.56   |
| <b>Total Accounts Receivable</b>          | 242,279.76   |
| <b>Other Current Assets</b>               |              |
| 12000 · Undeposited Funds                 | 818.80       |
| 1400000 · Interest Receivable             | 1,035.65     |
| 1605000 · Prepaid Expense                 | 11,484.50    |
| <b>Total Other Current Assets</b>         | 13,338.95    |
| <b>Total Current Assets</b>               | 1,039,085.75 |
| <b>Fixed Assets</b>                       |              |
| 1200000 · Computer Equipment              | 16,764.29    |
| 1250000 · Acc Depr - Computer Equipment   | -8,626.79    |
| 1530000 · Office Equipment                | 11,085.33    |
| 1535000 · Acc Depr - Office Equipment     | -11,085.33   |
| 1540000 · Leasehold Improvements          | 17,933.40    |
| 1545000 · Acc Depr -Leasehold Improvement | -100.00      |
| <b>Total Fixed Assets</b>                 | 25,970.90    |

2:31 PM

12/14/23

Accrual Basis

# Grow Greater Burlington

## Balance Sheet

As of November 30, 2023

|  | Nov 30, 23          |
|--|---------------------|
| <b>Other Assets</b>                          |                     |
| 1058001 · Note Receivable - DPI              |                     |
| 1058002 · Note Receivable - Current          | 26,000.00           |
| 1058003 · Note Receivable - less current     | -26,000.00          |
| 1058001 · Note Receivable - DPI - Other      | 4,819.80            |
| <b>Total 1058001 · Note Receivable - DPI</b> | 4,819.80            |
| 1460000 · Industrial Park - Property         | 820,518.55          |
| 1462000 · Raider Property                    | 444,851.23          |
| <b>Total Other Assets</b>                    | 1,270,189.58        |
| <b>TOTAL ASSETS</b>                          | <b>2,335,246.23</b> |
| <b>LIABILITIES &amp; EQUITY</b>              |                     |
| <b>Liabilities</b>                           |                     |
| <b>Current Liabilities</b>                   |                     |
| Accounts Payable                             |                     |
| 2000000 · Accounts Payable                   | 2,695.91            |
| 3040000 · Pledges Payable                    | 400,000.00          |
| <b>Total Accounts Payable</b>                | 402,695.91          |
| <b>Other Current Liabilities</b>             |                     |
| 3020000 · Deferred Income                    | 3,050.00            |
| 3021000 · Deferred Income TRC                | 400.00              |
| 2010000 · Accrued Property Tax Payable       | 5,249.00            |
| 2700000 · Vacation Accrual                   | 9,183.32            |
| 3041000 · Discount on Pledges Payable        | -44,154.00          |
| 3900000 · Suspense                           | -1,901.03           |
| <b>Total Other Current Liabilities</b>       | -28,172.71          |
| <b>Total Current Liabilities</b>             | 374,523.20          |
| <b>Total Liabilities</b>                     | 374,523.20          |
| <b>Equity</b>                                |                     |
| 3005001 · Board Designated Funds             | 178,224.64          |
| 32000 · *Retained Earnings                   | 1,648,170.51        |
| Net Income                                   | 134,327.88          |
| <b>Total Equity</b>                          | 1,960,723.03        |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>        | <b>2,335,246.23</b> |

# Grow Greater Burlington

## Profit & Loss Budget vs. Actual

January through November 2023

|  | Jan - Nov 23      | Budget            | \$ Over Budget     | % of Budget    |
|--|-------------------|-------------------|--------------------|----------------|
| <b>Ordinary Income/Expense</b>           |                   |                   |                    |                |
| <b>Income</b>                            |                   |                   |                    |                |
| <b>Operating Income</b>                  |                   |                   |                    |                |
| 4020000 · Interest Income                | 5,432.48          | 1,450.00          | 3,982.48           | 374.65%        |
| 4030000 · Partnering for the Future      | 45,000.00         | 215,000.00        | -170,000.00        | 20.93%         |
| 4060000 · Riverboat Gambling Income      | 407,301.13        | 450,000.00        | -42,698.87         | 90.51%         |
| 4200000 · Committee Income               | 13,400.00         | 18,000.00         | -4,600.00          | 74.44%         |
| <b>Total Operating Income</b>            | <b>471,133.61</b> | <b>684,450.00</b> | <b>-213,316.39</b> | <b>68.83%</b>  |
| <b>Property Income</b>                   |                   |                   |                    |                |
| 4055000 · Gain of Sale / Investment Prop | 189,701.82        | 50,000.00         | 139,701.82         | 379.4%         |
| 4960000 · Industrial Park Property       | 33,020.34         | 47,500.00         | -14,479.66         | 69.52%         |
| <b>Total Property Income</b>             | <b>222,722.16</b> | <b>97,500.00</b>  | <b>125,222.16</b>  | <b>228.43%</b> |
| <b>Regional Income</b>                   |                   |                   |                    |                |
| 4500000 · Regional                       | 500.00            | 500.00            | 0.00               | 100.0%         |
| <b>Total Regional Income</b>             | <b>500.00</b>     | <b>500.00</b>     | <b>0.00</b>        | <b>100.0%</b>  |
| <b>Total Income</b>                      | <b>694,355.77</b> | <b>782,450.00</b> | <b>-88,094.23</b>  | <b>88.74%</b>  |
| <b>Gross Profit</b>                      | <b>694,355.77</b> | <b>782,450.00</b> | <b>-88,094.23</b>  | <b>88.74%</b>  |
| <b>Expense</b>                           |                   |                   |                    |                |
| <b>Operating Expense</b>                 |                   |                   |                    |                |
| 6111000 · Bank fees/exp                  | 397.33            |                   |                    |                |
| 8600000 · Committee                      | 17,515.62         | 21,525.00         | -4,009.38          | 81.37%         |
| 6101000 · Insurance                      | 2,786.00          | 3,086.00          | -300.00            | 90.28%         |
| 6102000 · Rent                           | 30,250.00         | 33,000.00         | -2,750.00          | 91.67%         |
| 6108000 · Dues                           | 4,662.95          | 5,143.00          | -480.05            | 90.67%         |
| 6110000 · Office Supplies                | 4,020.63          | 3,608.00          | 412.63             | 111.44%        |
| 6118000 · Postage                        | 307.52            | 478.00            | -170.48            | 64.34%         |
| 6120000 · Phone                          | 2,163.01          | 4,010.00          | -1,846.99          | 53.94%         |
| 6122000 · Professional & Legal           | 16,665.13         | 12,600.00         | 4,065.13           | 132.26%        |
| 6125000 · Web Dev/Software               | 3,886.80          | 4,426.00          | -539.20            | 87.82%         |
| 6126000 · Hardware/IT support            | 11,577.64         | 12,540.00         | -962.36            | 92.33%         |
| 6200000 · Meetings & Conferences         | 6,113.37          | 19,948.00         | -13,834.63         | 30.65%         |
| 6204000 · Marketing & Advertising        | 12,003.00         | 12,460.00         | -457.00            | 96.33%         |
| 6206000 · Research                       | 0.00              | 1,700.00          | -1,700.00          | 0.0%           |
| 6215000 · Auto Expense                   | 0.00              | 1,412.00          | -1,412.00          | 0.0%           |
| 6219000 · Campaign PFF Expense           | 0.00              |                   |                    |                |
| 6226000 · Staff Development              | 3,333.22          | 3,380.00          | -46.78             | 98.62%         |
| 6260000 · Workforce Programming          | 7,180.39          | 26,400.00         | -19,219.61         | 27.2%          |
| 6400000 · Janitorial                     | 3,522.50          | 4,120.00          | -597.50            | 85.5%          |
| 6406000 · Utilities                      | 6,473.16          | 7,591.00          | -1,117.84          | 85.27%         |
| 6408001 · Repairs & Maintenance          | 1,377.31          | 1,478.00          | -100.69            | 93.19%         |
| 6615000 · Community Investments          | 0.00              | 85,500.00         | -85,500.00         | 0.0%           |
| <b>Total Operating Expense</b>           | <b>134,235.58</b> | <b>264,405.00</b> | <b>-130,169.42</b> | <b>50.77%</b>  |

# Grow Greater Burlington

## Profit & Loss Budget vs. Actual

### January through November 2023

|                                     | Jan - Nov 23 | Budget     | \$ Over Budget | % of Budget |
|-------------------------------------|--------------|------------|----------------|-------------|
| <b>Property Expense</b>             |              |            |                |             |
| 6950000 - WB Industrial Park        | 2,200.57     | 7,842.00   | -5,641.43      | 28.06%      |
| 6960000 - Industrial Park           | 12,630.13    | 25,850.00  | -13,219.87     | 48.86%      |
| <b>Total Property Expense</b>       | 14,830.70    | 33,692.00  | -18,861.30     | 44.02%      |
| <b>Total Salaries and Benefits</b>  | 410,712.81   | 446,643.00 | -35,930.19     | 91.96%      |
| <b>Total Expense</b>                | 559,779.09   | 744,740.00 | -184,960.91    | 75.16%      |
| <b>Net Ordinary Income</b>          | 134,576.68   | 37,710.00  | 96,866.68      | 356.87%     |
| <b>Other Income/Expense</b>         |              |            |                |             |
| <b>Other Income</b>                 |              |            |                |             |
| 4400000 - Other Income              | 1,603.05     |            |                |             |
| 4300000 - Accrued Int Loan Proceeds | 1,035.65     |            |                |             |
| <b>Total Other Income</b>           | 2,638.70     |            |                |             |
| <b>Other Expense</b>                |              |            |                |             |
| 6128000 - Depreciation Expense      | 2,887.50     | 3,259.00   | -371.50        | 88.6%       |
| <b>Total Other Expense</b>          | 2,887.50     | 3,259.00   | -371.50        | 88.6%       |
| <b>Net Other Income</b>             | -248.80      | -3,259.00  | 3,010.20       | 7.63%       |
| <b>Net Income</b>                   | 134,327.88   | 34,451.00  | 99,876.88      | 389.91%     |



GREATER BURLINGTON  
**PARTNERSHIP**



GREATER BURLINGTON  
**CHAMBER of COMMERCE**

A DIVISION OF THE GREATER BURLINGTON PARTNERSHIP



GREATER BURLINGTON  
**CONVENTION & VISITORS BUREAU**

A DIVISION OF THE GREATER BURLINGTON PARTNERSHIP



DOWNTOWN  
**PARTNERS**

A MAIN STREET IOWA PROGRAM

A DIVISION OF THE GREATER BURLINGTON PARTNERSHIP



GREATER BURLINGTON  
**ECONOMIC DEVELOPMENT**

A DIVISION OF THE GREATER BURLINGTON PARTNERSHIP



## GROW GREATER BURLINGTON, INC. OFFICERS AND BOARD OF DIRECTORS 2024

| <b><u>Office</u></b> | <b><u>Name</u></b> | <b><u>Affiliation</u></b> | <b><u>Term Ends*</u></b> | <b><u>Term</u></b> |
|----------------------|--------------------|---------------------------|--------------------------|--------------------|
| Chairperson          | Bob Huffman        | Huffman Farm & Home       |                          | 2023               |
| Chair-Elect          | Tina McCulloch     | Big River Resources       |                          | 2023               |
| Treasurer            | Bryan Bross        | Klingner & Associates     |                          | 2023               |
| Past Chair           | Eric Benne         | Two Rivers Bank & Trust   |                          | 2023               |

|          |                |                                |                        |
|----------|----------------|--------------------------------|------------------------|
| Director | Brock Ita      | Connection Bank                | 2024 – 1 <sup>st</sup> |
| Director | Michael Ash    | Southeastern Community College | 2024 – 2 <sup>nd</sup> |
| Director | Braden Manning | CNH Industrial                 | 2024 – 1 <sup>st</sup> |
| Director | Gary Hoyer     | Great River Entertainment      | 2024 – 2 <sup>nd</sup> |

|          |                 |                      |                        |
|----------|-----------------|----------------------|------------------------|
| Director | Kevin Muller    | KPI Concepts, LLC    | 2025 – 2 <sup>nd</sup> |
| Director | Paul Zaugg      | SG Construction      | 2025 – 2 <sup>nd</sup> |
| Director | Ryan Nagrocki   | Midwest Realty Group | 2025 – 1 <sup>st</sup> |
| Director | Jeff Brotherson | F & M Bank & Trust   | 2025 – 1 <sup>st</sup> |

|          |             |                             |                        |
|----------|-------------|-----------------------------|------------------------|
| Director | Chris Smith | Carl A. Nelson Co           | 2026 – 2 <sup>nd</sup> |
| Director | Mike McCoy  | Southeast Iowa Regional Med | 2026 – 2 <sup>nd</sup> |
| Director | Josh Ragar  | US Bank                     | 2026 – 1 <sup>st</sup> |
| Director | Donna Mann  | Mann's McDonalds            | 2026 – 2 <sup>nd</sup> |

## APPOINTED

| <b><u>Office</u></b> | <b><u>Name</u></b> | <b><u>Affiliation</u></b> | <b><u>Seat</u></b>               |
|----------------------|--------------------|---------------------------|----------------------------------|
| Appointed            | Tom Broeker        | DMC Board of Supervisors  | Designee of DMC Supervisor Chair |
| Appointed            | Gregg Mansager     | City of West Burlington   | Designee of West Burlington      |
| Appointed            | Jon Billups        | City of Burlington        | Mayor of Burlington              |
| Appointed            | Kiley Miller       | Alliant Energy            | Utility Appointment              |

\*Terms end December 31 of posted year

*Updated December 2024*

### ***Partnering for the Future Initiatives by 2024-2028***

#### ***Grow Workforce***

- Concierge Program for welcoming PFF investor key new hires and their families.
- Engage area student for in-demand jobs, resulting in enrollment growth YOY in Des Moines County high school CTE programs
- Work with private sector to spur 300 high-quality new jobs

#### ***Grow Business***

- Continue with aggressive efforts to drive consumer traffic to Greater Burlington
- Fully implement new Downtown District brand
- Attract conventions, large scale meetings, and sports tournaments, resulting in an overall increase of hotel occupancy by 10% from 2024 to 2028

#### ***Grow Population***

- Through the formation of a Housing Committee, advocate for programs and incentives that result in improved housing in Greater Burlington.
- Enhance talent attraction resources and launch a Relocate to Greater Burlington campaign
- Launch campaign to engage and empower citizens to take pride in Greater Burlington.

### ***Chamber of Commerce***

- Launch of new Housing Committee that arose from Housing Task Force.
- Launch of new Concierge Program to welcome new stakeholders to the community.
- Launch of new Chamber specific Community Profile and Member Directory.
- Communicate the implementation of a new dues structure to affected members as approved by the Chamber Board to take effect in 2025.
- Continue Chamber-Sponsored trips to generate non-dues revenue.

### ***Economic Development***

- Entrepreneur Business Plan Competition with emphasis on Mississippi River
- Facilitate the sale and repurposing of the ABB Facility in West Burlington.
- Aggressively Market the facilities and assets at the Certified Site in Middletown, IA.
- Continue to implement Grow Workforce Student Engagement strategies
- Realize meaningful Pre-Apprenticeships with High School students into manufacturing, medical and construction businesses. Pursuing up to 25 student apprenticeships

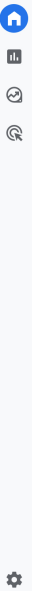
### ***Convention and Visitors Bureau***

- Complete lodging assessment study
- Conduct a social media marketing campaign utilizing a Travel Iowa-recommended influencer
- Produce a series of video content highlighting Greater Burlington for potential use on web, social media, and/or television
- Implement a Greater Burlington-centered excursion to Viking Mississippi's 2024 itinerary
- Utilize sports marketing budget to increase by 5% participation in an existing event at both the Burlington Regional RecPlex and FunCity Turf
- Distribute 100% of 2024 Visitors Guides by end of 2024
- Continue growth of social media reach by increasing Visit Burlington Iowa Facebook page by 25% YOY

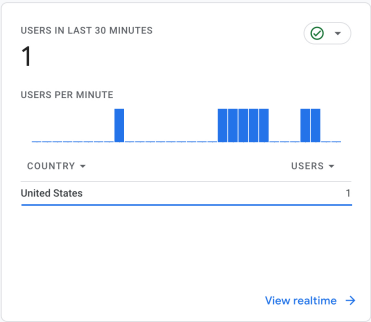
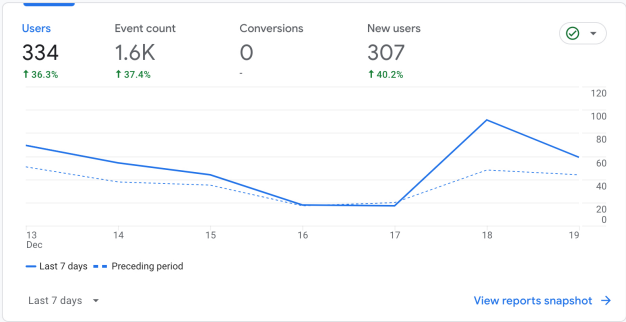
### ***Downtown Partners***

- Capitalize on the completed TIGER streetscape.
- Implement new Downtown Brand
-





Home



Recently accessed

Admin

Just Now

Account access management

Just Now

Property settings

Just Now

My preferences

Just Now

Suggested for you

Views by

Page title and screen...

VIEWS

| PAGE TITLE AND SCREEN       | VIEWS | CHANGES    |
|-----------------------------|-------|------------|
| West Burlington, IA         | 239   | ↑ 26.5%    |
| Police   West Burling...    | 51    | ↑ 75.9%    |
| Police Reports   Wes...     | 54    | ↑ 170.0%   |
| Subscribe   West Bur...     | 71    | ↑ 2,266... |
| Utility Billing   West B... | 43    | ↑ 38.7%    |
| Search Results   Wes...     | 38    | ↑ 26.7%    |
| Departments   West ...      | 20    | ↓ 33.3%    |

Last 7 days

[View pages and s...](#)



Sessions by

Session default ch...

SESSIONS

| SESSION DEFAULT CHANNEL | SESSIONS | CHANGES  |
|-------------------------|----------|----------|
| Organic Search          | 215      | ↑ 9.7%   |
| Direct                  | 125      | ↑ 34.4%  |
| Organic Social          | 62       | ↑ 785.7% |
| Referral                | 19       | ↓ 13.6%  |

Last 7 days

[View traffic acqu...](#)

Insights & recommendations

[View all insights](#)

RECOMMENDATION

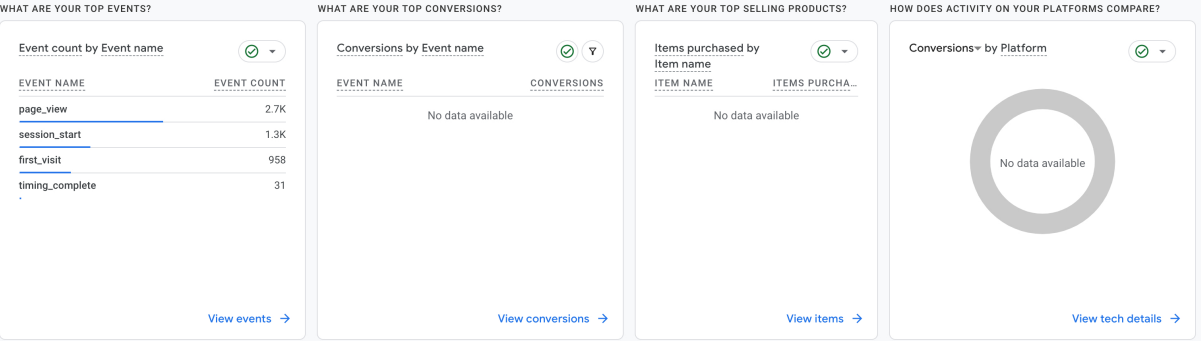
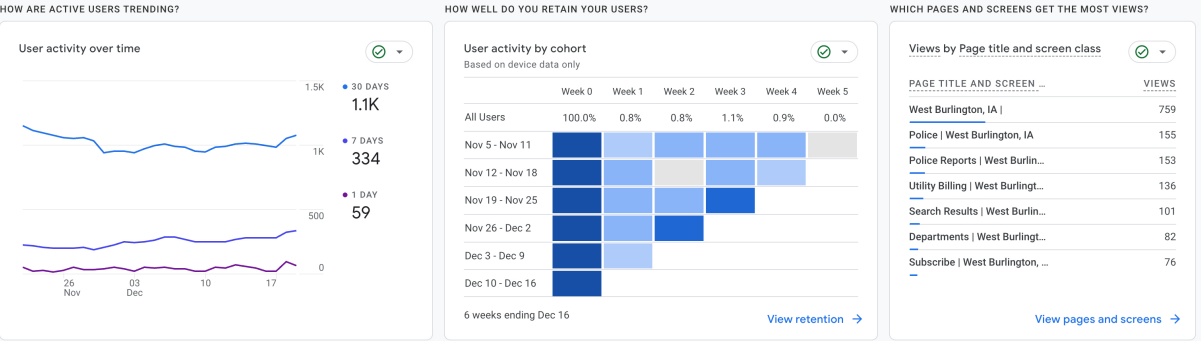
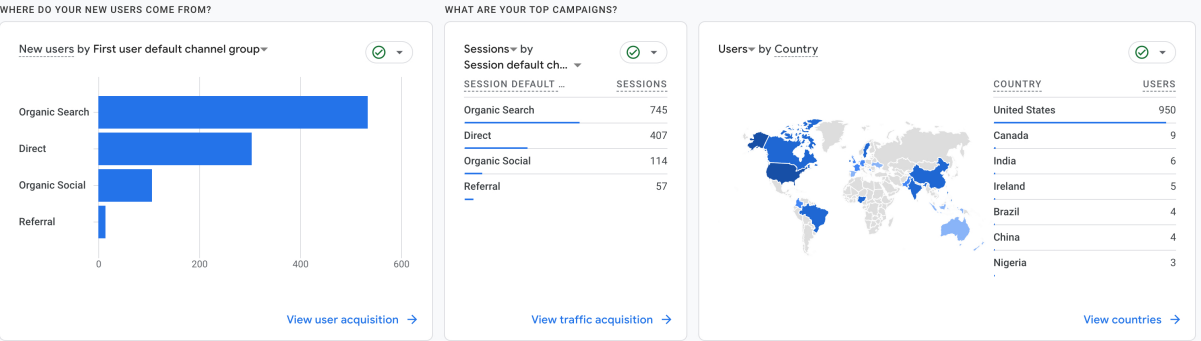
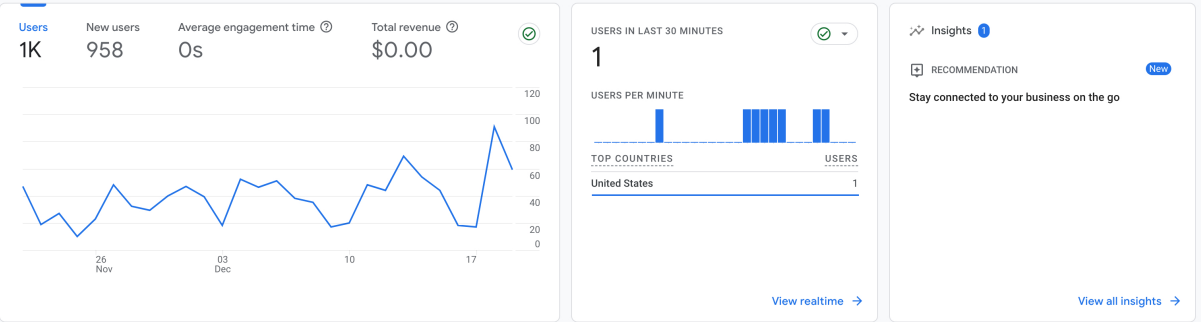
Stay connected to your business on the go

Recommended because you have not used the Google Analytics mobile app recently

The Google Analytics mobile app helps you monitor your business in real-time, build your own reports, and take actions to improve your account

[Download app](#)

Reports snapshot



- Reports snapshot
- Realtime
- Life cycle
- Acquisition
- Engagement

Overview

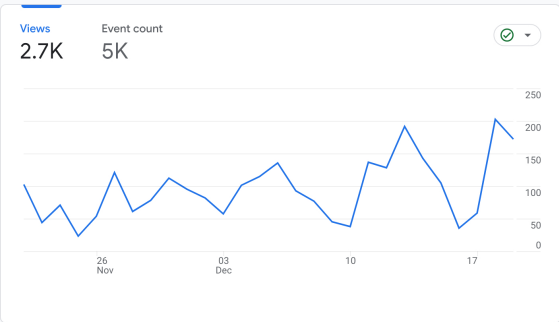
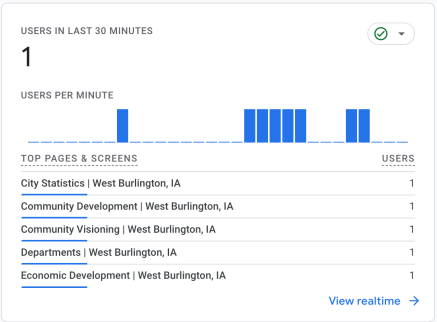
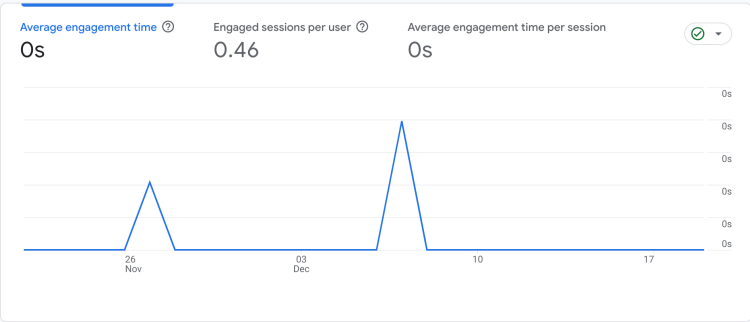
Events

Conversions

Pages and screens

Landing page
- Monetization
- Retention
- User
- User attributes
- Tech

### Engagement overview



Event count by Event name

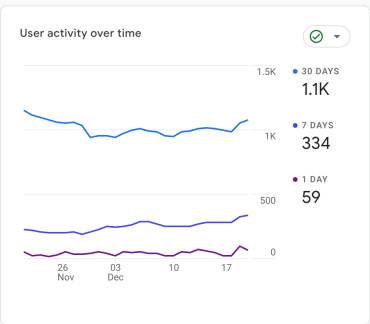
| EVENT NAME      | EVENT COUNT |
|-----------------|-------------|
| page_view       | 2.7K        |
| session_start   | 1.3K        |
| first_visit     | 958         |
| timing_complete | 31          |

[View events](#)

Views by Page title and screen class

| PAGE TITLE AND SCREEN CLASS        | VIEWS |
|------------------------------------|-------|
| West Burlington, IA                | 759   |
| Police   West Burlington, IA       | 155   |
| Police Reports   West Burlin...    | 153   |
| Utility Billing   West Burlingt... | 136   |
| Search Results   West Burlin...    | 101   |
| Departments   West Burlingt...     | 82    |
| Subscribe   West Burlington, ...   | 76    |

[View pages and screens](#)



Analytics

All accounts > vt-s.net

West Burlington, IA - GA4

Try searching "how to activate Google signals"

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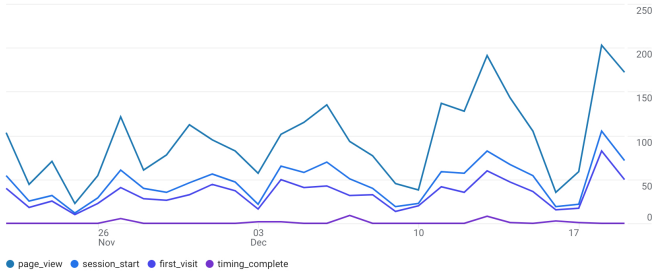
Tech

Events: Event name

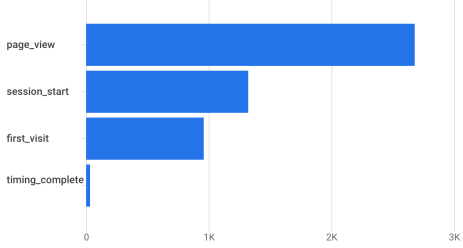
Add filter

Last 28 days Nov 22 - Dec 19, 2023

Event count by Event name over time



Event count by Event name



Search...

Rows per page: 10

1-4 of 4

| Event name        | Event count            | Total users            | Event count per user | Total revenue |
|-------------------|------------------------|------------------------|----------------------|---------------|
|                   | 4,989<br>100% of total | 1,055<br>100% of total | 4.94<br>Avg 0%       | \$0.00        |
| 1 page_view       | 2,678                  | 1,055                  | 2.65                 | \$0.00        |
| 2 session_start   | 1,322                  | 1,055                  | 1.31                 | \$0.00        |
| 3 first_visit     | 958                    | 957                    | 1.00                 | \$0.00        |
| 4 timing_complete | 31                     | 9                      | 3.44                 | \$0.00        |

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All Users

Add comparison

Last 28 days

Nov 22 - Dec 19, 2023

Pages and screens: Page path and screen class

Add filter

Views by Page path and screen class over time

Views by Page path and screen class

| Page path and screen class           | Views | Users | Views per user | Average engagement time | Event count | Conversions | Total revenue |
|--------------------------------------|-------|-------|----------------|-------------------------|-------------|-------------|---------------|
|                                      | 2,678 | 1,009 | 2.65           | 0s                      | 4,989       | 0.00        | \$0.00        |
| 1 /                                  | 759   | 473   | 1.60           | 0s                      | 1,757       | 0.00        | \$0.00        |
| 2 /police                            | 155   | 118   | 1.31           | 0s                      | 350         | 0.00        | \$0.00        |
| 3 /police/pages/police-reports       | 153   | 87    | 1.76           | 0s                      | 277         | 0.00        | \$0.00        |
| 4 /utility-billing                   | 136   | 86    | 1.58           | 0s                      | 307         | 0.00        | \$0.00        |
| 5 /advanced-search                   | 107   | 37    | 2.89           | 0s                      | 110         | 0.00        | \$0.00        |
| 6 /departments                       | 82    | 59    | 1.39           | 0s                      | 111         | 0.00        | \$0.00        |
| 7 /subscribe                         | 76    | 44    | 1.73           | 0s                      | 151         | 0.00        | \$0.00        |
| 8 /site-home/pages/job-opportunities | 71    | 57    | 1.25           | 0s                      | 153         | 0.00        | \$0.00        |
| 9 /city-administrator                | 57    | 45    | 1.27           | 0s                      | 83          | 0.00        | \$0.00        |
| 10 /public-works                     | 52    | 42    | 1.24           | 0s                      | 101         | 0.00        | \$0.00        |

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All Users

Add comparison

Last 28 days

Nov 22 - Dec 19, 2023

Landing page: Landing page

Add filter

Sessions by Landing page over time

Search...

Rows per page: 10

Go to: 1

1-10 of 84

| Landing page                           | Sessions               | Users                  | New users            | Average engagement time per session | Conversions | Total revenue |
|--|------------------------|------------------------|----------------------|-------------------------------------|-------------|---------------|
|  | 1,321<br>100% of total | 1,009<br>100% of total | 958<br>100% of total | 0s<br>Avg 0%                        | 0.00        | \$0.00        |
| 1 /                                    | 594                    | 442                    | 399                  | 0s                                  | 0.00        | \$0.00        |
| 2 /utility-billing                     | 108                    | 68                     | 63                   | 0s                                  | 0.00        | \$0.00        |
| 3 /police                              | 103                    | 93                     | 86                   | 0s                                  | 0.00        | \$0.00        |
| 4 /police/pages/police-reports         | 65                     | 62                     | 57                   | 0s                                  | 0.00        | \$0.00        |
| 5 /site-home/pages/job-opportunities   | 44                     | 40                     | 38                   | 0s                                  | 0.00        | \$0.00        |
| 6 /subscribe                           | 40                     | 39                     | 35                   | 0s                                  | 0.00        | \$0.00        |
| 7 /community-visioning                 | 25                     | 23                     | 21                   | 0s                                  | 0.00        | \$0.00        |
| 8 /public-works                        | 25                     | 24                     | 22                   | 0s                                  | 0.00        | \$0.00        |
| 9 /fire-department                     | 22                     | 19                     | 17                   | 0s                                  | 0.00        | \$0.00        |
| 10 /community/pages/garbage-collection | 18                     | 17                     | 17                   | 0s                                  | 0.00        | \$0.00        |

Reports snapshot

Realtime

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- Landing page

Monetization

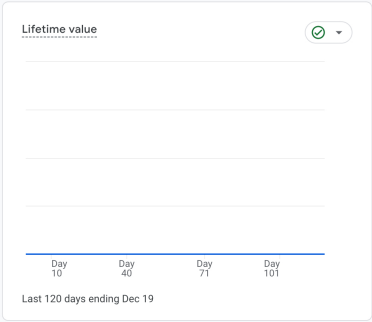
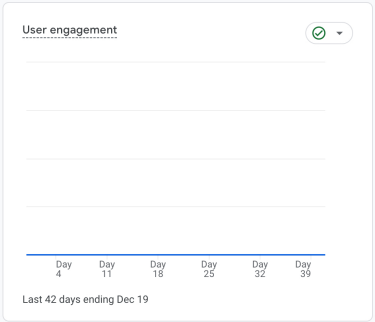
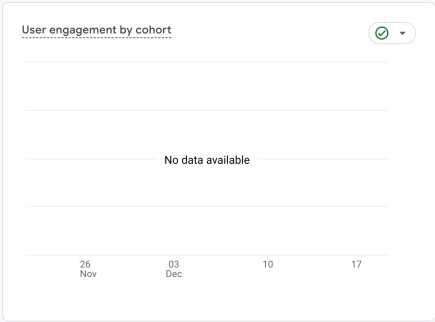
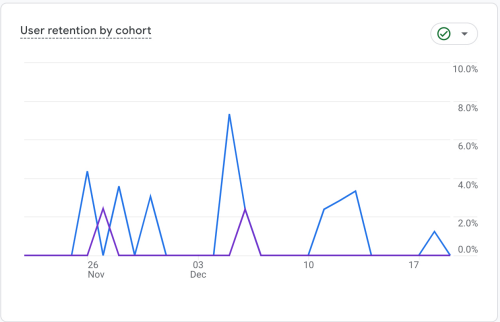
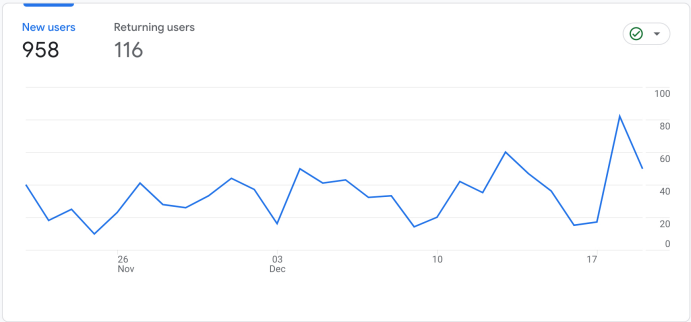
Retention

User

User attributes

Tech

Retention overview



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Demographic details: Country

Add filter

Users by Country over time

Users by Country

Search...

Rows per page: 10

Go to: 1

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|    | Country                | ↓ Users       | New users     | Engaged sessions | Engagement rate | Engaged sessions per user | Average engagement time | Event count   | Conversions | Total revenue |
|----|------------------------|---------------|---------------|------------------|-----------------|---------------------------|-------------------------|---------------|-------------|---------------|
|    |                        | 1,009         | 958           | 464              | 35.12%          | 0.46                      | 0s                      | 4,989         | 0.00        | \$0.00        |
|    |                        | 100% of total | 100% of total | 100% of total    | Avg 0%          | Avg 0%                    | Avg 0%                  | 100% of total |             |               |
| 1  | United States          | 950           | 899           | 448              | 35.58%          | 0.47                      | 0s                      | 4,767         | 0.00        | \$0.00        |
| 2  | Canada                 | 9             | 9             | 1                | 11.11%          | 0.11                      | 0s                      | 32            | 0.00        | \$0.00        |
| 3  | India                  | 6             | 6             | 2                | 22.22%          | 0.33                      | 0s                      | 29            | 0.00        | \$0.00        |
| 4  | Ireland                | 5             | 5             | 1                | 20%             | 0.20                      | 0s                      | 19            | 0.00        | \$0.00        |
| 5  | Brazil                 | 4             | 4             | 0                | 0%              | 0.00                      | 0s                      | 12            | 0.00        | \$0.00        |
| 6  | China                  | 4             | 4             | 0                | 0%              | 0.00                      | 0s                      | 12            | 0.00        | \$0.00        |
| 7  | British Virgin Islands | 3             | 3             | 1                | 33.33%          | 0.33                      | 0s                      | 10            | 0.00        | \$0.00        |
| 8  | Nigeria                | 3             | 3             | 1                | 33.33%          | 0.33                      | 0s                      | 10            | 0.00        | \$0.00        |
| 9  | Philippines            | 3             | 3             | 2                | 66.67%          | 0.67                      | 0s                      | 17            | 0.00        | \$0.00        |
| 10 | Sweden                 | 3             | 3             | 0                | 0%              | 0.00                      | 0s                      | 9             | 0.00        | \$0.00        |

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