



Hillcrest Business Association
Annual Meeting
Public Meeting ~ October 9, 2018, 5pm
InsideOUT, 1642 University Ave. San Diego, CA 92103

Agenda

- | | | |
|---|-----------------|------------|
| 1. Reception and voting of members | | 45 minutes |
| 2. Guest Speakers: | | |
| • ASM Todd Gloria | | 3 minutes |
| • Congresswoman Susan Davis | | 3 minutes |
| • Kynbo | | 5 minutes |
| 3. Call to order and introductions | T. Daiber-Hirst | 2 minutes |
| 4. Public comment (1 minute per speaker) | | 4 minutes |
| 5. Approval of Consent Agenda (action) | P. Smith | 2 minutes |
| • September Minutes | | |
| • July, August 2018 organizational financials | | |
| 6. Approval of Executive Director Compensation package (action) | T. Daiber-Hirst | 5 minutes |
| 7. Acceptance of results of member election (action) | P. Smith | 5 minutes |
| 8. Adjournment | | |
-

Notices to the public:

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.

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.

Hillcrest Business Association
3737 Fifth Ave. #202, San Diego, CA 92103
p:(619) 299-3330 f: (619) 299-4230



Hillcrest Business Association
October Board Meeting
Public Meeting ~ October 9 2018, 8pm
InsideOUT, 1642 University Ave. San Diego, CA 92103

Agenda

- | | | |
|--|-----------------|-----------|
| 1. Call to order | T. Daiber-Hirst | |
| 2. Non agenda public comment | | 2 minutes |
| 3. Election of board officers (action) | T. Daiber-Hirst | 5 minutes |
| 4. Adjournment | | |

Notices to the public:

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Hillcrest Business Association
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| | |
|------------|--|
| Post date: | |
| Initial: | |



Hillcrest Business Association
Board of Directors Meeting
Public Meeting ~ September 11, 2018, 4pm
Joyce Beers Community Center
1230 Cleveland Ave., San Diego CA 92103

Board Members in attendance: Tina Shirley, Colleen Cavalieri, John Husler, Dalour Younan, Tami Daiber-Hirst, Glenn Ryan Bedrosian, Jeff Jackson, Younger, Paul Smith, Brian Casey, Charles Kauffman,

Absent: Cecelia Moreno, Maggie Roland, Jessica Baro

Staff in attendance: Benjamin Nicholls & Mary Joseph

Public in attendance: Jason Weiz, Brittany Baily, Matt Walstrom

Minutes

- T. Daiber-Hirst called the meeting to order and introductions occurred.
- Public comment occurred.
- T. Daiber-Hirst announced that the annual meeting will be in one month's time at Inside Out restaurant. She asked people to please save the date and invite friends. She also reported on work for new membership classes for the HBA.
- B. Nicholls reported that E. Reynoso has stepped back from the HBA due to health reasons.
- He reported that the HBA is currently undergoing two audits. They include the annual City audit and an IRS audit.
- He reported on the process of moving offices.
- The organization is in the process of hiring a Place Making Program Manager who will be supervising contractors, selling subscription services, and conducting walk-about.
 - Motion to approve the Consent agenda including minutes from July & August 2018 (P. Smith/ G. Younger). Motion carries with all in favor.
- P. Smith outlined the changes to the process of creating the proxy ballot.
- He stated that this ballot is used by people who can't make the meeting. People can still nominate themselves and vote by attending the annual meeting.
- He reported that M. Roland is stepping back this year.

| | |
|------------|--|
| Post date: | |
| Initial: | |



-
- Motion: Approve Proxy Ballot for 2018 Board Election. (P. Smith/ G. Younger)
Motion carries with all in favor.
 - A discussion occurred to change to change board meeting time and move the meeting time back to 5pm to make it easier for people to attend.
 - Motion: change the board meeting time to 5pm starting in November. (T. Daiber Hirst/ C Kauffman). The motion passes with all in favor.
 - B. Nicholls reports that in order for HBA's auditor to assist with the IRS audit, the board needs to vote to approve the allowing West Rhode, and Roberts to act as HBA agent and give them power of attourny in this matter.
 - Motion to approve the allowing West Rhode, and Roberts to act as our agent and give them power of attourny regarding the IRS audit. (T. Daiber Hirst/ G. Younger). Motion carries with all in favor.
 - A discussion occurs concerning Normal Street advocacy.
 - A discussion occurs concerning Executive Director review.
 - The meeting adjourned.

Hillcrest Business Improvement Association, Inc.

A/R Aging Summary

As of July 31, 2018

| | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL |
|-------------------------------|------------------|-----------------|-------------|-------------|-----------------|------------------|
| David Larson | 0.00 | 0.00 | 0.00 | 0.00 | 325.00 | 325.00 |
| Dr. Bronners | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 500.00 |
| Gioia's Room | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 250.00 |
| Hillcrest Ace Hardware | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 250.00 |
| Phildaelphia Insurance | 0.00 | 0.00 | 0.00 | 0.00 | 3,417.47 | 3,417.47 |
| Rich's San Diego. | 0.00 | 2,500.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| San Diego County Credit Union | 12,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12,000.00 |
| Sash Bags | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 250.00 |
| Urban Mo's | 0.00 | 0.00 | 0.00 | 0.00 | 800.00 | 800.00 |
| Village Hat Shop | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 250.00 |
| TOTAL | 12,000.00 | 2,500.00 | 0.00 | 0.00 | 6,042.47 | 20,542.47 |

Hillcrest Business Improvement Association, Inc.

Balance Sheet

As of July 31, 2018

Jul 31, 18

ASSETS

Current Assets

Checking/Savings

10035 · Comerica - Checking 178,658.55

10045 · PayPal 656.20

Total Checking/Savings 179,314.75

Accounts Receivable

12000 · Accounts Receivable 20,542.47

Total Accounts Receivable 20,542.47

Other Current Assets

10120 · BID Receivable 2,839.31

10125 · MAD Receivable 13,883.02

10135 · City Fest Prepaid/Receivable 150.00

10145 · Farmers Market Receivable 13,263.42

10150 · TOT City & County Receivable 5,000.00

10155 · Prepaid Expense 7,777.40

10170 · NightmareonNormal Prepaid/Rcvbl 150.00

10175 · Commission for Arts Grant Rcvbl 16,791.00

10190 · Tech. Assistance/Acctg. Rcvbl. 980.00

10195 · Taste N Tinis Prepaid/Rcvbls. 1,218.58

Total Other Current Assets 62,052.73

Total Current Assets 261,909.95

Fixed Assets

10200 · Office Furniture & Equipment 21,364.81

10220 · Accumulated Depreciation -21,364.81

Total Fixed Assets 0.00

TOTAL ASSETS 261,909.95

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

20230 · Sales Tax Payable 643.32

20240 · Deferred Revenue 8,000.00

21000 · Payroll Liabilities

Hillcrest Business Improvement Association, Inc.

Balance Sheet

As of July 31, 2018

| | <u>Jul 31, 18</u> |
|---------------------------------------|--------------------------|
| FUTA Payable | 11.16 |
| Vacation Payable | 2,648.73 |
| Total 21000 - Payroll Liabilities | <u>2,659.89</u> |
| Total Other Current Liabilities | <u>11,303.21</u> |
| Total Current Liabilities | <u>11,303.21</u> |
| Total Liabilities | 11,303.21 |
| Equity | |
| 31100 - Unrestricted Net Assets | 208,999.18 |
| Net Income | 41,607.56 |
| Total Equity | <u>250,606.74</u> |
| TOTAL LIABILITIES & EQUITY | <u>261,909.95</u> |

Hillcrest Business Improvement Association, Inc.
Profit & Loss Budget vs. Actual
July 2018

| | Jul 18 | Budget | \$ Over Budget |
|--|------------------|-------------------|-------------------|
| Income | | | |
| 40015 · CityFest | 16,561.99 | 20,000.00 | -3,438.01 |
| 40020 · Farmers Market | 22,742.62 | 16,917.00 | 5,825.62 |
| 40040 · MAD | 2,705.00 | 7,517.00 | -4,812.00 |
| 40050 · BID | 2,839.31 | 8,611.00 | -5,771.69 |
| 40070 · Hillcrest Map | 0.00 | 250.00 | -250.00 |
| 40140 · Banner Space | 0.00 | 210.00 | -210.00 |
| 40155 · Pride of Hillcrest/Block Party | 40,696.37 | 50,000.00 | -9,303.63 |
| 40180 · Other Income | 0.00 | 52.00 | -52.00 |
| 40190 · Hillcrest Security | 5,008.71 | 225.00 | 4,783.71 |
| 40195 · Hillcrest Steam Cleaning | 2,467.71 | 750.00 | 1,717.71 |
| Total Income | 93,021.71 | 104,532.00 | -11,510.29 |
| Expense | | | |
| 50000 · Personnel | | | |
| 50005 · Salaries | 13,050.74 | 10,345.00 | 2,705.74 |
| 50025 · Employer Taxes - Federal | 1,009.54 | 1,613.00 | -603.46 |
| 50030 · Employer Taxes - State | 115.32 | 207.00 | -91.68 |
| 50035 · Health Insurance | 1,200.37 | 827.00 | 373.37 |
| 50040 · Workers Comp Insurance | 0.00 | 144.00 | -144.00 |
| Total 50000 · Personnel | 15,375.97 | 13,136.00 | 2,239.97 |
| 50045 · Operating | | | |
| 50050 · Rent Office Space | 2,098.40 | 803.00 | 1,295.40 |
| 50060 · Accounting | 1,843.50 | 1,671.00 | 172.50 |
| 50070 · Equipment Purchase | 0.00 | 175.00 | -175.00 |
| 50075 · Intern/Consultant | 0.00 | 1,000.00 | -1,000.00 |
| 50080 · Bank & Credit Card Charges | 29.20 | 50.00 | -20.80 |
| 50085 · Repair/Maintenance/Cleaning | 300.00 | 233.00 | 67.00 |
| 50090 · Office Supplies | 571.77 | 267.00 | 304.77 |
| 50095 · Postage and Delivery | 0.00 | 29.00 | -29.00 |
| 50100 · Printing/Photocopy | 257.97 | 109.00 | 148.97 |
| 50110 · Dues/Subscriptions | 0.00 | 84.00 | -84.00 |
| 50115 · Staff Development | 0.00 | 100.00 | -100.00 |
| 50120 · Meetings | 92.07 | 292.00 | -199.93 |

Hillcrest Business Improvement Association, Inc.

Profit & Loss Budget vs. Actual

July 2018

| | Jul 18 | Budget | \$ Over Budget |
|--|------------------|------------------|-------------------|
| 50125 · Legal | 0.00 | 625.00 | -625.00 |
| 50130 · Telephone & Internet | 302.20 | 625.00 | -322.80 |
| 50135 · Parking/Mileage | 2.50 | 200.00 | -197.50 |
| 50140 · Depreciation | 0.00 | 25.00 | -25.00 |
| 50330 · D & O / Liability Insurance | 3,094.95 | 3,450.00 | -355.05 |
| Total 50045 · Operating | 8,592.56 | 9,738.00 | -1,145.44 |
| 51000 · Neighborhood/Outreach Promotion | | | |
| 51515 · CityFest | 1,219.00 | 10,000.00 | -8,781.00 |
| 51525 · Promotion/Marketing/Campaigns | 668.61 | 1,292.00 | -623.39 |
| 51530 · Banners | 1,436.00 | 375.00 | 1,061.00 |
| 51535 · Web Site Communications | 0.00 | 125.00 | -125.00 |
| 51540 · Business Mixers/Open House | 0.00 | 117.00 | -117.00 |
| 51555 · Farmer's Market | 0.00 | 1,250.00 | -1,250.00 |
| 51565 · Hillcrest Map | 0.00 | 250.00 | -250.00 |
| 51575 · Pride Flag Project | 1,350.00 | | |
| 51800 · Pride of Hillcrest/Block Party | 18,744.78 | 30,000.00 | -11,255.22 |
| Total 51000 · Neighborhood/Outreach Promotion | 23,418.39 | 43,409.00 | -19,990.61 |
| 53000 · Physical Improvements | | | |
| 53125 · Hillcrest Sign Utilities/Maint. | 60.40 | 67.00 | -6.60 |
| 53130 · Security | 0.00 | 2,951.00 | -2,951.00 |
| 53134 · Steam Cleaning Subscription | 1,025.00 | 675.00 | 350.00 |
| 53135 · Street Cleaning | 2,352.51 | 2,400.00 | -47.49 |
| 53139 · Sidewalk Improvements | 0.00 | 4,742.00 | -4,742.00 |
| 53150 · Dumpsters | 589.32 | 380.00 | 209.32 |
| 53155 · Tree & Flower Maintenance | 0.00 | 2,865.00 | -2,865.00 |
| 53157 · Tree Light Repair | 0.00 | 489.00 | -489.00 |
| 53158 · Lighting Canopy/Projects | 0.00 | 554.00 | -554.00 |
| 53165 · Contingency | 0.00 | 1,816.00 | -1,816.00 |
| Total 53000 · Physical Improvements | 4,027.23 | 16,939.00 | -12,911.77 |
| Total Expense | 51,414.15 | 83,222.00 | -31,807.85 |
| Net Income | 41,607.56 | 21,310.00 | 20,297.56 |

Hillcrest Business Improvement Association, Inc.

Profit & Loss by Class

July 2018

| | 110 GENERAL | 220 SPECIAL EVENTS | 410 BID CONTRACT | 510 MAD | TOTAL |
|--|-----------------|--------------------|------------------|-----------------|------------------|
| Income | | | | | |
| 40015 · CityFest | 0.00 | 16,561.99 | 0.00 | 0.00 | 16,561.99 |
| 40020 · Farmers Market | 0.00 | 22,742.62 | 0.00 | 0.00 | 22,742.62 |
| 40040 · MAD | 0.00 | 0.00 | 0.00 | 2,705.00 | 2,705.00 |
| 40050 · BID | 0.00 | 0.00 | 2,839.31 | 0.00 | 2,839.31 |
| 40155 · Pride of Hillcrest/Block Party | 0.00 | 40,696.37 | 0.00 | 0.00 | 40,696.37 |
| 40180 · Other Income | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 40190 · Hillcrest Security | 5,008.71 | 0.00 | 0.00 | 0.00 | 5,008.71 |
| 40195 · Hillcrest Steam Cleaning | 2,467.71 | 0.00 | 0.00 | 0.00 | 2,467.71 |
| Total Income | 7,476.42 | 80,000.98 | 2,839.31 | 2,705.00 | 93,021.71 |
| Expense | | | | | |
| 50000 · Personnel | | | | | |
| 50005 · Salaries | 5,907.48 | 5,845.46 | 1,297.80 | 0.00 | 13,050.74 |
| 50025 · Employer Taxes - Federal | 463.09 | 447.17 | 99.28 | 0.00 | 1,009.54 |
| 50030 · Employer Taxes - State | 115.32 | 0.00 | 0.00 | 0.00 | 115.32 |
| 50035 · Health Insurance | 1,200.37 | 0.00 | 0.00 | 0.00 | 1,200.37 |
| Total 50000 · Personnel | 7,686.26 | 6,292.63 | 1,397.08 | 0.00 | 15,375.97 |
| 50045 · Operating | | | | | |
| 50050 · Rent Office Space | 2,098.40 | 0.00 | 0.00 | 0.00 | 2,098.40 |
| 50060 · Accounting | 527.50 | 666.00 | 650.00 | 0.00 | 1,843.50 |
| 50080 · Bank & Credit Card Charges | 29.20 | 0.00 | 0.00 | 0.00 | 29.20 |
| 50085 · Repair/Maintenance/Cleaning | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| 50090 · Office Supplies | 172.24 | 399.53 | 0.00 | 0.00 | 571.77 |
| 50100 · Printing/Photocopy | 257.97 | 0.00 | 0.00 | 0.00 | 257.97 |
| 50120 · Meetings | 92.07 | 0.00 | 0.00 | 0.00 | 92.07 |
| 50130 · Telephone & Internet | 302.20 | 0.00 | 0.00 | 0.00 | 302.20 |
| 50135 · Parking/Mileage | 2.50 | 0.00 | 0.00 | 0.00 | 2.50 |
| 50330 · D & O / Liability Insurance | 3,094.95 | 0.00 | 0.00 | 0.00 | 3,094.95 |
| Total 50045 · Operating | 6,877.03 | 1,065.53 | 650.00 | 0.00 | 8,592.56 |
| 51000 · Neighborhood/Outreach Promotion | | | | | |
| 51515 · CityFest | 0.00 | 1,219.00 | 0.00 | 0.00 | 1,219.00 |
| 51525 · Promotion/Marketing/Campaigns | 168.61 | 0.00 | 500.00 | 0.00 | 668.61 |
| 51530 · Banners | 1,436.00 | 0.00 | 0.00 | 0.00 | 1,436.00 |
| 51575 · Pride Flag Project | 1,350.00 | 0.00 | 0.00 | 0.00 | 1,350.00 |

Hillcrest Business Improvement Association, Inc.

Profit & Loss by Class

| | July 2018 | | | | |
|--|--------------------|---------------------------|-------------------------|----------------|------------------|
| | 110 GENERAL | 220 SPECIAL EVENTS | 410 BID CONTRACT | 510 MAD | TOTAL |
| 51800 · Pride of Hillcrest/Block Party | 0.00 | 18,744.78 | 0.00 | 0.00 | 18,744.78 |
| Total 51000 · Neighborhood/Outreach Promotion | 2,954.61 | 19,963.78 | 500.00 | 0.00 | 23,418.39 |
| 53000 · Physical Improvements | | | | | |
| 53125 · Hillcrest Sign Utilities/Maint. | 0.00 | 0.00 | 0.00 | 60.40 | 60.40 |
| 53134 · Steam Cleaning Subscription | 1,025.00 | 0.00 | 0.00 | 0.00 | 1,025.00 |
| 53135 · Street Cleaning | 0.00 | 0.00 | 0.00 | 2,352.51 | 2,352.51 |
| 53150 · Dumpsters | 5.00 | 0.00 | 292.23 | 292.09 | 589.32 |
| Total 53000 · Physical Improvements | 1,030.00 | 0.00 | 292.23 | 2,705.00 | 4,027.23 |
| Total Expense | 18,547.90 | 27,321.94 | 2,839.31 | 2,705.00 | 51,414.15 |
| | -11,071.48 | 52,679.04 | 0.00 | 0.00 | 41,607.56 |

Hillcrest Business Improvement Association, Inc.

Profit & Loss by Class

July through August 2018

| | 110 GENERAL | 220 SPECIAL EVENTS | 410 BID CONTRACT | 510 MAD | TOTAL |
|--|------------------|--------------------|------------------|------------------|-------------------|
| Income | | | | | |
| 40015 · CityFest | 0.00 | 88,630.53 | 0.00 | 0.00 | 88,630.53 |
| 40020 · Farmers Market | 0.00 | 40,043.68 | 0.00 | 0.00 | 40,043.68 |
| 40040 · MAD | 0.00 | 0.00 | 0.00 | 10,011.13 | 10,011.13 |
| 40050 · BID | 0.00 | 0.00 | 20,596.90 | 0.00 | 20,596.90 |
| 40155 · Pride of Hillcrest/Block Party | 0.00 | 46,570.39 | 0.00 | 0.00 | 46,570.39 |
| 40180 · Other Income | 50.30 | 0.00 | 0.00 | 0.00 | 50.30 |
| 40190 · Hillcrest Security | 5,736.11 | 0.00 | 0.00 | 0.00 | 5,736.11 |
| 40195 · Hillcrest Steam Cleaning | 2,758.09 | 0.00 | 0.00 | 0.00 | 2,758.09 |
| Total Income | 8,544.50 | 175,244.60 | 20,596.90 | 10,011.13 | 214,397.13 |
| Expense | | | | | |
| 50000 · Personnel | | | | | |
| 50005 · Salaries | 11,654.47 | 12,772.14 | 2,552.34 | 0.00 | 26,978.95 |
| 50025 · Employer Taxes - Federal | 907.89 | 984.95 | 195.25 | 0.00 | 2,088.09 |
| 50030 · Employer Taxes - State | 168.64 | 81.53 | 0.00 | 0.00 | 250.17 |
| 50035 · Health Insurance | 2,507.64 | 0.00 | 0.00 | 0.00 | 2,507.64 |
| 50040 · Workers Comp Insurance | 371.00 | 0.00 | 0.00 | 0.00 | 371.00 |
| Total 50000 · Personnel | 15,609.64 | 13,838.62 | 2,747.59 | 0.00 | 32,195.85 |
| 50045 · Operating | | | | | |
| 50050 · Rent Office Space | 2,038.40 | 0.00 | 0.00 | 0.00 | 2,038.40 |
| 50055 · Storage | 1,226.52 | 0.00 | 0.00 | 0.00 | 1,226.52 |
| 50060 · Accounting | 1,403.25 | 1,332.00 | 650.00 | 300.00 | 3,685.25 |
| 50080 · Bank & Credit Card Charges | 39.93 | 0.00 | 0.00 | 0.00 | 39.93 |
| 50085 · Repair/Maintenance/Cleaning | 1,328.91 | 0.00 | 0.00 | 0.00 | 1,328.91 |
| 50090 · Office Supplies | 325.30 | 399.53 | 0.00 | 0.00 | 724.83 |
| 50095 · Postage and Delivery | 50.00 | 0.00 | 0.00 | 0.00 | 50.00 |
| 50100 · Printing/Photocopy | 1,031.88 | 0.00 | 0.00 | 0.00 | 1,031.88 |
| 50110 · Dues/Subscriptions | 55.00 | 0.00 | 0.00 | 0.00 | 55.00 |
| 50120 · Meetings | 272.25 | 0.00 | 0.00 | 0.00 | 272.25 |
| 50125 · Legal | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| 50130 · Telephone & Internet | 1,196.35 | 0.00 | 0.00 | 0.00 | 1,196.35 |
| 50135 · Parking/Mileage | 2.50 | 0.00 | 0.00 | 0.00 | 2.50 |
| 50330 · D & O / Liability Insurance | 3,094.95 | 0.00 | 0.00 | 0.00 | 3,094.95 |
| Total 50045 · Operating | 12,565.24 | 1,731.53 | 650.00 | 300.00 | 15,246.77 |

Hillcrest Business Improvement Association, Inc.

Profit & Loss by Class

July through August 2018

| | 110 GENERAL | 220 SPECIAL EVENTS | 410 BID CONTRACT | 510 MAD | TOTAL |
|--|-------------------|--------------------|------------------|------------------|-------------------|
| 51000 · Neighborhood/Outreach Promotion | | | | | |
| 51515 · CityFest | 0.00 | 60,328.73 | 0.00 | 0.00 | 60,328.73 |
| 51525 · Promotion/Marketing/Campaigns | 459.61 | 0.00 | 700.00 | 0.00 | 1,159.61 |
| 51530 · Banners | 1,436.00 | 0.00 | 0.00 | 0.00 | 1,436.00 |
| 51540 · Business Mixers/Open House | 0.00 | 0.00 | 618.99 | 0.00 | 618.99 |
| 51555 · Farmer's Market | 0.00 | 743.48 | 0.00 | 0.00 | 743.48 |
| 51575 · Pride Flag Project | 1,449.13 | 0.00 | 0.00 | 0.00 | 1,449.13 |
| 51800 · Pride of Hillcrest/Block Party | 18.00 | 40,813.58 | 0.00 | 0.00 | 40,831.58 |
| Total 51000 · Neighborhood/Outreach Promotion | 3,362.74 | 101,885.79 | 1,318.99 | 0.00 | 106,567.52 |
| 53000 · Physical Improvements | | | | | |
| 53125 · Hillcrest Sign Utilities/Maint. | 0.00 | 0.00 | 0.00 | 123.30 | 123.30 |
| 53130 · Security | 0.00 | 0.00 | 0.00 | 2,533.00 | 2,533.00 |
| 53131 · Security Subscription | 1,415.50 | 0.00 | 0.00 | 0.00 | 1,415.50 |
| 53134 · Steam Cleaning Subscription | 1,025.00 | 0.00 | 0.00 | 0.00 | 1,025.00 |
| 53135 · Street Cleaning | 0.00 | 0.00 | 0.00 | 2,352.51 | 2,352.51 |
| 53139 · Sidewalk Improvements | 388.00 | 0.00 | 8,304.00 | 4,118.00 | 12,810.00 |
| 53150 · Dumpsters | 5.00 | 0.00 | 584.32 | 584.32 | 1,173.64 |
| 53155 · Tree & Flower Maintenance | 1,267.00 | 0.00 | 6,992.00 | 0.00 | 8,259.00 |
| Total 53000 · Physical Improvements | 4,100.50 | 0.00 | 15,880.32 | 9,711.13 | 29,691.95 |
| Total Expense | 35,638.12 | 117,455.94 | 20,596.90 | 10,011.13 | 183,702.09 |
| | -27,093.62 | 57,788.66 | 0.00 | 0.00 | 30,695.04 |

Hillcrest Business Improvement Association, Inc.
Profit & Loss Budget vs. Actual
 July through August 2018

| | TOTAL | | | | | |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | Aug 18 | Budget | Variance | Jul - Aug 18 | Budget | Variance |
| Income | | | | | | |
| 40015 · CityFest | 72,068.54 | 127,000.00 | -54,931.46 | 88,630.53 | 147,000.00 | -58,369.47 |
| 40020 · Farmers Market | 17,301.06 | 16,917.00 | 384.06 | 40,043.68 | 33,834.00 | 6,209.68 |
| 40040 · MAD | 7,306.13 | 7,517.00 | -210.87 | 10,011.13 | 15,034.00 | -5,022.87 |
| 40050 · BID | 17,757.59 | 9,111.00 | 8,646.59 | 20,596.90 | 17,722.00 | 2,874.90 |
| 40070 · Hillcrest Map | 0.00 | 250.00 | -250.00 | 0.00 | 500.00 | -500.00 |
| 40140 · Banner Space | 0.00 | 210.00 | -210.00 | 0.00 | 420.00 | -420.00 |
| 40155 · Pride of Hillcrest/Block Party | 5,874.02 | 25,000.00 | -19,125.98 | 46,570.39 | 75,000.00 | -28,429.61 |
| 40180 · Other Income | 50.30 | 52.00 | -1.70 | 50.30 | 104.00 | -53.70 |
| 40190 · Hillcrest Security | 727.40 | 225.00 | 502.40 | 5,736.11 | 450.00 | 5,286.11 |
| 40195 · Hillcrest Steam Cleaning | 290.38 | 750.00 | -459.62 | 2,758.09 | 1,500.00 | 1,258.09 |
| Total Income | 121,375.42 | 187,032.00 | -65,656.58 | 214,397.13 | 291,564.00 | -77,166.87 |
| Expense | | | | | | |
| 50000 · Personnel | | | | | | |
| 50005 · Salaries | 13,928.21 | 10,345.00 | 3,583.21 | 26,978.95 | 20,690.00 | 6,288.95 |
| 50025 · Employer Taxes - Federal | 1,078.55 | 1,613.00 | -534.45 | 2,088.09 | 3,226.00 | -1,137.91 |
| 50030 · Employer Taxes - State | 134.85 | 207.00 | -72.15 | 250.17 | 414.00 | -163.83 |
| 50035 · Health Insurance | 1,307.27 | 827.00 | 480.27 | 2,507.64 | 1,654.00 | 853.64 |
| 50040 · Workers Comp Insurance | 371.00 | 144.00 | 227.00 | 371.00 | 288.00 | 83.00 |
| Total 50000 · Personnel | 16,819.88 | 13,136.00 | 3,683.88 | 32,195.85 | 26,272.00 | 5,923.85 |
| 50045 · Operating | | | | | | |
| 50050 · Rent Office Space | 0.00 | 803.00 | -803.00 | 2,038.40 | 1,606.00 | 432.40 |
| 50055 · Storage | 1,226.52 | | | 1,226.52 | | |
| 50060 · Accounting | 1,841.75 | 1,671.00 | 170.75 | 3,685.25 | 3,342.00 | 343.25 |
| 50070 · Equipment Purchase | 0.00 | 175.00 | -175.00 | 0.00 | 350.00 | -350.00 |
| 50075 · Intern/Consultant | 0.00 | 1,000.00 | -1,000.00 | 0.00 | 2,000.00 | -2,000.00 |
| 50080 · Bank & Credit Card Charges | 10.73 | 50.00 | -39.27 | 39.93 | 100.00 | -60.07 |
| 50085 · Repair/Maintenance/Cleaning | 1,028.91 | 233.00 | 795.91 | 1,328.91 | 466.00 | 862.91 |
| 50090 · Office Supplies | 153.06 | 267.00 | -113.94 | 724.83 | 534.00 | 190.83 |
| 50095 · Postage and Delivery | 50.00 | 29.00 | 21.00 | 50.00 | 58.00 | -8.00 |
| 50100 · Printing/Photocopy | 773.91 | 109.00 | 664.91 | 1,031.88 | 218.00 | 813.88 |
| 50110 · Dues/Subscriptions | 55.00 | 84.00 | -29.00 | 55.00 | 168.00 | -113.00 |
| 50115 · Staff Development | 0.00 | 100.00 | -100.00 | 0.00 | 200.00 | -200.00 |
| 50120 · Meetings | 120.18 | 292.00 | -171.82 | 272.25 | 584.00 | -311.75 |
| 50125 · Legal | 500.00 | 625.00 | -125.00 | 500.00 | 1,250.00 | -750.00 |
| 50130 · Telephone & Internet | 894.15 | 625.00 | 269.15 | 1,196.35 | 1,250.00 | -53.65 |
| 50135 · Parking/Mileage | 0.00 | 200.00 | -200.00 | 2.50 | 400.00 | -397.50 |

Hillcrest Business Improvement Association, Inc.
Profit & Loss Budget vs. Actual
 July through August 2018

| | TOTAL | | | | | |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | Aug 18 | Budget | Variance | Jul - Aug 18 | Budget | Variance |
| 50140 · Depreciation | 0.00 | 25.00 | -25.00 | 0.00 | 50.00 | -50.00 |
| 50330 · D & O / Liability Insurance | 0.00 | 550.00 | -550.00 | 3,094.95 | 4,000.00 | -905.05 |
| Total 50045 · Operating | 6,654.21 | 6,838.00 | -183.79 | 15,246.77 | 16,576.00 | -1,329.23 |
| 51000 · Neighborhood/Outreach Promotion | | | | | | |
| 51515 · CityFest | 59,109.73 | 80,000.00 | -20,890.27 | 60,328.73 | 90,000.00 | -29,671.27 |
| 51525 · Promotion/Marketing/Campaigns | 491.00 | 1,292.00 | -801.00 | 1,159.61 | 2,584.00 | -1,424.39 |
| 51530 · Banners | 0.00 | 375.00 | -375.00 | 1,436.00 | 750.00 | 686.00 |
| 51535 · Web Site Communications | 0.00 | 125.00 | -125.00 | 0.00 | 250.00 | -250.00 |
| 51540 · Business Mixers/Open House | 618.99 | 417.00 | 201.99 | 618.99 | 534.00 | 84.99 |
| 51545 · Newsletter | 0.00 | 500.00 | -500.00 | 0.00 | 500.00 | -500.00 |
| 51555 · Farmer's Market | 743.48 | 1,250.00 | -506.52 | 743.48 | 2,500.00 | -1,756.52 |
| 51565 · Hillcrest Map | 0.00 | 250.00 | -250.00 | 0.00 | 500.00 | -500.00 |
| 51575 · Pride Flag Project | 99.13 | | | 1,449.13 | | |
| 51800 · Pride of Hillcrest/Block Party | 22,086.80 | 35,000.00 | -12,913.20 | 40,831.58 | 65,000.00 | -24,168.42 |
| Total 51000 · Neighborhood/Outreach Promotion | 83,149.13 | 119,209.00 | -36,059.87 | 106,567.52 | 162,618.00 | -56,050.48 |
| 53000 · Physical Improvements | | | | | | |
| 53125 · Hillcrest Sign Utilities/Maint. | 62.90 | 67.00 | -4.10 | 123.30 | 134.00 | -10.70 |
| 53130 · Security | 2,533.00 | 2,803.00 | -270.00 | 2,533.00 | 5,606.00 | -3,073.00 |
| 53131 · Security Subscription | 1,415.50 | 148.00 | 1,267.50 | 1,415.50 | 296.00 | 1,119.50 |
| 53134 · Steam Cleaning Subscription | 0.00 | 675.00 | -675.00 | 1,025.00 | 1,350.00 | -325.00 |
| 53135 · Street Cleaning | 0.00 | 2,400.00 | -2,400.00 | 2,352.51 | 4,800.00 | -2,447.49 |
| 53139 · Sidewalk Improvements | 12,810.00 | 4,742.00 | 8,068.00 | 12,810.00 | 9,484.00 | 3,326.00 |
| 53150 · Dumpsters | 584.32 | 380.00 | 204.32 | 1,173.64 | 760.00 | 413.64 |
| 53155 · Tree & Flower Maintenance | 8,259.00 | 2,865.00 | 5,394.00 | 8,259.00 | 5,730.00 | 2,529.00 |
| 53157 · Tree Light Repair | 0.00 | 489.00 | -489.00 | 0.00 | 978.00 | -978.00 |
| 53158 · Lighting Canopy/Projects | 0.00 | 554.00 | -554.00 | 0.00 | 1,108.00 | -1,108.00 |
| 53165 · Contingency | 0.00 | 1,816.00 | -1,816.00 | 0.00 | 3,632.00 | -3,632.00 |
| Total 53000 · Physical Improvements | 25,664.72 | 16,939.00 | 8,725.72 | 29,691.95 | 33,878.00 | -4,186.05 |
| Total Expense | 132,287.94 | 156,122.00 | -23,834.06 | 183,702.09 | 239,344.00 | -55,641.91 |
| | -10,912.52 | 30,910.00 | -41,822.52 | 30,695.04 | 52,220.00 | -21,524.96 |

Hillcrest Business Improvement Association, Inc.

Balance Sheet

As of August 31, 2018

Aug 31, 18

ASSETS

Current Assets

Checking/Savings

10035 · Comerica - Checking 214,110.48

10045 · PayPal 656.20

Total Checking/Savings 214,766.68

Accounts Receivable

12000 · Accounts Receivable 6,042.47

Total Accounts Receivable 6,042.47

Other Current Assets

10115 · SBEP City Fees & Services 5,514.30

10120 · BID Receivable 20,596.90

10125 · MAD Receivable 10,011.13

10145 · Farmers Market Receivable 12,491.75

10150 · TOT City & County Receivable 5,000.00

10155 · Prepaid Expense 9,860.73

10170 · NightmareonNormal Prepaid/Rcvbl 150.00

10190 · Tech. Assistance/Acctg. Rcvbl. 30.00

10195 · Taste N Tinis Prepaid/Rcvbls. 1,218.58

Total Other Current Assets 64,873.39

Total Current Assets 285,682.54

Fixed Assets

10200 · Office Furniture & Equipment 21,364.81

10220 · Accumulated Depreciation -21,364.81

Total Fixed Assets 0.00

TOTAL ASSETS 285,682.54

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 33,807.06

Total Accounts Payable 33,807.06

Other Current Liabilities

20230 · Sales Tax Payable 1,508.32

Hillcrest Business Improvement Association, Inc.

Balance Sheet

As of August 31, 2018

| | <u>Aug 31, 18</u> |
|--|--------------------------|
| 20240 · Deferred Revenue | 8,000.00 |
| 21000 · Payroll Liabilities | |
| FUTA Payable | 24.21 |
| Vacation Payable | 2,648.73 |
| Total 21000 · Payroll Liabilities | <u>2,672.94</u> |
| Total Other Current Liabilities | <u>12,181.26</u> |
| Total Current Liabilities | <u>45,988.32</u> |
| Total Liabilities | <u>45,988.32</u> |
| Equity | |
| 31100 · Unrestricted Net Assets | 208,999.18 |
| Net Income | 30,695.04 |
| Total Equity | <u>239,694.22</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>285,682.54</u></u> |

Hillcrest Business Improvement Association, Inc.

A/R Aging Summary

As of August 31, 2018

| | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL |
|------------------------|-------------|-------------|-------------|-------------|-----------------|-----------------|
| David Larson | 0.00 | 0.00 | 0.00 | 0.00 | 325.00 | 325.00 |
| Dr. Bronners | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 | 500.00 |
| Gioia's Room | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 250.00 |
| Hillcrest Ace Hardware | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 250.00 |
| Phildaelphia Insurance | 0.00 | 0.00 | 0.00 | 0.00 | 3,417.47 | 3,417.47 |
| Sash Bags | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 250.00 |
| Urban Mo's | 0.00 | 0.00 | 0.00 | 0.00 | 800.00 | 800.00 |
| Village Hat Shop | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 | 250.00 |
| TOTAL | 0.00 | 0.00 | 0.00 | 0.00 | 6,042.47 | 6,042.47 |