



**Little Italy Association of San Diego – Finance Committee
Tuesday, February 23, 2021 at 11:00am**

**Zoom Virtual Meeting: <https://us02web.zoom.us/j/84187466871>
or call 1-669-900-6833 / Meeting ID: 841 8746 6871 / Password: 3898**

- 1. Introductions – Bryan Thompson, Chair**
 - a. 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 that particular topic.
- 2. Next Meeting: _____**
- 3. Review January 11, 2021 Finance Minutes** *Action Item*
- 4. YTD Financials & Mid-Year Adjustments** *Action Item*
- 5. Fundraising Proposal – Mike Zarconi** *Action Item*
- 6. COVID Funding Support**
 - a. PPP Round 2 Budget Revisions *Action Item*
 - i. Little Italy Mercato *Action Item*
 - ii. New MAD Eligible Projects *Action Item*
 - b. EIDL Acceptance Resolution & Personal Guarantor Issue *Action Item*
 - c. State Grant – \$25K Pending
- 7. Piazza Damage Repair & Missing Bollard Purchase** *Action Item*
- 8. Little Italy Venues** *Action Item*
- 9. New City America FY22 Goals** *Action Item*
- 10. Amici Park Redesign – DIF**
- 11. Heritage Row – Historic Home Relocation**
- 12. City Attorney Issues**
 - a. Insurance Costs
 - b. BID – AirBnB
- 13. Negotiations & Acquisitions Task Force**
- 14. Public Nuisance Legal Services**
- 15. Old Business**
- 16. Adjournment** *Action Item*

LITTLE ITALY ASSOCIATION OF SAN DIEGO

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Old Business

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. NCA Compensation for Bollard Program & Amici Park Redesign
- b. India Street Flag Replacement
- c. Trammell Crow Public Art Grant
- d. Bollard Program
- e. Capitol Outdoor Kiosk Program
- f. Outdoor Dining Task Force
- g. Civil Sidewalks Task Force
- h. Little Italy Merchandise
- i. Davi Tours

TEMPORARY MODIFICATIONS TO THE BROWN ACT DUE TO COVID-19: *Based on current COVID-19 directives and mandates, Governor Newsom has modified and suspended some of The Brown Act requirements temporarily. For a list of the items that Governor Newsom has modified or suspended, visit www.LittleItalySDMeetings.com (Page 4, Section 11). **THE 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 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 with disabilities to participate in the meeting, notify Chris Gomez at 619 233-3898 at least 48-hours prior to the meeting.*



Little Italy Association of San Diego –Finance Committee

Monday, January 11, 2021 at 11:00am

Zoom Virtual Meeting: <https://us02web.zoom.us/j/83292719395>

or call 1-669-900-6833 / Meeting ID: 932 9271 9392 / Password: 3898

Committee Members: Lou Palestini, Danny Mocerì, Jeri Keiller, Bryan Thompson, Joe Cordileone, Frank Stiriti, Sandi Cottrell, Olivia Connolly, Rich Gustafson, Sandi Cottrell, Catt White, Frank Stiriti, Luke Vinci, Steve Galasso

Guests: Davis Newton, John La Raia, Marco Polo, Pete Cich

Staff: Marco Li Mandri, Chris Gomez, Rosie DeLuca, Dianne Serna De Leon

MINUTES:

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1. Introductions-Bryan Thompson Chair	The meeting was called to order at 10:00 a.m. Chris Gomez went over the Zoom Meeting Etiquette.	No action taken
2. Next Meeting	The Next Finance Committee Meeting will be on Tuesday, February 23, 2021 at 11:00 a.m. via Zoom.	The date and time of the meeting were approved by consensus.
3. Review of November 24, 2020 Board Minutes	The minutes from November 24, 2020 were reviewed.	Bryan Thompson moved to accept the Finance Committee minutes. Frank Stiriti seconded the motion. Unanimously approved.

<p>4. YTD Financials</p>	<p>4. Bryan Thompson and Jeri Keiller reported on the YTD Financial Report.</p>	<p>4. Danny Mocerì moved to accept the YTD Financials & Mid-Year Adjustments Steve Galasso seconded the motion. Unanimously approved.</p>
<p>5. Revised Bylaws</p> <p>a. FY21 Org & Finance Committee Annual Spending Allotments</p> <p>b. Authorized Check Signers</p>	<p>5.a. Chris Gomez stated that the FY21 Org & Finance Committee’s Annual Spending Allotments are any amount up to \$1,500 for ORG and up to \$25K for Finance, per expenditure. Approval will be needed for any amount above these Allotments.</p> <p>5.b. Chris Gomez stated that the revised Bylaws include the following Check Signers.</p> <p>Authorized to sign ALL check: Steve Galasso, Danny Mocerì, Lou Palestini, Bryan Thompson and Luke Vinci.</p> <p>Authorized to sign all checks EXCEPT those made out to NCA or to the individual listed: Marco Li Mandri and Chris Gomez</p>	<p>5.a. Lou Palestini moved to authorize the Org & Finance Annual Spending Allotments. Danny Mocerì seconded the motion. Unanimously approved.</p> <p>5.b. Danny Mocerì moved to accept the Authorized Check Signers. Jeri Keiller seconded the motion. Unanimously approved.</p>
<p>6. Trammel Crow Public Art Grant</p> <p>a. Piazza della Famiglia Story Monument</p>	<p>6. Joey and Marco Li Mandri secured a \$50K Public Art Grant. DISI met on January 8, 2021 to discuss using funds from the Grant for a Monument that will be installed in the Piazza della Famiglia.</p>	<p>6. Jeri Keiller moved to approve the Pdf Monument. Danny Mocerì seconded the motion. Unanimously approved.</p>
<p>7. COVID Funding Support</p> <p>a. PPP Forgiveness & 10K EIDL Advance-<i>Pending</i></p>	<p>7.a. Chris Gomez reported that the PPP Forgiveness & \$10K EIDL advance is pending. The \$10K EIDL is not forgivable since we applied for PPP. We will need to pay back the advance within 18 months at 1% interest rate.</p>	<p>No action taken</p>

<p>b. State Gran- \$25K <i>Pending</i></p> <p>c. County "Sanitization" Grant</p> <p>d. EIDL-Piazza della Famiglia Repair \$8K</p>	<p>7.b. Chris Gomez reported that the \$25K (forgivable) State Grant is pending.</p> <p>7.c. Chris Gomez reported that the \$25K "Sanitization" Grant still has \$15K remaining that we are waiting to see if we can use toward Al Fresco expenses (guard rails, elite security staff, etc.)</p> <p>7.d. Chris Gomez stated that the \$150K EIDL Loan has funds remaining. PdF sustained graffiti damage and the repairs will cost \$8K. We are asking for approval to repair the PdF fountain.</p>	<p>7.d. Steve Galasso moved to approve \$8K for PdF Fountain repairs. Danny Mocerri seconded the motion. Unanimously approved.</p>
<p>8. Amici Park Redesign-DIF</p>	<p>8. Marco Li Mandri gave an update on Amici Park Redesign and Development Impact Fees. The \$3 million Grant request has been submitted and we are hoping the project will be completed in 6 months.</p>	<p>8. No action taken</p>
<p>9. Heritage Row-Historic Home Relocation</p>	<p>9. Marco Li Mandri reported that the City of San Diego would like to "gift" LIA, 3 Historic Homes that would potentially be relocated near Amici Park.</p>	<p>9. No action taken</p>
<p>10. City Attorney Issues</p> <p>a. Insurance Costs</p> <p>b. BID-AirBnB</p>	<p>10.a. Marco Li Mandri stated that The City Attorney has ignored requests to discuss Insurance Costs. Marco and Joe Cordileone will follow up with the City Attorney.</p> <p>10.b. Marco Li Mandri stated that he will also address the issues with AirBnB with the City Attorney.</p>	<p>10. No action taken</p>
<p>11. Bollard Program Funding</p>	<p>11. Chris Gomez reported that we have received 40% for the Bollard Program. We are trying to get this project done in the beginning of the Summer, rather than in September.</p>	<p>11. No action taken</p>
<p>12. Negotiations & Acquisitions Task Force</p>	<p>12. Marco Li Mandri is working with Pasquale Ioele on Negotiations &</p>	<p>12. No action taken</p>

	Acquisitions of a new property. They found a place near Amici park for \$700 a square foot. (\$1.9 million), which is out of our budget.	
13. Public Nuisance Legal Services	13. Marco Li Mandri gave an update on the Public Nuisance Legal Services. We filed 5 Stay Away Orders for \$900 each. We have not been able to serve Chad Daniels, so we may need an extension.	13. No action taken
14. Little Italy Tree Lighting & Holiday Experience P & L	14. Chris Gomez reported on the Little Italy Tree Lighting & Holiday Experience P & L. We have to raise \$800 to become revenue neutral. However, that does not take into account the depreciation of \$7K.	14. No action taken
15. Adjournment	15. Meeting Adjourned.	No action taken

Minutes taken by: Dianne T. Serna De León, Staff.

Balance Sheet

As of January 31, 2021

	<u>Jan 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
BID Acct / Torrey Pines	28,871.87
Programs Acct / Torrey Pines	146,411.74
Mercato / Torrey Pines	-2,009.80
Parking District / Torrey Pines	370,477.80
MAD Acct / Torrey Pines	310,868.65
Payroll Acct / Torrey Pines	23,128.91
Savings Acct / Torrey Pines	35,567.72
Total Checking/Savings	<u>913,316.89</u>
Accounts Receivable	
Accts Rec - MAD	7,762.50
Accts Rec - Parking District	119,731.74
Accts Rec - Programs	10,945.34
Total Accounts Receivable	<u>138,439.58</u>
Other Current Assets	
Endowment Fund	11,202.00
Total Other Current Assets	<u>11,202.00</u>
Total Current Assets	<u>1,062,958.47</u>
Fixed Assets	
Program Equipment	93,383.46
Improvements	61,727.65
Equipment - MAD	57,065.10
Website design	10,400.00
Vehicles - MAD	113,215.15
Accumulated depreciation	-178,735.93
Total Fixed Assets	<u>157,055.43</u>
TOTAL ASSETS	<u><u>1,220,013.90</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable - BID	-118.76
Accounts Payable - Programs	4,764.09
Accounts Payable - Mercato	299.00
Accounts Payable - MAD	577.04
Total Accounts Payable	<u>5,521.37</u>
Other Current Liabilities	
MAD Advance	189,395.57
Total Other Current Liabilities	<u>189,395.57</u>
Total Current Liabilities	<u>194,916.94</u>
Long Term Liabilities	
EIDL LOAN	148,475.73
Loan Payable #3 F-150 V8	6,814.87
Loan Payable #4 F-150 V6	6,764.96
Loan Payable - Cleaning Machine	21,261.29
Total Long Term Liabilities	<u>183,316.85</u>
Total Liabilities	<u>378,233.79</u>
Equity	
Net unrestricted assets	518,511.08
Net Income	323,269.03
Total Equity	<u>841,780.11</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,220,013.90</u></u>

11:52 AM

02/17/21

Accrual Basis

Little Italy Association of San Diego
BID Profit & Loss Budget Performance
January 2021 YTD

	Jan 21	Budget	Jul '20 - Jan 21	YTD Budget
Income				
BID INCOME				
BID Dues	0.00	500.00	0.00	3,500.00
BID Disbursements	10,111.55	10,000.00	73,558.71	70,000.00
SBEP Mgmt Grant	0.00	0.00	18,374.00	18,374.00
Total BID INCOME	<u>10,111.55</u>	<u>10,500.00</u>	<u>91,932.71</u>	<u>91,874.00</u>
Total Income	<u>10,111.55</u>	<u>10,500.00</u>	<u>91,932.71</u>	<u>91,874.00</u>
Gross Profit	10,111.55	10,500.00	91,932.71	91,874.00
Expense				
OFFICE OPERATIONS				
Accounting	0.00	333.33	2,000.00	2,333.35
Computer Service	0.00	375.00	4,203.00	2,625.00
Dues & subscriptions	0.00	41.67	1,515.00	291.65
Insurance	4,130.23	250.00	4,130.23	1,750.00
Office supplies	391.72	750.00	4,252.44	5,250.00
Printing	0.00	41.67	0.00	291.65
Phone & Internet	216.74	208.33	1,508.12	1,458.35
Postage	0.00	83.33	1,409.95	583.35
Rent	500.00	500.00	3,586.26	3,500.00
Web Maintenance	<u>0.00</u>	<u>166.67</u>	<u>0.00</u>	<u>1,166.65</u>
Total OFFICE OPERATIONS	<u>5,238.69</u>	<u>2,750.00</u>	<u>22,605.00</u>	<u>19,250.00</u>
NCA Management				
Staff Administration	<u>2,958.46</u>	<u>5,000.00</u>	<u>26,833.84</u>	<u>35,000.00</u>
Total NCA Management	<u>2,958.46</u>	<u>5,000.00</u>	<u>26,833.84</u>	<u>35,000.00</u>
Consulting Services				
PR	<u>2,750.00</u>	<u>2,750.00</u>	<u>19,750.00</u>	<u>19,250.00</u>
Total Consulting Services	<u>2,750.00</u>	<u>2,750.00</u>	<u>19,750.00</u>	<u>19,250.00</u>
SBEP EXPENSES				
Staff Administration (SBEP)	<u>2,041.54</u>	<u>2,041.55</u>	<u>8,166.16</u>	<u>8,166.20</u>
Total SBEP EXPENSES	<u>2,041.54</u>	<u>2,041.55</u>	<u>8,166.16</u>	<u>8,166.20</u>
Total Expense	<u>12,988.69</u>	<u>12,541.55</u>	<u>77,355.00</u>	<u>81,666.20</u>
Net Income	<u><u>-2,877.14</u></u>	<u><u>-2,041.55</u></u>	<u><u>14,577.71</u></u>	<u><u>10,207.80</u></u>

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02/17/21

Accrual Basis

Little Italy Association of San Diego
BID Profit & Loss Budget Performance
 January 2021 YTD

	<u>Annual Budget</u>
Income	
BID INCOME	
BID Dues	6,000.00
BID Disbursements	120,000.00
SBEP Mgmt Grant	18,374.00
Total BID INCOME	<u>144,374.00</u>
Total Income	<u>144,374.00</u>
Gross Profit	144,374.00
Expense	
OFFICE OPERATIONS	
Accounting	4,000.00
Computer Service	4,500.00
Dues & subscriptions	500.00
Insurance	3,000.00
Office supplies	9,000.00
Printing	500.00
Phone & Internet	2,500.00
Postage	1,000.00
Rent	6,000.00
Web Maintenance	<u>2,000.00</u>
Total OFFICE OPERATIONS	33,000.00
NCA Management	
Staff Administration	<u>60,000.00</u>
Total NCA Management	60,000.00
Consulting Services	
PR	<u>33,000.00</u>
Total Consulting Services	33,000.00
SBEP EXPENSES	
Staff Administration (SBEP)	<u>18,374.00</u>
Total SBEP EXPENSES	<u>18,374.00</u>
Total Expense	<u>144,374.00</u>
Net Income	<u><u>0.00</u></u>

Little Italy Association of San Diego
MAD Profit & Loss Budget Performance
January 2021 YTD

	Jan 21	Budget	Jul '20 - Jan 21	YTD Budget	Annual Budget
Income					
MAINTENANCE DISTRICT INCOME					
Total MAINTENANCE DISTRICT INCOME	94,698	94,698	662,884	662,885	1,136,374
Total Income	94,698	94,698	662,884	662,885	1,136,374
Expense					
OFFICE OPERATIONS					
Accounting	0	0	2,250	3,000	5,000
Computer Service	957	208	1,914	1,458	2,500
Insurance	9,965	4,500	51,468	31,500	54,000
Office supplies	744	833	6,527	5,833	10,000
Payroll Service	527	333	2,103	2,333	4,000
Rent					
Storage	724	700	4,898	4,900	8,400
Rent - Other	3,691	3,833	26,613	26,833	46,000
Total Rent	4,415	4,533	31,511	31,733	54,400
Repairs & Maintenance	0	4,193	819	29,353	50,319
Utilities	0	250	250	1,750	3,000
Total OFFICE OPERATIONS	16,608	14,852	96,841	106,961	183,219
LANDSCAPE OPERATIONS					
Nursery & Landscape Supplies	1,726	2,000	19,226	14,000	24,000
Tree Supplies & Services	1,815	1,500	12,332	10,500	18,000
Outside Landscaping Service	0	0	494	0	0
Tools & Equipment	480	250	3,298	1,750	3,000
Dumpster	552	500	3,745	3,500	6,000
Uniforms	587	292	2,621	2,042	3,500
Equipment Rental	130	83	1,173	583	1,000
Nursery Facility	0		422	0	0
Total LANDSCAPE OPERATIONS	5,290	4,625	43,311	32,375	55,500
ASSESS DIST OPERATIONAL EXP					
MAD / BID OPERATIONS					
Dumpster	1,854	1,417	12,681	9,917	17,000
Tools & Equipment	554	250	2,481	1,750	3,000
Auto expenses	99	500	3,242	3,500	6,000
Gas & electricity	722	583	7,041	4,083	7,000
Gasoline	2,132	1,833	14,056	12,833	22,000
Equipment Rentals	0	83	0	583	1,000
Cell Phones / Radios	441	500	4,180	3,500	6,000
Electrical Work/Street Lights	0	167	584	1,167	2,000
Water	1,712	833	10,815	5,833	10,000
Uniforms	0	583	2,910	4,083	7,000
Cleaning & Janitorial Supplies	1,555	2,667	20,701	18,667	32,000
Total MAD / BID OPERATIONS	9,070	9,417	78,691	65,917	113,000
PRESSURE-WASHING OPERATIONS					
Tools & Equipment	279	83	292	583	1,000
Pressure Washer / Water Trailer	0	500	2,784	3,500	6,000
Total PRESSURE-WASHING OPERATIONS	279	583	3,076	4,083	7,000
Total ASSESS DIST OPERATIONAL EXP	9,349	10,000	81,767	70,000	120,000

Little Italy Association of San Diego
MAD Profit & Loss Budget Performance
January 2021 YTD

	Jan 21	Budget	Jul '20 - Jan 21	YTD Budget	Annual Budget
PERSONNEL EXPENSE					
EE MEDICAL CONTRIBUTION	0	-2,229	0	-11,147	-22,293
Office Administrator					
Health/Dental Insurance	1,501	186	6,993	1,301	2,230
Payroll Taxes	0	135	635	811	1,486
WC Insurance	7	108	65	759	1,301
Salary Expense	0	1,689	12,799	10,135	18,581
Total Office Administrator	1,508	2,119	20,491	13,005	23,598
Landscape Crew					
Salary Expense	19,366	18,863	118,387	114,177	208,491
Health/Dental Insurance	1,913	1,965	13,242	13,754	23,579
WC Insurance	1,769	1,146	8,291	8,023	13,753
Payroll Taxes	1,895	1,429	9,668	8,575	15,720
Total Landscape Crew	24,943	23,403	149,588	144,529	261,543
Maintenance Crew					
Salary Expense	29,670	31,363	202,334	191,482	348,295
Payroll Taxes	3,150	2,533	16,441	15,199	27,864
WC Insurance	2,643	2,032	17,196	14,222	24,381
Health/Dental Insurance	2,184	3,483	20,332	24,381	41,796
Total Maintenance Crew	37,646	39,411	256,304	245,283	442,336
Pressure-Washing Crew					
Salary Expense	4,422	4,905	30,613	31,357	55,883
Payroll Taxes	433	406	2,287	2,438	4,470
WC Insurance	409	326	1,931	2,282	3,912
Health/Dental Benefits	639	559	4,467	3,912	6,706
Total Pressure-Washing Crew	5,903	6,196	39,299	39,989	70,971
P/R Credit- Families First Act	-4,238		-8,426		
Total PERSONNEL EXPENSE	65,761	68,899	457,256	431,660	776,155
Maintenance Personnel					
Health/Dental benefits	0	0	95	0	0
Total Maintenance Personnel	0	0	95	0	0
Maintenance Non-Personnel					
Repairs & Maintenance	350		1,250	0	0
Total Maintenance Non-Personnel	350		1,250	0	0
NCA Management					
Staff Administration	15,966	0	15,966	0	0
Total NCA Management	15,966	0	15,966	0	0
Office Operational					
Payroll service	0	125	0	875	1,500
Employee Screening Services	0		336		
Legal	0		3,600		
Total Office Operational	0	125	3,936	875	1,500
Total Expense	113,324	98,501	700,423	641,871	1,136,374
Net Income	-18,626	-3,803	-37,538	21,014	0

Maintenance Non-Assessment Profit & Loss Budget Performance

Accrual Basis

January 2021

	Jan 21	Budget	Jul '20 - Jan ...	YTD Budget	Annual Budg...
Income					
PROGRAM INCOME					
Sponsors	0.00	0.00	5,850.00	0.00	0.00
Total PROGRAM INCOME	0.00	0.00	5,850.00	0.00	0.00
MAINTENANCE NON-ASSESS INCOME					
Mercato Services	0.00	3,333.33	9,999.99	13,333.35	30,000.00
Other Income / Special Events	0.00	458.33	510.00	3,208.35	5,500.00
Supplemental Services	8,542.50	5,000.00	36,332.50	35,000.00	60,000.00
Total MAINTENANCE NON-ASSESS INCOME	8,542.50	8,791.66	46,842.49	51,541.70	95,500.00
Total Income	8,542.50	8,791.66	52,692.49	51,541.70	95,500.00
Gross Profit	8,542.50	8,791.66	52,692.49	51,541.70	95,500.00
Expense					
MISC MAINT EXPENSE					
Misc Maintenance Expense	0.00	416.67	0.00	2,916.65	5,000.00
New Pressure Washer	0.00	750.00	731.39	5,250.00	9,000.00
Total MISC MAINT EXPENSE	0.00	1,166.67	731.39	8,166.65	14,000.00
OFFICE OPERATIONS					
Bank Fees	0.00	12.50	0.00	87.50	150.00
Office Expenses Tenant Portion	637.29		1,726.15		
Printing	0.00	10.42	0.00	72.90	125.00
Postage	0.00	141.67	0.00	991.65	1,700.00
Total OFFICE OPERATIONS	637.29	164.59	1,726.15	1,152.05	1,975.00
LANDSCAPE OPERATIONS					
Nursery & Landscape Supplies	931.36	0.00	900.05	0.00	0.00
Tree Supplies & Services	0.00		106.47		
Total LANDSCAPE OPERATIONS	931.36	0.00	1,006.52	0.00	0.00
ASSESS DIST OPERATIONAL EXP					
MAD / BID OPERATIONS					
Seminars & Training	0.00	416.67	0.00	2,916.65	5,000.00
Misc	3.95	41.67	20.94	291.69	500.04
Mileage Reimbursement	0.00	41.67	0.00	291.69	500.04
Meals & Entertainment	0.00	125.00	875.89	875.00	1,500.00
Late Fees	0.00	8.33	34.25	58.35	100.00
Liability Claims	0.00	250.00	0.00	1,750.00	3,000.00
Auto expenses	1,165.92	1,250.00	3,361.80	8,750.00	15,000.00
Total MAD / BID OPERATIONS	1,169.87	2,133.34	4,292.88	14,933.38	25,600.08
Total ASSESS DIST OPERATIONAL EXP	1,169.87	2,133.34	4,292.88	14,933.38	25,600.08
PERSONNEL EXPENSE					
Maintenance Crew					
Staff Bonuses	0.00		8,575.00	10,000.00	10,000.00
Total Maintenance Crew	0.00		8,575.00	10,000.00	10,000.00
P/R Credit- Families First Act	0.00		-1,572.62		
Total PERSONNEL EXPENSE	0.00		7,002.38	10,000.00	10,000.00
ACCOUNTANT EXPENSE ENTRIES					
Depreciation	0.00		11,794.00		
Total ACCOUNTANT EXPENSE ENTRIES	0.00		11,794.00	0.00	0.00
PROGRAM EXPENSE					
Program Supplies	0.00		971.30	0.00	0.00
Total PROGRAM EXPENSE	0.00	0.00	971.30	0.00	0.00
Total Expense	2,738.52	3,464.60	27,524.62	34,252.08	51,575.08
Net Income	5,803.98	5,327.06	25,167.87	17,289.62	43,924.92

11:51 AM

02/17/21

Accrual Basis

Little Italy Association of San Diego
PARKING DISTRICT-PMR & PROGRAMS
January 2021 YTD

	Jan 21	Budget	Jul '20 - Jan 21	YTD Budget	Annual Budget
Income					
PARKING DISTRICT INCOME					
Parking District Reimbursement	33,671.45	73,375.00	469,520.57	383,125.00	750,000.00
Total PARKING DISTRICT INCOME	33,671.45	73,375.00	469,520.57	383,125.00	750,000.00
PARKING DISTRICT REVENUES					
Valet Program Revenues	0.00	13,061.00	61,636.92	82,561.00	145,061.00
Total PARKING DISTRICT REVENUES	0.00	13,061.00	61,636.92	82,561.00	145,061.00
Total Income	33,671.45	86,436.00	531,157.49	465,686.00	895,061.00
Gross Profit	33,671.45	86,436.00	531,157.49	465,686.00	895,061.00
Expense					
PARKING DISTRICT EXPENSE					
In House Valet Program					
Valet Employee Payroll	1,610.87	24,000.00	64,518.13	100,000.00	220,000.00
Valet Employee Payroll Taxes	299.87	0.00	6,029.96	0.00	0.00
Equipment & Uniforms	122.48	0.00	1,962.27	3,000.00	5,000.00
Permits	0.00	333.33	0.00	1,333.35	3,000.00
Program Management	2,873.75	5,747.50	37,358.75	40,232.50	68,970.00
Total In House Valet Program	4,906.97	30,080.83	109,869.11	144,565.85	296,970.00
Lot Rental/Insurance					
Workers' Comp	812.57	3,900.00	6,097.99	15,500.00	35,000.00
Liability Insurance	6,000.00	1,666.66	17,273.25	11,666.70	20,000.00
Parking Lot Rentals	0.00	9,166.67	50,840.50	64,166.65	110,000.00
Program Management	1,031.25	2,062.50	13,406.25	14,437.50	24,750.00
Total Lot Rental/Insurance	7,843.82	16,795.83	87,617.99	105,770.85	189,750.00
Marketing and Promotions					
Website Parking Component	0.00	250.00	0.00	1,750.00	3,000.00
Printed Material	0.00	333.33	1,892.25	2,333.34	3,999.99
PR Firm	2,583.00	2,500.00	18,081.00	17,500.00	30,000.00
Program Mgmt	237.50	475.00	3,087.50	3,325.00	5,700.00
Total Marketing and Promotions	2,820.50	3,558.33	23,060.75	24,908.34	42,699.99
New Initiatives& Special Proj					
Enhanced Pedestrian Lighting	0.00	0.00	133,750.00	267,500.00	267,500.00
Ped Transition Safety	0.00	0.00	111,249.96	2,000.00	2,000.00
Ped Barrier Planters, Lighting	0.00	0.00	-861.92	0.00	0.00
Program Management	2,231.25	4,462.50	29,006.25	31,237.50	53,550.00
Total New Initiatives& Special Proj	2,231.25	4,462.50	273,144.29	300,737.50	323,050.00
LIA Management					
Rent	1,000.00	1,000.00	7,215.64	7,000.00	12,000.00
Utilities	299.00	300.00	2,093.00	2,100.00	3,600.00
Vehicle Subsidy & Maintenance	0.00	500.00	0.00	3,500.00	6,000.00
Storage	310.00	312.50	2,170.00	2,187.50	3,750.00
Program Mgmt	237.50	475.00	3,087.50	3,325.00	5,700.00
Total LIA Management	1,846.50	2,587.50	14,566.14	18,112.50	31,050.00

11:51 AM

Little Italy Association of San Diego
PARKING DISTRICT-PMR & PROGRAMS
 January 2021 YTD

02/17/21

Accrual Basis

	<u>Jan 21</u>	<u>Budget</u>	<u>Jul '20 - Jan 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total PARKING DISTRICT EXPENSE	19,649.04	57,484.99	508,258.28	594,095.04	883,519.99
Total Expense	22,077.45	57,484.99	515,591.59	594,095.04	883,519.99
Net Income	11,594.00	28,951.01	15,565.90	-128,409.04	11,541.01

Little Italy Association of San Diego
Programs and Operations
July 2020 through January 2021

	Al Fresco		Dog Park		Grounds		Total Amici Park		Amici Park Redevelopment	Art Appreciation Projects
	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Jul '20 - Jan 21
Income										
PPP Income - First round	0		0		0		0		0	0
PROGRAM INCOME	47,903	1	5,250	2,333	3,600	2,333	8,850	4,667	0	50,000
Total Income	47,903	1	5,250	2,333	3,600	2,333	8,850	4,667	0	50,000
	47,903	1	5,250	2,333	3,600	2,333	8,850	4,667	0	50,000
Expense										
OFFICE OPERATIONS	0		0		570	525	570	525	0	0
ASSESS DIST OPERATIONAL EXP	56		0		6,381	817	6,381	817	0	0
PERSONNEL EXPENSE	0		0	0	0	0	0	0	0	0
ACCOUNTANT EXPENSE ENTRIES	0		0		0		0		0	0
PROGRAM EXPENSE	46,849	1	2,358	2,100	7,809	8,167	10,167	10,267	5,946	7,391
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
Total Expense	46,905	1	2,358	2,100	14,760	9,508	17,118	11,608	5,946	7,391
Net Income	998	0	2,892	233	-11,160	-7,175	-8,268	-6,942	-5,946	42,609
ANNUAL BUDGET		0		400		-12,300		-11,900	0	0

**Little Italy Association of San Diego
Programs and Operations
July 2020 through January 2021**

	Banner	Christmas Programs		County Grants		Fall / Spring Displays	General & Administration			Little Italy Tours	
	Jul '20 - Jan 21	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Budget	
Income											
PPP Income - First round	0	0		0		0		0		0	
PROGRAM INCOME	0	16,108	38,000	25,000	25,000	5,240		80	10,500	0	2,667
Total Income	0	16,108	38,000	25,000	25,000	5,240		80	10,500	0	2,667
	0	16,108	38,000	25,000	25,000	5,240		80	10,500	0	2,667
Expense											
OFFICE OPERATIONS	0	0		0		0		3,006	6,417	0	
ASSESS DIST OPERATIONAL EXP	0	0		0		0		796	875	0	
PERSONNEL EXPENSE	0	0		0		0		4,513		0	
ACCOUNTANT EXPENSE ENTRIES	0	3,500		0		0		2,324		0	
PROGRAM EXPENSE	313	20,355	38,000	23,780	25,000	3,764		26,221	19,542	0	444
NCA Management	0	0		0		0		95,797	113,648	0	
Office Operational	0	0		0		0		7,587	6,167	0	
MERCATO EXPENSE	0	0		0		0		0		0	
PARKING DISTRICT EXPENSE	0	0		0		0		0		0	
Total Expense	313	23,855	38,000	23,780	25,000	3,764		140,245	146,648	0	444
Net Income	-313	-7,747	0	1,220	0	1,476		-140,165	-136,148	0	2,222
ANNUAL BUDGET	0		0		0	0		-231,962		5,000	

Little Italy Association of San Diego
Programs and Operations
July 2020 through January 2021

	Total Mercato		Merchandise		Military Events	Piazza Basilone		Total Piazza della Famiglia	
	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Budget
Income									
PPP Income - First round	0		0		0	0		0	
PROGRAM INCOME	186,464	245,000	0	11,667	650	1,000		1,900	16,771
Total Income	186,464	245,000	0	11,667	650	1,000		1,900	16,771
	186,464	245,000	0	11,667	650	1,000		1,900	16,771
Expense									
OFFICE OPERATIONS	0		0		0	0		0	0
ASSESS DIST OPERATIONAL EXP	0		0		0	0		0	
PERSONNEL EXPENSE	0		0		0	0	0	0	0
ACCOUNTANT EXPENSE ENTRIES	0		0		0	0		0	
PROGRAM EXPENSE	23,073		892	5,833	650	10,841	2,450	20,459	22,138
NCA Management	0		0		0	0		0	
Office Operational	0		0		0	0		0	
MERCATO EXPENSE	93,737	142,973	0		0	0		0	
PARKING DISTRICT EXPENSE	0		0		0	0		0	
Total Expense	116,810	142,973	892	5,833	650	10,841	2,450	20,459	22,138
Net Income	69,654	102,027	-892	5,833	0	-9,841	-2,450	-18,559	-5,367
ANNUAL BUDGET		193,895		1,000			-4,200		-9,200

Little Italy Association of San Diego
Programs and Operations
July 2020 through January 2021

	PPP Activity		TOLI		Venue Rentals		TOTAL	
	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Budget	Jul '20 - Jan 21	Budget
Income								
PPP Income - First round	252,029	141,759	0		0		252,029	141,759
PROGRAM INCOME	0		7,447	12,000	13,500	8,333	365,443	375,608
Total Income	252,029	141,759	7,447	12,000	13,500	8,333	616,171	517,367
	252,029	141,759	7,447	12,000	13,500	8,333	616,171	517,367
Expense								
OFFICE OPERATIONS	655		0		0		4,231	6,942
ASSESS DIST OPERATIONAL EXP	0		0		0		7,234	1,692
PERSONNEL EXPENSE	66,289		0		0		70,802	0
ACCOUNTANT EXPENSE ENTRIES	0		0		0		5,824	0
PROGRAM EXPENSE	36,509	141,759	0	1,500	1,828	14,000	239,036	281,937
NCA Management	0		0		0		95,797	113,648
Office Operational	0		0		0		7,587	6,167
MERCATO EXPENSE	19,033		0		0		112,770	142,973
PARKING DISTRICT EXPENSE	6,783		0		0		6,783	0
Total Expense	129,268	141,759	0	1,500	1,828	14,000	550,063	553,358
Net Income	122,761	0	7,447	10,500	11,673	-5,667	66,108	-35,991
ANNUAL BUDGET		0		25,000		26,000		2,633

CHANGES IN BUDGET AFTER RECEIPT OF PPP-2 MONEY						
\$274,105	PPP MONIES RECEIVED ON FEBRUARY 1					
USE OF PPP MONEY - ESTIMATES						
208,805	MAD PAYROLL-FEB 25 THRU MAY +					
29,300	FEBURAY PAYROLL-ALL DEPARTMENTS					
36,000	MERCATO PAYROLL-FEB 25 THRU JUNE 30					
\$274,105	TOTAL					
MAD BUDGET IMPACT						
208,805	PAYROLL FREED UP BY PPP					
	USES FOR THE FREED UP MONEY					
36,348	AMOUNT OVERSPENT YTD					
96,000	NCA CONTRACT FROM PROGRAMS					
23,525	ADDITIONAL PROGRAM EXPENSE					
15,000	MERCATO INSURANCE					
4,738	TRAILER FROM MNA					
14,950	GIS Software					
\$190,561	total					
\$18,244	Remainder amount					

Christopher M. Gomez

From: Catt Fields White <catt@sandiegomarkets.com>
Sent: Thursday, February 18, 2021 6:30 AM
To: Marco-NCA; Christopher M. Gomez
Subject: Addendum to SDM Management contract
Attachments: LI Markets SDM Revised 2020-21.docx

Hello Chris and Marco,

Based on the average income and net for the first 6 months of the fiscal year, this will increase average LIA monthly income from \$14,759 to \$23,000. It will increase SDM monthly income from \$7,358 to \$8,500.

I've noted that the rate should change if we can go to 5 blocks - I don't think we'll get beyond that by June.

I have additional backup numbers regarding pre-Covid averages etc in cas there are questions at Finance, or if you have any prior to that.

Thanks for allocating some PPP to the Mercato, glad it benefits everyone.

Catt

Catt Fields White

SanDiegoMarkets.com

Start your market business: register for [Vendor-101](#)

Grow your market business: FarmersMarketPros.com

619.233.3901

Schedule of Services and Compensation

Little Italy Markets – Mercato and Wednesday Market

Revised Agreement between LIA and Catt Fields White dba San Diego Markets during COVID-19 protocols, and subsequent rebuilding of the Little Italy Mercato and relaunch of Little Italy Wednesday Market as protocols change

SDM will continue to:

Create and maintain event budgets

Coordinate City, AG and Health permits with LIA staff

Liason with LIA residents and businesses

Develop new sponsorship program, solicit and confirm sponsor activations as allowed

Curate markets

Recruit farmers and vendors

Process applications

Establish and manage new collection system

Provide and oversee execution of ongoing marketing plan

Supply EBT services as 3rd party, or coordinate LIA establishing EBT account

Schedule, train and support LIA on-site market staff for on site management

Provide additional consulting as required

Monitor, establish and maintain COVID-19 protocols as required

SDM will oversee LIA staff duties:

Verify required farmer and vendor permits, certs and insurance

Map market layouts weekly, maximizing available space

Scheduling music (may include non-market Piazza scheduling)

Creation of rosters, collection of fees onsite, balance and deposit of fees

Update LI market website information

Produce weekly markets newsletters

Maintain active market social media accounts

Coordinate CDFA collection, quarterly reporting and payment

LIA will:

Employ market staff

Pay above the line expenses from market revenues

Provide general marketing support via contracted PR firm

Compensation funded entirely through market revenues

Fiscal Year 2020-2021 35% SDM / 75% LIA or Terms TBD

February 2021 – June 2021 Flat fee monthly to SDM at 4 blocks: \$8,500; Balance to LIA

To be adjusted if 5 blocks allowed and filled

Fiscal Year 2021-2022 Split of Net 35% SDM/75% LIM or Terms TBD

Christopher M. Gomez

From: Poole, Jayson A. <Jayson.Poole@sba.gov>
Sent: Wednesday, February 10, 2021 9:18 AM
To: Christopher M. Gomez
Cc: Poole, Jayson A.
Subject: 3600451302 SBA Board Resolution and Proof of Hazard Insurance

Dear Mr. Gomez. Please provide the following documents:

1. Please provide a Board Resolution that includes:
 - a. A statement that the Board held a **meeting and date of the meeting**
 - b. A statement that the Board authorizes acceptance of the SBA loan and **specifying the loan amount**
 - c. A statement designating an individual or individuals by **name and title** authorized to sign the SBA loan closing documents
 - d. The Resolution should **be dated (handwritten) and signed** by at least one Board member. The signature should also include each Board member's title
 - i. Put a signature, **write a date next to the signature**, put your name in a print format below **the signature with your title within the corporation.**
2. Please provide hazard insurance covering your business contents. (please only send the declaration page or Certificate of Coverage) Declaration must state "Business Personal Property" or "Business contents."
 - a. Submit evidence of hazard insurance covering the business contents. Business contents could include a computer, chair, and printer. All businesses should have business contents through which business is conducted.
 - b. We can accept homeowner's or renter's insurance but only if you are the sole member of your company/LLC.

Please email documents to this email address.

The customer service number 800-659-2955.

Send in **PDF format**, attach and forward documents. Please send attachments separately. **DO NOT USE AN ONLINE TEMPLATE. DO NOT EMBED A PICTURE OF THE COMPLETED RESOLUTION INTO THE EMAIL BODY. SEPARATE PDF ATTACHMENTS ARE THE ONLY WAY WE CAN PROCESS RESOLUTIONS**

Also please be sure to include your **SBA Disaster Loan Application number (Number in the email headline) on the documents**. If you have any questions, please contact me at the number below. Thank you in advance.

Sincerely,

JAYSON POOLE

"5503 / &: !"%7*403

Office of Disaster Assistance

U.S. Small Business Administration

(817) 868-2300 x 86758

Jayson.Poole@sba.gov

CONSOLIDATED ELECTRICAL DISTRIBUTORS INC.

5457 RUFFIN ROAD
SAN DIEGO CA 92123
TEL: 858 268-1020 FAX: 858 974-6372

CONTACT: BRIAN GILE

QUOTE FOR: **COD** MUST OBTAIN PMT

ACCT #: 69-75056 COD***MUST OBTAIN PMT

COD ONLY

ALL RETURNS SUBJECT TO RESTOCK CHAR
SAN DIEGO, CA 92123

QUOTATION			PAGE 24 001 OF 001
QUOTE # 1192761	DATE 01/12/21	REV # 000	REV DATE 01/12/21
QUOTE EXPIRES 02/11/2021		PREPARED BY BG	
SLS 1548		INSL 7143	
FOB SHIPPING POINT		FREIGHT PREPAID	

CUS PO #: TBD
JOB NAME: CHRIS GOMEZ - PIAZZA BOL

LN	QTY	MFR	CATALOG #	DESCRIPTION	PRICE	UOM	EXT AMT	
01	1	VISCO	VI-BO-14/30-RB	RAL 9005 FINISH	1,589.00	E	1,589.00	
02	1	VISCO	FRT TBD	ESTIMATE	100.00	E	100.00	
03	*	12-14 WEEK LEAD TIME FROM RELEASE WITH APPROVED SIGNED						
04	*	DRAWING						

MDSE: 1,689.00
TAX: 130.90
TOTAL: 1,819.90

PLEASE NOTE: THIS IS NOT AN OFFER TO CONTRACT, BUT MERELY A QUOTATION OF CURRENT PRICES FOR YOUR CONVENIENCE AND INFORMATION. ORDERS BASED ON THIS QUOTATION ARE SUBJECT TO YOUR ACCEPTANCE OF THE TERMS AND CONDITIONS LOCATED AT SALES.OUR-TERMS.COM, WHICH WE MAY CHANGE FROM TIME TO TIME WITHOUT PRIOR NOTICE. WE MAKE NO REPRESENTATION WITH RESPECT TO COMPLIANCE WITH JOB SPECIFICATIONS.



PROFESSIONAL CONSULTING SERVICES AGREEMENT
COVID Addendum 2-17-21

THIS PROFESSIONAL SERVICES CONSULTING AGREEMENT (“Agreement”) is entered into as of this 17th day of February 2021, by Art For People, Inc., (AFP) and The Little Italy Association of San Diego (“LIA”).

1. Consultant Information

Art for People (AFP)
 Dba: Little Italy Events
 2210 Columbia St,
 San Diego, CA 92101

2. Company Information (Client)

Little Italy Association of San Diego (LIA)
 2210 Columbia Street
 San Diego, CA 92101

3. Scope of Services

Consultant will manage the promotion and bookings of Little Italy venues, public spaces and quasi-public spaces, with the primary focus being the Piazza della Famiglia (PdF). This scope of services shall include the following:

- Review and update pricing structure and rental guidelines
- Invite event planners, caterers and other planners to visit the PdF to promote its use
- Follow up with inquires that come to LIA, with Consultant communicating with potential clients
- Send out contracts and follow-up with clients to get commitments for the space
- Invoice clients for rental fees and follow up for payment
- Determine Company staff and equipment needs for events (stage, sound system, PdF lighting) and price these services according to needs
- Communicate with the Company Board, DISI Committee, PdF Task Force, Little Italy Food Hall and other tenants adjacent to PdF as it relates to booked events and closures
- Assist planners with physical event layout/fencing needs, rentals, etc.

- Ensure that all entities including event suppliers submit appropriate insurance documentation
- Ensure that appropriate staffing is on-site to oversee events
- Ensure that the client booking the venue leaves the space in the same condition as prior to the booked event
- Attend Board, DISI Committee, PdF Task Force meetings as requested by Company
- Continue to market the PdF and other Little Italy venues (public and quasi-public) to planners/booking agents

4. Fees and Commissions

LIA agrees to pay Consultant an amended hourly rate of \$75 per hour for the overall planning, marketing and promotion for the above services. Hourly services will be based on a projected 5 hours a week and will not exceed a total fee of \$1,500.00 a month. This amendment is based on a three-month time frame beginning on March 1st, 2021 and ending May 31st at which point the hourly fee will be reevaluated. If COVID restrictions have returned to normal after the three-month period, the fee will return to the previous \$2,000.00 a month rate.

In addition to the flat monthly fee described above, LIA agrees to pay Consultant commissions as described below:

- If an event is booked in the PdF or other Little Italy venues (public or quasi-public) a commission of 20% of the rental rate will be paid to Consultant.

Exclusive Booking Rights: LIA agrees that Consultant shall hold the exclusive rights to book all PdF and Little Italy venues (public or quasi-public) and to manage the group booking/event calendar for all spaces. If any third party wishes to book the PdF or any other Little Italy venue (public or quasi-public), the third party must book the space through Consultant. The third party will be subject to standard rental rates agreed to by LIA and Consultant. No commission will be paid or owed to the third party. If there is a special commission agreement made directly with a third party by either LIA or Consultant, the party entering that agreement shall be solely responsible for any commission owed to the third party, and the fees and commissions otherwise owed to Consultant under this Agreement shall be unaffected.

Current Little Italy Events: This agreement does not include or effect any current Little Italy events. The Little Italy Mercato, the Little Italy Wednesday Market, the Little Italy Tree Lighting & Christmas Village, etc. or other community events created by LIA do not fall under this agreement.

Confirmed Bookings: If this agreement is terminated, any contracted bookings made by Consultant that fall after the termination date will continue to follow the above commission structure and Consultant will receive 20% commission.

5. Term

The term of this Agreement shall commence on March 1st, 2021 and continue until either party terminates this Agreement upon thirty (30) days prior written notice. Terms are agreed to as Net 30.

6. Insurance Requirements

As a consultant for LIA, AFP agrees to have any entity booking a Little Italy venue sign contracts and submit required insurance documents in the minimum amount of two million dollars (\$2,000,000.00) per occurrence, four million dollars (\$4,000,000.00) aggregate, specifically naming LIA, New City America, Inc., H.G. Fenton Company, Fenton Little Italy LLC, the San Diego Unified School District, Art For People, Inc. and the City of San Diego as additional insureds and remaining in full force and effect for occurrences and acts relating to any and all products, sales, events, and/or business activities under this Agreement. This general liability insurance shall be maintained throughout the entire Term of this Agreement.

7. Modification or Amendment

This Agreement may not be modified or amended except in writing signed by both LIA and AFP.

8. Severability

In the event that any provision of this Agreement should be held to be void, voidable, or unenforceable, the remaining portions hereof shall remain in full force and effect.

9. Authority

The persons signing this Defense and Indemnity Agreement represent and warrant that they each have the authority to bind the Parties hereto. The Parties represent and warrant that they each have the authority to enter into and be bound by this Defense and Indemnity Agreement and that any resolutions or authorizations necessary to confer such authority have been given.

AGREED:

IN WITNESS WHEREOF, the parties, by their duly authorized representatives, have executed this Agreement below.

Little Italy Association of San Diego

Art for People Inc.

By: _____

By: _____

Name: Steven J. Galasso

Name: Curt Brooker

Title: President

Title: Director

Date: _____

Date: _____