

MEETING DATE: 11/16/09

AGENDA ITEM: Approval of the Downtown Culver City Business Improvement District Advisory Committee's Annual Work Program and Budget, and Adoption of a Resolution of Intention to Conduct a Public Hearing for Continuation of the Downtown Business Improvement District.

ATTACHMENTS

	<u>Pages</u>
1. Resolution of Intention, including BID Boundary Map (Exhibit "A"), Proposed Assessment Schedule (Exhibit "B"), and 2010 BID Work Program and Budget (Exhibit "C").	1-6
2. BID Program Accomplishments in 2009	7-8
3. BID Activities Planned for 2010	9-11
4. BID Assessments 2009	12
5. Internal Revenue Service tax-exempt certification.	13-14
6. DBA Certificate of General Liability Insurance.	15
7. DBA quarterly financial statements and Accounts Payable summary.	16-21

Attachment 1

RESOLUTION NO. 2009-R

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CULVER CITY, CALIFORNIA, DECLARING ITS INTENTION TO CONDUCT A PUBLIC HEARING TO CONSIDER CONTINUATION OF THE DOWNTOWN CULVER CITY BUSINESS IMPROVEMENT DISTRICT ON DECEMBER 14, 2009.

WHEREAS, the Parking and Business Improvement Area Law of 1989 (California Streets and Highway Code, sections 36500 *et seq.* (the "Act")) authorizes cities to establish parking and business improvement districts for the purpose of imposing assessments on businesses for certain purposes; and

WHEREAS, the City established by Ordinance No. 98-011 and Ordinance No. 2000-027 the Downtown Culver City Business Improvement District (the "District"); and

WHEREAS, on November 16, 2009, the City approved the District's Annual Report (work program and budget), prepared by the Culver City Business Improvement District Advisory Committee.

NOW, THEREFORE, the City Council of the City of Culver City DOES HEREBY RESOLVE as follows:

1. Pursuant to the provisions of the Act, the City Council declares its intent to levy and collect assessments for the year 2010 within the District.
2. The proposed boundaries of the District are set forth in Exhibit "A," which is attached hereto and incorporated herein by reference, and are the same as those contained in Ordinance No. 2000-027 and Ordinance No. 98-011.

1 3. The improvements and activities proposed for the District shall be
2 funded by the levy of assessments on businesses within the District boundaries and may
3 include, but are not limited to, the following:

- 4 a. General promotion of business activities within the District;
5 b. Promotion of public events which benefit businesses in the
6 District and which take place on or in public places within the District;
7 c. Decoration of any public place within the District; and,
8 d. Acquisition, construction, installation or maintenance of
9 improvements identified in section 36510 of the Act.
10

11 4. The City Council intends to levy assessments on businesses located
12 within the boundaries of the District, in the amounts and on the business classifications set
13 forth in Exhibit "B," which is attached hereto and incorporated by reference as though fully
14 set forth herein.
15

16 5. Except where funds are otherwise available, an assessment to pay for
17 all specified improvements and activities within the District will be used to fund the activities
18 and improvements shown on Exhibit "C."

19 6. The District's Annual Report, on file with the City Clerk, should be
20 referred to for a full and detailed description of the improvements and activities to be
21 provided for the year 2010, the boundaries of the District and the assessments proposed to
22 be levied upon the businesses within this District.
23

24 7. Businesses commenced during the year following the renewal of the
25 District shall not be exempt from such assessments, but shall be assessed the appropriate
26 amounts as listed on Exhibit "B" in a prorated manner, based upon the number of whole
27 months remaining in the assessment period.
28

8. The City Council shall hold a public hearing on the 14th day of December 2009, at 7:00 p.m., or as soon thereafter as this matter may be heard, in the Culver City City Council Chambers at 9770 Culver Boulevard, Culver City, California.

9. At the above-referenced public hearing, written and oral protests may be made.

10. The City Clerk shall certify to the passage of this Resolution and cause the same to be published once in a daily newspaper of general circulation in the Culver City area, not less than seven days before the above-referenced public hearing.

APPROVED and ADOPTED this _____ day of _____, 2009.

ANDREW WEISSMAN, MAYOR
City of Culver City, California

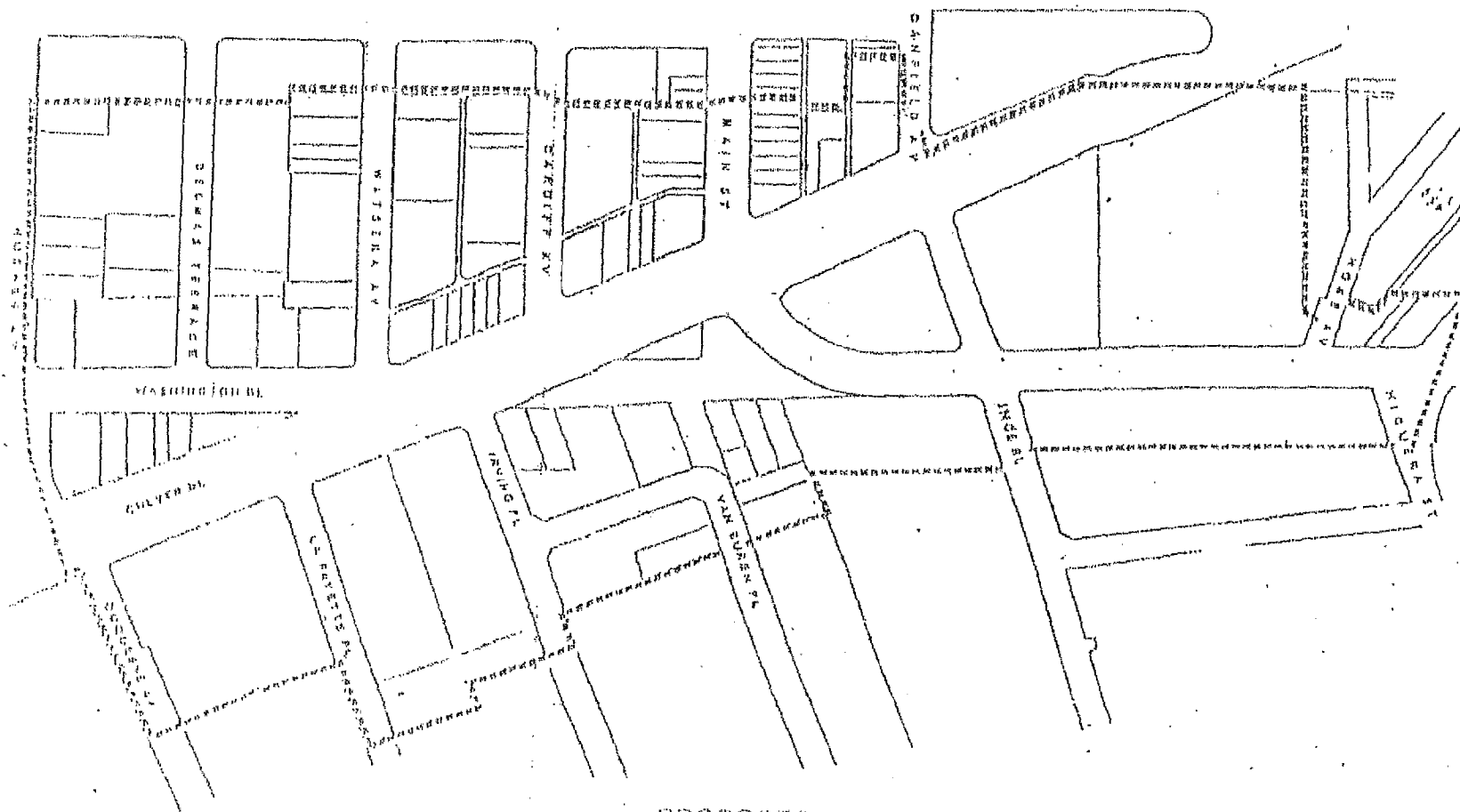
ATTEST:

APPROVED AS TO FORM:

MARTIN COLE, City Clerk
A09-00379

CAROL A. SCHWAB, City Attorney

Exhibit A



PROPOSED
DOWNTOWN CULVER CITY
BUSINESS IMPROVEMENT DISTRICT



F

Exhibit B

Business Type	City Business License Code	Annual BID Fee
<u>TYPE A</u>		
Retail 1-1000 sq. ft.	036-144, 396, 399, 402	\$ 351
Retail 1001-2500 sq. ft.		\$ 585
Retail 2501-5000 sq. ft.		\$ 877.50
Retail > 5000 sq. ft.		\$1170
Hotel	456, 480	\$1755
Bar/Restaurant: Total Seats, both Indoor & Outdoor:	390, 654-690	
0-50 seats		\$1170
51-100 seats		\$1755
> 100 seats		\$2340
Computer Graphics & Computer Services	152, 200	\$ 585
Marital Arts Studio, Health Studios, Hair Salon	744, 276	
0-25,000 sq. ft.		\$ 585
> 25,000 sq. ft.		\$1170
<u>TYPE B</u>		
Theaters	858	\$2.34/seat
Live Performance	858	\$1.17/seat
<u>TYPE C</u>		
All others, not listed		\$351
<u>TYPE D</u>		
Banking Institutions 0-7500 sq. ft.	342	\$1170
Banking Institutions > 7500 sq. ft.		\$1755
Film Studios	490, 498	\$1170
Recording Studios	554	\$1170
Utilities		\$1170
Hospitals > 20,000 sq. ft.	780	\$2340
Hospitals and Clinics < 20,000 sq. ft.		\$1170
<u>TYPE E</u>		
Commercial Rentals	432	
< 5,000		\$1170
5,001-15,000		\$1755
15,001-25,000		\$2340
25,001-35,000		\$2925
Over 35,000		\$3510

Note:

1. Fee for individual business owners with multiple business licenses/operations at the same address will be based on the single highest category.
2. Business owners with multiple business locations within the BID area will be assessed separately at each location.
3. Commercial rentals will be assessed for each building location, not each tenant space.
4. Multiple independent business owners at the same address will be assessed separately at their respective rates.

Exhibit C

1

Downtown Culver City-Business Improvement District

Proposed Year 2010 Work Program and Budget

Revenue

2010 BID Assessment Fees	\$144,025
Carry forward from 2009 assessments	\$ 22,326
Interest Income	\$ 120
Memorandum of Understanding (MOU)	\$112,100
Downtown Valet Revenue (estimated at \$1250 @ 12mos)	\$ 15,000

Total Revenue

\$293,571

Expenses

Maintenance Management Contract (\$2,015 @ 12mos)	\$ 24,180
-Labor (\$1665 per month)	
-Fuel (\$350 per month)	
MOU Maintenance Management (\$9,341.60 @ 12mos)	\$112,100
Uniforms	\$ 500
Beautification Management (twinkles, add'l landscape, etc.)	\$ 3,500

Total Maintenance Management

\$140,280

Advocacy/Administration

Executive Director (full-time salary)	\$ 72,000
City BID Administration Fee (2%)	\$ 2,880
Professional Fees	\$ 2,000
D & O Insurance	\$ 1,450
Liability Insurance	\$ 770
Tax Preparation, Dues, Permits	\$ 900
Bank Service Charges	\$ 0
Office Rent	\$ 0
Telephone	\$ 1,920
Office supplies/postage	\$ 1,000
Computer Services	\$ 600

Downtown Valet Parking Management

Valet Operations city permit (\$300 per each 6mos)	\$ 600
Valet Stations city permit (\$1,290 @ 12mos)	\$ 15,480
Lot leases (\$2,000 @ 12mos)	\$ 24,000

Total Administration

\$123,600

Communication/Image

-Website/e-newsletter	\$ 2,000
-Holiday (tree, ads and event)	\$ 3,300
-Misc.	\$ 2,065

Total Communication/Image

\$ 7,365

2008 Reserves

\$ 22,326

Total Expenses

\$293,571

6

Attachment 2

BID PROGRAM ACCOMPLISHMENTS 2009

Maintenance

- Continuation of the DBA's sidewalk maintenance and landscape program provided by the DBA Clean Team.
- Coordination with the City and Agency to continue the Memorandum of Understanding (MOU) for downtown maintenance. The MOU transfers funding to the DBA to perform increased maintenance and landscape services in downtown. Beginning September 2008, the following services are being provided by the DBA per the MOU agreement:
 - A maintenance program conducting the following services: sweep litter, debris and refuse from sidewalks, alleys (paseos) and gutters of the District, empty sidewalk trash receptacles, sweep and pressure wash sidewalks, plaza, paseos, and alleys, parking structure stalls, floors, drive lanes, entrances, landings and stairwells. Wipe down parking garage elevators. Sweep and maintain areas around trash compactors, cleaning of street furniture (benches, bike racks, parking meters, mailboxes, and pay phones). The DBA Clean Team performs street cleaning daily.
 - A landscape program that includes the following: weed abatement in planters, medians and sidewalks, trash and debris removed from planting areas, removal and replacement of dead vegetation, trimming of bushes and shrubs, plants and flowers are provided in planting areas and pots on an annual basis.
 - Removal of paper handbills and signs, as well as logging and reporting graffiti to City's Graffiti Removal Team.
- Established a "Maintenance Committee" of the Board of Directors to work on recycling, sanitation, landscaping and other maintenance issues related to downtown's business and pedestrian environment.
- Coordination with City Sanitation Division and businesses to improve the district dumpster/trash/recycling issue. Worked to include increases in the quantity of trash receptacles placed in the downtown district as well as to improve maintenance of trash compactors and dumpsters.

Communication & Image

- Expanded the "Marketing Committee" of the Board of Directors to develop programs for promoting downtown businesses and marketing partnerships with established and new downtown businesses.
- Worked with a designer to create a new logo for the DBA.
- Created and updated a new website with greater services, more information and linkage, anticipated to launch before year's end. Creating a new e-newsletter linked to new website for delivery beginning next year.
- Maintenance of downtown LED twinkle lights (shared with the Agency).

- Through development of an MOU for Events between the DBA, the City and the Redevelopment Agency, the Annual Holiday Tree Lighting will now be a co-sponsored event. As a Category 3 organization the DBA will receive no funding for this event, but is eligible to receive a specified allocation of City and Agency staff assistance for production and marketing

Advocacy & Administration

- Employed a full-time Executive Director in October 2009 in order to ensure the successful management and administration of DBA programs and to provide efficient and timely communication to the DBA constituency.
- Established a "Community Relations Committee" of the Board of Directors to create a vehicle for communication between the DBA, downtown businesses, other Culver City organizations and City government.
- Continued management of the Culver City Downtown Valet Parking Program, working with the Engineering Division of the Public Works Department to determine the best practices for a successful program.
- Expedited communication with the City regarding violations of existing codes in relation to aesthetics and safety of the downtown district.
- Partnered with City and other organizations (Chamber of Commerce, Downtown Residents' Association, etc.) on advocacy issues including recycling, outdoor dining standards, smoking regulations and other initiatives that may impact the quality of life for businesses and all users of downtown Culver City.
- Established a garden project at Farragut Elementary School and will continue with development of garden curriculum into next year.
- Enhanced day-to-day management of maintenance and communication programs as well as constituency services.
- Improved interaction with City to ensure timely assessment billing and payment.
- Day-to-day communication of programs with DBA constituency.

Attachment 3

BID ACTIVITIES PLANNED FOR 2010

In October the BID Advisory Committee filed the proposed 2010 Work Program and Budget with the City Clerk. The Advisory Board proposes the following activities within their Work Program for 2010:

Maintenance

The DBA Clean Team will perform increased downtown maintenance services per the Memorandum of Understanding (MOU) between the City and the DBA. MOU services are separately funded by a separate agreement between the City and the DBA. Other Work Plan items outside of Maintenance are not funded by MOU dollars. Downtown Maintenance services, including both MOU-agreed and DBA-provided services, are as follows:

- Sidewalk maintenance program:
 - Personnel to sweep litter, debris and refuse from sidewalks, alleys (paseos) and gutters of the District.
 - Empty sidewalk trash receptacles throughout District two times a day on Friday, Saturday and Sunday.
 - Sweep and pressure wash District sidewalks, Town Plaza, paseos, alleys and parking structure stairwells, landings, alleys and entrance ramps on a monthly schedule throughout the year.
 - Bi-annual pressure washing of parking structure stalls, floors and drive lanes.
 - Monthly pressure washing of parking structure entrances, landings and stairwells; Wipe down of parking structure elevators to maintain a clean appearance.
 - Sweep and maintain areas around trash compactors.
 - Street furniture to be wiped and cleaned daily (benches, bike racks, parking meters, mailboxes, and pay phones).
 - DBA Clean Team on streets daily, 10am to 4pm (Sun-Thurs) and 1pm to 7pm (Fri and Sat).
- Landscape Program:
 - Weed abatement in planters, medians, sidewalks and tree wells.
 - Trash and debris will be removed from planting areas.
 - Removal and replacement of dead vegetation.
 - Trimming of bushes and shrubs.
 - Plants and flowers to be provided in planting areas and pots on an annual basis.
- Graffiti reporting:
 - Graffiti is logged and reported immediately to the City Graffiti Removal Team for removal.
 - Paper signs and handbills will be removed.

Communication & Image

- Continued development of marketing partnerships with established and new downtown business.
- Continued upgrading of new website with greater services, information and linkage provided.
- Creation and distribution of a new monthly e-newsletter, linked to the new, upgraded website.
- Partner with the City of Culver City and the downtown business community to create a festive holiday atmosphere for downtown.
- Produce the annual Holiday Tree Lighting Ceremony with cooperation of the City and Agency. As a Category 3 organization - established by an MOU for events – the DBA receives no funding for this event, but is eligible to receive a specified allocation of City and Agency staff assistance for production and marketing.
- Work with City and Agency to establish maintenance responsibilities for year-round Culver Blvd. decorative tree lights (twinkle lights).

Advocacy & Administration

- Employ a *full-time* Executive Director in order to ensure the successful management and administration of DBA programs and to provide efficient and timely communication to the DBA constituency.
- Continue management of the Culver City Downtown Valet Parking Program; working with City of Culver City Engineering to determine best practices for a successful program.
- Continue management of downtown maintenance program, including increased services set forth by the MOU agreement with the City of Culver City.
- Proactive communication with City on violations of existing codes in relation to aesthetics and safety of facades and streetscape.
- Continuing coordination between City Sanitation Division and businesses to improve the district dumpster/trash/recycling issue. Work to include increasing the quantity of dumpsters and trash receptacles, adding recycling bins, as well as improving the maintenance of trash compactors and dumpsters.
- Partner with City of Culver City and other organizations (Culver City Chamber, Downtown Residents' Association, etc.) on advocacy issues and initiatives that may impact the quality of life for businesses and all users of downtown Culver City.
- Continue working with the City to develop additional funding to increase the maintenance and landscape efforts in downtown.
- Fundraising effort will be explored to continue programs such as the Holiday Tree Lighting and other programs deemed important to the success of downtown.

- Interacting with the City Finance Department to ensure timely assessment billing and payment.
- Day to day communication of programs with DBA constituency.

Attachment 4

BID ASSESSMENTS 2009

During 2009, there were 126 businesses subject to the BID assessment. Of these, the assessment was collected from 112 businesses (88%). The total amount collected was approximately \$136,770. The remaining 14 businesses owe part or all of their assessment(s). If payment is not received after a final notice, a claim will be forwarded to the City Attorney's Office for consideration of filing in small claims court.

DEL DEPT OF TREASURY

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
P. O. BOX 2504
CHICAGO, IL 60621

Date: APR 20 1999

CULVER CITY DOMESTIC EMPLOYERS
ASSOCIATION INC
PO BOX 1322
CULVER CITY, CA 90232

Employer Identification Number:
93-4604649
TIN:

319083024
Contact Person:
VICTORIA LARLEY

IND 31304

Contact Telephone Number:
(877) 829-5500

Internal Revenue Code
Section 501(c)(6)

Reporting Period Ending:

July 31

Form 990 Required:

Yes

Additional Copies:
No

Dear Applicant:

Based on information supplied, and assuming your organization will be assessed in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(6) of the Internal Revenue Code as an organization described in the section indicated above.

Unless specifically exempted, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) for each employee so when you pay \$100 or more during a calendar year. And, unless exempted, you are also liable for tax under the Federal Unemployment Tax Act for each employee so when you pay \$50 or more during a calendar quarter. If, during the current or preceding calendar year, you had one or more employees at any time in each of 30 calendar weeks or you paid wages of \$1,500 or more in any calendar quarter. If you have any questions about excise, employment, or other Federal taxes, please address them to this office.

If your purpose of support, or your purpose, character, or method of operation changes, please let us know so we can consider the effect of the change on your exempt status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

In the handling of this letter we have indicated whether you were 990 Form 990. Return of Organization Income from Individuals. If you do not receive a Form 990 package in the mail, please call the return area if you do not exceed the gross receipts limit. If you are not required to file, clearly attach the label provided, check the box in the heading to indicate that your annual gross receipts are not more than \$25,000 or 1000, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your reporting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the amount penalty charged cannot exceed \$10,000 or 5

Letter 946 (09/98)

-2-

CULVER CITY DOWNTOWN BUSINESS

percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You are required to make your annual return available for public inspection for three years after the return is due. You are also required to make available a copy of your exemption application, any supporting documents, and this exemption letter. Failure to make these documents available for public inspection may subject you to a penalty of \$20 per day each day there is a failure to comply (up to a maximum of \$10,000 in the case of an annual return).

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are given in the heading of this letter.

Sincerely yours,


District Director

Letter 942 (10/03)

ACORDTM CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 4/27/2009
PRODUCER WELLS FARGO OF CALIFORNIA INSURANCE PO BOX 10660 JACKSONVILLE FL 32247 (866) 972-7378 (800) 455-9611	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
INSURED DOWNTOWN CULVER CITY BUSINESS ASSOCIATION P.O. BOX 1322 CULVER CITY CA 90232	INSURERS AFFORDING COVERAGE INSURER A: MARYLAND CASUALTY INSURER B: INSURER C: INSURER D: INSURER E:	NAIC # 19356

COVERAGES

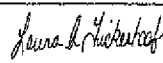
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	ADD'L	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC	PAS002304121	4/9/2009	4/9/2010	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
A	A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS	PAS002304121	4/9/2009	4/9/2010	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY ☐ ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
		EXCESS/UMBRELLA LIABILITY ☐ OCCUR ☐ CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

PROFESSIONAL AND TRADE / CITY OF CULVER CITY, MEMBERS OF ITS CITY COUNCIL, ITS BOARDS AND COMMISSIONS, OFFICERS, AGENTS, AND EMPLOYEES ARE DESIGNATED AS ADDITIONAL INSURED WITH REGARDS TO GENERAL LIABILITY. AS SUBJECT TO THE POLICY TERMS AND CONDITIONS.

CERTIFICATE HOLDER

CITY OF CULVER CITY - CITY HALL 9770 CULVER BLVD CULVER CITY CA 90232	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE 
---	--

Attachment 7

2:00 PM

10/27/09

Accrual Basis

CC Downtown Business Association, INC

Balance Sheet

As of March 31, 2009

	Mar 31, 09
ASSETS	
Current Assets	
Checking/Savings	
1000 - Cash	
1020 - DBA Account - Bank of the West	55,467.31
1090 - Petty Cash	200.00
1000 - Cash - Other	9.75
Total 1000 - Cash	55,677.06
Total Checking/Savings	55,677.06
Accounts Receivable	
1200 - Accounts Receivable	102.12
Total Accounts Receivable	102.12
Total Current Assets	55,779.18
Fixed Assets	
Fixed Asset	
Computer	1,603.03
Fixed Asset Furniture	646.09
Total Fixed Asset	2,249.12
Total Fixed Assets	2,249.12
TOTAL ASSETS	58,028.30
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	12,273.20
Total Accounts Payable	12,273.20
Total Current Liabilities	12,273.20
Total Liabilities	12,273.20
Equity	
3000 - Opening Bal Equity	4,824.54
3900 - Retained Earnings	28,153.17
Net Income	12,777.39
Total Equity	45,755.10
TOTAL LIABILITIES & EQUITY	58,028.30

2:01 PM
10/27/09
Accrual Basis

CC Downtown Business Association, INC
Balance Sheet
As of June 30, 2009

	Jun 30, 09
ASSETS	
Current Assets	
Checking/Savings	
1000 - Cash	
1020 - DBA Account - Bank of the West	102,853.33
1090 - Petty Cash	200.00
1000 - Cash - Other	9.75
Total 1000 - Cash	103,063.08
Total Checking/Savings	103,063.08
Accounts Receivable	
1200 - Accounts Receivable	102.12
Total Accounts Receivable	102.12
Total Current Assets	103,165.20
Fixed Assets	
Fixed Asset	
Computer	1,603.03
Fixed Asset Furniture	646.09
Total Fixed Asset	2,249.12
Total Fixed Assets	2,249.12
TOTAL ASSETS	105,414.32
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	14,083.32
Total Accounts Payable	14,083.32
Total Current Liabilities	14,083.32
Total Liabilities	14,083.32
Equity	
3000 - Opening Bal Equity	4,824.54
3900 - Retained Earnings	28,153.17
Net Income	58,353.29
Total Equity	91,331.00
TOTAL LIABILITIES & EQUITY	105,414.32

2:02 PM
10/27/09
Accrual Basis

CC Downtown Business Association, INC
Balance Sheet
As of September 30, 2009

	Sep 30, 09
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash	
1020 · DBA Account - Bank of the West	91,709.22
1090 · Petty Cash	200.00
1000 · Cash - Other	9.75
Total 1000 · Cash	91,918.97
Total Checking/Savings	91,918.97
Accounts Receivable	
1200 · Accounts Receivable	102.12
Total Accounts Receivable	102.12
Total Current Assets	92,021.09
Fixed Assets	
Fixed Asset	
Computer	1,603.03
Fixed Asset Furniture	646.09
Total Fixed Asset	2,249.12
Total Fixed Assets	2,249.12
TOTAL ASSETS	94,270.21
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	11,346.00
Total Accounts Payable	11,346.00
Total Current Liabilities	11,346.00
Total Liabilities	11,346.00
Equity	
3000 · Opening Bal Equity	4,824.54
3900 · Retained Earnings	28,153.17
Net Income	49,946.50
Total Equity	82,924.21
TOTAL LIABILITIES & EQUITY	94,270.21

2:03 PM
10/27/09
Accrual Basis

CC Downtown Business Association, INC
Balance Sheet
As of October 31, 2009

	Oct 31, 09
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash	
1020 · DBA Account - Bank of the West	91,759.22
1090 · Petty Cash	200.00
1000 · Cash - Other	9.75
Total 1000 · Cash	91,968.97
Total Checking/Savings	91,968.97
Accounts Receivable	
1200 · Accounts Receivable	102.12
Total Accounts Receivable	102.12
Total Current Assets	92,071.09
Fixed Assets	
Fixed Asset	
Computer	1,603.03
Fixed Asset Furniture	646.09
Total Fixed Asset	2,249.12
Total Fixed Assets	2,249.12
Other Assets	
Prepaid Expense	-6,000.00
Total Other Assets	-6,000.00
TOTAL ASSETS	88,320.21
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	11,346.00
Total Accounts Payable	11,346.00
Total Current Liabilities	11,346.00
Total Liabilities	11,346.00
Equity	
3000 · Opening Bal Equity	4,824.54
3900 · Retained Earnings	28,153.17
Net Income	43,996.50
Total Equity	76,974.21
TOTAL LIABILITIES & EQUITY	88,320.21

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10/27/09

CC Downtown Business Association, INC

A/P Aging Summary

As of October 31, 2009

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
AT&T	0.00	0.00	0.00	-10.00	0.00	-10.00
Chrysalis	0.00	11,356.00	0.00	0.00	0.00	11,356.00
TOTAL	<u>0.00</u>	<u>11,356.00</u>	<u>0.00</u>	<u>-10.00</u>	<u>0.00</u>	<u>11,346.00</u>

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10/27/09

CC Downtown Business Association, INC

A/R Aging Summary

As of October 31, 2009

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Flavor & Flair	0.00	0.00	0.00	0.00	0.00	0.00
Pomp Home	0.00	0.00	0.00	0.00	0.00	0.00
Starwest	0.00	0.00	0.00	0.00	102.12	102.12
TOTAL	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>102.12</u>	<u>102.12</u>