8:00 CALL MEETING TO ORDER

- Approval of Minutes – January 6, 2017 (Page 2)  
- Non-Agenda Public Comment

STAFF REPORT

- Core Sessions
- Sounds of Summer
- PARK(ing) Day
- National Night Out
- CicloSDias
- Future Meetings

FINANCIALS

- Review & Accept July 2016 - May 2017 Financials (Pages 3-6)

MEMBER DISCUSSION

ADJOURN
Call to Order

The meeting was called to order by Bill Sauls at 7:38 a.m.

The following BID Advisory Board Members were present: Bill Sauls, Michael Manoocheri and Michael Caldwell.

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

Approval of Minutes

Mr. Sauls asked for comments & approval of July 26, 2016 minutes.

Motion: To accept the July 26, 2016 minutes.

By: Michael Caldwell. Seconded by: Bill Sauls. Accepted Unanimously.

No Non Agenda Public Comment

Staff Report

Ms. Koerschgen discussed the recent success of Deck the Halls on December 16th, 2016. We had a great turn out and KUSI came out and did 5 segments on the event.

Financials

Mr. Hanley reviewed the July – November 2016 financials and variances.

   Motion: To accept the July - June 2016 financials.
   By: Michael Caldwell. Seconded by: Michael Manoocheri. Accepted Unanimously.

Mr. Sauls reviewed the FY 18 BID Budget.

   Motion: To accept the FY 18 BID Budget
   By: Michael Manoocheri. Seconded by: Michael Caldwell. Accepted Unanimously.

Approve entering into an amendment to the agreement with the City (if needed). No amendment has been presented by the City.

   Motion: To approve entering into an amendment to the agreement with the city (if needed)
   By: Michael Manoocheri. Seconded by: Michael Caldwell. Accepted Unanimously.

Adjourn

The meeting was adjourned by Bill Sauls at 8:11 a.m.
### Downtown BID
**Profit & Loss**

**July 2016 through May 2017**

**Jul '16 - May '17**

#### Income

**BID Income**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>40001 · BID Assessments</td>
<td>62,348.17</td>
</tr>
<tr>
<td>40002 · SBEP</td>
<td>20,091.00</td>
</tr>
<tr>
<td>40026 · Technical Assistance</td>
<td>335.00</td>
</tr>
<tr>
<td>40027 · SBEP - Bookkeeping</td>
<td>3,000.00</td>
</tr>
<tr>
<td>40028 · SBEP - City Fees and Services</td>
<td>1,051.87</td>
</tr>
</tbody>
</table>

**Total BID Income**  
86,826.04

**Total Income**  
86,826.04

**Gross Profit**  
86,826.04

#### Expense

**Contingency**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>50300 · Contingency</td>
<td>4,934.57</td>
</tr>
</tbody>
</table>

**Total Contingency**  
4,934.57

**Operating**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>50050 · Rent</td>
<td>20,184.89</td>
</tr>
<tr>
<td>50055 · Phone</td>
<td>939.11</td>
</tr>
<tr>
<td>50065 · Copier Lease</td>
<td>897.20</td>
</tr>
<tr>
<td>50067 · Office Water</td>
<td>83.95</td>
</tr>
<tr>
<td>50068 · Office Plant Maintenace</td>
<td>89.25</td>
</tr>
<tr>
<td>50069 · Office Internet</td>
<td>305.60</td>
</tr>
<tr>
<td>50075 · Liability/D&amp;O Insurance</td>
<td>2,519.00</td>
</tr>
<tr>
<td>50125 · Audit/Tax Preperation</td>
<td>1,160.00</td>
</tr>
<tr>
<td>50150 · Legal Expense</td>
<td>7,044.00</td>
</tr>
</tbody>
</table>

**Total Operating**  
33,223.00

**Personnel**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>50001 · District Director</td>
<td>18,149.15</td>
</tr>
<tr>
<td>50002 · Director of Finance</td>
<td>20,563.04</td>
</tr>
</tbody>
</table>

**Total Personnel**  
38,712.19

**Special Events**  
4,569.41

**Technical Assistance**  
335.00

**City Fees**  
1,051.87

**Bookkeeping**  
3,000.00

**Outreach Publications**  
1,000.00

**Total Expense**  
86,826.04

**Net Income**  
0.00
# Profit & Loss by Class
## July 2016 through May 2017

### Income

<table>
<thead>
<tr>
<th>Description</th>
<th>BID</th>
<th>Bookkeeping</th>
<th>City Fees</th>
<th>SBEP</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BID Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>40001 · BID Assessments</td>
<td>62,348.17</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>40002 · SBEP</td>
<td>4,760.84</td>
<td>0.00</td>
<td>0.00</td>
<td>15,330.16</td>
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<tr>
<td>40026 · Technical Assistance</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>40027 · SBEP - Bookkeeping</td>
<td>0.00</td>
<td>3,000.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>40028 · SBEP - City Fees and Services</td>
<td>0.00</td>
<td>0.00</td>
<td>1,051.87</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total BID Income</strong></td>
<td>67,109.01</td>
<td>3,000.00</td>
<td>1,051.87</td>
<td>15,330.16</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>67,109.01</td>
<td>3,000.00</td>
<td>1,051.87</td>
<td>15,330.16</td>
</tr>
<tr>
<td><strong>Gross Profit</strong></td>
<td>67,109.01</td>
<td>3,000.00</td>
<td>1,051.87</td>
<td>15,330.16</td>
</tr>
</tbody>
</table>

### Expense

<table>
<thead>
<tr>
<th>Description</th>
<th>BID</th>
<th>Bookkeeping</th>
<th>City Fees</th>
<th>SBEP</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contingency</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>50300 · Contingency</td>
<td>4,934.57</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Contingency</strong></td>
<td>4,934.57</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Operating</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>50050 · Rent</td>
<td>20,184.89</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>50055 · Phone</td>
<td>939.11</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>50065 · Copier Lease</td>
<td>897.20</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>50067 · Office Water</td>
<td>83.95</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>50068 · Office Plant Maintenance</td>
<td>89.25</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>50069 · Office Internet</td>
<td>305.60</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>50075 · Liability/D&amp;O Insurance</td>
<td>2,519.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>50125 · Audit/Tax Preperation</td>
<td>1,160.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>50150 · Legal Expense</td>
<td>7,044.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Operating</strong></td>
<td>33,223.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Personnel</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>50001 · District Director</td>
<td>10,237.80</td>
<td>0.00</td>
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<td>7,911.35</td>
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<tr>
<td>50002 · Director of Finance</td>
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<td>7,418.81</td>
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<tr>
<td><strong>Total Personnel</strong></td>
<td>23,382.03</td>
<td>0.00</td>
<td>0.00</td>
<td>15,330.16</td>
</tr>
<tr>
<td><strong>Special Events</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4,569.41</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Technical Assistance</strong></td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>City Fees</strong></td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>1,051.87</td>
</tr>
<tr>
<td><strong>Bookkeeping</strong></td>
<td>0.00</td>
<td>3,000.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Outreach Publications</strong></td>
<td>1,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total Expense</strong></td>
<td>67,109.01</td>
<td>3,000.00</td>
<td>1,051.87</td>
<td>15,330.16</td>
</tr>
<tr>
<td><strong>Net Income</strong></td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>
## Downtown BID
### Profit & Loss by Class
#### July 2016 through May 2017

### Income

<table>
<thead>
<tr>
<th>Income</th>
<th>Technical Fees</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>BID Income</td>
<td></td>
<td></td>
</tr>
<tr>
<td>40001 · BID Assessments</td>
<td>0.00</td>
<td>62,348.17</td>
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<td>40002 · SBEP</td>
<td>0.00</td>
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<tr>
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<td>0.00</td>
<td>1,051.87</td>
</tr>
<tr>
<td>Total BID Income</td>
<td>335.00</td>
<td>86,826.04</td>
</tr>
</tbody>
</table>

| Total Income | 335.00 | 86,826.04 |
| Gross Profit | 335.00 | 86,826.04 |

### Expense

<table>
<thead>
<tr>
<th>Expense</th>
<th>Technical Fees</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contingency</td>
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</tr>
<tr>
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</tr>
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<td>0.00</td>
<td>4,934.57</td>
</tr>
<tr>
<td>Operating</td>
<td></td>
<td></td>
</tr>
<tr>
<td>50050 · Rent</td>
<td>0.00</td>
<td>20,184.89</td>
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<td>50055 · Phone</td>
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<td>0.00</td>
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<td>0.00</td>
<td>7,044.00</td>
</tr>
<tr>
<td>Total Operating</td>
<td>0.00</td>
<td>33,223.00</td>
</tr>
<tr>
<td>Personnel</td>
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<tr>
<td>50001 · District Director</td>
<td>0.00</td>
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<td>50002 · Director of Finance</td>
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<td>20,563.04</td>
</tr>
<tr>
<td>Total Personnel</td>
<td>0.00</td>
<td>38,712.19</td>
</tr>
</tbody>
</table>

| Special Events | 0.00 | 4,569.41 |
| Technical Assistance | 335.00 | 335.00 |
| 51000 · City Fees | 0.00 | 1,051.87 |
| 52000 · Bookkeeping | 0.00 | 3,000.00 |
| 56000 · Outreach Publications | 0.00 | 1,000.00 |
| Total Expense | 335.00 | 86,826.04 |
| Net Income | 0.00 | 0.00 |
### Downtown BID
#### Balance Sheet

**As of May 31, 2017**

<table>
<thead>
<tr>
<th>ASSETS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
</tr>
<tr>
<td>Checking/Savings</td>
<td></td>
</tr>
<tr>
<td>1800 · BID Checking Account</td>
<td>18,862.77</td>
</tr>
<tr>
<td><strong>Total Checking/Savings</strong></td>
<td>18,862.77</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td></td>
</tr>
<tr>
<td>11000 · Accounts Receivable</td>
<td></td>
</tr>
<tr>
<td>Allowance for Bad Debt</td>
<td>180.00</td>
</tr>
<tr>
<td><strong>Total 11000 · Accounts Receivable</strong></td>
<td>180.00</td>
</tr>
<tr>
<td><strong>Total Accounts Receivable</strong></td>
<td>180.00</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>19,042.77</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>19,042.77</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES &amp; EQUITY</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
</tr>
<tr>
<td>Accounts Payable</td>
<td></td>
</tr>
<tr>
<td>20000 · Accounts Payable</td>
<td>11,888.82</td>
</tr>
<tr>
<td><strong>Total Accounts Payable</strong></td>
<td>11,888.82</td>
</tr>
<tr>
<td>Other Current Liabilities</td>
<td></td>
</tr>
<tr>
<td>20205 · BID Assessments</td>
<td>-13,353.07</td>
</tr>
<tr>
<td>20208 · City Pymt to Wrong Bank Account</td>
<td>5,504.76</td>
</tr>
<tr>
<td>20209 · SBEP - City Fees and Services</td>
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<tr>
<td>20210 · SBEP - Bookkeeping</td>
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<tr>
<td>20211 · SBEP - Technical Fees</td>
<td>-335.00</td>
</tr>
<tr>
<td><strong>Total Other Current Liabilities</strong></td>
<td>-12,235.18</td>
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<tr>
<td><strong>Total Liabilities</strong></td>
<td>-346.36</td>
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<tr>
<td><strong>Equity</strong></td>
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<tr>
<td>32000 · Unrestricted Net Assets</td>
<td>19,389.13</td>
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<tr>
<td><strong>Total Equity</strong></td>
<td>19,389.13</td>
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<tr>
<td><strong>TOTAL LIABILITIES &amp; EQUITY</strong></td>
<td>19,042.77</td>
</tr>
</tbody>
</table>