



Downtown San Diego Business Improvement District Advisory Board Meeting

February 11, 2016 9:30 a.m.

701 B Street, Conference Room 2 East, San Diego, CA 92101

Welcome

- Welcome and Introduction
- Approve November 18, 2015 minutes (Page 2) Action
- Non Agenda Public Comment

New Board Member

- To accept Michael Caldwell as new BID Advisory Board Member Action

Staff Report

- Deck the Halls: December 16th, 2015
- Core Sessions: April 2nd, 2016
- Dinner in the City: May 21st, 2016

Financials

- Review & Accept July 2015 - December 2015 Financials (Pages 3-4) Action
- To review FY17 BID budget (Page 5) Info

Member Discussion

Adjourn



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Downtown San Diego Business Improvement District Advisory Board Meeting Minutes

November 18, 2015 2:30 p.m.

401 B Street, Suite 100, San Diego, CA 92101

Call to Order

The meeting was called to order by Bahija Hamraz at 2:33 p.m.

The following BID Advisory Board Members were present: Bahija Hamraz, Bill Sauls, Santiago Campa, and Jimmy Langley.

The following staff members were present: Lise Koerschgen and John Hanley.

Ms. Hamraz explains Michele Vives resigned from the Advisory Board due to other commitments. Staff will propose a replacement for this seat at the next Advisory Board meeting on January 20, 2016.

Approval of Minutes

Ms. Hamraz asked for comments & approval

Motion: To accept the October 21, 2015 minutes.

By: Bill Sauls. **Seconded by:** Santiago Campa. Accepted Unanimously.

No Non Agenda Public Comment

Staff Report

Ms. Koerschgen discussed the progress for the Deck the Halls holiday event on December 16th, 2015. She explains the budget and proposed events. Mr. Campa will contact CHP and Mr. Langley will contact the Fire Department to get involved. Ms. Hamraz suggests contacting local schools to come to the event.

Ms. Koerschgen reviews the postcard notification that will be sent to all BID members to notify them of the Annual Report.

Member Discussion

The Advisory Board discussed the different options for Financial District logos. Ms. Koerschgen will provide samples at the next Advisory Board meeting.

Adjourn

The meeting was adjourned by Bahija Hamraz at 3:09 p.m.

Downtown BID
Profit & Loss
 July through December 2015

	<u>Jul - Dec 15</u>
Income	
BID Income	
40001 · BID Assessments	26,555.63
40002 · SBEP	14,178.88
Total BID Income	<u>40,734.51</u>
Total Income	<u>40,734.51</u>
Gross Profit	40,734.51
Expense	
Operating	
50050 · Rent	11,128.06
50055 · Phone	287.14
50065 · Copier Lease	547.91
50066 · Office Telephone Lease	124.55
50067 · Office Water	138.80
50068 · Office Plant Maintenance	92.27
50069 · Office Internet	181.27
50075 · Liability/D&O Insurance	2,690.00
50150 · Legal Expense	943.50
Total Operating	<u>16,133.50</u>
Personnel	
50001 · District Director	7,110.04
50002 · Director of Finance	12,374.70
Total Personnel	<u>19,484.74</u>
Special Events	4,403.68
56000 · Outreach Publications	712.59
Total Expense	<u>40,734.51</u>
Net Income	<u><u>0.00</u></u>

Downtown BID
Balance Sheet
As of December 31, 2015

	<u>Dec 31, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
1800 · BID Checking Account	22,420.50
Total Checking/Savings	<u>22,420.50</u>
Total Current Assets	<u>22,420.50</u>
TOTAL ASSETS	<u><u>22,420.50</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	2,595.70
Total Accounts Payable	<u>2,595.70</u>
Other Current Liabilities	
20205 · BID Assessments	-5,473.45
20206 · SBEP Income	5,909.12
Total Other Current Liabilities	<u>435.67</u>
Total Current Liabilities	<u>3,031.37</u>
Total Liabilities	3,031.37
Equity	
32000 · Unrestricted Net Assets	19,389.13
Total Equity	<u>19,389.13</u>
TOTAL LIABILITIES & EQUITY	<u><u>22,420.50</u></u>

**Downtown San Diego Partnership BID
FY17 BID BUDGET**

<i>Income</i>	BUDGET
Carryforward	4,000
Assessments	72,000
SBEP	21,000
Total	97,000

<i>Expense</i>	
Operating Expense	25,000
Personnel	40,000
Outreach & Publications	1,000
Special Events	27,000
Contingency	4,000
Total Expense	97,000

Net Income	-
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