

Board of Directors Agenda April 14, 2020, 5pm

Zoom online meeting Join Zoom Meeting

https://zoom.us/j/98880662215?pwd=RE5SZnozZk5zaVppUE1Eb0xnQzBDUT09

Meeting ID: 988 8066 2215 Password: 517726 San Diego, CA 92103

Agenda Agenda

1. Call to order and introductions (information)	P. Smith	2 minutes
2. Public comment (2 minutes per speaker)(information)		8 minutes
3. President's report (information)	P. Smith	5 minutes
4. Executive Director's report (information)	B. Nicholls	5 minutes
 5. Consent agenda (action) Approval of minutes from March, 2020 Approval of financials for February, 2020 	P. Smith	5 minutes
6. Executive Committee items	P. Smith	15 minutes

- Discussion concerning budget revision (action)
- Appointment of new board member (action)
- Nomination of new board member to Uptown Community Parking District to represent Hillcrest Businesses (action)

Notices to the public:

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Brown Act:

Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. Action may not be taken on items not posted on the agenda.

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Benjamin Nicholls at (619) 299-3330 at least 48 hours prior to the meeting.

Public Comment:

You are welcomed and encouraged to participate in this meeting. Public comment is taken (2 minutes maximum per person) on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard at the meeting as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select one or two speakers to represent the opinion of the group. The order of Agenda items is listed for reference and may be taken in any order deemed appropriate by the Board of Directors. The Agenda provides a general description and staff recommendations; however, the Board of Directors may take action other than what is recommended.



7. Marketing Committee items

M. Ramon

10 minutes

- Review of information distribution concerning COVID19 response (information)
- Review of social media video marketing campaign elements (information)
- 8. Special Events Committee items

R. Bedrosian

10 minutes

- Farmers Market venue update (action)
- Taste of Hillcrest postponement update (information)

Adjourn.

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Post date:	
Initial:	



Hillcrest Business Association

Board of Directors Meeting

Public Meeting ~March 10, 2020, 5pm

Joyce Beers Community Center

1230 Cleveland Ave., San Diego, CA 92103

Minutes

Board Members in attendance:

Ryan Bedrosian, David Daniel, John Husler, Jeff Jackson, Jessica Magers, Cecelia Moreno, Matt Ramon, Kirsten Rindal, Tina Shirley, Paul Smith, Jerry Strayve, and Glenn Younger.

Board Members absent:
Paul Smith and Colleen Cavaleri

Staff in attendance: Benjamin Nicholls, Mary Joseph

Public in attendance:

Unrecorded

- G. Younger Called the meeting to order.
- R. Bedrosian conducted roll call and noted Paul Smith and Colleen Cavaleri as excused absences.
- G. Younger noted that tickets for Taste of Hillcrest are on sale as of this morning.
- He reported that in P. Smith's absence, he would preside over the meeting.
- B. Nicholls gave a staff update.
 - Motion: Approve the appointment. (Younger/ Bedrosian). Motion passes with all in favor. Motion to approve the consent agenda including the approval of minutes from February 2020 and financials from January 2020. (Moreno/ Bedrosian). Motion passes with all in favor.

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• B. Nicholls reported that there have been some issues concerning the grant that was to have payed for the rainbow crosswalk. The City has informed us that the crosswalk isn't

Post date:	
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eligible for the grant that the council office was going to use. As HBA has already paid for the crosswalk, the Council office will be granting us money for Pride Block Party instead

- There was some discussion around the issue.
- G. Younger reported that there are a number of spots open on the HBA Board and the Parking District Board. The first appointment is Cecelia Moreno to service on the parking board.
 - Motion: Approve the appointment. (Younger/ Bedrosian). Motion passes with all in favor.
- B. Nicholls presented the financials for Taste 'n Tinis.
- B. Nicholls presented a contract with a group called Volunteer with Cheli. The contract established a \$500 retainer for Cheli Mohammed to organize our volunteers for our events.
- It will also enable us to have a real volunteer database and track volunteer contributions. This \$6,000 expense will be included in the new FY21 budget.
 - Motion: Approve the contract. (Younger/ Bedrosian). Motion passes with all in favor.
- G. Younger presented an agreement to transfer the management of the farmers market to Mark Larson from David Larson.
- He reported that D. Larson is retiring. The transfer is contingent on his brother, M. Larson, taking over. M. Larson has been managing the market for the last several years already.
- This would not extend the life of the conrtact.
 - Motion: Approve the transfer. (Younger/ Bedrosian). Motion passes with all in favor.
- A report was made concerning the Valentine's Day raffle.
- Over seven hundred and fifty people participated, eight businesses were promoted, and two people won valentines day gift baskets. W
- A contract was presented for an artist to create a mural for AT&T mural artist at Sixth and University Ave.
- Though AT&T will fund most installation of the project, they are not prepared to move forward without a final concept from the artist. The artist requires a 20% deposit. Her total fee would be \$15,000.
- The \$3,000 deposit will be covered by funds from the recently awarded Pride Block Party grant.

Post date:	
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- Motion: Approve the contract. (Younger/ Bedrosian). Motion passes with all in favor.
- The tree surround Flexi-pave was returned to committee after some discussion
- Adjourn

	Feb 29, 20
ASSETS	
Current Assets	
Checking/Savings	
10035 · Comerica - Checking	99,131.57
10045 · PayPal	656.20
Total Checking/Savings	99,787.77
Accounts Receivable	
12000 · Accounts Receivable	3,653.00
Total Accounts Receivable	3,653.00
Other Current Assets	
10115 · SBEP City Fees & Services	4,963.86
10125 · MAD Receivable	31,689.24
10145 · Farmers Market Receivable	9,145.87
10155 · Prepaid Expense	3,989.70
10175 · Commission for Arts Grant Rcvbl	21,793.00
10180 · Pride Prepaid/Receivable	20,000.00
10190 · Tech. Assistance/Acctg. Rcvbl.	2,494.00
Total Other Current Assets	94,075.67
Total Current Assets	197,516.44
Fixed Assets	
10200 · Office Furniture & Equipment	21,364.81
10220 · Accumulated Depreciation	-21,364.81
Total Fixed Assets	0.00
TOTAL ASSETS	197,516.44
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
20210 · Accrued Expenses	5,000.00
20225 · SBEP Advance	
	6,471.34

	Feb 29, 20
20240 · Deferred Revenue	2,000.00
21000 · Payroll Liabilities	
FUTA Payable	84.00
Vacation Payable	5,628.22
Total 21000 · Payroll Liabilities	5,712.22
Total Other Current Liabilities	19,244.56
Total Current Liabilities	19,244.56
Total Liabilities	19,244.56
Equity	
31100 · Unrestricted Net Assets	165,543.39
Net Income	12,728.49
Total Equity	178,271.88
TOTAL LIABILITIES & EQUITY	197,516.44

AQAZIM/ByF/2S					TOTAL	
	Feb 20	Budget	Variance	Jul '19 - Feb 20	Budget	Variance
Income						
40015 · CityFest	0.00			113,522.64	112,000.00	1,522.64
40020 · Farmers Market	22,326.43	25,200.00	-2,873.57	216,928.96	222,402.00	-5,473.04
40030 · SBEP	2,852.79	2,500.00	352.79	18,514.66	20,000.00	-1,485.34
40040 · MAD	6,996.76	7,515.00	-518.24	70,220.46	60,120.00	10,100.46
40050 ⋅ BID	10,355.88	8,753.00	1,602.88	66,572.04	70,024.00	-3,451.96
40090 · Mardi Gras	3,210.00	3,210.00	0.00	3,210.00	3,210.00	0.00
40100 · Nightmare on Normal Street	0.00			41,167.22	45,000.00	-3,832.78
40115 · Taste 'N Tinis	2,000.00			18,263.99	16,500.00	1,763.99
40140 · Banner Space	500.00	100.00	400.00	1,500.00	1,500.00	0.00
40145 · Pride Flag	0.00			2,500.00	2,500.00	0.00
40155 · Pride of Hillcrest/Block Party	20,000.00			79,004.17	65,000.00	14,004.17
40180 · Other Income	0.00	0.00	0.00	153.00	100.00	53.00
40190 · Hillcrest Security Subscription	4,271.36	2,200.00	2,071.36	18,293.32	17,600.00	693.32
40195 · Hillcrest Steam Cleaning	4,273.62	1,100.00	3,173.62	10,338.62	8,800.00	1,538.62
Total Income	76,786.84	50,578.00	26,208.84	660,189.08	644,756.00	15,433.08
Expense						
50000 · Personnel						
50005 · Salaries	11,728.39	13,793.00	-2,064.61	102,672.86	110,344.00	-7,671.14
50025 · Employer Taxes - Federal	915.91	1,625.00	-709.09	7,942.54	13,000.00	-5,057.46
50030 · Employer Taxes - State	193.04	266.00	-72.96	909.99	2,128.00	-1,218.01
50035 · Health Insurance	1,934.03	1,334.00	600.03	11,536.49	10,672.00	864.49
50040 · Workers Comp Insurance	0.00	237.00	-237.00	0.00	1,896.00	-1,896.00
Total 50000 · Personnel	14,771.37	17,255.00	-2,483.63	123,061.88	138,040.00	-14,978.12
50045 · Operating						
50050 · Rent Office Space	0.00	842.00	-842.00	6,720.00	6,736.00	-16.00
50055 · Storage	215.00	558.00	-343.00	3,198.00	4,464.00	-1,266.00
50060 · Accounting	4,183.00	2,350.00	1,833.00	16,761.75	18,800.00	-2,038.25
50065 · Audit	0.00	0.00	0.00	6,000.00	7,500.00	-1,500.00
50070 · Equipment Purchase	0.00	175.00	-175.00	627.45	1,400.00	-772.55
atoro Equipmont aronaco	0.00	170.00	170.00	027.40	1,100.00	2.00

QA TAPATA						TOTAL	
104 !=		Feb 20	Budget	Variance	Jul '19 - Feb 20	Budget	Variance
50075	· Intern/Consultant	0.00	1,000.00	-1,000.00	16,505.00	8,000.00	8,505.00
50080	· Bank & Credit Card Charges	0.00	50.00	-50.00	494.17	400.00	94.17
50085	· Repair/Maintenance/Cleaning	240.00	233.00	7.00	1,920.00	1,864.00	56.00
50090	· Office Supplies	250.67	267.00	-16.33	2,189.97	2,136.00	53.97
50095	· Postage and Delivery	0.00	29.00	-29.00	7.98	232.00	-224.02
50100	· Printing/Photocopy	267.05	150.00	117.05	2,283.77	1,200.00	1,083.77
50110	· Dues/Subscriptions	0.00	83.00	-83.00	500.00	664.00	-164.00
50120	· Meetings	8,067.08	292.00	7,775.08	9,378.01	2,336.00	7,042.01
50125	· Legal	0.00	100.00	-100.00	125.00	800.00	-675.00
50130	· Telephone & Internet	2,641.36	750.00	1,891.36	10,234.68	6,000.00	4,234.68
50135	· Parking/Mileage	0.00	200.00	-200.00	409.42	1,600.00	-1,190.58
50140	· Depreciation	0.00	25.00	-25.00	0.00	200.00	-200.00
50330	· D & O / Liability Insurance	-188.00	0.00	-188.00	13,480.10	14,000.00	-519.90
Total 50045	5 · Operating	15,676.16	7,104.00	8,572.16	90,835.30	78,332.00	12,503.30
51000 · Nei	ghborhood/Outreach Promotion						
51515	· CityFest	0.00			77,630.88	78,000.00	-369.12
51525	· Promotion/Marketing/Campaigns	4,760.00	1,292.00	3,468.00	28,645.54	10,336.00	18,309.54
51527	· Taste 'N Tinis	3,114.75			15,021.34	10,000.00	5,021.34
51530	Banners	880.00	1,200.00	-320.00	9,750.52	9,600.00	150.52
51535	· Web Site Communications	0.00	125.00	-125.00	0.00	1,000.00	-1,000.00
51540	· Business Mixers/Open House	0.00	209.00	-209.00	9,644.06	1,672.00	7,972.06
51545	· Newsletter	1,379.03	250.00	1,129.03	1,379.03	2,000.00	-620.97
51555	· Farmer's Market	3,209.47	1,250.00	1,959.47	14,854.55	10,000.00	4,854.55
51565	· Hillcrest Map	0.00	250.00	-250.00	0.00	2,000.00	-2,000.00
51800	· Pride of Hillcrest/Block Party	150.00			57,357.90	63,000.00	-5,642.10
51870	· Mardi Gras	5,826.13	6,500.00	-673.87	8,046.13	6,500.00	1,546.13
51880	· Nightmare on Normal	0.00			38,294.90	40,000.00	-1,705.10
Total 51000)・Neighborhood/Outreach Promotion	19,319.38	11,076.00	8,243.38	260,624.85	234,108.00	26,516.85
53000 · Phy	ysical Improvements						
51575	· Pride Flag Project	0.00	0.00	0.00	19,871.65	0.00	19,871.65

AQA TIFAD AFAS					TOTAL	
	Feb 20	Budget	Variance	Jul '19 - Feb 20	Budget	Variance
53125 · Hillcrest Sign Utilities/Maint.	64.47	251.00	-186.53	3,291.70	2,008.00	1,283.70
53130 · Security	0.00	2,831.00	-2,831.00	27,467.50	22,648.00	4,819.50
53131 · Security Subscription	0.00	447.00	-447.00	10,900.00	3,576.00	7,324.00
53134 · Steam Cleaning Subscription	1,050.00	675.00	375.00	7,200.00	5,400.00	1,800.00
53139 · Sidewalk Cleaning/Improvements	12,691.01	7,636.00	5,055.01	55,588.57	61,088.00	-5,499.43
53150 · Dumpsters	733.84	836.00	-102.16	6,443.63	6,688.00	-244.37
53155 · Tree/Flower/Light Maintenance	3,458.00	3,384.00	74.00	30,290.50	27,072.00	3,218.50
53159 · EMAD Expansion	-3,550.00			11,624.20		
53165 · Contingency	135.82	990.00	-854.18	260.81	7,920.00	-7,659.19
Total 53000 · Physical Improvements	14,583.14	17,050.00	-2,466.86	172,938.56	136,400.00	36,538.56
Total Expense	64,350.05	52,485.00	11,865.05	647,460.59	586,880.00	60,580.59
Net Income	12,436.79	-1,907.00	14,343.79	12,728.49	57,876.00	-45,147.51

AQA TIPAR AFIRS	110 GENERAL	220 SPECIAL EVENTS	410 BID CONTRACT	510 MAD	610 SBEP	TOTAL
Income						
40015 · CityFest	0.00	113,522.64	0.00	0.00	0.00	113,522.64
40020 · Farmers Market	0.00	216,928.96	0.00	0.00	0.00	216,928.96
40030 · SBEP	0.00	0.00	0.00	0.00	18,514.66	18,514.66
40040 · MAD	0.00	0.00	0.00	70,220.46	0.00	70,220.46
40050 · BID	0.00	0.00	66,572.04	0.00	0.00	66,572.04
40090 · Mardi Gras	0.00	3,210.00	0.00	0.00	0.00	3,210.00
40100 · Nightmare on Normal Street	0.00	41,167.22	0.00	0.00	0.00	41,167.22
40115 · Taste 'N Tinis	0.00	18,263.99	0.00	0.00	0.00	18,263.99
40140 · Banner Space	1,500.00	0.00	0.00	0.00	0.00	1,500.00
40145 · Pride Flag	2,500.00	0.00	0.00	0.00	0.00	2,500.00
40155 · Pride of Hillcrest/Block Party	0.00	79,004.17	0.00	0.00	0.00	79,004.17
40180 · Other Income	153.00	0.00	0.00	0.00	0.00	153.00
40190 · Hillcrest Security Subscription	18,293.32	0.00	0.00	0.00	0.00	18,293.32
40195 · Hillcrest Steam Cleaning	10,338.62	0.00	0.00	0.00	0.00	10,338.62
Total Income	32,784.94	472,096.98	66,572.04	70,220.46	18,514.66	660,189.08
Expense						
50000 · Personnel						
50005 · Salaries	63,087.62	13,710.51	11,659.26	0.00	14,215.47	102,672.86
50025 · Employer Taxes - Federal	4,873.53	1,061.94	900.92	0.00	1,106.15	7,942.54
50030 · Employer Taxes - State	489.11	135.10	92.74	0.00	193.04	909.99
50035 · Health Insurance	11,536.49	0.00	0.00	0.00	0.00	11,536.49
Total 50000 · Personnel	79,986.75	14,907.55	12,652.92	0.00	15,514.66	123,061.88
50045 · Operating						
50050 · Rent Office Space	6,720.00	0.00	0.00	0.00	0.00	6,720.00
50055 · Storage	3,198.00	0.00	0.00	0.00	0.00	3,198.00
50060 · Accounting	4,642.75	6,657.00	0.00	2,462.00	3,000.00	16,761.75
50065 · Audit	6,000.00	0.00	0.00	0.00	0.00	6,000.00
50070 · Equipment Purchase	627.45	0.00	0.00	0.00	0.00	627.45
50075 · Intern/Consultant	6,120.00	10,385.00	0.00	0.00	0.00	16,505.00
50080 · Bank & Credit Card Charges	494.17	0.00	0.00	0.00	0.00	494.17
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AQA TAFAB AFAS		110 GENERAL	220 SPECIAL EVENTS	410 BID CONTRACT	510 MAD	610 SBEP	TOTAL
50085	· Repair/Maintenance/Cleaning	1,920.00	0.00	0.00	0.00	0.00	1,920.00
50090	· Office Supplies	2,189.97	0.00	0.00	0.00	0.00	2,189.97
50095	· Postage and Delivery	7.98	0.00	0.00	0.00	0.00	7.98
50100	· Printing/Photocopy	2,041.72	242.05	0.00	0.00	0.00	2,283.77
50110	· Dues/Subscriptions	500.00	0.00	0.00	0.00	0.00	500.00
50120	· Meetings	1,355.75	8,022.26	0.00	0.00	0.00	9,378.01
50125	· Legal	125.00	0.00	0.00	0.00	0.00	125.00
50130	· Telephone & Internet	10,234.68	0.00	0.00	0.00	0.00	10,234.68
50135	· Parking/Mileage	406.92	2.50	0.00	0.00	0.00	409.42
50330	· D & O / Liability Insurance	0.00	13,480.10	0.00	0.00	0.00	13,480.10
Total 5004	5 · Operating	46,584.39	38,788.91	0.00	2,462.00	3,000.00	90,835.30
51000 · Nei	ighborhood/Outreach Promotion						
51515	· CityFest	0.00	77,630.88	0.00	0.00	0.00	77,630.88
51525	· Promotion/Marketing/Campaigns	15,013.18	0.00	13,632.36	0.00	0.00	28,645.54
51527	· Taste 'N Tinis	0.00	15,021.34	0.00	0.00	0.00	15,021.34
51530	· Banners	9,750.52	0.00	0.00	0.00	0.00	9,750.52
51540	· Business Mixers/Open House	4,229.14	3,127.04	2,287.88	0.00	0.00	9,644.06
51545	· Newsletter	799.15	0.00	579.88	0.00	0.00	1,379.03
51555	· Farmer's Market	0.00	14,854.55	0.00	0.00	0.00	14,854.55
51800	· Pride of Hillcrest/Block Party	0.00	57,357.90	0.00	0.00	0.00	57,357.90
51870	· Mardi Gras	0.00	8,046.13	0.00	0.00	0.00	8,046.13
51880	· Nightmare on Normal	0.00	38,294.90	0.00	0.00	0.00	38,294.90
Total 51000	○ Neighborhood/Outreach Promotion	29,791.99	214,332.74	16,500.12	0.00	0.00	260,624.85
53000 · Ph	ysical Improvements						
51575	· Pride Flag Project	19,871.65	0.00	0.00	0.00	0.00	19,871.65
53125	· Hillcrest Sign Utilities/Maint.	0.00	0.00	0.00	3,291.70	0.00	3,291.70
53130	· Security	0.00	0.00	0.00	27,467.50	0.00	27,467.50
53131	· Security Subscription	10,900.00	0.00	0.00	0.00	0.00	10,900.00
53134	· Steam Cleaning Subscription	7,200.00	0.00	0.00	0.00	0.00	7,200.00
53139	· Sidewalk Cleaning/Improvements	0.00	0.00	21,774.00	33,814.57	0.00	55,588.57
53150	· Dumpsters	3,258.94	0.00	0.00	3,184.69	0.00	6,443.63

AQA TAM	110 GENERAL	220 SPECIAL EVENTS	410 BID CONTRACT	510 MAD	610 SBEP	TOTAL
53155 · Tree/Flower/Light Maintenance	14,645.50	0.00	15,645.00	0.00	0.00	30,290.50
53159 · EMAD Expansion	11,624.20	0.00	0.00	0.00	0.00	11,624.20
53165 · Contingency	260.81	0.00	0.00	0.00	0.00	260.81
Total 53000 · Physical Improvements	67,761.10	0.00	37,419.00	67,758.46	0.00	172,938.56
Total Expense	224,124.23	268,029.20	66,572.04	70,220.46	18,514.66	647,460.59
Net Income	-191,339.29	204,067.78	0.00	0.00	0.00	12,728.49

AQA APOTKIKAB	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Artist & Craftsman Supply	0.00	103.00	0.00	0.00	0.00	103.00
AT&T.	0.00	0.00	0.00	0.00	1,800.00	1,800.00
David Larson	0.00	0.00	0.00	0.00	0.00	0.00
Flicks	0.00	250.00	0.00	0.00	0.00	250.00
Gioia's Room	0.00	0.00	0.00	0.00	0.00	0.00
Hillcrest Ace Hardware	0.00	0.00	0.00	0.00	0.00	0.00
Phildaelphia Insurance	0.00	0.00	0.00	0.00	0.00	0.00
Reaction Marketing	0.00	500.00	0.00	0.00	0.00	500.00
Sash Bags	0.00	0.00	0.00	0.00	0.00	0.00
Strat Prpperty Management, Inc.	0.00	500.00	0.00	0.00	0.00	500.00
Village Hat Shop	0.00	0.00	0.00	0.00	0.00	0.00
Zehnder Communications, Inc.	0.00	500.00	0.00	0.00	0.00	500.00
TOTAL	0.00	1,853.00	0.00	0.00	1,800.00	3,653.00