



Executive Committee PBID/ BID Agenda

Tuesday, May 19, 2015, 12:45 p.m.
750 B Street, 12th Floor, San Diego, CA 92101

12:45 p.m. **Call Meeting to Order**
• **Motion:** To Approve April 21, 2015 Minutes (Page 2) Action

Non-Agenda Public Comment

PBID/Clean & Safe Financial Report: John Hanley
• **Motion:** To Accept March 2015 Monthly Financials
(Pages 3 - 10) Action

BID Financial Report: John Hanley
• **Motion:** To Accept March 2015 Monthly Financials
(Pages 11 – 12) Action

PBID Report: Bahija Hamraz
• **Motion:** Tree Lighting Project (Page 13 – 14) Action

Adjourn

THIS INFORMATION IS AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST.

To request an alternative format or to request a sign language or oral interpreter for the meeting, please contact the Clean & Safe Program office at least five (5) working days before the meeting at (619) 234-8900 to ensure availability. Assistive Listening Devices (ALDs) are available for the meeting upon advanced request.



PBID/BID Executive Committee Meeting

Minutes April 21, 2015

Call to Order

Chairman Frank Urtasun called the meeting to order at 1:17 p.m. The following members of the Executive Committee were present: Nelson Ackerly, Craig Benedetto, Marjorie Burchett, Casey Brown, Nikki Clay, James Dawe, Ignacio De La Torre, Donna Jones, Keith B. Jones, Rob Lankford, Robin Madaffer, Kris Michell, Sumeet Parekh, Phil Rath, Bill Sauls, Michael Simonsen, Frank Urtasun, and Nicholas Wilson.

The following DSDP staff members were present: Ian Brazill, Christina Chadwick, Jennifer Davies, Bahija Hamraz, John Hanley, Lise Koerschgen, Kaitlin Phillips, Danny Reeves, Lindsay Thomas, and Annie Wilson.

Approval of Minutes

Motion: To approve March 17, 2015 minutes. – Mr. Jones/ Ms. Jones – accepted unanimously

Non-Agenda Public Comment

No Public Comment.

PBID/Clean & Safe Financial Report

Mr. Sauls reviewed the January 2015 financials.

Motion: To accept January 2015 monthly financials. — Mr. Sauls / Mr. Jones– accepted unanimously.

BID

Mr. Hanley reviewed the January 2015 financials.

Motion: To accept January 2015 monthly financials. — Ms. Clay/ Mr. Jones– accepted unanimously.

PBID Report

Ms. Hamraz gave an update on the Public Feeding Meeting held on March 30, 2015. The meeting was attended by Clean & Safe, Downtown San Diego Partnership, SDPD HOT, SDPD NRT, Service Providers, Public Feeders & Property owners.

Meeting adjourned: 1:31 p.m.

PBID Financial Variance Report

March 2015

Budget vs. Actual:

Income:

- Assessments were budgeted at \$528,141.66 vs. an actual of \$514,686.66.
- Park Reimbursements were budgeted at \$1,177.50 and the actual was \$1,177.50.
- Interest Income was budgeted at \$11.67 vs. an actual of \$16.29.

Expenses:

- Dry Goods/Wearing Apparel was over by \$1,504.78. Year to date we are under by \$62.31.
- Vehicle Repairs was over by \$764.67. Year to date we are under by \$922.98.
- Leasing and purchasing was over \$8,535.00 due to purchase of a box trailer, new computer and a truck.
- Salaries and wages was under \$15,295.70 due to staffing.
- Contract Services was over \$9,240.63 due to an increase in Safety coverage and Lighting maintenance.

March 15 Budget vs. Actual

	Description	Mar-15	Mar-15	Difference
Income		Budget	Actual	
	Assessments (Reimbursements)	528,141.66	514,686.66	(13,455.00)
	City - Park (Reimbursements)	1,177.50	1,177.50	-
	Interest Income:	11.67	16.29	4.62
	Total Income:	529,330.83	515,880.45	(13,450.38)
Expenses				
GL#				
511010	Office Supplies	416.66	469.49	52.83
511011	Postage/Mailing	50.00	-	(50.00)
511019	District Mailings/Web Services	500.00	297.47	(202.53)
511034	Cleaning & Janitorial	12,900.00	12,781.50	(118.50)
511041	Dry Goods/Wearing Apparel	700.00	2,204.78	1,504.78
511095	Vehicle Repairs/Other Maintenance	4,200.00	4,964.67	764.67
511096	Vehicle Fuel	5,000.00	4,974.85	(25.15)
512037	Audit Services (accounting / bookkeeping)	0.00	-	-
512048	Insurance (Vehicle insurance)	0.00	-	0.00
512045	Lightpole/Trashcan/Misc	34,188.55	14,848.89	(19,339.66)
512053	Leasing/Purchase	1,000.00	9,535.00	8,535.00
512059	Payroll Services/Parking/Misc	2,100.00	2,609.23	509.23
512067	Rents/Leases	8,133.33	8,065.35	(67.98)
512070	Training	500.00	-	(500.00)
512073	Travel	120.00	-	(120.00)
512077	Photocopy (Copy & Printing) (Office Copier)	400.00	616.15	216.15
512105	Fidelity & General Insurance	0.00	-	0.00
512107	Workers Comp/Employee Benefits	63,958.61	65,626.52	1,667.91
512115	Salaries & Wages	167,120.69	151,824.99	(15,295.70)
512143	Contractor Services	182,244.65	191,485.28	9,240.63
512151	Program Oversight	6,000.00	6,000.00	0.00
512157	Waste removal (refuse disposal)	5,300.00	6,167.00	867.00
514005	Telephone	220.00	335.17	115.17
514010	Cellular phone/Data Entry	1,500.00	1,500.75	0.75
514100	Electric Services	3,333.33	3,100.43	(232.90)
514104	Water Serv-Incl Hydr Rent	5,600.00	5,123.30	(476.70)
514105	Legal Expenses	500.00	-	(500.00)
	Sub-Total (reimbursable)	505,985.82	492,530.82	(13,455.00)
516014	Transfer (City Admin Charges)	10,833.34	10,833.34	-
514103	Spec Dist Lighting	12,500.00	12,500.00	-
	Sub-Total:	23,333.34	23,333.34	-
	Total Expenses:	\$ 529,319.16	\$ 515,864.16	\$ (13,455.00)
	Net Income:	\$ 11.67	\$ 16.29	4.62

July 2014 - March 15 Budget vs. Actual

	Description	July 14 - March -15	July 14 - March -15	Difference
Income		Budget	Actual	
	Assessments (Reimbursements)	4,737,963.97	4,599,803.20	(138,160.77)
	City - Park (Reimbursements)	9,420.00	27,661.78	18,241.78
	Interest Income:	93.36	195.21	101.85
	Total Income:	4,747,477.33	4,627,660.19	(119,817.14)
Expenses				
GL#				
511010	Office Supplies	3,749.94	7,321.65	3,571.71
511011	Postage/Mailing	450.00	223.85	(226.15)
511019	District Mailings/Web Services	4,500.00	4,089.54	(410.46)
511034	Cleaning & Janitorial	116,100.00	120,898.71	4,798.71
511041	Dry Goods/Wearing Apparel	6,300.00	6,237.69	(62.31)
511095	Vehicle Repairs/Other Maintenance	37,800.00	36,877.02	(922.98)
511096	Vehicle Fuel	45,000.00	44,751.62	(248.38)
512037	Audit Services (accounting / bookkeeping)	20,000.00	20,217.56	217.56
512048	Insurance (Vehicle insurance)	17,000.00	11,161.80	(5,838.20)
512045	Lightpole/Trashcan/Misc	265,388.60	189,723.66	(75,664.94)
512053	Leasing/Purchase	7,000.00	22,355.17	15,355.17
512059	Payroll Services/Parking/Misc	18,900.00	24,053.99	5,153.99
512067	Rents/Leases	73,199.97	73,039.42	(160.55)
512070	Training	3,500.00	700.00	(2,800.00)
512073	Travel	840.00	0.00	(840.00)
512077	Photocopy (Copy & Printing) (Office Copier)	3,600.00	5,096.54	1,496.54
512105	Fidelity & General Insurance	105,000.00	105,110.04	110.04
512107	Workers Comp/Employee Benefits	587,128.22	583,852.23	(3,275.99)
512115	Salaries & Wages	1,495,382.35	1,394,503.26	(100,879.09)
512143	Contractor Services	1,527,664.86	1,552,926.81	25,261.95
512151	Program Oversight	54,000.00	54,000.00	0.00
512157	Waste removal (refuse disposal)	47,700.00	54,299.66	6,599.66
514005	Telephone	1,980.00	2,247.75	267.75
514010	Cellular phone/Data Entry	13,500.00	11,262.23	(2,237.77)
514100	Electric Services	29,999.97	29,484.95	(515.02)
514104	Water Serv-Incl Hydr Rent	32,200.00	46,129.77	13,929.77
514105	Legal Expenses	4,500.00	1,900.00	(2,600.00)
	Sub-Total (reimbursable)	4,522,383.91	4,402,464.92	(119,918.99)
516014	Transfer (City Admin Charges)	97,500.06	97,500.06	-
514103	Spec Dist Lighting	127,500.00	127,500.00	-
	Sub-Total:	225,000.06	225,000.06	-
	Total Expenses:	\$ 4,747,383.97	\$ 4,627,464.98	\$ (119,918.99)
	Net Income:	\$ 93.36	\$ 195.21	101.85

**Downtown San Diego Partnership - PBID
Profit & Loss
March 2015**

	<u>Mar 15</u>
Ordinary Income/Expense	
Income	
4020 · Assessments (Reimbursements)	491,353.32
4021 · Assessments (Other)	
4030 · Lighting Income - Uncollected	12,500.00
4040 · City Admin Fee - Uncollected	<u>10,833.34</u>
Total 4021 · Assessments (Other)	23,333.34
4025 · City - Park Reimbursement	1,177.50
9000 · Interest Income	<u>16.29</u>
Total Income	<u>515,880.45</u>
Gross Profit	515,880.45
Expense	
511010 · Office Supplies	469.49
511019 · District Mailings/ Web Services	297.47
511034 · Cleaning & Janitorial Supplies	12,781.50
511041 · Dry Goods/ Wearing Apparel	2,204.78
511095 · Vehicle Repair/Other Maint	
511096 · Vehicle Fuel	4,974.85
511095 · Vehicle Repair/Other Maint - Other	<u>4,964.67</u>
Total 511095 · Vehicle Repair/Other Maint	9,939.52
512053 · Leasing / Purchasing (Equip.)	
512054 · Lightpole/Trash Can Main/Misc	14,848.89
512053 · Leasing / Purchasing (Equip.) - Other	<u>9,535.00</u>
Total 512053 · Leasing / Purchasing (Equip.)	24,383.89
512059 · Payroll Services/Parking/Misc	2,609.23
512067 · Rents / Leases	8,065.35
512077 · Photocopy (Office Copier)	616.15
512107 · Emp Benefits/Insurance	
4254 · Payroll Taxes	18,776.12
4255 · Vacation-PTO	5,544.52
4257 · Workers' Comp	22,740.77
4258 · Other Ins. / Other Benefits	<u>18,565.11</u>
Total 512107 · Emp Benefits/Insurance	65,626.52
512115 · Salaries & Wages	151,824.99
512143 · Contractor Services	191,485.28
512151 · Program Oversight	6,000.00
512157 · Waste Removal (Refuse Disp)	6,167.00
514005 · Telephones	335.17
514010 · Cell Phones/Data Entry	1,500.75
514100 · Electric Services	3,100.43
514104 · Water Services	<u>5,123.30</u>
Total Expense	<u>492,530.82</u>
Net Ordinary Income	23,349.63
Other Income/Expense	
Other Expense	
514103 · Lighting Expense	12,500.00
516014 · City Admin Expenses	10,833.34
6999 · Non City Related	<u>0.00</u>
Total Other Expense	<u>23,333.34</u>
Net Other Income	<u>-23,333.34</u>
Net Income	<u><u>16.29</u></u>

**Downtown San Diego Partnership - PBID
Profit & Loss
July 2014 through March 2015**

	<u>Jul '14 - Mar 15</u>
Ordinary Income/Expense	
Income	
4020 - Assessments (Reimbursements)	4,373,625.64
4021 - Assessments (Other)	
4030 - Lighting Income - Uncollected	127,500.00
4040 - City Admin Fee - Uncollected	97,500.06
Total 4021 - Assessments (Other)	<u>225,000.06</u>
4025 - City - Park Reimbursement	28,839.28
9000 - Interest Income	195.21
Total Income	<u>4,627,660.19</u>
Gross Profit	4,627,660.19
Expense	
511010 - Office Supplies	7,321.65
511011 - Postage & Mailing	223.85
511019 - District Mailings/ Web Services	4,089.54
511034 - Cleaning & Janitorial Supplies	120,898.71
511041 - Dry Goods/ Wearing Apparel	6,237.69
511095 - Vehicle Repair/Other Maint	
511096 - Vehicle Fuel	44,751.62
511095 - Vehicle Repair/Other Maint - Other	36,877.02
Total 511095 - Vehicle Repair/Other Maint	<u>81,628.64</u>
512037 - Audit Services (Accounting)	20,217.56
512048 - Vehicle Insurance	11,161.80
512053 - Leasing / Purchasing (Equip.)	
512054 - Lightpole/Trash Can Main/Misc	189,723.66
512053 - Leasing / Purchasing (Equip.) - Other	22,355.17
Total 512053 - Leasing / Purchasing (Equip.)	<u>212,078.83</u>
512059 - Payroll Services/Parking/Misc	24,053.99
512067 - Rents / Leases	73,039.42
512070 - Training	700.00
512077 - Photocopy (Office Copier)	5,096.54
512105 - Fidelity & Gen. Liability Ins.	105,110.04
512107 - Emp Benefits/Insurance	
4254 - Payroll Taxes	152,396.63
4255 - Vacation-PTO	57,689.43
4257 - Workers' Comp	209,282.17
4258 - Other Ins. / Other Benefits	164,484.00
Total 512107 - Emp Benefits/Insurance	<u>583,852.23</u>
512115 - Salaries & Wages	1,394,503.26
512143 - Contractor Services	1,552,926.81
512151 - Program Oversight	54,000.00
512157 - Waste Removal (Refuse Disp)	54,299.66
514005 - Telephones	2,247.75
514010 - Cell Phones/Data Entry	11,262.23
514100 - Electric Services	29,484.95
514104 - Water Services	46,129.77
514105 - Legal Expenses	1,900.00
Total Expense	<u>4,402,464.92</u>
Net Ordinary Income	225,195.27
Other Income/Expense	
Other Expense	
514103 - Lighting Expense	127,500.00
516014 - City Admin Expenses	97,500.06
6999 - Non City Related	0.00
Total Other Expense	<u>225,000.06</u>
Net Other Income	<u>-225,000.06</u>
Net Income	<u><u>195.21</u></u>

Downtown San Diego Partnership - PBID
Profit & Loss by Class
March 2015

	Marina Zone 10	Cortez Zone 9	E Village Zone 8	Gaslamp Zone 7	Core Zone 6	Total Safety	Core Zone 1	Gaslamp Zone 2	E Village Zone 3	Cortez Zone 4	Marina Zone 5	Total Maint	TOTAL
511010 · Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	139.77	84.18	148.83	43.10	53.61	469.49	469.49
511019 · District Mailings/ Web Services	0.00	0.00	0.00	0.00	0.00	0.00	88.56	53.34	94.30	27.31	33.96	297.47	297.47
511034 · Cleaning & Janitorial Supplies	0.00	0.00	0.00	0.00	0.00	0.00	3,805.05	2,291.72	4,051.74	1,173.34	1,459.65	12,781.50	12,781.50
511041 · Dry Goods/ Wearing Apparel	0.00	0.00	0.00	0.00	0.00	0.00	656.36	395.32	698.92	202.40	251.78	2,204.78	2,204.78
511095 · Vehicle Repair/Other Maint													
511096 · Vehicle Fuel	0.00	0.00	0.00	0.00	0.00	0.00	1,481.01	891.99	1,577.03	456.69	568.13	4,974.85	4,974.85
511095 · Vehicle Repair/Other Maint - Other	0.00	0.00	0.00	0.00	0.00	0.00	1,477.98	890.17	1,573.80	455.76	566.96	4,964.67	4,964.67
Total 511095 · Vehicle Repair/Other Maint	0.00	0.00	0.00	0.00	0.00	0.00	2,958.99	1,782.16	3,150.83	912.45	1,135.09	9,939.52	9,939.52
512053 · Leasing / Purchasing (Equip.)													
512054 · Lightpole/Trash Can Main/Misc	0.00	0.00	0.00	0.00	0.00	0.00	230.72	11,638.15	2,820.38	71.15	88.49	14,848.89	14,848.89
512053 · Leasing / Purchasing (Equip.) - Other	0.00	0.00	0.00	0.00	0.00	0.00	2,838.57	1,709.63	3,022.60	875.31	1,088.89	9,535.00	9,535.00
Total 512053 · Leasing / Purchasing (Equip.)	0.00	0.00	0.00	0.00	0.00	0.00	3,069.29	13,347.78	5,842.98	946.46	1,177.38	24,383.89	24,383.89
512059 · Payroll Services/Parking/Misc	0.00	0.00	0.00	0.00	0.00	0.00	776.77	467.83	827.13	239.53	297.97	2,609.23	2,609.23
512067 · Rents / Leases	0.00	0.00	0.00	0.00	0.00	0.00	2,401.05	1,446.12	2,556.72	740.40	921.06	8,065.35	8,065.35
512077 · Photocopy (Office Copier)	0.00	0.00	0.00	0.00	0.00	0.00	183.43	110.48	195.32	56.56	70.36	616.15	616.15
512107 · Emp Benefits/Insurance													
4254 · Payroll Taxes	0.00	0.00	0.00	0.00	0.00	0.00	5,724.84	3,464.19	5,608.43	1,766.83	2,211.83	18,776.12	18,776.12
4255 · Vacation-PTO	0.00	0.00	0.00	0.00	0.00	0.00	1,871.46	1,011.62	1,456.62	507.13	697.69	5,544.52	5,544.52
4257 · Workers' Comp	0.00	0.00	0.00	0.00	0.00	0.00	6,933.66	4,195.67	6,792.67	2,139.91	2,678.86	22,740.77	22,740.77
4258 · Other Ins. / Other Benefits	0.00	0.00	0.00	0.00	0.00	0.00	5,660.50	3,425.26	5,545.40	1,746.98	2,186.97	18,565.11	18,565.11
Total 512107 · Emp Benefits/Insurance	0.00	0.00	0.00	0.00	0.00	0.00	20,190.46	12,096.74	19,403.12	6,160.85	7,775.35	65,626.52	65,626.52
512115 · Salaries & Wages	0.00	0.00	0.00	0.00	0.00	0.00	45,649.19	30,774.97	42,384.85	18,945.17	14,070.81	151,824.99	151,824.99
512143 · Contractor Services	7,873.00	2,681.60	44,379.40	17,796.94	30,857.06	103,588.00	24,026.40	13,296.36	34,127.58	8,138.93	8,308.01	87,897.28	191,485.28
512151 · Program Oversight	0.00	0.00	0.00	0.00	0.00	0.00	1,827.00	1,107.60	1,798.20	562.80	704.40	6,000.00	6,000.00
512157 · Waste Removal (Refuse Disp)	0.00	0.00	0.00	0.00	0.00	0.00	1,835.92	1,105.74	1,954.94	566.13	704.27	6,167.00	6,167.00
514005 · Telephones	0.00	0.00	0.00	0.00	0.00	0.00	99.78	60.10	106.25	30.77	38.27	335.17	335.17
514010 · Cell Phones/Data Entry	0.00	0.00	0.00	0.00	0.00	0.00	446.77	269.08	475.74	137.77	171.39	1,500.75	1,500.75
514100 · Electric Services	0.00	0.00	0.00	0.00	0.00	0.00	1,139.10	430.34	508.78	204.63	817.58	3,100.43	3,100.43
514104 · Water Services	0.00	0.00	0.00	0.00	0.00	0.00	1,966.83	520.01	1,141.98	244.89	1,249.59	5,123.30	5,123.30
	7,873.00	2,681.60	44,379.40	17,796.94	30,857.06	103,588.00	111,260.72	79,639.87	119,468.21	39,333.49	39,240.53	388,942.82	492,530.82
Parks Deduction:							(452.04)	(119.52)	(262.46)	(56.28)	(287.20)	(1,177.50)	
Total Reimbursement Due:	7,873.00	2,681.60	44,379.40	17,796.94	30,857.06	103,588.00	110,808.68	79,520.35	119,205.75	39,277.21	38,953.33	387,765.32	491,353.32

Downtown San Diego Partnership - PBID
Profit & Loss by Class
July 2014 through March 2015

	Marina Zone 10	Cortez Zone 9	E Village Zone 8	Gaslamp Zone 7	Core Zone 6	Total Safety	Core Zone 1	Gaslamp Zone 2	E Village Zone 3	Cortez Zone 4	Marina Zone 5	Total Maint	TOTAL
511010 - Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	2,190.76	1,321.43	2,292.74	675.39	841.33	7,321.65	7,321.65
511011 - Postage & Mailing	0.00	0.00	0.00	0.00	0.00	0.00	66.99	40.41	70.07	20.66	25.72	223.85	223.85
511019 - District Mailings/ Web Services	0.00	0.00	0.00	0.00	0.00	0.00	1,225.37	739.42	1,276.31	377.76	470.68	4,089.54	4,089.54
511034 - Cleaning & Janitorial Supplies	0.00	0.00	0.00	0.00	0.00	0.00	36,145.99	22,372.64	37,499.94	11,077.49	13,802.65	120,898.71	120,898.71
511041 - Dry Goods/ Wearing Apparel	0.00	0.00	0.00	0.00	0.00	0.00	1,865.48	1,125.07	1,955.67	575.13	716.34	6,237.69	6,237.69
511095 - Vehicle Repair/Other Maint													
511096 - Vehicle Fuel	0.00	0.00	0.00	0.00	0.00	0.00	13,403.53	8,087.03	13,981.31	4,132.02	5,147.73	44,751.62	44,751.62
511095 - Vehicle Repair/Other Maint - Other	0.00	0.00	0.00	0.00	0.00	0.00	11,036.92	6,657.74	11,540.86	3,402.56	4,238.94	36,877.02	36,877.02
Total 511095 - Vehicle Repair/Other Maint	0.00	0.00	0.00	0.00	0.00	0.00	24,440.45	14,744.77	25,522.17	7,534.58	9,386.67	81,628.64	81,628.64
512037 - Audit Services (Accounting)	0.00	0.00	0.00	0.00	0.00	0.00	6,018.77	3,625.00	6,408.97	1,855.97	2,308.85	20,217.56	20,217.56
512048 - Vehicle Insurance	0.00	0.00	0.00	0.00	0.00	0.00	3,322.87	2,001.31	3,538.29	1,024.65	1,274.68	11,161.80	11,161.80
512053 - Leasing / Purchasing (Equip.)													
512054 - Lightpole/Trash Can Main/Misc	0.00	0.00	0.00	0.00	0.00	0.00	29,871.01	111,067.28	34,952.32	557.97	13,275.08	189,723.66	189,723.66
512053 - Leasing / Purchasing (Equip.) - Other	0.00	0.00	0.00	0.00	0.00	0.00	6,664.56	4,015.64	7,062.61	2,054.98	2,557.38	22,355.17	22,355.17
Total 512053 - Leasing / Purchasing (Equip.)	0.00	0.00	0.00	0.00	0.00	0.00	36,535.57	115,082.92	42,014.93	2,612.95	15,832.46	212,078.83	212,078.83
512059 - Payroll Services/Parking/Misc	0.00	0.00	0.00	0.00	0.00	0.00	7,195.86	4,340.14	7,536.14	2,218.45	2,763.40	24,053.99	24,053.99
512067 - Rents / Leases	0.00	0.00	0.00	0.00	0.00	0.00	21,853.60	13,181.54	22,874.21	6,737.31	8,392.76	73,039.42	73,039.42
512070 - Training	0.00	0.00	0.00	0.00	0.00	0.00	208.39	125.51	221.90	64.26	79.94	700.00	700.00
512077 - Photocopy (Office Copier)	0.00	0.00	0.00	0.00	0.00	0.00	1,523.07	918.36	1,600.77	469.56	584.78	5,096.54	5,096.54
512105 - Fidelity & Gen. Liability Ins.	0.00	0.00	0.00	0.00	0.00	0.00	31,291.26	18,846.23	33,319.88	9,649.10	12,003.57	105,110.04	105,110.04
512107 - Emp Benefits/Insurance													
4254 - Payroll Taxes	0.00	0.00	0.00	0.00	0.00	0.00	46,465.73	28,117.18	45,520.86	14,340.51	17,952.35	152,396.63	152,396.63
4255 - Vacation-PTO	0.00	0.00	0.00	0.00	0.00	0.00	17,022.68	11,311.69	17,054.22	6,437.33	5,863.51	57,689.43	57,689.43
4257 - Workers' Comp	0.00	0.00	0.00	0.00	0.00	0.00	63,810.14	38,612.56	62,512.59	19,693.45	24,653.43	209,282.17	209,282.17
4258 - Other Ins. / Other Benefits	0.00	0.00	0.00	0.00	0.00	0.00	50,144.87	30,342.75	49,147.38	15,475.93	19,373.07	164,484.00	164,484.00
Total 512107 - Emp Benefits/Insurance	0.00	0.00	0.00	0.00	0.00	0.00	177,443.42	108,384.18	174,235.05	55,947.22	67,842.36	583,852.23	583,852.23
512115 - Salaries & Wages	0.00	0.00	0.00	0.00	0.00	0.00	403,690.07	287,355.36	402,549.70	169,931.31	130,976.82	1,394,503.26	1,394,503.26
512143 - Contractor Services	70,857.00	24,134.40	286,948.30	146,577.01	250,525.29	779,042.00	190,323.56	130,222.34	277,622.58	83,950.55	91,765.78	773,884.81	1,552,926.81
512151 - Program Oversight	0.00	0.00	0.00	0.00	0.00	0.00	16,443.00	9,968.40	16,183.80	5,065.20	6,339.60	54,000.00	54,000.00
512157 - Waste Removal (Refuse Disp)	0.00	0.00	0.00	0.00	0.00	0.00	16,255.44	9,806.41	16,982.91	5,011.32	6,243.58	54,299.66	54,299.66
514005 - Telephones	0.00	0.00	0.00	0.00	0.00	0.00	672.61	405.71	703.75	207.36	258.32	2,247.75	2,247.75
514010 - Cell Phones/Data Entry	0.00	0.00	0.00	0.00	0.00	0.00	3,370.99	2,033.52	3,523.76	1,039.24	1,294.72	11,262.23	11,262.23
514100 - Electric Services	0.00	0.00	0.00	0.00	0.00	0.00	10,832.78	4,092.51	4,838.47	1,946.01	7,775.18	29,484.95	29,484.95
514104 - Water Services	0.00	0.00	0.00	0.00	0.00	0.00	17,709.21	4,682.17	10,282.32	2,205.01	11,251.06	46,129.77	46,129.77
514105 - Legal Expenses	0.00	0.00	0.00	0.00	0.00	0.00	565.63	340.67	602.30	174.42	216.98	1,900.00	1,900.00
	70,857.00	24,134.40	286,948.30	146,577.01	250,525.29	779,042.00	1,011,191.14	755,756.02	1,093,656.63	370,370.90	392,448.23	3,623,422.92	4,402,464.92
Parks Deduction:							(11,071.38)	(2,927.20)	(6,428.25)	(1,378.49)	(7,033.96)	(28,839.28)	
Total Reimbursement Due:	70,857.00	24,134.40	286,948.30	146,577.01	250,525.29	779,042.00	1,000,119.76	752,828.82	1,087,228.38	368,992.41	385,414.27	3,594,583.64	4,373,625.64

Downtown San Diego Partnership - PBID

Balance Sheet

As of March 31, 2015

Mar 31, 15

ASSETS

Current Assets

Checking/Savings

1014 - Savings 1022	323,650.09
1016 - New Checking 1610	36,666.36

Total Checking/Savings 360,316.45

Accounts Receivable

1200 - Accounts Receivable	944,771.82
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Total Accounts Receivable 944,771.82

Other Current Assets

1210 - Allowance for Doubtful Accts	5,574.84
1450 - Security Deposit	5,304.00

Total Other Current Assets 10,878.84

Total Current Assets 1,315,967.11

Fixed Assets

1600 - Furniture and Fixtures	52,348.41
1610 - Computer Equipment	40,742.94
1620 - Automobiles	343,174.61
1630 - PowerWashers	128,369.98
1640 - Equipment	196,546.64
1690 - Accumulated Depreciation	-588,166.89

Total Fixed Assets 173,015.69

TOTAL ASSETS 1,488,982.80

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 - Accounts Payable	184,924.69
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Total Accounts Payable 184,924.69

Other Current Liabilities

2062 - Uncleared Trans Old Bank Accts.	2,579.70
2161 - Accrued Payroll	27,559.59
2162 - Accrued Vacation & PTO	83,489.62
2163 - Accrued Payroll Taxes	2,353.97
2170 - Other Accrued Expenses	71,071.06
2300 - Advances from City	817,000.00
2320 - Deferred Revenue	7,537.31
2321 - Deferred Rent	7,071.60

Total Other Current Liabilities 1,018,662.85

Total Current Liabilities 1,203,587.54

Total Liabilities 1,203,587.54

Equity

3900 - Net Assets	285,200.05
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Net Income	195.21
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Total Equity 285,395.26

TOTAL LIABILITIES & EQUITY 1,488,982.80

Downtown BID
Profit & Loss
July 2014 through March 2015

	<u>Jul '14 - Mar 15</u>
Income	
BID Income	
40001 · BID Assessments	2,706.16
40002 · SBEP	23,108.00
40025 · BID Reconciliation	47,539.80
Total BID Income	<u>73,353.96</u>
40003 · Banner Income	5,000.00
Total Income	<u>78,353.96</u>
Gross Profit	<u>78,353.96</u>
Expense	
Operating	
50050 · Rent	17,508.92
50055 · Phone	614.94
50065 · Copier Lease	1,051.65
50066 · Office Telephone Lease	249.72
50067 · Office Water	158.74
50068 · Office Plant Maintenance	116.60
50069 · Office Internet	299.43
50130 · Annual Dues	500.00
Total Operating	<u>20,500.00</u>
Personnel	
50001 · District Director	15,453.60
50002 · Director of Finance	16,913.88
Total Personnel	<u>32,367.48</u>
Special Events	5,486.48
50500 · Lighting Project	15,000.00
Total Expense	<u>73,353.96</u>
Net Income	<u><u>5,000.00</u></u>

Downtown BID
Balance Sheet
As of March 31, 2015

	<u>Mar 31, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
1800 - BID Checking Account	22,661.79
Total Checking/Savings	<u>22,661.79</u>
Total Current Assets	<u>22,661.79</u>
TOTAL ASSETS	<u><u>22,661.79</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	2,500.00
Total Accounts Payable	<u>2,500.00</u>
Other Current Liabilities	
20205 - BID Assessments	772.66
Total Other Current Liabilities	<u>772.66</u>
Total Current Liabilities	<u>3,272.66</u>
Total Liabilities	3,272.66
Equity	
32000 - Unrestricted Net Assets	14,389.13
Net Income	5,000.00
Total Equity	<u>19,389.13</u>
TOTAL LIABILITIES & EQUITY	<u><u>22,661.79</u></u>



Enhancement of Tree Lighting Program

PBID Executive Committee

- Carryforward Dollars
- Columbia
- Core
- East Village

Projected RFP Timeline

Action Item	Date	Description
Post RFPs	5/1/2015	In accordance with City requirements: SD Transcript, Website, Weekly
Bidders Conference	5/8/2015	Provide Bidders Project Overview / Q&A
Bid Submission Deadline	5/12/2015	All Bids will be due at 4:00pm
Hard Check Bids	5/13/2015	Confirm all facts and quotes with each bidder
Develop Bidder Comparison Sheet	5/15/2015	Comparison of all bids, verification of insurance
Top Bidder Interviews	6/2/2015	Clean & Safe staff
Final Selection	6/5/2015	Winning Bidder Signs Contract
Contracted Work Begins	6/6/2015	

Proposed Tree Lighting Corridors

