



Little Italy Association of San Diego – Finance Committee
 Friday, February 18, 2022 at 9:00am
 Zoom Virtual Meeting: <https://us02web.zoom.us/j/85956098423>
 or call 1-669-900-6833 / Meeting ID: 859 5609 8423 / Password: 3898

**CLOSED SESSION TO DISCUSS MANAGEMENT CONTRACT
 AND LEGAL MATTERS ON ITEM 12**

1. **Zoom Meeting Protocol & Introductions / Bryan Thompson, Chair**
 All participants will be put on mute during the topic presentation and then the moderator will unmute the microphones to take comments/feedback. Please keep comments directed to the topic being discussed.
2. **Continuing Virtual Meetings Pursuant to AB 361** *Action Item P 3*
 Find and determine that a state of emergency remains in effect at the state level, and that as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
3. **Next Meeting:** _____
4. **Non-Agenda: Public Comment & Announcements**
5. **Review January 14, 2022 Minutes** *Action Item P 4-5*
6. **YTD Financials** *Action Item P 6-18*
7. **San Diego Farmers' Markets Percentage Adjustment** *Action Item*
8. **MAD CIP Increase** *Action Item*
9. **Convivio MOU Rent Adjustment** *Action Item P 19-23*
10. **Little Italy Dog Park Electrical Improvements** *Action Item P 24-25*
11. **FY23 BID, MAD & Parking District Budget Preparations**
12. **PPP Round 2 Forgiveness**
13. **Little Italy LED Licensing Agreement - \$75 (Jan. 2022)**
14. **San Diego Hospitality Associates Tours**
15. **CLOSED SESSION: BOARD MEMBERS & STAFF TO GO INTO CLOSED SESSION TO DISCUSS MANAGEMENT AGREEMENT COMPENSATION & POTENTIAL LITIGATION. GENERAL PUBLIC WILL BE EXCUSED FOR DURATION OF CLOSED SESSION. ANY DECISIONS MADE WILL BE REPORTED AFTER CLOSED SESSION.**
 - a. **Management Agreement Compensation** *Action Item*
 - b. **Potential Trip & Fall Litigation** *Action Item*
16. **Reopen Meeting & Report Findings/Action(s) to Public**

LITTLE ITALY ASSOCIATION OF SAN DIEGO

2210 Columbia Street ▪ San Diego, CA 92101 ▪ Phone: 619-233-3898 ▪ Fax: 619-233-4866
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17. Chief Executive Administrator Report

18. Old Business – Add or Remove Items

It is the practice of the LIA to formally request that an item under Old Business be pulled from the Agenda and placed on a future Agenda for Discussion and/or Action.

- a. Amici Park Redesign & DIF
- b. General Liability Insurance

19. Adjournment

Action Item

BROWN ACT. Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72-hours prior to a regular meeting. The Corporation posts all Board and Committee agendas at 2210 Columbia Street, San Diego, CA 92101 and on the LIA website. Action may not be taken on items not identified as such and posted on the agenda. Meeting facilities may be accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Chris Gomez at 619-233-3898 or via email at chris@littleitalysd.com at least 48-hours prior to the meeting. **VIRTUAL MEETING / COVID-19.** Due to precautions associated with COVID-19 and following current state law (AB 361) regarding the Brown Act, all LIA Board and Committee meetings, until further notice, will be held by teleconference only. Members of the public can listen and participate in meetings over the phone and through the internet.

AB 361 Overview
9/30/2021

On September 16, 2021, AB 361 was adopted on an urgency basis (AB 361, section 9) meaning it has immediate effect. Shortly thereafter, Governor Newsome issued an executive order delaying implementation until October 1. After October 1 and through January 1, 2024 (when the bill sunsets), bodies subject to the Brown Act can continue to meet electronically (without the need to allow the public to participate from a physical location) after making specific findings and subject to added requirements.

Findings

A body subject to the Brown Act may continue to meet virtually when:

- 1) **it is meeting during a proclaimed state of emergency AND**
- 2) **either: state or local officials have imposed or recommended measures to promote social distancing OR the body is meeting to determine or has determined by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.**

Thereafter, at least every 30 days the body must make the following findings by majority vote:

- (A) The legislative body has reconsidered the circumstances of the state of emergency.
- (B) Any of the following circumstances exist:
 - (i) The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - (ii) State or local officials continue to impose or recommend measures to promote social distancing

Additional Requirements

In addition to requirements established under the Governor's Executive Orders, public entities that continue to meet virtually must also:

- Allow real-time public comment; may not require public comments to be submitted in advance.
- Allow people to register (get in line) to give public comment during the entire public comment period for a given item.
- Suspend any action in the event of a service interruption. If there is a disruption (within the agency's control) that prevents broadcast of the meeting or prevents the public from providing comments, the body may not take actions until service is restored or those actions may be challenged.



Little Italy Association of San Diego – Finance Committee

Thursday, January 14, 2022, at 9:00am

Zoom Virtual Meeting: <https://us02web.zoom.us/j/88273904927>

or call 1-669-900-6833 / Meeting ID: 882 7390 4927 / Password: 389

Committee Sandi Cottrell, Davis Newton, Rich Gustafson, Jeri Keiller, Annette Casemero, Frank Stiriti, Steve Galasso, Lou Palestini, Danny Mocerri, Bryan Thompson, Catt White, Luke Vinci

Staff Chris Gomez, Rosie DeLuca, Dianne Serna De León

MINUTES

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1. Introductions-Bryan Thompson, Chair	The meeting was called to order at 9:00am.	No action taken
2. Continuing Virtual Meetings Pursuant to AB 361	2. Chris stated the Board and Committee need to ratify a vote during each meeting that states that we will continue to meet via Zoom until The Board and Committee are comfortable with resuming in-person meetings.	2. Danny Mocerri moved to accept the vote to continue meeting via Zoom. Frank Stiriti seconded the motion. Luke Vinci opposed. Unanimously approved.
3. Next Meeting	3. The next Finance Committee Meeting will be on Friday, February 19, 2022, at 9:00a.m.	3. The date and time of the meeting were approved by consensus.
4. Non-Agenda: Public Comments & Announcements	4. Nothing to report	4. No action taken
5. Review November 19, 2021, Minutes	5. The minutes from November 19, 2021, were reviewed.	5. Catt Fields-White moved to accept the minutes; Frank Stiriti seconded the motion. Unanimously

		approved.
6. Mid-Year Review & YTD Financials	6. Jeri Keiller gave an update on the YTD Financials. Jeri will adjust the Programs budget to reflect an extra \$36,000	6. Danny Mocerì moved to accept the mid-year review & adjustment. Lou Palestini seconded the motion. Unanimously approved. Jeri Keiller, Sandi Cottrell, and Catt Fields-White abstained.
7. New City America, Inc. Supplemental Compensation Addendum	7. Chris stated that an update will be given next month.	7. No action Taken
8. Little Italy Venues Counter Proposal	8. Chris Gomez reported that Little Italy Venues counter proposal states that Little Italy Venues will receive 35% of any contracts they secure and 25% of any contracts secured by the Little Italy Association.	8. Danny Mocerì moved to approve the counter proposal. Steve Galasso seconded the motion. Sandi Cottrell abstained. Unanimously approved.
9. Little Italy LED Licensing Agreement - \$105	9. Chris gave an update on the Little Italy LED Licensing Agreement. The cost of the signs is \$105.00 with \$15.00 from the sale of each sign going to the Association.	9. No action taken
10. Chief Executive Administrator Report	10. Nothing to report	10. No action taken
11. Old Business – Add or Remove Items	11. Chris stated we are close to beginning the Amici Project. We are hoping to start in March or April.	11. No action taken
12. Adjournment	12. Meeting Adjourned	12. Danny Mocerì moved to adjourn the meeting. Bryan Thompson seconded the motion. Unanimously approved.

Little Italy Association of San Diego Balance Sheet

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		Jan 31, 22
ASSETS		
Checking/Savings		
	BID Acct / Torrey Pines	19,879.38
	Programs Acct / Torrey Pines	180,406.67
	Mercato / Torrey Pines	-539.06
	Parking District / Torrey Pines	219,437.01
	MAD Acct / Torrey Pines	432,298.04
	Payroll Acct / Torrey Pines	25,243.98
	Savings Acct / Torrey Pines	276,458.19
Total Checking/Savings		1,153,184.21
Accounts Receivable		
	Accts Rec - MAD	9,272.80
	Accts Rec - Parking District	59,745.22
	Accts Rec - Programs	-1,585.84
Total Accounts Receivable		67,432.18
Endowment Fund		
Total Other Current Assets		13,202.18
Total Current Assets		1,233,818.57
Total Fixed Assets		
	Rent deposit	8,450.73
Total Other Assets		8,450.73
TOTAL ASSETS		1,347,445.50
LIABILITIES & EQUITY		
Liabilities		
Accounts Payable		
	Accounts Payable - Programs	18,666.55
	Accounts Payable - Parking Dist	600.00
	Accounts Payable - MAD	10,029.47
Total Accounts Payable		29,296.02
Other Current Liabilities		
	Unearned Grants	11,000.00
	Bollard Advance	145,008.29
	Accrued Interest Liability	1,016.00
	Second PPP Loan	274,105.00
	MAD Advance	190,725.93
Total Other Current Liabilities		621,855.22
Total Current Liabilities		651,151.24
Long Term Liabilities		
	EIDL LOAN	148,475.73
	Loan Payable #3 F-150 V8	1,217.64
	Loan Payable #4 F-150 V6	1,208.33
Total Long Term Liabilities		150,901.70
Total Liabilities		802,052.94
Equity		
Net unrestricted assets		573,224.59
Net Income		-27,832.03
Total Equity		545,392.56
TOTAL LIABILITIES & EQUITY		1,347,445.50

Little Italy Association of San Diego
Profit & Loss
July 2021 through January 2022

	BID	MAD	Maintenance Non-Assessment	Total Total Parking District	Programs & Operations	TOTAL
Income						
SBEP · SBEP Management Grant	18,448	0	0	0	0	18,448
PROGRAM INCOME	0	0	6,000	22,875	525,053	553,928
BID INCOME	61,427	0	0	0	0	61,427
MAINTENANCE DISTRICT INCOME	0	667,541	0	0	0	667,541
MAINTENANCE NON-ASSESS INCOME	0	0	98,432	0	0	98,432
MERCATO INCOME	0	0	0	0	1,400	1,400
PARKING DISTRICT INCOME	0	0	0	328,034	0	328,034
PARKING DISTRICT REVENUES	0	0	0	70,462	0	70,462
Total Income	79,875	667,541	104,432	421,371	526,453	1,799,672
Expense						
MISC MAINT EXPENSE	0	0	-133	0	0	-133
OFFICE OPERATIONS	22,835	118,714	192	0	16,758	158,499
LANDSCAPE OPERATIONS	0	33,950	0	0	0	33,950
ASSESS DIST OPERATIONAL EXP	0	85,472	676	0	4,424	90,572
PERSONNEL EXPENSE	0	498,748	2,924	-6,053	31,634	527,253
ACCOUNTANT EXPENSE ENTRIES	0	0	14,063	0	8,795	22,858
PROGRAM EXPENSE	0	0	-1,218	0	174,827	173,609
Maintenance Personnel	0	0	0	0	958	958
NCA Management	26,801	33,000	0	0	89,546	149,347
Office Operational	0	1,166	3,325	0	8,588	13,079
Consulting Services	19,250	0	0	0	0	19,250
SBEP EXPENSES	8,199	0	0	0	0	8,199
MERCATO EXPENSE	0	0	0	0	253,824	253,824
PARKING DISTRICT EXPENSE	0	0	0	374,085	2,154	376,239
Total Expense	77,085	771,050	19,829	368,032	591,508	1,827,504
Net Income	2,790	-103,509	84,603	53,339	-65,055	-27,832

Little Italy Association of San Diego
BID Profit & Loss Budget Performance
 January 2022

	Jan 22	Budget	Jul '21 - Jan 22	YTD Budget	Annual Budget
Income					
SBEP · SBEP Management Gra...	0.00		18,448.00		
BID INCOME					
Carry-forward	2,011.00	0.00	2,011.00	2,011.40	2,011.40
BID Dues	0.00	0.00	1,600.00	0.00	0.00
BID Disbursements	10,239.19	10,500.00	57,815.92	73,500.00	126,000.00
Total BID INCOME	<u>12,250.19</u>	<u>10,500.00</u>	<u>61,426.92</u>	<u>75,511.40</u>	<u>128,011.40</u>
Total Income	<u>12,250.19</u>	<u>10,500.00</u>	<u>79,874.92</u>	<u>75,511.40</u>	<u>128,011.40</u>
Gross Profit	12,250.19	10,500.00	79,874.92	75,511.40	128,011.40
Expense					
OFFICE OPERATIONS					
Accounting	0.00	0.00	2,250.00	2,500.03	4,000.00
Computer Service	0.00	375.00	6,137.90	2,625.00	4,500.00
Dues & subscriptions	0.00	125.00	3,300.00	875.00	1,500.00
Insurance	666.66	444.40	1,666.66	1,778.00	4,000.00
Office supplies	424.81	583.33	4,400.45	3,983.35	6,900.00
Printing	0.00	41.66	0.00	291.70	500.00
Phone & Internet	180.18	216.50	1,308.74	1,517.50	2,600.00
Postage	0.00	83.33	271.00	583.35	1,000.00
Rent	500.00	500.00	3,500.00	3,500.00	6,000.00
Web Maintenance	<u>0.00</u>	<u>166.66</u>	<u>0.00</u>	<u>1,166.70</u>	<u>2,000.00</u>
Total OFFICE OPERATIONS	<u>1,771.65</u>	<u>2,535.88</u>	<u>22,834.75</u>	<u>18,820.63</u>	<u>33,000.00</u>
NCA Management					
Staff Administration	2,950.24	5,000.00	26,800.96	35,000.00	60,000.00
Total NCA Management	<u>2,950.24</u>	<u>5,000.00</u>	<u>26,800.96</u>	<u>35,000.00</u>	<u>60,000.00</u>
Consulting Services					
PR	2,750.00	2,750.00	19,250.00	19,250.00	33,000.00
Total Consulting Services	<u>2,750.00</u>	<u>2,750.00</u>	<u>19,250.00</u>	<u>19,250.00</u>	<u>33,000.00</u>
Contingency	0.00	0.00	0.00	2,011.40	2,011.40
SBEP EXPENSES					
Staff Administration (SBEP)	2,049.76	0.00	8,199.04	0.00	0.00
Total SBEP EXPENSES	<u>2,049.76</u>	<u>0.00</u>	<u>8,199.04</u>	<u>0.00</u>	<u>0.00</u>
Total Expense	<u>9,521.65</u>	<u>10,285.88</u>	<u>77,084.75</u>	<u>75,082.03</u>	<u>128,011.40</u>
Net Income	<u><u>2,728.54</u></u>	<u><u>214.12</u></u>	<u><u>2,790.17</u></u>	<u><u>429.37</u></u>	<u><u>0.00</u></u>

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Little Italy Association of San Diego
MAD Profit & Loss Budget Performance
January 2022

02/14/22

Accrual Basis

	Jan 22	Budget	Jul '21 - Jan 22	YTD Budget	Annual Budget
Income					
MAINTENANCE DISTRICT INCOME					
MAD Assessments	95,363	96,069	667,541	672,485	1,152,832
MAD Gas Tax	0	314	0	2,199	3,769
MAD General Benefit Income	0	3,629	0	25,402	43,547
MAD City Administration	0	-292	0	-2,042	-3,500
MAD Spec Dist Lighting	0	-2,917	0	-20,417	-35,000
MAD Delinquency Factor 1.5%	0	-1,441	0	-10,087	-17,292
Total MAINTENANCE DISTRICT INCOME	95,363	95,363	667,541	667,541	1,144,355
Total Income	95,363	95,363	667,541	667,541	1,144,355
Gross Profit	95,363	95,363	667,541	667,541	1,144,355
Expense					
OFFICE OPERATIONS					
Accounting	0	458	2,250	2,708	5,000
Computer Service	0	583	0	4,083	7,000
Insurance	19,830	8,333	73,806	58,333	100,000
Office supplies	681	833	4,851	5,833	10,000
Payroll Service	614	333	3,165	2,333	4,000
Rent					
Storage	814	833	5,804	5,833	10,000
Rent - Other	3,900	3,917	26,482	27,417	47,000
Total Rent	4,714	4,750	32,286	33,250	57,000
Repairs & Maintenance	957	1,257	1,437	1,257	10,000
Utilities	0	417	919	2,917	5,000
Total OFFICE OPERATIONS	26,796	16,965	118,714	110,715	198,000
LANDSCAPE OPERATIONS					
Nursery & Landscape Supplies	1,125	2,167	16,897	15,167	26,000
Tree Supplies & Services	2,350	2,083	12,797	14,583	25,000
Outside Landscaping Service	0	83	0	583	1,000
Tools & Equipment	32	333	2,024	2,333	4,000
Dumpster	83	167	489	1,167	2,000
Uniforms	0	450	0	3,150	5,400
Equipment Rental	962	208	1,744	1,458	2,500
Total LANDSCAPE OPERATIONS	4,552	5,492	33,950	38,442	65,900
ASSESS DIST OPERATIONAL EXP					
MAD / BID OPERATIONS					
Dumpster	2,420	2,500	17,000	17,500	30,000
Tools & Equipment	0	250	25	1,750	3,000
Auto expenses	1,499	1,500	6,600	10,500	18,000
Gas & electricity	233	1,000	2,916	7,000	10,000
Gasoline	2,924	2,500	17,939	15,500	28,000
Equipment Rentals	0	83	0	583	1,000
Cell Phones / Radios	140	400	2,229	2,800	4,800
Electrical Work/Street Lights	0	83	0	583	1,000
Water	660	1,500	10,527	10,500	18,000
Uniforms	2,809	583	2,845	4,083	7,000
Cleaning & Janitorial Supplies	2,120	2,917	21,276	20,417	35,000
Total MAD / BID OPERATIONS	12,805	13,317	81,357	91,217	155,800
PRESSURE-WASHING OPERATIONS					
Tools & Equipment	0	83	358	583	1,000
Pressure Washer / Water Trailer	813	500	3,757	2,500	5,000
Total PRESSURE-WASHING OPERATIONS	813	583	4,115	3,083	6,000
Total ASSESS DIST OPERATIONAL EXP	13,618	13,900	85,472	94,300	161,800

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Accrual Basis

Little Italy Association of San Diego
MAD Profit & Loss Budget Performance
January 2022

	Jan 22	Budget	Jul '21 - Jan 22	YTD Budget	Annual Budget
PERSONNEL EXPENSE					
EE MEDICAL CONTRIBUTION					
Consultant Salary Expense	0		5,621		
EE MEDICAL CONTRIBUTION - Other	-583		-5,723	0	0
Total EE MEDICAL CONTRIBUTION	-583		-102	0	0
Office Administrator					
Health/Dental Insurance	1,550	1,000	9,969	7,000	12,000
Payroll Taxes	179	83	1,212	583	1,000
WC Insurance	23	17	60	117	200
Salary Expense	2,115	2,304	15,279	17,280	28,800
Total Office Administrator	3,867	3,404	26,519	24,980	42,000
Landscape Crew					
Salary Expense	13,537	14,805	105,963	102,925	188,425
Health/Dental Insurance	1,295	1,475	9,673	8,675	16,000
WC Insurance	1,056	1,450	9,115	10,750	18,000
Payroll Taxes	1,537	1,400	9,391	8,000	15,000
Total Landscape Crew	17,425	19,130	134,142	130,350	237,425
Maintenance Crew					
Salary Expense	28,563	28,880	210,049	203,600	347,000
Payroll Taxes	3,244	2,645	18,182	15,775	29,000
WC Insurance	2,580	2,140	16,564	15,900	27,000
Health/Dental Insurance	4,127	2,250	21,469	22,750	34,000
Total Maintenance Crew	38,513	35,915	266,264	258,025	437,000
Pressure-Washing Crew					
Salary Expense	8,555	7,950	57,202	54,750	96,500
Payroll Taxes	970	770	5,041	4,672	8,500
WC Insurance	739	550	4,022	3,750	6,500
Health/Dental Benefits	780	860	5,661	5,350	9,600
Total Pressure-Washing Crew	11,044	10,130	71,925	68,522	121,100
Total PERSONNEL EXPENSE	70,267	68,579	498,748	481,877	837,525
NCA Management					
Staff Administration	5,000	5,000	33,000	33,000	52,000
Total NCA Management	5,000	5,000	33,000	33,000	52,000
Office Operational					
Employee Screening Services	177	125	1,166	875	1,500
Total Office Operational	177	125	1,166	875	1,500
Total Expense	120,409	110,061	771,050	759,209	1,316,725
Net Income	-25,046	-14,698	-103,510	-91,668	-172,370

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02/14/22

Accrual Basis

Little Italy Association of San Diego
Maintenance Non-Assessment Profit & Loss Budget Performance
January 2022

	Jan 22	Budget	Jul '21 - Jan 22	YTD Budget	Annual Budget
Income					
PROGRAM INCOME					
Sponsors	0	1,000	6,000	7,000	12,000
Total PROGRAM INCOME	0	1,000	6,000	7,000	12,000
MAINTENANCE NON-ASSESS INCOME					
Mercato Services	5,000	5,000	35,000	35,000	60,000
Other Income / Special Events	0	0	13,619	0	0
Supplemental Services	12,728	6,125	49,813	43,625	74,000
Total MAINTENANCE NON-ASSESS INCOME	17,728	11,125	98,432	78,625	134,000
Total Income	17,728	12,125	104,432	85,625	146,000
Gross Profit	17,728	12,125	104,432	85,625	146,000
Expense					
MISC MAINT EXPENSE					
Misc Maintenance Expense	0	83	-133	583	1,000
Total MISC MAINT EXPENSE	0	83	-133	583	1,000
OFFICE OPERATIONS					
Office Expenses Tenant Portion	0	0	192	0	0
Office supplies	0	25	0	175	300
Total OFFICE OPERATIONS	0	25	192	175	300
LANDSCAPE OPERATIONS					
Tree Supplies & Services	0	83	0	583	1,000
Total LANDSCAPE OPERATIONS	0	83	0	583	1,000
ASSESS DIST OPERATIONAL EXP					
MAD / BID OPERATIONS					
Citations	0		81		
Meals & Entertainment	137	54	358	275	500
Late Fees	0	13	43	88	150
Liability Claims	0		0	3,000	3,000
Auto expenses	-43	333	195	2,333	4,000
Total MAD / BID OPERATIONS	94	400	676	5,696	7,650
Total ASSESS DIST OPERATIONAL EXP	94	400	676	5,696	7,650
PERSONNEL EXPENSE					
Staff reimbursement	-2,541	-1,270	-7,563	-6,350	-6,700
Office Administrator					
Health/Dental Insurance	0		116		
Payroll Taxes	0		-258	-258	-258
Salary Expense	0		2,742	2,742	2,742
Total Office Administrator	0		2,600	2,484	2,484
Maintenance Crew					
Staff Bonuses	0	0	8,800	8,800	8,800
Salary Expense	0		230		
Total Maintenance Crew	0	0	9,030	8,800	8,800
PERSONNEL EXPENSE - Other	0		-1,142		
Total PERSONNEL EXPENSE	-2,541	-1,270	2,924	4,934	4,584
ACCOUNTANT EXPENSE ENTRIES					
Depreciation	2,009	2,000	14,063	14,000	24,000
Total ACCOUNTANT EXPENSE ENTRIES	2,009	2,000	14,063	14,000	24,000

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02/14/22

Accrual Basis

Little Italy Association of San Diego
Maintenance Non-Assessment Profit & Loss Budget Performance
January 2022

	<u>Jan 22</u>	<u>Budget</u>	<u>Jul '21 - Jan 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
PROGRAM EXPENSE					
Liability Claim	2,698		2,698	0	0
Meals / Entertainment / Travel	118	0	946	828	828
Salary Expense					
Payroll Taxes	0	0	-4,861	-4,600	-6,000
Total Salary Expense	<u>0</u>	<u>0</u>	<u>-4,861</u>	<u>-4,600</u>	<u>-6,000</u>
Total PROGRAM EXPENSE	2,816	0	-1,218	-3,772	-5,172
Office Operational					
Legal	0	0	3,325	3,325	5,000
Total Office Operational	<u>0</u>	<u>0</u>	<u>3,325</u>	<u>3,325</u>	<u>5,000</u>
Total Expense	2,378	1,321	19,829	25,524	38,361
Net Income	<u><u>15,350</u></u>	<u><u>10,804</u></u>	<u><u>84,603</u></u>	<u><u>60,101</u></u>	<u><u>107,639</u></u>

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02/14/22

Accrual Basis

Little Italy Association of San Diego
PARKING DISTRICT Profit & Loss Budget Performance

	Jan 22	Budget	Jul '21 - Jan 22	YTD Budget	Annual Budget
Income					
PROGRAM INCOME					
Sponsors	3,800		22,875		
Total PROGRAM INCOME	3,800		22,875		
PARKING DISTRICT INCOME					
Parking District Reimbursement	60,175	75,000	301,557	375,000	750,000
City Bollard funds	22,245	0	26,477	0	0
Total PARKING DISTRICT INCOME	82,420	75,000	328,033	375,000	750,000
PARKING DISTRICT REVENUES					
Valet Program Revenues	8,258	9,700	70,462	68,140	116,640
Total PARKING DISTRICT REVENUES	8,258	9,700	70,462	68,140	116,640
Total Income	94,478	84,700	421,370	443,140	866,640
Gross Profit	94,478	84,700	421,370	443,140	866,640
Expense					
PERSONNEL EXPENSE					
Staff reimbursement	-1,270		-7,533		
EE MEDICAL CONTRIBUTION	-583		-2,879		
Office Administrator					
Payroll Taxes	179		635		
Salary Expense	754	0	3,723	0	0
Total Office Administrator	932	0	4,359	0	0
Total PERSONNEL EXPENSE	-921	0	-6,054	0	0
PARKING DISTRICT EXPENSE					
In House Valet Program					
Valet Employee Payroll	8,983	16,960	71,913	127,200	212,000
Valet Employee Payroll Taxes	839	0	6,538	0	0
Equipment & Uniforms	306	667	8,563	4,667	8,000
Cell/Tech services	0	167	0	1,167	2,000
Permits	0	333	0	2,333	4,000
Program Management	3,425	2,825	23,975	19,775	33,900
Total In House Valet Program	13,554	20,952	110,989	155,142	259,900
Lot Rental/Insurance					
Workers' Comp	1,052	1,250	5,352	8,750	15,000
Liability Insurance	8,000	4,000	29,642	28,000	48,000
Parking Lot Rentals	5,042	9,167	35,296	64,167	110,000
Program Management	2,163	2,163	15,138	15,138	25,950
Total Lot Rental/Insurance	16,257	16,579	85,426	116,054	198,950
Marketing and Promotions					
Website Parking Component	0	1,178	0	4,711	10,600
Printed Material	151	417	2,417	2,917	5,000
PR Firm	2,583	2,500	18,081	17,500	30,000
Program Mgmt	570	570	3,990	3,990	6,840
Total Marketing and Promotions	3,304	4,664	24,488	29,118	52,440

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02/14/22

Accrual Basis

Little Italy Association of San Diego
PARKING DISTRICT Profit & Loss Budget Performance

	Jan 22	Budget	Jul '21 - Jan 22	YTD Budget	Annual Budget
New Initiatives& Special Proj					
Peoples Plazas, PopOuts & Beaut	0	167	0	1,167	2,000
City of SD Insourcing	0	167	0	1,167	2,000
Feasibility Study-W.Grape	0	5,000	0	15,000	15,000
Planters/Beautification	0	30	0	210	360
Enhanced Pedestrian Lighting	0	11,213	52,280	44,889	101,000
Ped Transition Safety	0	3,000	0	6,000	21,000
Removable Bollard System					
Bollards	22,845	0	27,077	0	0
Total Removable Bollard System	22,845	0	27,077	0	0
Enhanced Security	3,000	8,250	34,350	37,950	79,200
Rescue Mission Security	0	6,000	0	7,000	30,000
Program Management	2,688	3,188	18,813	22,313	38,250
Total New Initiatives& Special Proj	28,532	37,014	132,519	135,695	288,810
LIA Management					
Rent	2,000	2,000	12,000	12,000	22,000
Utilities	277	1,000	1,832	7,000	12,000
Vehicle Subsidy & Maintenance	0	1,111	709	4,444	10,000
Storage	392	1,000	2,097	7,000	12,000
Program Mgmt	575	675	4,025	4,725	8,100
Total LIA Management	3,244	5,786	20,663	35,169	64,100
Total PARKING DISTRICT EXPENSE	64,891	84,995	374,085	471,178	864,200
Total Expense	63,970	84,995	368,031	471,178	864,200
Net Income	30,508	-295	53,339	-28,038	2,440

Little Italy Association of San Diego PROGRAM - BUDGET TO ACTUAL

		Dog Park		Amici Grounds		Total Amici Park		Art Appreciation Projects		Art Walk		Banner	
		Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget
Income													
	PROGRAM INCOME	4,523	5,250	3,500	3,500	8,023	8,750	0	1	0	0	2,490	2,800
	MERCATO INCOME	0		0		0		0		0		0	
	Total Income	4,523	5,250	3,500	3,500	8,023	8,750	0	1	0	0	2,490	2,800
Expense													
	OFFICE OPERATIONS	0		303	315	303	315	0		0		0	
	ASSESS DIST OPERATIONAL	0		2,553	1,750	2,553	1,750	0	1	0		0	
	PERSONNEL EXPENSE	0		0		0		0		0		0	
	ACCOUNTANT EXPENSES	0		0		0		0		0		0	
	PROGRAM EXPENSE	453	2,917	9,303	4,060	9,756	6,977	7,595		500		3,873	4,150
	Maintenance Personnel	0		137		137		0		0		0	
	Maintenance Non-Personnel	0		0		0		0		0		0	
	NCA Management	0		0		0		0		0		0	
	Office Operational	0		0		0		0		0		0	
	MERCATO EXPENSE	0		0		0		0		0		0	
	PARKING DISTRICT EXPENSE	0		0		0		0		0		0	
	Budget adjustment	0	-3,500	0	7,800	0	4,300	0	0	0		0	
	Total Expense	453	-583	12,296	13,925	12,749	13,342	7,595	1	500		3,873	4,150
	Net Income	4,070	5,833	-8,796	-10,425	-4,726	-4,592	-7,595	0	-500	0	-1,383	-1,350
								All Income was recognized in 20-21					
	REVISED ANNUAL BUDGET		7,500		-12,300		-4,800				3,000		-2,000

Little Italy Association of San Diego
PROGRAM - BUDGET TO ACTUAL

		Christmas Programs		County Grants		General & Administration		Total Mercato		Merchandise		Military Events		Misc Events	
		Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget
Income															
	PROGRAM INCOME	42,121	50,000	24,000	24,000	16,438	0	359,957	439,000	660	1	2,250	2,000	4,290	
	MERCATO INCOME	0		0		0		1,400	0	0		0		0	
	Total Income	42,121	50,000	24,000	24,000	16,438	0	361,357	439,000	660	1	2,250	2,000	4,290	
Expense															
	OFFICE OPERATIONS	0		0		16,455	7,737	0		0		0		0	
	ASSESS DIST OPERATIONAL	106		0		1,765	1,435	0		0		0		0	
	PERSONNEL EXPENSE	0		0		5,649	9,114	0		0		0		0	
	ACCOUNTANT EXPENSES	4,333	6,414	0		4,461	5,250	0		0		0		0	
	PROGRAM EXPENSE	32,265	39,006	24,000	24,000	19,730	22,990	21,762	0	0	1	1,211	2,000	2,743	
	Maintenance Personnel	541		0		0		0		0		280		0	
	Maintenance Non-Personnel	0		0		0		0		0		0		0	
	NCA Management	0		0		89,546	116,060	0		0		0		0	
	Office Operational	0		0		8,588	2,940	0		0		0		0	
	MERCATO EXPENSE	0		0		0		252,731	282,638	0		0		0	
	PARKING DISTRICT EXPENSE	0		0		0	0	0		0		0		0	
	Budget adjustment	0		0	0	0	0	0	16,000	0	-510	0	-750	0	-1,547
	Total Expense	37,245	45,420	24,000	24,000	146,194	165,526	274,493	298,638	0	-509	1,491	1,250	2,743	-1,547
	Net Income	4,876	4,580	0	0	-129,756	-165,526	86,864	140,362	660	510	759	750	1,547	1,547
								Jan revenue of 23,960 and mgt fee are not included							
	REVISED ANNUAL BUDGET		0		0		-281,804		278,084		510		750		1,547

Little Italy Association of San Diego
PROGRAM - BUDGET TO ACTUAL

	Piazza Basilone		Total Piazza della Famiglia		PPP 2 Activity		SBEP Bookkeeping Grant	SBEP City Services	SBEP Tech Assist. Grant	Seasonal Displays	
	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Jul '21 - Jan 22	Jul '21 - Jan 22	Jul '21 - Jan 22	Budget
Income											
PROGRAM INCOME	1,000	1,000	1,575	76,575	0		2,657	0	1,758	10,500	5,000
MERCATO INCOME	0		0		0		0	0	0	0	
Total Income	1,000	1,000	1,575	76,575	0	0	2,657	0	1,758	10,500	5,000
Expense											
OFFICE OPERATIONS	0		0		0		0	0	0	0	
ASSESS DIST OPERATIONAL	0		0		0		0	0	0	0	
PERSONNEL EXPENSE	0		0		25,985	25,900	0	0	0	0	
ACCOUNTANT EXPENSES	0		0		0		0	0	0	0	
PROGRAM EXPENSE	1,074	3,000	24,687	24,908	0		3,000	4,697	566	7,518	5,000
Maintenance Personnel	0		0		0		0	0	0	0	
Maintenance Non-Personnel	0		0	5,833	0		0	0	0	0	
NCA Management	0		0		0		0	0	0	0	
Office Operational	0		0		0		0	0	0	0	
MERCATO EXPENSE	0		0		1,093	1,100	0	0	0	0	
PARKING DISTRICT EXPENSE	0		0		2,154	2,200	0	0	0	0	
Budget adjustment	0	0	0	50,000	0	0	0	0	0	0	-3,122
Total Expense	1,074	3,000	24,687	80,741	29,232	29,200	3,000	4,697	566	7,518	1,878
Net Income	-74	-2,000	-23,112	-4,166	-29,232	-29,200	-343	-4,697	1,192	2,982	3,122
REVISED ANNUAL BUDGET		-3,000		0		244,905		0	0		3,122

Little Italy Association of San Diego PROGRAM - BUDGET TO ACTUAL

		State of the Neighborhood		Summer Film Festival		Taste of Little Italy		Trick or Treat		Venue Rentals		TOTAL	
		Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget	Jul '21 - Jan 22	Budget
Income													
	PROGRAM INCOME	4,000	1	3,133	500			0	1,000	40,200	27,000	525,052	637,629
	MERCATO INCOME	0		0				0		0		1,400	0
	Total Income	4,000	1	3,133	500			0	1,000	40,200	27,000	526,452	637,629
Expense													
	OFFICE OPERATIONS	0		0				0		0		16,758	8,052
	ASSESS DIST OPERATIONAL	0		0				0		0		4,424	3,186
	PERSONNEL EXPENSE	0		0				0		0		31,634	35,014
	ACCOUNTANT EXPENSES	0		0				0		0		8,794	11,664
	PROGRAM EXPENSE	0	1	622	300			1,477	1,000	7,750	14,000	174,826	147,334
	Maintenance Personnel	0		0				0		0		958	0
	Maintenance Non-Personnel	0		0				0		0		0	5,833
	NCA Management	0		0				0		0		89,546	116,060
	Office Operational	0		0				0		0		8,588	2,940
	MERCATO EXPENSE	0		0				0		0		253,824	283,738
	PARKING DISTRICT EXPENSE	0		0				0		0		2,154	2,200
	Budget adjustment	0		0	0			0	0	0	-16,450	0	47,921
	Total Expense	0	1	622	300			1,477	1,000	7,750	-2,450	591,506	663,942
	Net Income	4,000	0	2,511	200	0	0	-1,477	0	32,450	29,450	-65,054	-26,313
REVISED ANNUAL BUDGET			0		2,500		25,000		0		47,500		313,787



AMENDED MEMORANDUM OF UNDERSTANDING BETWEEN THE LITTLE ITALY ASSOCIATION (LIA) AND CONVIVIO SOCIETY (CS)

This memorandum addresses the month-to-month and temporary-use of the LIA's Amici House located at 250 W. Date Street in Amici Park. The space has been occupied by CS since October 2017 and includes use of the main room, shared ADA accessible restrooms, outdoor porch, outdoor patio, four (4) LIA table and chair sets with two (2) branded umbrella, and base utilities and water*. The space has been in use by CS since Sunday, October 1, 2017.

If notice of vacation needs to be issued, the LIA agrees to give CS 30-day notice in writing. If CS finds an alternative home or are otherwise ready to vacate the Amici House, they agree to give the LIA 30-day notice in writing. CS is responsible for completely vacating the space and ensuring that the property and grounds are returned to their original condition. All equipment and supplies are to be removed upon vacation. If this is not accomplished, CS will be responsible for any expenditures associated with moving of equipment, conducting repairs, if any, supplies, and cleaning of the space.

As a part of this MOU, the LIA agrees to maintain the property, landscaping, and clean/stock the restrooms**. CS currently pays the LIA \$500 a month, on the first of the month, in exchange for use of the space and to help off-set the general maintenance costs of the property. If in the future LIA requires the rent to be increased, LIA will give CS 90-day notice before implementing new fee.

LIA permits CS to use the Amici House and the grounds, permitted in this MOU, for the following:

- Heritage/history museum with programming that is in-line with the mission of CS.
- Intimate venue rental for 150-125 guests or less (*Subject to restrictions based upon State and County directives*).
- Retail of merchandise pertaining to the mission of CS.
- Food & beverage*** via coffee cart with minimal food sales (*Owned and operated by CS or a 3rd party with approval by LIA*).
- Office of the Italian Honorary Consulate in San Diego providing consular services to Italian co-nationals.

Any new or expanding activities outside the ones stated above must be approved by LIA before new or expanding activities are allowed to commence.

LITTLE ITALY ASSOCIATION OF SAN DIEGO

2210 Columbia Street ▪ San Diego, CA 92101 ▪ Phone: 619-233-3898 ▪ Fax: 619-233-4866
Email: mail@littleitalysd.com ▪ Website: www.littleitalysd.com
Facebook / Twitter / Instagram / Pinterest: [LittleItalySD](#) ▪ [#LittleItalySD](#)

If at any time CS wishes to do improvements inside or outside of the property, they must submit a rendering and request to the LIA Staff for review, consideration and approval before CS is allowed to move forward with said improvements. If there is ever damage or need for repair to the Amici House due to standard wear-and-tear, CS agrees to notify the LIA immediately. CS agrees to maintain the spaces in a moderate manner and agrees to ensure weekly standard maintenance of the spaces (i.e., Light bulb changes, trash removal, sweeping, etc.).

In addition:

- This MOU does not provide any parking provisions for CS and/or its guests.
- CS agrees to notify LIA of any events (CS or 3rd Party) to be held at the Amici House over 50-75 people.;
- If CS wishes to activate the Batta | Fulkerson Small Dog Park or the expansion paver area, CS must get prior written permission from LIA and CS agrees to pay \$100 per event or agreed upon financial arrangement.
- CS will provide proof of permission if activating school grounds outside the MOU footprint.
- CS will provide the following items to fulfill insurance requirements:
 - List the Little Italy Association of San Diego (LIA), the City of San Diego (CofSD), New City America, Inc. (NCA) and the San Diego Unified School District (SDUSD) as Additional Insured on General Liability with limits of at least \$2M Each Occurrence and \$4M Aggregate.
 - Provide a Certificate showing Additional Insured status and include actual policy endorsements.
 - Proof of Worker's Comp Insurance.
 - Agree to indemnify and hold harmless the LIA, CofSD, NCA, and SDUSD from any loss, costs, or damages as a result of harm to third parties due to actions, activities, operations of CS.
 - Proof of Liquor Liability based on all events that will have alcohol service.****

The attached drawing provides a floor plan of the temporary use for Amici House.

*Base utilities were based on an average use before coffee cart was integrated into CS's operations and the space. Average use included in this MOU under CS's rent is \$162 for gas & electric and \$85 for water. Additional monthly charges will apply if the bills exceed the above stated threshold. Payment for those excess fees are to be paid with the monthly rent. Subject to additional monthly charges due to increased use.

**Restrooms are cleaned and stocked for basic use of the facilities and do not cover any kind of event attendee (small or large). CS is required to clean and stock the restrooms for their events where restrooms are open for their guests use.

***Food sold by CS or its coffee cart are not permitted to be sold in the Little Italy Dog Park (LIDP). CS agrees to notify patrons they are not permitted to take food in the LIDP.

***Proof of Liquor Liability must be submitted a minimum of two (2) days before event takes place or LIA will not allow alcohol service at said event.

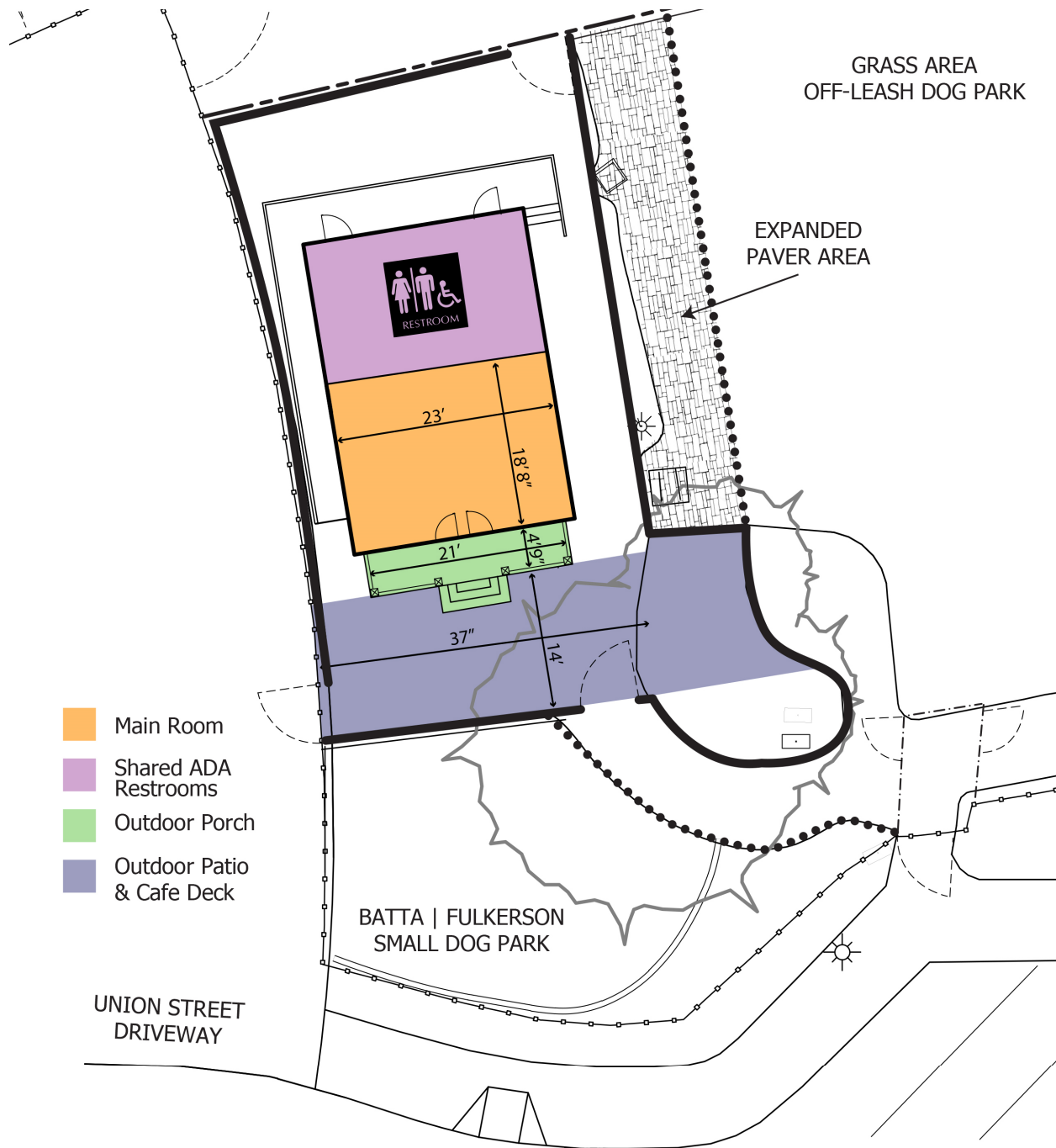
By signing below, both parties agree to uphold their parts of this MOU.

Steven J. Galasso, President, LIA

Tom Cesarini, Executive Director, CS

Date: _____

Date: _____



- Main Room
- Shared ADA Restrooms
- Outdoor Porch
- Outdoor Patio & Cafe Deck

W. DATE STREET

AMICI HOUSE
250 W. DATE STREET
SAN DIEGO, CA 92101



Alvarado Electric
 3657 Cactusview Dr
 San Diego, CA, 92105
 6197080390
 alvaradoelectric@cox.net
 alvaradoelectric.com
 State License
 960163

Estimate

Estimate No: 1111
 Date: 02/13/2022

For: Chris Gomez
 chris@littleitalysd.com
 2210 Columbia St
 San Diego, CA, United States
 +1 (619) 454-1596

Description	Quantity	Rate	Amount
Installation of 4 receptacle two per box . Installation of 6 feet of flex to intercept existing conduit . Installation of two outdoor covers .	1	\$380.00	\$380.00
Material 1/2 in. Ultratite Liquidtight Flexible Non-Metallic PVC Conduit. 1 gfc 3 receptacle 2 Gray 2-Gang Extra-Duty Non-Metallic While-In-Use Weatherproof Horizontal/Vertical Receptacle Cover	1	\$79.80	\$79.80
Parts Subtotal			\$459.80

Please make payment to:

Bank Account Number: 40630181727010289
 Routing Number: 121000248

Subtotal \$459.80
 Total \$459.80

Total \$459.80

Notes

Thank you for your business

We ask everyone to please follow safety guidelines.

- All clients Are required to wear Face covering at all time while work is being perform.
- keep six feet distance.

Thanks for your cooperation.

Terms and Conditions

All invoices are due upon completion of work.

Alvarado Electric

Client's signature