

Brookside Community Improvement District
601 E 63rd St, Ste 350
Kansas City, MO 64110
(816) 523-5553
www.BrooksideKC.org

August 28, 2025

Ms. Marilyn Sanders
City of Kansas City, Missouri
25th Floor, City Hall
414 E 12th Street
Kansas City, MO 64106
clerk@kcmo.org

RE: The Brookside Community Improvement District Annual Report

Dear Ms. Sanders,

Enclosed with this letter, please find the Annual Report for the Brookside Community Improvement District for the fiscal year 2025 (May 1, 2024 – April 30, 2025) along with copies of the resolutions approved during the year. The same is also known as the Annual Financial Statement Filing for the State of Missouri and is submitted to the Missouri Department of Revenue, Missouri State Auditor and Missouri Department of Economic Development.

Please let us know if you have any comments or questions about the report.

Sincerely,

Brookside Community Improvement District


Sean Ackerson
District Manager

Enclosures

CC: Missouri Department of Revenue – localgov@dor.mo.gov
Missouri State Auditor – localgovernment@auditor.mo.gov
Missouri Department of Economic Development – redvelopment@ded.mo.gov
Abbey Brinkley, Analyst, City of Kansas City, MO - Erich.Steyaert@kcmo.org
Chris Kline, Legal Counsel, Husch Blackwell LLP - chris.kline@huschblackwell.com
Sarah Burger, Husch Blackwell LLP - sarah.burger@huschblackwell.com

**ANNUAL REPORT (AKA MISSOURI FINANCIAL STATEMENT FILING) FOR
BROOKSIDE COMMUNITY IMPROVEMENT DISTRICT ("CID")**

FYE 2025 (May 1, 2024 to April 30, 2025)

SECTION I

Annual Report Submitted: August 28, 2025

Prior Annual Report Submitted: August 28, 2024

CID Contact Information:

Sean Ackerson, District Manager

601 E 63rd St, Ste 350

Kansas City, MO 64110

816-523-5553

sean@southtown.org

Political Subdivision or Not for Profit: Political Subdivision

Creation Date and Ordinance No: August 18, 2005, Ordinance #501020; amended May 2, 2013, Ordinance #130308

Annual meeting and FY 2026 Annual Budget adopted: January 31, 2025 and submitted: January 31, 2025

SECTION II

PURPOSES OF CID AND SERVICES PERFORMED DURING FISCAL YEAR 2025:

The Brookside CID promotes economic development, works to maintain the character of the district, and supports the general welfare of the community. The CID coordinates efforts to improve the district, plans for and implement services and improvements, and shares the costs incurred by the district through sales taxes, real estate taxes, event fees, and other charges.

Business support services include supplementary common area landscaping maintenance, supplementary snow removal, supplementary litter abatement, solid waste and recycling (paper and glass) collection and removal, maintenance of street furniture, supplementary security, shared parking maintenance, and general beautification efforts. Additional services may be provided annually as approved by the Board with the annual budget.

Promotional services include website management, social media management, hosting, managing, and marketing of special events, inclusion in electronic newsletters, and general promotion of the area. Fiscal year 2025 public services included hosting an annual free paper shredding event, Art Annual (annual art show), St. Patrick's Day Warm Up Parade, Trick or Treat Street and other events which promote Kansas City as well as the greater Brookside area.

Other merchant and public services included, coordinated communications, coordinated public safety efforts, local coordination for public and private improvement projects, and general advocacy for the district and surrounding neighborhoods.

Budgeting for FY 2025 was conservative, following the closing of additional businesses in the CID boundary and increased costs for several services including trash service and security. Sales tax collected was greater than anticipated due to inflation and increased prices, and the

opening of a new business. The FY 2025 budget included carryover funds from reserves to be used for special improvement projects and to balance the 2025 budget. A portion of the projected improvements were made, while others were delayed due to construction projects and delayed execution of lease agreements. Over 60% of the FY 2025 budget expenses were for public improvements.

SECTION III

BOARD MEMBERS FOR FYE 2025:

Michelle Pitsenberger, BCID North Owner, Chair
First Washington
6971 Tomahawk Road
Prairie Village, KS 66208
(816) 399-3537
mpitsenberger@firstwash.com
Term 8/18/2025 - 8/18/2029

Kylie Stock, Cosentino Food Stores, BCID South Operator, Vice Chair
Cosentino Group
13180 Metcalf Avenue
Overland Park, KS 66213
(913) 749-1568
kylie_stock@cosentinos.com
Term 10/27/2023 - 8/18/2027

Josephine Njoroge, BCID South Operator, Secretary / Business Association President
Mail Pkgs Etc.
6300 Main Street
Kansas City, MO 64113
(816) 333-5800
njorogeikyles@yahoo.com
Term 10/27/2023 - 8/18/2027

John Cosentino, BCID North Operator, Treasurer
Cosentino Group
13180 Metcalf Avenue
Overland Park, KS 66213
(913) 749-1500
johnc@cosentinos.com
Term 10/27/2023 - 8/18/2027

Andrea Williams, BCID South Owner, Director
Commerce Bank
6336 Brookside Plaza, BK-1
Kansas City, Missouri 64113
(816) 234-1713
andrea.williams@commercebank.com
Term 8/18/2025 - 8/18/2029

SECTION IV

REVENUE AND EXPENSES: FYE 2025 (May 1, 2024 to April 30, 2025)

CARRYOVER	DESCRIPTION	FY 25 Budget	FY 25 Actual
Carryover	Funds carried over from prior year budget. New line item in 2017.	\$ 75,000.00	\$ -
Subtotal:		\$ 75,000.00	\$ -

INCOME	DESCRIPTION	FY 25 Budget	FY 25 Actual
Special Assessment	\$0.50 per usable building square footage. 30 properties with 202,769 usable square feet. \$101,384.50 at full collection, minus 1% County collection fee. Will vary depending on remittance, penalties, and exemptions.	\$ 100,000.00	\$ 94,811.58
Sales Tax	0.50% sales / use tax through 2045. Approx. 3 month delay in collections. Stable projection based on 5 year trend.	\$ 440,000.00	\$ 474,090.14
Investment income	Nominal interest collected on monthly account balances. Fluctuates and amount is insignificant so limited amount budgeted.	\$ 10,000.00	\$ 12,307.93
Art Annual	All income related to the Brookside Art Annual, including registrations, booth fees, sponsorships, and merchandise sales. 2022 projected reduction in registration, sponsorship and on-site sales revenues.	\$ 135,000.00	\$ 175,513.84
St. Patrick's	Revenue from parade entry fees minus processing fees. Previously included grants from NTDF which are no longer awarded (revised in 2017).	\$ 4,500.00	\$ 4,095.20
Co-op ads	Funds from co-op ad sales. To partially offset expenses in Art Annual, Holiday Promotions, and General CO-OP Ads below.	\$ 8,000.00	\$ 8,040.98
Other Sponsorships	Revenues from other sponsorship opportunities, including season opener, shred event, and other general sponsors. Revised line item in 2017.	\$ 500.00	\$ 1,595.02
Directory	Income from the Link directory adds sold in Brookside, and percentage of general adds sold in excess of expenses. Previously netted balance only.	\$ -	\$ -
Misc.	Nominal revenue not accounted for in other lines. None projected for 2022.	\$ -	\$ 120.00
Subtotal		\$698,000.00	\$770,574.69

Total	\$ 773,000.00	\$ 770,574.69
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EXPENSES	DESCRIPTION	FY 25 Budget	FY 25 Actual
Maintenance			
Sidewalk / Street Sweeping	Contracted sidewalk and street sweeping services. Contracted with Moonlight Sweeping for 2017. 8% rate increase for 2022.	\$40,000.00	\$39,954.65
General / Furnishing Maintenance	Routine maintenance of benches, trash cans, bicycle racks, gas lamps, electrical system and other furnishings. Previously included Street / Sidewalk Sweeping, & Parking Lot Maint. Separated in 2017. 2022 includes replacement of select trash receptacles and gas lamp repairs.	\$7,000.00	\$7,282.99
Parking Lot Maintenance	Repairing, sealing, striping and other routine maintenance of the common parking lots. Previously included in contingency. Revised in 2017.	\$80,000.00	\$92,369.82
Snow Removal	Contracted snow and ice removal on public streets, sidewalks, parking lots and shared private lots. Under contract through 2023.	\$65,000.00	\$ 65,403.60
Trash Removal	Contracted trash collection for common dumpsters, cardboard recycling and glass recycling collection. Under contract through 2025. 7% increase for 2022.	\$120,000.00	\$158,252.87
Landscaping	Contracted landscaping maintenance planting materials, mowing, mulching, leaf collection, watering and other lawn and landscape maintenance fees for landscaping in the common areas. Includes \$2,500 for tree / limb removal.	\$45,000.00	\$62,462.62
Subtotal		\$ 357,000.00	\$ 425,726.55

Contract Services / Leases			
Security	Security services including patrol and store visits currently M-Sat 10 am to 10 pm and Sun 12 pm to 4 pm. Includes 30% increase in cost for 2022.	\$95,000.00	\$81,582.51
ATA parking lot lease	Annual lease of KCATA north and south lot. To be renegotiated in 2022.	\$45,000.00	\$0.00
Legal/Accounting	Annual expense for legal counsel and financial services. 2022 includes 50 hours of legal at \$220 to \$400 per hour based on prior year expenses and known projects.	\$10,000.00	\$6,230.44
Subtotal		\$ 150,000.00	\$ 87,812.95

Utilities			
Electricity/Gas	Electricity for outline lighting and meters for events, and gas for street lamps.	\$ 5,500.00	\$4,565.48
Subtotal		\$ 5,500.00	\$ 4,565.48

EXPENSES	DESCRIPTION	FY 25 Budget	FY 25 Actual
Events / Marketing			
St. Pat's Warm-up	All expenses related to the parade including: marketing, event manager expenses, set up and teardown, permits, police, barricades, trash pick up and other related expenses.	\$17,000.00	\$19,508.30
Art Annual	All expenses related to art annual: marketing, event manager expenses, jury costs, set up and teardown, trash pick up, security and other related expenses. Reduction in tent rental in 2021 & 2022, increase in security, trash & cleaning	\$90,000.00	\$82,910.31
Sidewalk Sale	All expenses related to the sidewalk sale. New line item in 2017. Previously General Promo/Mktg.	\$300.00	\$294.00
Trick-or-Treat Street	All expenses related to the Halloween promotion. New line in 2017. Previously General Promo/Mktg.	\$100.00	\$137.68
Holiday Decorations / Promotion	Installation and removal of decorations and banners, marketing and promotions, and all expenses for the Season Opener event.	\$4,500.00	\$12,580.21
General CO-OP Ads	Coop marketing expenses not associated with other specific events. New line in 2017. Previously General Promo/Mktg.	\$25,000.00	\$16,776.00
Shred Event	All expenses related to the annual paper shredding event, including truck rental, banners, and other related expenses. New line in 2017.	\$3,500.00	\$1,551.38
Website	All expenses associated with website development, hosting and maintenance. Does not include content which is part of Marketing Retainer. New line in 2017. Includes \$5,000 for site development in 2017.	\$ -	\$ 935.16
Marketing Consultant	Retainer for marketing consultant to implement annual marketing plan. New line in 2017. Previously included in General Promo/Mktg. Increased in 2017 to include additional annual events.	\$26,000.00	\$25,000.00
Gift Card Promotion	Operation costs, funds to cover prior and new promotions / giveaways.	\$500.00	\$0.00
Event Rebates	Rebates for events not run by the District. New line in 2017. Previously General Promo/Mktg.	\$1,000.00	\$0.00
General Promo/Mktg	All other marketing expenses including printing and promotion for new events. 2017 includes new Local in BKS, ad Saturday Market Day, and general brand advertising expenses.	\$5,000.00	\$2,723.93
Subtotal		\$ 172,900.00	\$ 162,416.97

EXPENSES	DESCRIPTION	FY 25 Budget	FY 25 Actual
Administration			
Admin Services	Expenses for staffing, facilities and related overhead. Increase in 2022 for new City oversight fee to go into effect this year.	\$81,700.00	\$88,481.25
Annual Retreat	Percentage of annual Board retreat expenses including, consultant, meals, materials and other related expenses. New line in 2017.	\$ -	\$ -
Insurance	General liability insurance for Board of Directors and officers, coverage for KCATA parking lots, and share of theft, gen liability, umbrella, terrorism, and other coverages.	\$5,500.00	\$4,497.00
Debt Services	Scheduled payments for debt services including revolving loans. None budgeted for 2017. No other debt services currently.	\$ -	\$ -
Subtotal		\$ 87,200.00	\$ 92,978.25

Other			
Miscellaneous	All expenses not otherwise budgeted.	\$400.00	\$432.06
Contingencies	Contingency for project overruns, and unforeseen emergency expenses. Previously used for projects, maintenance and other expenses.	\$ -	\$ -
Subtotal		\$ 400.00	\$ 432.06

Total Expenses:		\$ 773,000.00	\$ 773,932.26
Net		\$ -	\$ (3,357.57)
Public Improvements	Including cleaning, furnishings, infrastructure maintenance and improvements, snow removal, landscaping, security, lighting, St. Pat's parade, Art Annual, free paper shredding, Trick or Treat Street.	\$497,600.00	\$ 470,309.55
Public Improvement % of expenses		64%	61%

SECTION V

LIST OF RESOLUTIONS APPROVED DURING FISCAL YEAR 2025 (copies attached):

Resolution Number	Resolution Title
2024-01	Approving Levy of Special Assessments
2025-01	Approving FY 2025-26 Budget

SUBMITTED VIA EMAIL TO

Missouri Dept. of Economic Development

Attn: CID Annual Report

P. O. Box 1157

Jefferson City, MO 65102

Phone: 573-522-8004

Email: reddevelopment@ded.mo.gov

City Clerk

25th Floor, City Hall

414 E. 12th Street

Kansas City, MO 64106

Phone: 816-513-6401

Email: clerk@kcmo.org

Missouri Dept. of Revenue

Attn: CID Annual Report

P.O. Box 3380

Jefferson City, MO 65105-3380

Phone: 573-751-4876

Email: localgov@dor.mo.gov

Missouri State Auditor

Attn: CID Annual Report

P.O. Box 869

Jefferson City, MO 65102

Phone: 573-751-4213

Email: localgovernment@auditor.mo.gov

THE BROOKSIDE COMMUNITY IMPROVEMENT DISTRICT

RESOLUTION OF THE BROOKSIDE COMMUNITY IMPROVEMENT DISTRICT
("DISTRICT") AFFIRMING AND APPROVING LEVY OF SPECIAL ASSESSMENTS

WHEREAS, the Board of Directors of the District desires to levy a special assessment against real property benefited within the District (the "CID Special Assessment") for the purpose of providing revenue for certain costs to be incurred by the District as described in the Petition to Authorize the Brookside Community Improvement District to Levy Special Assessment (the "Special Assessment Petition"), a copy of which is attached as Exhibit A;

WHEREAS, pursuant to the Special Assessment Petition, such special assessments shall be allocated among the Lots in an annual amount not to exceed \$0.50 per useable square foot per Lot; provided, however, the maximum amount shall be adjusted annually beginning in 2005 pursuant to the increases to the Consumer Price Index for Urban Wage Earners and Clerical Workers, United States Average (1982-84=100) published by the U.S. Department of Labor Bureau of Labor Statistics (the "Consumer Price Index") (or, if not available, then by another reasonable index selected by the board of directors of the District);

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Brookside Community Improvement District, as follows:

Section 1. Property Benefited. It is affirmed and found that each tract, lot, and parcel of real property which located within the District and listed on the attached petitions (each "Lot") will be benefited by the financing of the Eligible Services (as defined in the Petition forming the District to the extent budgeted annual) and the operation of the District.

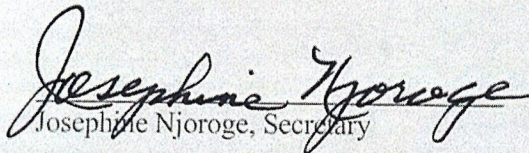
Section 2. CID Special Assessment. This CID Special Assessment is hereby affirmed and levied against each Lot in the amount of **Fifty Cents (\$0.50)** per useable square foot of each such Lot.

Section 3. Collection of Assessments. The officers of the District are authorized and directed to take all further actions as are necessary or desirable to cause the Collector of Jackson County, Missouri to bill and to collect the CID Special Assessment as provided in this resolution and in the Special Assessment Petition.

Section 4. This resolution shall take effect immediately on approval.

Adopted this 2nd day of July 2024.

ATTEST:


Josephine Njoroge, Secretary

Michelle Pitsenberger

Michelle Pitsenberger, Chair

**Exhibit A of Resolution 2024-01
Brookside Community Improvement District
2024 Special Assessment Chart**

Property Owner	SitusAddress	Exempt	Total Special Assessment Amount- 2024	Notes
City of Kansas City Public Works	6200 MAIN ST	Y	\$ -	No assessment for City owned property. Ownership changes from KCATA to KCMO in December 2020.
GRI Brookside Shops LLC	14 W 62ND TER	N	\$ 12,080.00	
GRI Brookside Shops LLC	308 W 63RD ST	N	\$ 16,317.50	
GRI Brookside Shops LLC	6223 BROOKSIDE BLVD	N	\$ 1,099.00	
GRI Brookside Shops LLC	6225 BROOKSIDE BLVD	N	\$ 8,323.00	
GRI Brookside Shops LLC	104 W 63RD ST	N	\$ 23,115.00	
Brookside Broadway Partners II 2022 LLC	22 W 63RD ST	N	\$ 1,000.00	Ownership changed from Zwillow 22w63rd LLC in 2022
BKS Partners LLC	3 W 63RD ST	N	\$ 1,500.00	
Kraus Investments, LLC	9 W 63RD ST	N	\$ 375.00	
Zwillow 21W63 LLC	21 W 63RD ST	N	\$ 1,750.00	
The Robert Paul Ramm Revocable Trust	101 W 63RD ST	N	\$ 1,800.00	
DPRE Investors LLC	107 W 63RD ST	N	\$ 595.00	Ownership changed from Meadows II LLC in 2019
DPRE Investors LLC	121 W 63RD ST	N	\$ 3,500.00	
L&J 6307 LLC	6307 BROOKSIDE PLZ	N	\$ 1,800.00	Ownership changed from Shawnee Enterprises, LLC in '17
DPRE Investors LLC	115 W 63RD ST	N	\$ 2,200.00	Ownership changed from Meadows II LLC in 2019
DPRE Investors LLC	NO ADDRESS ASSIGNED BY CITY	N	\$ -	No assessment. Ownership changed from Meadows II LLC in 2019. Previously also shown as 6307 Brookside Blvd.
Brookside Building Company	6315 BROOKSIDE PLZ	N	\$ 8,050.00	
DPRE Investors LLC	6312 BALTIMORE AVE	N	\$ -	No assessment. Change in owner from The Robert Paul Ramm Revocable Trust in 2022.
Jeffrey, Paul & Joy L Jacobs	6324 BALTIMORE AVE	N	\$ -	Split from 47-230-06-23-00-0-00-000 in 2017
Jeffrey, Paul & Joy L Jacobs	NO ADDRESS ASSIGNED BY CITY	N	\$ -	Split from 47-230-06-23-00-0-00-000 in 2017
DPRE Investors LLC	6318 BALTIMORE AVE	N	\$ -	No assessment for vacant property. Owner change from Bank of America Na in 2022
DPRE Investors LLC	6327 BROOKSIDE PLZ	N	\$ 5,000.00	Ownership changed from Meadows II LLC in 2019
Zwillow Brookside LLC	6304 BROOKSIDE PLZ	N	\$ 4,400.00	
Zwillow Brookside LLC	6318 BROOKSIDE PLZ	N	\$ 1,570.50	
Zwillow Brookside LLC	6320 BROOKSIDE PLZ	N	\$ 1,862.00	
D&D Real Estate Partnership	6324 BROOKSIDE PLZ	N	\$ 3,100.00	
Commerce Bank of KC, N.A.	6334 BROOKSIDE PLZ	N	\$ 1,947.50	Ownership changed from Commerce Bank of Kansas City, N.A. in 2019
Plaza Bank & Trust Company	6336 BROOKSIDE PLZ	N	\$ -	No assessment for vacant property
City of Kansas City Public Works	220 W MEYER BLVD	Y	\$ -	No assessment. Ownership changes from KCATA to KCMO in December 2020.
The School District Of Kansas City MO	6300 BROOKSIDE BLVD	Y	\$ -	No assessment. New address assigned.
The School District Of K C Mo	6321 WORNALL RD	Y	\$ -	No assessment for vacant property
Kansas City School Dist	6310 BROOKSIDE BLVD	Y	\$ -	No assessment for vacant property.

Total

\$ 101,384.50 No change for 2023

Changes from prior year (no change for 2024)

RESOLUTION NO. 2025-01

THE BROOKSIDE COMMUNITY IMPROVEMENT DISTRICT

RESOLUTION OF THE BROOKSIDE COMMUNITY IMPROVEMENT DISTRICT
("DISTRICT") APPROVING THE BUDGET FOR FISCAL YEAR 2025-26.

WHEREAS, the District, which was formed August 18, 2005, following approval of the Petition to Establish the Brookside Community Improvement District ("Petition") by Ordinance Number 051020 and amended on May 2, 2013, and amended by Ordinance Number 130308, both adopted by the City of Kansas City, Missouri, City Council, is a public body created under the authority of the "Missouri Community Improvement District Act," Sections 67.1401, *et seq.*, RSMo, as amended (the "Act"), and is transacting business and exercising the powers granted by the Act;

WHEREAS, the Board of Directors ("Board") desires to approve the District's proposed budget for the fiscal year 2025-26, in substantially the form attached hereto as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED, by the Board of the District, as follows:

Section 1. The Board approves the proposed budget for fiscal year 2025-26.

Section 2. The District Manager is authorized and directed to take all further action necessary to carry out the purposes and intent of this Resolution.

Section 3. This resolution shall take effect immediately.

Adopted this 31st day of January 2025.

Michelle Pitsenberger
Michelle Pitsenberger, Chairman

ATTEST:

Josephine Njoroge
Josephine Njoroge, Secretary

Brookside CID
FY 2025-26 Budget Draft

CARRYOVER	DESCRIPTION	2025-B
Carryover	Funds carried over from prior year budget. New line item in 2017.	\$ 150,000.00
Subtotal:		\$ 150,000.00

INCOME	DESCRIPTION	2025-B
Special Assessment	\$0.50 per usable building square footage. 30 properties with 202,769 usable square feet. \$101,384.50 at full collection, minus 1% County collection fee. Will vary depending on remittance, penalties, and exemptions.	\$ 100,000.00
Sales Tax	0.50% sales / use tax through 2045. Approx. 3 month delay in collections. Stable projection based on 5 year trend.	\$ 450,000.00
Investment income	Nominal interest collected on monthly account balances. Fluctuates and amount is insignificant so limited amount budgeted.	\$ 10,000.00
Art Annual	All income related to the Brookside Art Annual, including registrations, booth fees, sponsorships, and merchandise sales. 2022 projected reduction in registration, sponsorship and on-site sales revenues.	\$ 155,000.00
St. Patrick's	Revenue from parade entry fees minus processing fees. Previously included grants from NTDF which are no longer awarded (revised in 2017).	\$ 4,500.00
Co-op ads	Funds from co-op ad sales. To partially offset expenses in Art Annual, Holiday Promotions, and General CO-OP Ads below.	\$ 8,000.00
Other Sponsorships	Revenues from other sponsorship opportunities, including season opener, shred event, and other general sponsors. Revised line item in 2017.	\$ 500.00
Directory	Income from the Link directory adds sold in Brookside, and percentage of general adds sold in excess of expenses. Previously netted balance only.	\$ -
Misc.	Nominal revenue not accounted for in other lines. None projected for 2025-26.	\$ -
Subtotal		\$728,000.00

Total	\$ 878,000.00
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EXPENSES	DESCRIPTION	2025-B
Maintenance		
Sidewalk / Street Sweeping	Contracted sidewalk and street sweeping services. Contracted with Moonlight Sweeping for 2017. 8% rate increase for 2025-26.	\$40,000.00
General / Furnishing Maintenance	Routine maintenance of benches, trash cans, bicycle racks, gas lamps, electrical system and other furnishings. Previously included Street / Sidewalk Sweeping, & Parking Lot Maint. Separated in 2017. 2025-26 includes recoating select furnishings and gas lamp repairs.	\$7,000.00
Parking Lot Maintenance	Repairing, sealing, striping and other routine maintenance of the common parking lots. Previously included in contingency. Revised in 2017.	\$160,000.00
Public Improvements	Shared costs, repairs or improvements to public infrastructure including sidewalks, curbs, gutters, street trees, and other public improvements or improvements benefiting the public. Added 2021 to include PIAC match for tree replacement (well modifications) & budgeted sidewalk, curb and gutter repairs.	\$ -
Snow Removal	Contracted snow and ice removal on public streets, sidewalks, parking lots and shared private lots. Under contract through 2026.	\$65,000.00
Trash Removal	Contracted trash collection for common dumpsters, cardboard recycling and glass recycling collection. Under contract through 2027. 7% increase for 2022.	\$145,000.00
Landscaping	Contracted landscaping maintenance planting materials, mowing, mulching, leaf collection, watering and other lawn and landscape maintenance fees for landscaping in the common areas. Includes \$2,500 for tree / limb removal.	\$45,000.00
Subtotal		\$ 462,000.00

Contract Services / Leases		
Security	Security services including patrol and store visits currently M-Sat 10 am to 10 pm and Sun 12 pm to 4 pm.	\$95,000.00
ATA parking lot lease	Annual lease of KCATA north and south lot. Lease to be entered in 2025.	\$45,000.00
Legal/Accounting	Annual expense for legal counsel and financial services. 2025-26 includes 50 hours of legal at \$220 to \$400 per hour based on prior year expenses and known projects.	\$10,000.00
Subtotal		\$ 150,000.00

Brookside CID
FY 2025-26 Budget Draft

EXPENSES	DESCRIPTION	2025-B
Utilities		
Electricity/Gas	Electricity for outline lighting and meters for events, and gas for street lamps.	\$5,500.00
Subtotal		\$ 5,500.00

Events / Marketing		
St. Pat's Warm-up	All expenses related to the parade including: marketing, event manager expenses, set up and teardown, permits, police, barricades, trash pick up and other related expenses.	\$17,000.00
Art Annual	All expenses related to art annual: marketing, event manager expenses, jury costs, set up and teardown, trash pick up, security and other related expenses. Reduction in tent rental in 2021 & 2022, increase in security, trash & cleaning	\$90,000.00
Sidewalk Sale	All expenses related to the sidewalk sale. New line item in 2017. Previously General Promo/Mktg.	\$300.00
Trick-or-Treat Street	All expenses related to the Halloween promotion. New line in 2017. Previously General Promo/Mktg.	\$100.00
Holiday Decorations / Promotion	Installation and removal of decorations and banners, marketing and promotions, and all expenses for the Season Opener event.	\$4,500.00
General CO-OP Ads	Coop marketing expenses not associated with other specific events. New line in 2017. Previously General Promo/Mktg.	\$25,000.00
Shred Event	All expenses related to the annual paper shredding event, including truck rental, banners, and other related expenses. New line in 2017.	\$3,500.00
Website	All expenses associated with website development, hosting and maintenance. Does not include content which is part of Marketing Retainer. New line in 2017. Includes \$5,000 for site development in 2017.	\$ -
Marketing Consultant	Retainer for marketing consultant to implement annual marketing plan. New line in 2017. Previously included in General Promo/Mktg.	\$26,000.00
Gift Card Promotion	Operation costs, funds to cover prior and new promotions / giveaways.	\$500.00
Event Rebates	Rebates for events not run by the District. New line in 2017. Previously General Promo/Mktg.	\$1,000.00
Brochure	Printing and distribution of an annual Brookside brochure. To be distributed through Mo Dept. of Tourism, KC tourism, and locally. 3,000 planned for 2017. New line in 2017. Previously General Promo/Mktg.	\$ -
Directory	Percentage of expenses for printing and distributing the Link directory (15% in 2015). New line item in 2016. Previously netted balance in income only.	\$ -
General Promo/Mktg	All other marketing expenses including printing and promotion for new events. 2017 includes new Local in BKS, ad Saturday Market Day, and general brand advertising expenses.	\$5,000.00
Subtotal		\$ 172,900.00

EXPENSES DESCRIPTION 2025-B		
Administration		
Admin Services	Expenses for staffing, facilities and related overhead.	\$81,700.00
Annual Retreat	Percentage of annual Board retreat expenses including, consultant, meals, materials and other related expenses. New line in 2017.	\$0.00
Insurance	General liability insurance for Board of Directors and officers, coverage for KCATA parking lots, and share of theft, gen liability, umbrella, terrorism, and other coverages.	\$5,500.00
Debt Services	Scheduled payments for debt services including revolving loans. None budgeted for 2017. No other debt services currently.	\$ -
Subtotal		\$ 87,200.00

Other		
Miscellaneous	All expenses not otherwise budgeted.	\$400.00
Contingencies	Contingency for project overruns, and unforeseen emergency expenses. Previously used for projects, maintenance and other expenses.	\$ -
Subtotal		\$ 400.00

Total Expenses:	\$ 878,000.00
Net	\$ -

**BY-LAWS
OF
THE BOOKSIDE COMMUNITY IMPROVEMENT DISTRICT**

ARTICLE I

Defined Terms

Section 1.1 District.

The Brookside Community Improvement District, a political subdivision created pursuant to Sections 67.1401 to 67.1571, of the Revised Statutes of Missouri ("RSMo"), and formed by the City Council of Kansas City, Missouri, by Ordinance Number 051020 adopted on August 18, 2005.

Section 1.2 Board.

The Board of Directors of the District, which is the governing body of the District.

Section 1.3 City.

The City of Kansas City, Missouri.

Section 1.4 City Clerk.

The City Clerk of the City.

Section 1.5 City Council.

The City Council of the City.

Section 1.6 Directors.

Members of the Board of Directors.

Section 1.7 Community Improvement District Act.

Sections 67.1401 to 67.1571, RSMo.

Section 1.8 Initial Directors.

The initial directors set forth in the Petition.

Section 1.9 Operator.

An owner of a business operating within the District or a legally authorized representative of such owner.

Section 1.10 Owner.

An owner of real property within the District or a legally authorized representative of such owner.

Section 1.11 Petition.

The petition forming the District and approved by the City.

Section 1.12 Resident.

A registered voter residing within the District.

Section 1.13 Sunshine Law.

Section 610.010 to 610.200, RSMo, governing meetings of public governmental bodies including the Board, as now or hereafter amended.

Section 1.14 Undefined Terms.

Any term undefined by this Article shall have the same meaning as such term is given under the Community Improvement District Act, if defined therein, otherwise as defined by the Sunshine Law, or other Missouri statute or case law.

ARTICLE II

Offices and Records

Section 2.1 Principal Office.

The principal office of the District shall be located at Southtown Planning Center, 6814 Troost, Kansas City, MO 64131. The District may have such other offices within Kansas City, Missouri, as the business of the District may require from time to time, located at such place or places as may be designated by the Board.

Section 2.2 Records.

The District shall keep correct and complete books and records of account, and shall also keep minutes of the proceedings of the Board, and each committee having any of the District of the Board. The District shall keep at its principal office a record of the name and address of each Director.

ARTICLE III

Board of Directors

Section 3.1 General Powers.

The business and affairs of the District shall be managed by, or under the District of, the Board.

Section 3.2 Number, Term of Office and Qualifications.

The Board shall consist of five (5) Directors.

Section 3.3 Qualifications.

Each Director shall meet the following requirements:

- A. Be at least 18 years of age;
- B. Be and must declare to be either an Owner, an Operator or a Resident;
- C. if an Owner, must declare whether such Owner is an Owner of real property within the District, which is located North of 63rd Street ("North Owner") or an Owner of real property within the District, which is located South of 63rd Street ("South Owner");
- D. if an Operator, must declare whether such Operator is located North or South of 63rd Street; and
- E. except for the Initial Directors named in the Petition, and subject to the provisions of the Petition, each Director may be nominated according to a slate submitted by the Board to the Mayor of the City and the City Council according to the nominating procedures set out below.

Section 3.4 Board Representation.

In order to ensure a fair representation of the District, the Board representation shall meet the following requirements:

- A. At least two of the Directors shall be Owners; and
- B. At least two of the Directors shall be Operators.

- C. At least two of the Directors shall be North Operators and/or North Owners; and
- D. At least two of the Directors shall be South Operators and/or South Owners.

The failure of the Board to meet the preceding representation requirements shall not affect the Board's authority to hold meetings, exercise any of the District's powers or take any action otherwise lawful.

Section 3.5 Terms.

The initial Directors named in the Petition shall serve for the terms set out opposite their names or until their successor is appointed in accordance with the Petition, whichever occurs later, and their successors shall serve for four-year terms or until their successor is appointed in accordance with the Petition, whichever occurs later.

In the event for any reason a Director is not able to serve his or her full term ("Exiting Director"), any vacancy to the Board shall be filled by appointment of a director ("Interim Director") by a majority vote of the Board. Any Interim Director shall be of the same type and from the same area as the existing Director.

Section 3.6 Successor Directors.

Successor Directors, whether to serve a new term or to fill a vacancy on the Board, not filled by an Interim Director, shall be appointed by the Mayor of the City with the consent of the City Council by resolution according to a slate submitted to the City Clerk by the Board. The City Clerk shall immediately deliver the slate to the Mayor and the City Council. Not later than 30 days following the date the slate is submitted to the City Clerk:

- A. the Mayor shall appoint the successor Directors according to the slate submitted and the City Council shall consent by resolution to the appointment; or
- B. the Mayor or the City Council may reject the slate submitted and request in writing with written reasons for rejection of the slate that the Board submit an alternate slate. If no action is completed within the 30-day period, the successor Directors shall be deemed to have been appointed by the Mayor with the consent of the City Council according to the slate submitted as of the expiration of the 30-day period.

If an alternate slate is requested, the Board shall within 10 days following receipt of the written request submit an alternate slate to the City Clerk. The City Clerk shall immediately deliver the alternate slate to the Mayor and the City Council. Not later than 15 days following the date the alternate slate is submitted to the City Clerk:

- A. the Mayor shall appoint the successor Directors according to the alternate slate submitted and the City Council shall consent by resolution to the appointment; or
- B. the Mayor or the City Council may reject the alternate slate submitted and request in writing with written reasons for rejection of the alternate slate that the Board submit another alternate slate. If no action is completed within the 15-day period, the successor Directors shall be deemed to have been appointed by the Mayor with the consent of the City Council according to the alternate slate submitted as of the expiration of the 15-day period.

The procedure described above shall continue until the successor Directors are appointed or deemed to be appointed by the Mayor with the consent of the City Council; provided however, the time period for action by the Mayor and the City Council following the submission of each alternate slate shall be reduced to 10 days.

The Board shall select the slate as follows:

- A. Individuals meeting the qualifications set out in this Petition must be nominated by two sitting Directors;
- B. The Directors shall then vote for a slate of nominees who shall consist of the number needed to fill vacancies and the seats of expiring terms; and
- C. The slate shall consist of the nominees classified so that the Board will meet the representation requirements set out in Section 3 of this Article.

Section 3.7 Regular Meetings.

The Board shall hold regular meetings at such time, date and location as may from time to time be determined by the Directors, one of which regular meetings shall be the District's annual meeting, which shall be held during the month of January each year or a such other time as may be agreed by a majority of the Board.

Section 3.8 Special Meetings.

The Chairman or any two (2) Directors may call special meetings of the Board and may fix the time and place of the holding of such meetings, which shall be held for the purpose of transacting any business designated in the notice of the special meeting, or as permitted by Section 3.7.

Section 3.9 Notices.

A. Notice to Directors.

- (1) Annual and Regular Meetings. Written or printed notices of meetings of the Board, whether specifically required by the Community Improvement District Act, the Sunshine Law or any other Missouri statute regulating meetings of public governmental bodies, the definition of which includes the Board, shall be delivered personally, by mail, by electronic mail, or by fax to each Director at least twenty-four (24) hours prior to each scheduled meeting.
- (2) Special Meetings. Notice of a special meeting shall be delivered personally, by mail, by electronic mail, or by fax to each Director at least two (2) days prior to the date of such special meeting. At such special meeting no business shall be considered other than as designated in the notice; however, if all of the Directors are present at a special meeting, any item of business, whether or not designated in the notice, may be transacted with their unanimous consent.

If mailed, the notice of a meeting given to a Director shall be deemed to be delivered when deposited in the United States mail, addressed to the Director at the address on the records of the District, with postage thereon prepaid.

- B. Notice to the Public. Notice of the time, date and place of each meeting of the Board, its tentative agenda, and whether any portion of the meeting will be closed shall be given to the public at least twenty-four (24) hours in advance of the meeting time, exclusive of weekends and holidays, in a manner reasonably calculated to advise the public of the matters to be considered and in compliance with the Sunshine Law. Copies of this notice shall be posted on a bulletin board or other prominent place which is easily accessible to the public and clearly designated for that purpose at the principal office of the District. Copies of such notice shall at the same time be provided to any representative of the news media who requests notice of meetings of the District. In addition to the above requirements, if the Board proposes to hold a closed meeting, closed portion of a public meeting, or closed vote, the notice shall state the reason for holding such closed meeting, closed portion of a public meeting, or closed vote by reference to the specific exception allowed pursuant to the Sunshine law.

Section 3.10 Special Circumstances.

When it is necessary to hold a meeting of the Board on less than twenty-four (24) hours notice, at a place that is not reasonably accessible to the public, or at a time that is not reasonably convenient to the public, the nature of the good cause justifying departure from the normal requirements shall be stated at the beginning of the meeting and recorded in the minutes.

Section 3.11 Quorum.

A majority of the members of Directors serving at the time of any meeting shall constitute a quorum for the transaction of business at such meeting. If a quorum shall not be present at any such meeting, a majority of the Directors then present shall have power to adjourn the meeting, without notice other than announcement at the meeting, to a specified date. At any such adjourned meeting at which a quorum shall be present any business may be transacted which could have been transacted at the original session of the meeting.

Section 3.12 Action.

The concurrence of the majority of the Directors present in any meeting at which at quorum is present shall bind the District.

Section 3.13 Telephone/Electronic Participation in Meetings.

Directors may participate in any Board meeting by telephone or other electronic means so long as all persons participating in the meeting can hear one another, and a location has been identified in the notice of the meeting at which members of the public shall be allowed to observe and attend the public meeting so that the requirements of the Sunshine Law are met. Participation by a Director in Board meetings by telephone or other electronic means shall constitute the Director's presence in person at the meeting and any Director participating in this manner shall be entitled to vote and will count for the purpose of determining whether a quorum is present.

Section 3.14 Manner of Voting.

Votes by the Board shall be by voice vote unless the presiding officer shall direct or any Director shall demand a vote by roll call or by ballot, provided however, that any votes taken during a closed meeting shall be taken by roll call. In the case of an abstention or a nay vote, the Director so abstaining or voting nay may be identified in the minutes of such meeting. However, when any Director is participating in a Board meeting by conference telephone or other similar communications equipment, the presiding officer of the meeting shall take all votes by roll call.

Section 3.15 Compensation.

No Director shall receive compensation from the District for any services performed; provided, however, upon approval of the Board, Directors may receive reimbursement of actual and necessary expenses incurred by them on behalf of the District.

ARTICLE IV

Officers

Section 4.1 Officers.

The officers of the District shall consist of Chairman, Vice Chairman, District Manager, Secretary, Treasurer and such other offices as may from time to time be established by the Board.

Section 4.2 Election and Term of Office.

- A. Chairman and Vice Chairman. At each annual meeting, the Board shall elect from its membership a Chairman and a Vice Chairman to serve for the ensuing year or until the next annual meeting.
- B. Other Officers. All other officers, except the District Manager, of the District shall be elected annually by the Board at the annual meeting of the District. If the annual election of officers shall not be held at such meeting, all previously elected officers shall continue to hold their respective offices and the annual election shall be held as soon thereafter as convenient to the Board. Any officer duly elected may succeed himself. Each officer shall hold office until his successor shall be duly elected and qualified or until his death, resignation or removal as provided by these By-Laws. Other than the Chairman and Vice Chairman, no officer need be a member of the Board. The District Manager shall be selected, and the term of office set, by separate act of the Board.

Section 4.3 Removal.

Any officer or agent elected or appointed by the Board may be removed by it whenever, in its judgment, the best interests of the District will be served thereby.

Section 4.4 Vacancies.

A vacancy in any office for any reason shall be filled by the Board at any meeting for the unexpired portion of the term of such officer.

Section 4.5 General Powers.

The officers of the District shall have such powers and control in the District and management of the business and affairs of the District as is usual and proper in the case of, and incident to, such offices, except insofar as such power and control is limited by these By-Laws, by resolution of the Board or by the Community Improvement District Act.

Section 4.6 Duties of Chairman and Vice Chairman.

The Chairman shall preside at all Board meetings, and in his absence, the Vice Chairman shall preside.

Section 4.7 Duties of Other Officers.

- A. District Manager. The District Manager shall be the principal executive officer of the District and, subject to the control of the Board, shall in general supervise and control the business and affairs of the District. Unless otherwise directed by these By-Laws or by the Board, the District Manager shall supervise the business and affairs of the District and shall sign and deliver all agreements, documents and instruments executed in the name of the District.
- B. Secretary. The Secretary shall have the following powers and duties:
 - (1) Keep the minutes for the meetings of the Board as provided by law in one or more books provided for that purpose;
 - (2) Assure that all notices are properly given, in accordance with these By-Laws and as required by law;
 - (3) Be custodian of the records and seal of the District;
 - (4) When necessary, assure that the seal of the District is affixed to all documents duly authorized for execution under seal on behalf of the District;
 - (5) Keep a register which includes the address and telephone number of each Director whose address and telephone number shall be furnished to the Secretary by the Director;
 - (6) Perform all duties incidental to the office of Secretary and such other duties as may be assigned to the Secretary by the Chairman or the Board; and
 - (7) Exercise such other duties as is from time to time delegated by the Board by resolution.
- C. Treasurer. The Treasurer shall have the following powers and duties:
 - (1) Cause all money paid to the District from all sources whatsoever to be properly receipted;

- (2) Cause all funds of the District to be deposited in such banks, trust companies or other depositories as shall be selected by the Board;
- (3) Authorize, pursuant to Board direction, all orders and checks for the payment of money and shall cause the District's money to be paid out as directed by the Board;
- (4) Assure that regular books of accounts are kept showing receipts and expenditures, and render to the Board, at each regular meeting (or more often when requested), an account of the District's transactions and also of the financial condition of the District;
- (5) Perform all duties incidental to the office of Treasurer and such other duties as may be assigned to the Treasurer by the Chairman or the Board; and
- (6) If required by the Board, the Treasurer shall give bond for the faithful discharge of his duties in such sum and with such surety or sureties as the Board shall determine. The costs, if any, or such bonds shall be paid by the District.

D. Additional Officers. The powers and duties of any additional officers shall be determined by the Board when creating such offices.

Section 4.8 Compensation.

No officer who is a member of the Board shall receive any salary or other compensation for services rendered unless the same shall first be set by the Board and is in accordance with the Community Improvement District Act or any other applicable law.

Section 4.9 Employees and Independent Contractors.

The District may employ, or contract with any service provider for the services of, a District Manager, technical experts and such other officers, agents and employees, permanent and temporary, as the District may require, and shall determine their qualifications and duties and, if they are employees of the District, their compensation. For such legal services as it may require, the District may retain its own counsel. The District may delegate to one or more of its agents or employees such powers or duties as it may deem proper.

ARTICLE V

Contracts, Checks and Deposits

Section 5.1 Contracts.

The Board may authorize any officer or officers, agent or agents, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the District, and such District may be general or confined to specific instances.

Section 5.2 Checks, Drafts, etc.

All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the District shall require two signatures, such signatures being that of the Chairman, District Manager and the Treasurer, or such other officers, agent or agents of the District in such manner as shall from time to time be determined by resolution of the Board. Provided, however, that the District Manager shall be authorized to issue checks, drafts or other orders for the payment of money, without a second signature in amounts not to exceed \$5,000.00 where such expenditures are in compliance with the budget of the District.

Section 5.3 Deposits.

All funds of the District not otherwise employed shall be deposited from time to time to the credit of the District in such bank, trust companies or other depositories as the Board may select.

ARTICLE VI

Fiscal Year

The fiscal year of the District shall end on the same day as the last day of the fiscal year of the City, or in accordance with such other period approved by Board pursuant to the Community Improvement District Act.

ARTICLE VII

Seal

The form of the corporate seal of the District shall be prescribed by the Board.

ARTICLE VIII

Waiver of Notice

Whenever any notice whatsoever is required to be given under the provisions of these By-Laws, waiver thereof in writing signed by the person or persons entitled to such notice,

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whether before or after the times stated therein, shall be deemed equivalent to the giving of such notice.

ARTICLE IX

Committees

The Board may from time to time establish such committees and confer upon them such powers as it deems expedient for the conduct of the District's business. The Board may similarly provide that the members of such committees need not all be members of the Board.

ARTICLE X

Conflict of Interest

No officer, agent or employee of the District shall have or shall require any interest, direct or indirect, in any project which the District is promoting, or in any contract or proposed contract for materials or services in any lease, mortgage, sale, or contract or any nature whatsoever relating to any such project or the District without forthwith making written disclosure to the District of the nature and extent of his interest, and such disclosure shall be entered in writing upon the minute book of the District.

ARTICLE XI

Amendments

From time to time these By-Laws may be altered, amended or repealed and new By-Laws may be adopted by the Board after ten (10) days' written notice of the proposed alteration, amendment or change has been given to each Director, provided that no alteration, amendment or change shall be made without the affirmative vote of a majority of the total number of Directors voting.

ARTICLE XII

Annual Report and Audit

The Board shall have prepared and file annual reports as required by the Community Improvement District Act or any other applicable law, and shall provide for the annual independent audits of the accounts of the District.

ARTICLE XIII

Indemnification of Directors

Each person (and heirs and legal representatives of such person) who serves or has served as a Director, officer or employee of the District shall be indemnified by the District against all

liability and reasonable expense, including but not limited to attorneys fees and disbursements and amounts of judgments, fines or penalties, incurred by or imposed upon him/her in connection with any claim, action, suit or proceeding, actual or threatened, whether civil, criminal, administrative or investigative, and appeals in which he/she may become involved as a party or otherwise by reason of acts or omissions in his/her capacity as and while a commissioner, officer or employee of the District, provided that such person is wholly successful with respect thereto, unless the Board of Directors of the District in its discretion shall determine that such person did not meet the standard of conduct required by these By-Laws.

The term "wholly successful" shall mean termination of any claim, action, suit or proceedings against such person without any finding of liability or guilt against him/her and without any settlement by payment, promise or undertaking by or for such person or the expiration of a reasonable period of time after the making of any claim or threat without action, suit or proceeding having been brought and without any settlement by payment, promise or undertaking by or for such person.

The standard of conduct required shall be that such person acted in good faith for a purpose which he/she reasonably believed to be in the best interest of the District, and that he/she, in addition, in any criminal action or proceeding, had not reasonable cause to believe his/her conduct to be unlawful.

Should indemnification be required under these By-Laws in respect to any claim, action, suit or other proceeding where the person seeking indemnification has not been wholly successful, such indemnification may be made only upon the prior determination by a resolution of a majority of those members of the Board of Directors who are not involved in the claim, action, suit or other proceeding, that such person met the standard of conduct required, or, in the discretion of the Board of Directors, upon the prior determination by non-employee legal counsel, in written opinion, that such person has met such standard and, where a settlement is involved, that the amount of the settlement is reasonable.

Indemnification under these By-Laws shall not include any amount payable by such person to the District in satisfaction of any judgment or settlement, and indemnification shall be reduced by the amount of any such judgment or settlement.

The termination of any claim, action, suit or other proceeding, by judgment, order settlement (whether with or without court approval) or conviction or upon a plea of guilty or of nolo contendere, or its equivalent, shall not of itself create a presumption that such person did not meet the standard of conduct required.

Expenses incurred which are subject to indemnification may be advanced by the District prior to final disposition of the claim, action, suit or other proceeding upon receipt of any undertaking acceptable to the District by or on behalf of the recipient to repay such amount unless it shall ultimately be determined that he/she is entitled to indemnification.

The right of indemnification shall be in addition to other rights to which those to be indemnified may otherwise be entitled by agreement, operation of law or otherwise and shall be

available whether or not the claim asserted against such person is based upon matters which antedate the adoption of these By-Laws. If any word, clause, or provision of these By-Laws or any indemnification made under these By-Laws shall for any reason be determined to be invalid, the other provisions of these By-Laws shall not be affected but shall remain in full force and effect.

Adopted this 29th day of August, 2005.

_____, Chairman

ATTEST:

_____, Secretary