



Old Town San Diego Chamber of Commerce
Old Town Business Improvement District

P.O. Box 82686 San Diego, CA 92138 • (619) 291-4903 • (Fax) 291-9383

Board of Directors Meeting

8:30 AM - Wednesday, October 22, 2014

Mormon Battalion Historic Site – 2510 Juan Street

NOTE – LOCATION CHANGE

Agenda

1. Call to Order & Introductions

2. Presentations:

- a. Welk Resort – Visitor Center Participation
- b. Cox Communications - Bob Stafford - Business Development

3. Non-Agenda Public Comment

*Public comment may be made on any subject in the Board's area of responsibility. Time allotted to each speaker shall be determined by the President; however, comments are limited to no more than three (3) minutes total per subject regardless of the number of those wishing to speak. (Comments relating to items on today's agenda are to be taken at the time the item is heard.) Please direct requests to speak to the President **prior** to the start of the meeting. Pursuant to the Brown Act, no discussion or action, other than a referral, shall be taken by the Board on any issue brought forth under "Non-Agenda Public Comment."*

4. Approval of Minutes

General Meeting – September 17, 2014

Action Item

5. Administrative Items

- a. Request for Agenda Revisions (continuances, change in order, etc.)
- b. Conflict of Interest Declarations on Agenda Items
- c. Board Non-agenda comment
- d. Board Administrative Items

6. Announcements and Community Reports/Updates – 3 Minutes

Juan Street Improvements - City San Diego

7. Committee Reports

a. Organization Committee

- 1) Accept Resignation – Diane Lowery Action Item
- 2) Accept Financial Report – July 2014 Action Item
- 3) Accept Financial Report – September 2014 Action Item
- 4) Financial – YE FY 2014
- 5) Chamber Proposed FY15 Budget

a) Finance Meeting

- 6) Audit Preparation
- 7) Old Town Saturday Market Update
- 8) Old Town Saturday Market Sunday Update
- 9) Election Committee Report

Accept the Nominations for the Board of Directors Action Item

Approve the Ballot for Mailing Action Item

- 10) Annual Meeting – November 19, 2014
- 11) Chamber Board Retreat

b. Promotions Committee - Update

- Taste of Old Town

c. Design Committee – Update

8. Old Town Events – Updates

- a. Taste of Old Town – September 18, 2014
- b. Art & Craft Show– October 4-5, 2014
- c. Dia de los Muertos – November 1 & 2, 2014
- d. Community Christmas Party – December 10, 2014

9. Old Town Community Parking Advisory Committee Update

- a. UOP Agreement with City of San Diego
- b. Meeting October 14, 2014 - Hacienda Hotel @ 10:00 AM

10. Executive Director Update

11. Unfinished Business

12. New Business

13. Old Town Chamber of Commerce Annual Meeting Date – Wednesday, November 19, 2014

14. Adjournment

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 meeting Coordinator in the Old



Old Town San Diego Chamber of Commerce/BID Board of Directors Meeting

Minutes of the Board of September 17, 2014
8:30 AM @ Café Coyote 2461 San Diego Avenue (Upstairs)

Directors Present:

David Thornton - OT Trolley Tours
Chuck Ross – Fiesta de Reyes
Fred Grand - Hacienda Hotel
Patty Ducey-Brooks – Presidio Comm.
Jeanne Ferrell - Cold Stone Creamery
Christine Smith – Café Coyote
Diane Powers – Bazaar Del Mundo

Guests:

Molly Chase - San Diego City Council
Julio DeGuzman – San Diego City Attorney
Bob Barros – VMG OTSD Guide
Danny Hampson – OT Model Railroad Depot
Kim McLaughlin – Haunted San Diego
Autumn Doermann-Rojas – Cygnet Theatre

Directors Excused:

Alana Coons - SOHO
Dave McGuire - Bailey & McGuire
Bruce Johnson – Alamo Mexican Café
Michael Howland – Michael Howland CPA
Diane Lowery – Lowery's Hot Glass

Richard Stegner - Executive Director
R. Elisha McLemore – Executive Assistant

Fred Grand, President, called the meeting to order at 9:09am.

Introductions of board members and visitors were made.

Non-Agenda Public Comment

Fred Grand spoke briefly about the cleanup of the Chamber storage space on 9/13 and items that are available for use: BID Bicycle, a large banquet table and a small computer table plus other miscellaneous items. He also reported that a space of 10X10 is needed for the items that will be kept: Six umbrellas with bases, twenty-seven US flags, barricades, ½ dozen large ice buckets, etc. ~~In the course of the conversation the hike was given to Chuck Ross for the FOOT raffle.~~ Mr. Grand also suggested speaking to the current storage property manager about reducing the monthly rent to \$100.

Administrative Items

A. Board Administrative Items and/or non-agenda comment

None

B. Request for Agenda revisions (continuances, changes in order, etc.)

None

C. Conflict of Interest Declarations on Agenda Items

None

Announcements and Community Reports/Updates

Julio DeGuzman from City Attorney's Office and Neighborhood Prosecution Unit gave a short presentation about the Civil Division (represents the City against lawsuits), the Criminal Division (prosecute offenders of misdemeanors and infractions) and the Advisory Division (advises the Major and the City Council) within the City Attorney's office.

Molly Chase from Council President Gloria's office imparted the phone numbers for issues with fallen trees: (619) 527-7500, water: (619) 515-3525 and emergencies related to SDGE: (800) 411-7343. She advised the board to contact her if they weren't getting any response related to any of these issues. She spoke briefly about the Juan Street Construction and the creation of a Facebook page devoted to the upcoming improvements. The page is set to go live next week. Chuck Ross voiced concerns about notice of the work to be done and water shutoffs. Ms. Chase assured the board there will be prior notice made for all work to be done. There will be a map distribution to show the road closures and one way street access for Juan Street. The installation of the Decco Bike stations will be on September 29th with operations beginning October 30th. Fred Grand also voiced concerns about how rates for SDGE have gone up at least 30% for his business and other OT businesses within the last month. Ms. Chase went on to say that she would speak to SDGE's public affairs person to find out if there has been a rate or demand spike.

Patty Ducey-Brooks from Presidio Comm. informed the board that Larry Wilski, who is running for congress, is interested in having a coffee with the Chamber board member to discuss his views. Fred Grand responded that board is happy to invite Mr. Wilski to a meeting where he'll be given an opportunity to present his views during Public Comment.

Autumn Doermann-Rojas from Cygnet Theatre announced that there will be a free dress rehearsal for OT employees to their 2 new shows "Fool for Love" and "True West" on September 23, 2014.

Richard Stegner of the OT Chamber thanked Dave Thorton, Michael Howland, Dave McGuire, Diane Lowery, and Elisha Mclemore for their help with moving the Chamber office to its new location. He also thanked Diane Powers for her help with the putting the office color scheme together.

Approval of Minutes

Minutes were presented for the regular chamber meeting conducted on July 16, 2014, 2014.

MOTION: to approve the minutes of July 16, 2014 with corrections made by adding the name of business after Chuck Ross's name.

M/S/A: David Thornton/Jeanne Farrell (#09-17-14-1) - Motion Passed 6-0-1 A (Chuck Ross)

COMMITTEE REPORTS

Organization Committee

Richard Stegner presented the financials for the month of August 2014.

MOTION: to accept financials for the month of August 2014

M/S/A: Patty Ducey-Brooks/Diane Powers (#09-17-14-2) - Motion Passed 7-0-0 U

Chamber Proposed FY15 Budget

Richard Stegner presented the proposed FY15 budget. He asked the board about scheduling a finance meeting prior to the next chamber meeting to finalize the budget for FY15. There was also discussion about the acquisition of an appropriate sign for the new Chamber location. The cost of this is to be added to the budget.

MOTION: to approve the proposed FY15 budget as a “work in progress.”

M/S/A: Patty Ducey-Brooks/Christine Smith (#09-17-14-3) - Motion Passed 7-0-0 U

Saturday Market:

Richard Stegner presented the Saturday Market report. He relayed that the Chamber is unable to add Sunday to the Market until the new calendar year; per the City's permit requirements. The majority of the vendors are on board with the addition of another day. There was a discussion on what to name the new market. The board decided to call it the “Old Town Street Market.” Chuck Ross offered the opinion that the Market signs are not an appropriate representation of the event and new ones are needed. Richard Stegner agreed to look into that as well as a new banner on Congress.

Election Committee

Jeanne Ferrell presented the Election Committee report. There a 6 people up for election: Michael Howland, Chuck Ross, Bruce Johnson, Dave McGuire, Diane Lowery and Dave Thornton. The ballots have been mailed.

Promotion Committee

Chuck Ross announced that the sponsorship total for TOOT is 36k not counting online ticket sales. The online tickets have surpassed ticket sales of the previous Tequila Trails event at \$6700. He thanked the presenting sponsors for their contribution to the event. Mr. Ross spoke about the successful print/radio promotions (UT, Night and Day, etc.) for the Taste of Old Town and the banner program for the presenting sponsor located at Immaculate Conception Church parking lot. It's an added value and thank you for their contribution and will be up for 6 months. There is the hope that this will be a yearly program. The projected attendance for the event is 800 people.

Bob Barros reported that the promotions committee has reviewed several coop advertising opportunities. They decided to go with SBTA at a lower price and Old Town Guide again this

year. The promotions committee recommended that the committee sponsor Dia de los Muertos at \$2500.

MOTION: to approve the recommended advertising opportunities and the Dia de los Muertos sponsorship of \$2500

M/S/A: Chuck Ross/Patty Ducey-Brooks (#09-17-14-4) - Motion Passed 5-0-2 A (Jeanne Ferrell, Chuck Ross)

Design Meeting:

Ms. Powers informed the board that the regular design meeting isn't until next week. Ms. Powers did give a quick update about the Ron Roberts grant request for the gateway signage and presented the new holiday banners. Ms. Powers thanked Dave Thornton for his contribution towards the purchase of the banners.

Upcoming Events Update

Taste of Old Town – September 18, 2014

Art & Craft Show- October 4 & 5, 2014

Dia de los Muertos – November 1 & 2, 2014

Community Christmas Party – December 10, 2014

Executive Update:

Mr. Stegner announced that the UOP agreement was signed and the Chamber is now waiting for the City to sign and return it.

Next year the OT Chamber of Commerce will be celebrating its 70th birthday. It's been a Business Improvement District since 1945.

Old Business – None

New Business - None

Meeting adjourned at 10:24am.

Next regular Chamber meeting is scheduled for Wednesday October 15, 2014.

Respectfully submitted,

Signed: _____

Jeanne Ferrell, Secretary

Subj: **Board of Directors Resignation - take 2**
Date: 10/6/2014 1:08:52 P.M. Pacific Daylight Time
From: dianelowery@cox.net
To: OTSD@aol.com

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Hi Richard,

As of October 6, 2014 I am stating my resignation from my position on the Old Town San Diego Board of Directors. I will not be attending any meetings as a sitting member. Also, please remove my name as an applicant for the upcoming election.

Thank You,
Diane Lowery
Lowery's Hot Glass
3985 Harney Street
San Diego, California 92110

Old Town San Diego Chamber of Commerce/BID
Statement of Financial Position
As of July 31, 2014

	<u>Jul 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
10010 · GENERAL ACCOUNT	22,050.08
10095 · CASH PETTY	37.34
Total Checking/Savings	<u>22,087.42</u>
Accounts Receivable	
11130 · ACCOUNTS RECEIVABLE	3,225.42
Total Accounts Receivable	<u>3,225.42</u>
Other Current Assets	
11160 · DUE FROM SPECIAL EVENTS	8,000.00
Total Other Current Assets	<u>8,000.00</u>
Total Current Assets	33,312.84
Fixed Assets	
18230 · SECURITY DEPOSITS	2,782.89
Total Fixed Assets	<u>2,782.89</u>
TOTAL ASSETS	<u><u>36,095.73</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
11295 · BID ASSESSMENTS	-1,403.79
Total Other Current Liabilities	<u>-1,403.79</u>
Total Current Liabilities	-1,403.79
Long Term Liabilities	
22086 · DUE TO OTHER ORGANIZATIONS	500.00
Total Long Term Liabilities	<u>500.00</u>
Total Liabilities	-903.79
Equity	
30010 · FUND BALANCE	47,710.18
Net Income	-10,710.66
Total Equity	<u>36,999.52</u>
TOTAL LIABILITIES & EQUITY	<u><u>36,095.73</u></u>

Old Town San Diego Chamber of Commerce/BID
Statement of Financial Income and Expenses

July 2014

	Jul 14
Ordinary Income/Expense	
Income	
40010 · SPECIAL EVENTS INCOME	
40045 · SATURDAY MARKET	0.00
Total 40010 · SPECIAL EVENTS INCOME	0.00
40020 · BID DISBURSEMENTS	
40021 · BID DISBURSEMENTS RECEIVED	3,105.24
Total 40020 · BID DISBURSEMENTS	3,105.24
40150 · MISCELLANEOUS INCOME	100.00
Total Income	3,205.24
Gross Profit	3,205.24
Expense	
I - PERSONNEL & ORGANIZATION	
50000 · OCCUPANCY EXPENSE	
520020 · RENT	1,467.64
54500 · UTILITIES	204.51
53500 · STORAGE UNIT	232.78
54000 · TELEPHONE	
54051 · TELEPHONE - OFFICE	130.99
Total 54000 · TELEPHONE	130.99
Total 50000 · OCCUPANCY EXPENSE	2,035.92
54900 · OFFICE RELOCATION	1,190.00
55000 · STAFFING	
55200 · EXECUTIVE DIRECTOR	
55221 · EXECUTIVE DIRECTOR	3,384.62
Total 55200 · EXECUTIVE DIRECTOR	3,384.62
55150 · STAFFING PART TIME	1,607.96
55300 · WORKER'S COMP INSURANCE	52.16
55400 · PAYROLL EXPENSES	533.62
Total 55000 · STAFFING	5,578.36
50060 · DUES & SUBSCRIPTIONS	230.00
50070 · GEN'L INSURANCE	1,946.00
50140 · BANK FEES, FIN CH & TAXES	1.70
50150 · OFFICE SUPPLIES	152.86
Total I - PERSONNEL & ORGANIZATION	11,134.84
II - SPECIAL PROJECTS/EVENTS	
60000 · SPECIAL PROJECTS/EVENTS	
61000 · SATURDAY MARKET	315.98
Total 60000 · SPECIAL PROJECTS/EVENTS	315.98
Total II - SPECIAL PROJECTS/EVENTS	315.98
IV - DESIGN PROGRAMS	
70020 · STREETSCAPE	1,733.00
Total IV - DESIGN PROGRAMS	1,733.00
V - ECONOMIC RESTRUCTURING PROG	
73050 · OT CPD - OT BID ALLOCATION	732.08
Total V - ECONOMIC RESTRUCTURING PROG	732.08

Old Town San Diego Chamber of Commerce/BID
Statement of Financial Income and Expenses

July 2014

	<u>Jul 14</u>
Total Expense	13,915.90
Net Ordinary Income	-10,710.66
Net Income	<u>-10,710.66</u>

OTSD Chamber Special Events
Financial Position
As of July 31, 2014

	<u>Jul 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking x7729	59,449.66
1010 · Merchant Svc x737	<u>-5.00</u>
Total Checking/Savings	59,444.66
Accounts Receivable	
1200 · Accounts Receivable	<u>2,333.68</u>
Total Accounts Receivable	2,333.68
Other Current Assets	
1250 · Other Receivables	<u>1,547.63</u>
Total Other Current Assets	<u>1,547.63</u>
Total Current Assets	63,325.97
Fixed Assets	
1700 · Property Donated	<u>12,500.00</u>
Total Fixed Assets	<u>12,500.00</u>
TOTAL ASSETS	<u>75,825.97</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	<u>65.34</u>
Total Accounts Payable	65.34
Other Current Liabilities	
2030 · Due to Organization - COC	8,000.75
2032 · Due to Organization - Other	4,635.14
2200 · Deferred Revenue	<u>1,950.00</u>
Total Other Current Liabilities	<u>14,585.89</u>
Total Current Liabilities	<u>14,651.23</u>
Total Liabilities	14,651.23
Equity	
3900 · Retained Earnings	61,995.93
Net Income	<u>-821.19</u>
Total Equity	<u>61,174.74</u>
TOTAL LIABILITIES & EQUITY	<u>75,825.97</u>

Old Town Chamber of Commerce Special Events
Profit & Loss by Class FY 14
 July 2014

	<u>A&C</u>	<u>TOTAL</u>
Ordinary Income/Expense		
Expense		
6000 · Event Activities		
6100 · Professional Fees		
6120 · Online Application Software	500.00	500.00
Total 6100 · Professional Fees	500.00	500.00
6800 · Event Operations		
6897 · Licenses, Permits and Services		
6898 · Permits City, County & SHP	150.00	150.00
Total 6897 · Licenses, Permits and Services	150.00	150.00
Total 6800 · Event Operations	150.00	150.00
Total 6000 · Event Activities	650.00	650.00
7025 · Credit Card Machines	33.49	33.49
7030 · Bank Fees, Etc	137.70	137.70
Total Expense	821.19	821.19
Net Ordinary Income	-821.19	-821.19
Net Income	<u>-821.19</u>	<u>-821.19</u>

Old Town San Diego Chamber of Commerce/BID
Statement of Financial Position
As of September 30, 2014

	<u>Sep 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
10010 · GENERAL ACCOUNT	6,277.93
10095 · CASH PETTY	<u>37.34</u>
Total Checking/Savings	6,315.27
Accounts Receivable	
11130 · ACCOUNTS RECEIVABLE	<u>2,625.42</u>
Total Accounts Receivable	2,625.42
Other Current Assets	
11160 · DUE FROM SPECIAL EVENTS	<u>8,000.00</u>
Total Other Current Assets	<u>8,000.00</u>
Total Current Assets	16,940.69
Fixed Assets	
18230 · SECURITY DEPOSITS	<u>2,782.89</u>
Total Fixed Assets	<u>2,782.89</u>
TOTAL ASSETS	<u>19,723.58</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
11295 · BID ASSESSMENTS	<u>-1,403.79</u>
Total Other Current Liabilities	<u>-1,403.79</u>
Total Current Liabilities	<u>-1,403.79</u>
Total Liabilities	-1,403.79
Equity	
30010 · FUND BALANCE	47,710.18
Net Income	<u>-26,582.81</u>
Total Equity	<u>21,127.37</u>
TOTAL LIABILITIES & EQUITY	<u>19,723.58</u>

**Old Town San Diego Chamber of Commerce/BID
Statement of Financial Income and Expenses**

July through September 2014

	<u>Jul - Sep 14</u>
Ordinary Income/Expense	
Income	
40010 · SPECIAL EVENTS INCOME	
40045 · SATURDAY MARKET	6,119.69
Total 40010 · SPECIAL EVENTS INCOME	<u>6,119.69</u>
40020 · BID DISBURSEMENTS	
40021 · BID DISBURSEMENTS RECEIVED	5,623.69
Total 40020 · BID DISBURSEMENTS	<u>5,623.69</u>
40130 · FUND RAISING	160.60
40150 · MISCELLANEOUS INCOME	100.00
Total Income	<u>12,003.98</u>
Gross Profit	12,003.98
Expense	
I - PERSONNEL & ORGANIZATION	
50000 · OCCUPANCY EXPENSE	
520020 · RENT	6,467.64
54500 · UTILITIES	445.90
53500 · STORAGE UNIT	698.34
54000 · TELEPHONE	
54051 · TELEPHONE - OFFICE	262.00
Total 54000 · TELEPHONE	<u>262.00</u>
Total 50000 · OCCUPANCY EXPENSE	7,873.88
54900 · OFFICE RELOCATION	1,297.03
55000 · STAFFING	
55200 · EXECUTIVE DIRECTOR	
55221 · EXECUTIVE DIRECTOR	10,500.97
55200 · EXECUTIVE DIRECTOR - Other	1,345.20
Total 55200 · EXECUTIVE DIRECTOR	<u>11,846.17</u>
55150 · STAFFING PART TIME	4,878.34
55300 · WORKER'S COMP INSURANCE	104.32
55400 · PAYROLL EXPENSES	1,733.10
Total 55000 · STAFFING	<u>18,561.93</u>
50045 · ELECTION EXPENSE	505.88
50060 · DUES & SUBSCRIPTIONS	730.00
50070 · GEN'L INSURANCE	1,946.00
50100 · REPAIR & MAINTENANCE	177.76
50140 · BANK FEES, FIN CH & TAXES	1.70
50150 · OFFICE SUPPLIES	442.19
Total I - PERSONNEL & ORGANIZATION	<u>31,536.37</u>
II - SPECIAL PROJECTS/EVENTS	
60000 · SPECIAL PROJECTS/EVENTS	
61000 · SATURDAY MARKET	315.98
Total 60000 · SPECIAL PROJECTS/EVENTS	<u>315.98</u>
Total II - SPECIAL PROJECTS/EVENTS	315.98
IV - DESIGN PROGRAMS	
70020 · STREETScape	2,633.00
Total IV - DESIGN PROGRAMS	<u>2,633.00</u>

Old Town San Diego Chamber of Commerce/BID
Statement of Financial Income and Expenses

July through September 2014

	<u>Jul - Sep 14</u>
V - PROMOTION PROGRAMS	
71526 · PRINT ADVERTISING	185.76
71090 · MARKETING/PR ACTIVITIES	790.00
72010 · EVENT PROMOTIONS	1,293.60
Total V - PROMOTION PROGRAMS	<u>2,269.36</u>
V - ECONOMIC RESTRUCTURING PROG	
73050 · OT CPD - OT BID ALLOCATION	1,832.08
Total V - ECONOMIC RESTRUCTURING PROG	<u>1,832.08</u>
Total Expense	<u>38,586.79</u>
Net Ordinary Income	<u>-26,582.81</u>
Net Income	<u><u>-26,582.81</u></u>

OTSD Chamber Special Events
Financial Position
As of September 30, 2014

	<u>Sep 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Checking x7729	107,355.98
Total Checking/Savings	<u>107,355.98</u>
Accounts Receivable	
1200 · Accounts Receivable	42,047.68
Total Accounts Receivable	<u>42,047.68</u>
Other Current Assets	
1250 · Other Receivables	1,547.63
1499 · Undeposited Funds	3,500.00
Total Other Current Assets	<u>5,047.63</u>
Total Current Assets	<u>154,451.29</u>
Fixed Assets	
1700 · Property Donated	12,500.00
Total Fixed Assets	<u>12,500.00</u>
TOTAL ASSETS	<u>166,951.29</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	2,610.00
Total Accounts Payable	<u>2,610.00</u>
Other Current Liabilities	
2030 · Due to Organization - COC	8,340.75
2032 · Due to Organization - Other	19,228.72
2200 · Deferred Revenue	1,950.00
Total Other Current Liabilities	<u>29,519.47</u>
Total Current Liabilities	<u>32,129.47</u>
Total Liabilities	<u>32,129.47</u>
Equity	
3900 · Retained Earnings	58,165.93
Net Income	74,740.89
Total Equity	<u>134,821.82</u>
TOTAL LIABILITIES & EQUITY	<u>166,951.29</u>

Old Town Chamber of Commerce Special Events
Profit & Loss by Class FY 14
July through September 2014

	<u>A&C</u>	<u>Art Festival</u>	<u>Car Show</u>	<u>Chamber</u>	<u>TOOT</u>	<u>TOTAL</u>
Ordinary Income/Expense						
Income						
4000 · Event Income	0.00	0.00	0.00	0.00	1,425.42	1,425.42
4005 · Participant/Booth Fees	3,735.00	0.00	0.00	0.00	0.00	3,735.00
4010 · Event Cash Sales	0.00	0.00	1,834.00	0.00	0.00	1,834.00
4015 · Application Fee	125.00	0.00	0.00	0.00	0.00	125.00
4025 · Vendor Booth Fee	0.00	0.00	5,475.00	0.00	0.00	5,475.00
4035 · Vehicle Entry	0.00	0.00	1,900.00	0.00	0.00	1,900.00
4110 · Grants/Donations						
5340 · City EDTS	29,064.00	0.00	0.00	0.00	0.00	29,064.00
Total 4110 · Grants/Donations	29,064.00	0.00	0.00	0.00	0.00	29,064.00
5170 · Sponsorships	5,500.00	0.00	12,350.00	0.00	35,750.00	53,600.00
5565 · Taste of Old Town	0.00	0.00	0.00	0.00	9,054.00	9,054.00
5585 · Parking	0.00	0.00	766.00	1,149.00	0.00	1,915.00
Total Income	38,424.00	0.00	22,325.00	1,149.00	46,229.42	108,127.42
Expense						
6000 · Event Activities						
6100 · Professional Fees						
6110 · Event Mangement	2,500.00	0.00	0.00	0.00	0.00	2,500.00
6120 · Online Application Software	500.00	0.00	0.00	0.00	0.00	500.00
Total 6100 · Professional Fees	3,000.00	0.00	0.00	0.00	0.00	3,000.00
6200 · Production						
6210 · Stage	0.00	0.00	1,694.00	0.00	0.00	1,694.00
6215 · Audio	0.00	0.00	1,345.00	0.00	0.00	1,345.00
6220 · Lighting & Power	0.00	0.00	500.00	0.00	0.00	500.00
6225 · Stage Management	0.00	0.00	200.00	0.00	0.00	200.00
6230 · Entertainment	0.00	0.00	900.00	0.00	0.00	900.00
Total 6200 · Production	0.00	0.00	4,639.00	0.00	0.00	4,639.00
6600 · Promotions						
6610 · Program Expense	0.00	0.00	500.00	0.00	0.00	500.00
6615 · Advertising - Print	3,704.70	0.00	0.00	0.00	0.00	3,704.70
6617 · Marketing (Posters, etc)	0.00	106.92	1,290.44	0.00	283.50	1,680.86
6625 · Radio & TV	2,500.00	0.00	0.00	0.00	0.00	2,500.00
6635 · PR	4,000.00	0.00	0.00	0.00	0.00	4,000.00
6645 · Web Eblast Advertising	275.00	0.00	0.00	0.00	0.00	275.00
6655 · Awards	0.00	0.00	541.40	0.00	0.00	541.40
6660 · Staff Shirts - T-Shirts	0.00	0.00	1,000.00	0.00	0.00	1,000.00
Total 6600 · Promotions	10,479.70	106.92	3,331.84	0.00	283.50	14,201.96
6700 · Staff						
6710 · Chamber Event Fee	0.00	0.00	1,050.00	0.00	2,610.00	3,660.00
6730 · Event Assistants	0.00	0.00	550.00	0.00	0.00	550.00
Total 6700 · Staff	0.00	0.00	1,600.00	0.00	2,610.00	4,210.00
6800 · Event Operations						
6845 · Banners & Signs	1,230.00	0.00	400.00	0.00	0.00	1,630.00
6805 · Cleaning Services	0.00	0.00	750.00	0.00	0.00	750.00
6810 · Communication Equipment	0.00	0.00	121.00	0.00	0.00	121.00
6812 · Community Meeting Notifications	312.42	0.00	312.42	0.00	0.00	624.84
6807 · Graphics Design & Production	3,554.24	0.00	3,300.00	0.00	0.00	6,854.24
6825 · SDPD & SETC	-5,955.71	0.00	946.40	0.00	0.00	-5,009.31
6840 · Setup	0.00	0.00	578.00	0.00	0.00	578.00
6855 · Tickets/Certificates	0.00	0.00	0.00	0.00	1,044.36	1,044.36
6865 · Transportation - Carts	0.00	0.00	454.40	0.00	0.00	454.40
6890 · Supplies Etc	0.00	0.00	107.70	0.00	0.00	107.70
6897 · Licenses, Permits and Services						
6898 · Permits City, County & SHP	150.00	0.00	0.00	150.00	0.00	300.00
Total 6897 · Licenses, Permits and Services	150.00	0.00	0.00	150.00	0.00	300.00
7150 · Insurance						
7252 · General Liability Insurance	576.00	0.00	457.00	0.00	0.00	1,033.00
Total 7150 · Insurance	576.00	0.00	457.00	0.00	0.00	1,033.00
Total 6800 · Event Operations	-133.05	0.00	7,426.92	150.00	1,044.36	8,488.23
Total 6000 · Event Activities	13,346.65	106.92	16,997.76	150.00	3,937.86	34,539.19
7021 · Square Account Charges	60.06	0.00	162.93	0.00	263.26	486.25
7025 · Credit Card Machines	33.49	0.00	0.00	0.00	0.00	33.49
7030 · Bank Fees, Etc	137.70	0.00	0.00	0.00	0.00	137.70
7351 · Fees - Bank etc	0.00	0.00	0.00	40.90	0.00	40.90
8999 · Uncategorized Expense	0.00	0.00	0.00	0.00	64.00	64.00

**Old Town Chamber of Commerce Special Events
 Profit & Loss by Class FY 14
 July through September 2014**

	<u>A&C</u>	<u>Art Festival</u>	<u>Car Show</u>	<u>Chamber</u>	<u>TOOT</u>	<u>TOTAL</u>
Total Expense	13,577.90	106.92	17,160.69	190.90	4,265.12	35,301.53
Net Ordinary Income	24,846.10	-106.92	5,164.31	958.10	41,964.30	72,825.89
Net Income	<u>24,846.10</u>	<u>-106.92</u>	<u>5,164.31</u>	<u>958.10</u>	<u>41,964.30</u>	<u>72,825.89</u>

Old Town Chamber of Commerce Transactions by Account

Accrual Basis

As of June 30, 2014

Type	Date	Name	Memo	Class	Amount	Balance
2030 - Due to Organization - COC						25,593.37
Deposit	10/1/2011	Cafe Coyote	Deposit	Car Show	500.00	26,093.37
Deposit	10/1/2011		FDKK Sales	Car Show	275.18	26,368.55
Deposit	10/1/2011		Car Show FDKK	Car Show	875.00	27,243.55
Deposit	5/3/2012	Cafe Coyote	COC Invoice VC Advertising	A&C	600.00	27,843.55
General Journal	5/10/2012		REF Inv# 99016 KPBS	A&C	1,800.00	29,643.55
Check	5/30/2012	Old Town Chamber o...	FDKK CC Sales	Chamber	-875.00	28,768.55
Check	5/30/2012	OTSD	Cafe Coyote CC for Chamber Adve...	Chamber	-600.00	28,168.55
Check	5/30/2012	OTSD	Cafe Coyote CC for FDKK Sponsor...	Chamber	-500.00	27,668.55
Deposit	7/6/2012	OTSD	Advance	Chamber	500.00	28,168.55
General Journal	6/27/2013		City Fees FY 13	Car Show	-2,432.00	25,736.55
General Journal	6/27/2013		City Fees FY 13	A&C	-6,139.00	19,597.55
General Journal	6/30/2013		Golf Tournament Bills paid by Cha...	Golf	16,185.60	35,783.15
General Journal	6/30/2013			Golf	-16,184.85	19,598.30
General Journal	6/30/2013			Golf	-1,000.00	18,598.30
Deposit	8/15/2013	Boosters	Deposit BOOT	Chamber	16,185.60	34,783.90
Check	9/24/2013	OTSD	RFR For March 2013 Golf Tourna...	Chamber	-16,185.60	18,598.30
Check	10/31/2013	OTSD	Repayment of AF Advances	Chamber	-10,597.55	8,000.75
Total 2030 - Due to Organization - COC					-17,592.62	8,000.75
TOTAL					-17,592.62	8,000.75

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Old Town San Diego Chamber of Commerce/BID
FY 2015 Program Budget by Class
 July 2014 through June 2015

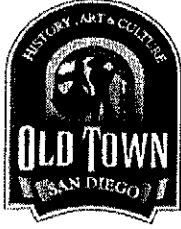
	<u>BID REIMB</u>	<u>Total CHAMB...</u>	<u>CPD</u>	<u>Total SBEP</u>	<u>TOTAL</u>
	<u>Jul '14 - Jun 15</u>	<u>Jul '14 - Jun 15</u>	<u>Jul '14 - Jun 15</u>	<u>Jul '14 - Jun 15</u>	<u>Jul '14 - Jun 15</u>
Ordinary Income/Expense					
Income					
40010 · SPECIAL EVENTS INCOME					
40045 · SATURDAY MARKET		36,000.00			36,000.00
40046 · SATURDAY MARKET SUNDAY		20,000.00			20,000.00
40060 · CHAMBER EVENT FEE		3,700.00			3,700.00
40065 · TASTE OF OLD TOWN		59,180.00			59,180.00
40066 · FDKK - CAR SHOW		24,200.00			24,200.00
40075 · ART FESTIVAL		59,600.00			59,600.00
40010 · SPECIAL EVENTS INCOME - Ot...			14,200.00		14,200.00
Total 40010 · SPECIAL EVENTS INCOME		202,680.00	14,200.00		216,880.00
40020 · BID DISBURSEMENTS					
40025 · BID DISBURSEMENTS CARRYO...	2,200.00				2,200.00
40020 · BID DISBURSEMENTS - Other	35,000.00				35,000.00
Total 40020 · BID DISBURSEMENTS	37,200.00				37,200.00
40130 · FUND RAISING		23,400.00			23,400.00
41000 · SBEP				19,823.00	19,823.00
Total Income	37,200.00	226,080.00	14,200.00	19,823.00	297,303.00
Gross Profit	37,200.00	226,080.00	14,200.00	19,823.00	297,303.00
Expense					
I - PERSONNEL & ORGANIZATION					
50000 · OCCUPANCY EXPENSE					
520020 · RENT					
52029 · RENT - OT CPD ALLOCATI...	1,400.00				1,400.00
520020 · RENT - Other	3,200.00	31,700.00			34,900.00
Total 520020 · RENT	4,600.00	31,700.00			36,300.00
54500 · UTILITIES		1,800.00	5,500.00		7,300.00
53000 · OFFICE CLEANING		1,500.00			1,500.00
53500 · STORAGE UNIT		2,700.00			2,700.00
54000 · TELEPHONE					
54051 · TELEPHONE - OFFICE	500.00	1,600.00			2,100.00
54053 · TELEPHONE - STAFF		900.00			900.00
Total 54000 · TELEPHONE	500.00	2,500.00			3,000.00
Total 50000 · OCCUPANCY EXPENSE	5,100.00	40,200.00	5,500.00		50,800.00
55000 · STAFFING					
55200 · EXECUTIVE DIRECTOR					
55221 · EXECUTIVE DIRECTOR		18,677.00		17,323.00	36,000.00
55222 · EXEC DIR - OT CPD ALLOC...		1,100.00			1,100.00
55200 · EXECUTIVE DIRECTOR - O...	6,900.00				6,900.00
Total 55200 · EXECUTIVE DIRECTOR	6,900.00	19,777.00		17,323.00	44,000.00
55150 · STAFFING PART TIME		15,000.00			15,000.00
55300 · WORKER'S COMP INSURANCE				100.00	100.00
55400 · PAYROLL EXPENSES	600.00	3,500.00		400.00	4,500.00
Total 55000 · STAFFING	7,500.00	38,277.00		17,823.00	63,600.00
50045 · ELECTION EXPENSE		800.00			800.00
50060 · DUES & SUBSCRIPTIONS	300.00	800.00			1,100.00
50065 · PRINTING					
51520 · NEWSLETTER - PRINTING	1,500.00	700.00			2,200.00
Total 50065 · PRINTING	1,500.00	700.00			2,200.00
50070 · GEN'L INSURANCE	800.00	1,700.00	2,900.00		5,400.00
50075 · POSTAGE		200.00			200.00
50080 · PROFESSIONAL SERVICES					
50082 · ACCOUNTING/TAX PREPARA...	2,500.00	2,100.00			4,600.00
Total 50080 · PROFESSIONAL SERVICES	2,500.00	2,100.00			4,600.00

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Old Town San Diego Chamber of Commerce/BID
FY 2015 Program Budget by Class
 July 2014 through June 2015

	<u>BID REIMB</u>	<u>Total CHAMB...</u>	<u>CPD</u>	<u>Total SBEP</u>	<u>TOTAL</u>
	<u>Jul '14 - Jun 15</u>	<u>Jul '14 - Jun 15</u>	<u>Jul '14 - Jun 15</u>	<u>Jul '14 - Jun 15</u>	<u>Jul '14 - Jun 15</u>
71516 · WEB HOSTING		300.00			300.00
50100 · REPAIR & MAINTENANCE		300.00	13,500.00		13,800.00
50115 · ANNUAL REPORT	100.00	270.00			370.00
50120 · ANNUAL MEETING	700.00	260.00			960.00
50122 · AWARDS		360.00			360.00
50140 · BANK FEES, FIN CH & TAXES		200.00			200.00
50150 · OFFICE SUPPLIES		2,900.00			2,900.00
52003 · MEETINGS		100.00			100.00
Total I - PERSONNEL & ORGANIZATION	18,500.00	89,467.00	21,900.00	17,823.00	147,690.00
II - SPECIAL PROJECTS/EVENTS					
60000 · SPECIAL PROJECTS/EVENTS					
61000 · SATURDAY MARKET		1,500.00			1,500.00
51572 · BUSINESS MIXERS	500.00				500.00
51575 · TASTE OF OLD TOWN		7,150.00			7,150.00
51582 · ART FESTIVAL		53,900.00			53,900.00
51583 · CAR SHOW		22,800.00			22,800.00
Total 60000 · SPECIAL PROJECTS/EVEN...	500.00	85,350.00			85,850.00
Total II - SPECIAL PROJECTS/EVENTS	500.00	85,350.00			85,850.00
IV - DESIGN PROGRAMS					
70020 · STREETScape	4,300.00	3,700.00			8,000.00
70025 · BANNER PROGRAM	3,800.00	3,600.00			7,400.00
70035 · DESIGN SPECIAL PROJECTS		1,800.00			1,800.00
Total IV - DESIGN PROGRAMS	8,100.00	9,100.00			17,200.00
V - PROMOTION PROGRAMS					
71526 · PRINT ADVERTISING	5,000.00				5,000.00
71525 · OTHER ADVERTISING	3,100.00	3,000.00			6,100.00
Total V - PROMOTION PROGRAMS	8,100.00	3,000.00			11,100.00
51050 · MISCELLANEOUS EXPENSE				2,000.00	2,000.00
5405 · OT CONTINGENCY	2,000.00		5,000.00		7,000.00
Total Expense	37,200.00	186,917.00	26,900.00	19,823.00	270,840.00
Net Ordinary Income	0.00	39,163.00	-12,700.00	0.00	26,463.00
Net Income	0.00	39,163.00	-12,700.00	0.00	26,463.00

Chamber Election



Old Town San Diego Chamber of Commerce

PO Box 82686, San Diego, CA 92138 • Tel: 619-291-4903 • Fax 619-291-9383
Email – otsd@aol.com • web site www.oldtownsandiego.org

DATE: October 13, 2014

FROM: Jeanne Ferrell, Chair, Nominating Committee, Cold Stone Creamery
Patty Ducey-Brooks, Presidio Communications
Christine Smith, Café Coyote

RE: Old Town Chamber of Commerce 2014-2016 Board of Directors Election

Dear Business Owner:

In accordance with the bylaws of the Old Town San Diego Chamber of Commerce, the Board of Directors has called for elections to be conducted by written ballot. The Old Town Chamber of Commerce Board of Directors consists of twelve directors each serving a two-year term. Below is your official ballot for the 2014-2016 Old Town San Diego Chamber of Commerce Board of Directors election.

The Old Town San Diego Chamber of Commerce is the Management Corporation that administers the Old Town Business Improvement District (BID) as well as the Old Town Community Parking District (OTCPD). The Chamber deals with issues that are important to all Old Town businesses including promotions, special events, and fund raising efforts for improved landscaping, lighting, traffic and parking. If you have a valid Old Town San Diego business tax certificate, you are a general member of the Old Town San Diego Chamber of Commerce and are empowered to vote for up to six (6) candidates to serve on the Old Town San Diego Chamber of Commerce Board of Directors.

You will find enclosed with this ballot a short biography on each of the candidates. Take a moment to read about each of these candidates and then cast your vote for **up to six candidates**.

Your participation in this important election is essential. **ALL BALLOTS MUST BE STAMPED AND POSTMARKED BY NOVEMBER 10, 2014 OR DROPPED OFF AT THE CHAMBER OFFICE at 2415 SAN DIEGO AVE., STE 104 NO LATER THAN 5:00 P.M. NOVEMBER 11, 2014.** Ballots received after these deadlines will not be counted.

Please take a moment to complete and return your ballot.



Old Town San Diego Chamber of Commerce

OFFICIAL 2014-2016 BALLOT

1. **CHOOSE UP TO SIX (6) CANDIDATES:** mark your selection clearly on the ballot below by placing a check mark to the left of the candidate's name. Selecting more than six candidates will invalidate your ballot.
2. Place the ballot in the enclosed **WHITE** envelope to ensure the anonymity of your vote.
3. Place the white envelope (with ballot enclosed) into the **PINK** mailing envelope.
TO ENSURE THAT YOUR VOTE IS COUNTED, YOU MUST COMPLETE ALL OF THE INFORMATION ON THE OUTSIDE OF THE PINK ENVELOPE, INCLUDING YOUR SAN DIEGO BUSINESS TAX CERTIFICATE NUMBER.
4. Stamp and postmark by November 10, 2014 or drop off your ballot at the Chamber office at 2415 San Diego Avenue, Ste. 104 no later than 5:00 pm November 11, 2014.

BALLOTS RECEIVED AFTER THESE DEADLINES WILL NOT BE COUNTED.

*** SELECT NOT MORE THAN SIX (6) CANDIDATES ***

TIES WILL BE DECIDED BY THE OLD TOWN CHAMBER BOARD OF DIRECTORS



(Cut Here)

- | | |
|--|-------------------------------|
| <input type="checkbox"/> MICHAEL HOWLAND | MICHAEL L. HOWLAND, CPA |
| <input type="checkbox"/> STEVE PASTOR | COURTYARD OLD TOWN |
| <input type="checkbox"/> BRUCE JOHNSON | ALAMO MEXICAN CAFE |
| <input type="checkbox"/> KIMBERLY MCLAUGHLIN | HAUNTED SAN DIEGO GHOST TOURS |
| <input type="checkbox"/> CHUCK ROSS | FIESTA DE REYES |
| <input type="checkbox"/> DAVID THORTON | OLD TOWN TROLLEY TOURS |

Who Are The Candidates?

MICHAEL L. HOWLAND – Owner of Michael L. Howland, CPA / Moore Street

A certified public accountant for over 30 years, I assist small businesses in becoming more profitable. I provide profitability analysis, audits, internal, and operational controls. I have previously served as a Chamber Board member, as well as other non-profit and for-profit boards, and served on boards in advisory capacities. Possessing broad experience, knowledge, providing sound, effective leadership and creative practical solutions to business problems, I look forward to working with the Chamber, further improve Old Town and assist in serving the Old Town community. I currently serve as the Treasurer of the Old Town San Diego Chamber of Commerce.

BRUCE JOHNSON – Owner of Alamo Mexican Cafe / San Diego Avenue

The Old Town Chamber of Commerce does a lot of work to promote Old Town. I have been in Old Town for the last 11 years attending meetings. I have served on the Old Town Community Planning Group for 4 years. I have supported the Old Town Car Show, Old Town Art Festival, and Fiesta Cinco de Mayo. The Old Town Chamber keeps Old Town united and I want to help, support and promote Old Town and its businesses.

STEVE PASTOR - General Manager of Courtyard Old Town / Jefferson Street

I've been in the hotel industry for 18 years and have worked and resided in Old Town for the last 2 years. I'm currently a member of the San Diego branch of the Marriott Business Council as well as being the member of numerous Chambers across the country. Operating the two most recognized hotels in Old Town gives me a vested interest in the growth of the Old Town Chamber. My desire is to increase the awareness of and bring improvements to Old Town.

KIMBERLY MCLAUGHLIN • Haunted San Diego Ghost Tours / Arista Street

I have been in charge of Haunted San Diego Ghost Tours since May of 2011. In the past, I've served on several boards and enjoy being an active participant in committees I'm passionate about. I've served as President of the Associate Council for TD Ameritrade from 2007-2010. The council was in charge of planning and carrying out activities and events for 4000 employees. I also served as Vice-President of the Executive Board of San Diego Surfers Rugby team from 2008-2010. While there, I was responsible for the financial, social and logistical decisions to ensure smooth operation and longevity of the non-profit organization. I enjoy being an active member of the Old Town Community and appreciate the effort and care that goes into maintaining and improving the area for the thousands of guests that visit annually.

CHUCK ROSS • Owner Fiesta de Reyes / Old Town State Park

I have been active in the Old Town Chamber for 6 years and wish to continue to be an advocate for improving our local businesses and the community. I have chaired the committee for the previous Tequila Trails and the newly created Taste of Old Town events, which have raised almost \$100,000 for the Chamber of Old Town for the past 4 years. I am currently serving as a Board of Director on California League of Cooperating Association, California Parks Hospitality Association, California Restaurant Association, and San Diego Chapter. I was also the 2010 Business of the Year recipient from San Diego Business Improvement District Council and the Old Town San Diego Chamber of Commerce/BID.

DAVID THORTON • Old Town Trolley Tours / Twiggs Street

I have worked and participated within the Old Town community and events for over 12 years. I would be honored and wish to thank you in advance for your consideration as a nominee for the Old Town Chamber of Commerce Board of Directors. I enjoy the spirit and community of Old Town and working for the improvement and preservation of such a vibrant and historical community. I am serving or have served on the Fiesta Cinco de Mayo Committee for 9 years, Historic Old Town Community Foundation Board of Directors for 5 years, Old Town Community Planning Group for 8 years, and attending the Old Town Community Parking Advisory Committee meetings.