



AGENDA

SPECIAL MEETING OF THE SUISUN CITY HISTORIC WATERFRONT BUSINESS IMPROVEMENT DISTRICT BOARD OF DIRECTORS

**Thursday, July 21, 2022
5:00 PM**

**Suisun City Council Chamber Via Zoom
701 Civic Center Blvd.
Suisun City, CA 94585**

NOTICE

Pursuant to Government Code Section 54953, Subdivision (b), and in accordance with the provisions of SB 361 (2021) the following Suisun City Historic Waterfront Business Improvement District Meeting includes participation by teleconference. The public may attend the meeting via the Application, Zoom.

*DUE TO CORONAVIRUS COVID-19 THE HISTORIC WATERFRONT BUSINESS IMPROVEMENT
DISTRICT MEETING WILL BE HELD VIA THE APPLICATION, ZOOM*

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

WEBINAR ID: 816 2478 0180

CALL IN PHONE NUMBER: (707) 438-1720

*REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE MEETING
BY EMAILING CLERK@SUISUN.COM (PRIOR TO 4pm) OR
VIA WEBSITE OR PHONE APPLICATION, ZOOM*

1. Call Meeting to Order

2. Introductions

- i. City Representatives, City of Suisun City
- ii. Business Representatives
- iii. Guests

3. Public Comment

4. Board Comment



5. Approve Minutes of June 16, 2022

6. Treasurer's Report – Magda Funk

7. Old Business

- A. Website/postcard update – Magda Funk
- B. Update SCHWBID Media & Marketing Plan & timeline – Cole-Rowe
- C. Art, Wine & Music – Cole-Rowe
 - a. New Timeline
 - b. Assignments
 - c. Music Contracts
 - d. Sponsorship
 - e. Postcards
 - f. ABC license - ServSafe Alcohol training – registered
- D. Estimate for sign repair (Hwy 12/Sunset) – City Update
- E. Your Town contract
- F. Election Procedure Update
- G. September Mixer
- H. Interviews for independent work for BID

8. New Business

9. Upcoming BID Meeting: Thursday, August 18, 2022 – 5:00 PM

Suisun City Waterfront BID

Westamerica Bank Bill Payment List

January 2022

| DATE | NUM | VENDOR | AMOUNT |
|---------------------------|------|---------------------------------|--------------|
| Checking (7199) | | | |
| 01/07/2022 | 3474 | Solano diversified Services Inc | -2,280.00 |
| 01/07/2022 | 3475 | S&J Advertising Inc | -200.00 |
| 01/07/2022 | 3479 | HBN Hudson Business Networks | -50.00 |
| 01/07/2022 | 3477 | B&K Tax Service | -170.00 |
| 01/07/2022 | 3478 | Margaret Manzo | -300.00 |
| 01/18/2022 | 3451 | Contantcontact | -70.00 |
| 01/31/2022 | 3480 | Solano diversified Services Inc | -2,360.00 |
| 01/31/2022 | 3481 | Magda Nathan-Funk | -58.00 |
| 01/31/2022 | 3482 | Daily Republic | -550.00 |
| 01/31/2022 | 3484 | Clear Image Sign Co | -983.28 |
| Total for Checking (7199) | | | \$ -7,021.28 |

Suisun City Waterfront BID

Westamerica Bank Balance Sheet Detail
As of January 31, 2022

| DATE | TRANSACTION TYPE | NUM | NAME | MEMO/DESCRIPTION | SPLIT | DEBIT | CREDIT | AMOUNT | BALANCE |
|---|----------------------|------|---------------------------------|------------------|------------------------|-------|------------|---------------|---------------------|
| ASSETS | | | | | | | | | |
| Checking (7199) | | | | | | | | | |
| Beginning Balance | | | | | | | | | 27,220.47 |
| 01/07/2022 | Bill Payment (Check) | 3479 | HBN Hudson Business Networks | | Accounts Payable (A/P) | | \$50.00 | -50.00 | 27,170.47 |
| 01/07/2022 | Bill Payment (Check) | 3477 | B&K Tax Service | | Accounts Payable (A/P) | | \$170.00 | -170.00 | 27,000.47 |
| 01/07/2022 | Bill Payment (Check) | 3474 | Solano diversified Services Inc | | Accounts Payable (A/P) | | \$2,280.00 | -2,280.00 | 24,720.47 |
| 01/07/2022 | Bill Payment (Check) | 3475 | S&J Advertising Inc | | Accounts Payable (A/P) | | \$200.00 | -200.00 | 24,520.47 |
| 01/07/2022 | Bill Payment (Check) | 3478 | Margaret Manzo | | Accounts Payable (A/P) | | \$300.00 | -300.00 | 24,220.47 |
| 01/18/2022 | Bill Payment (Check) | 3451 | Contantcontact | | Accounts Payable (A/P) | | \$70.00 | -70.00 | 24,150.47 |
| 01/31/2022 | Bill Payment (Check) | 3481 | Magda Nathan-Funk | | Accounts Payable (A/P) | | \$58.00 | -58.00 | 24,092.47 |
| 01/31/2022 | Bill Payment (Check) | 3484 | Clear Image Sign Co | | Accounts Payable (A/P) | | \$983.28 | -983.28 | 23,109.19 |
| 01/31/2022 | Bill Payment (Check) | 3480 | Solano diversified Services Inc | | Accounts Payable (A/P) | | \$2,360.00 | -2,360.00 | 20,749.19 |
| 01/31/2022 | Bill Payment (Check) | 3482 | Daily Republic | | Accounts Payable (A/P) | | \$550.00 | -550.00 | 20,199.19 |
| Total for Checking (7199) | | | | | | | | | \$ -7,021.28 |
| Event Change | | | | | | | | | |
| Beginning Balance | | | | | | | | | 1,400.00 |
| Total for Event Change | | | | | | | | | |
| Accumulated Amortization | | | | | | | | | |
| Beginning Balance | | | | | | | | | 13,821.87 |
| Total for Accumulated Amortization | | | | | | | | | |
| TOTAL ASSETS | | | | | | | | | \$35,421.06 |
| LIABILITIES AND EQUITY | | | | | | | | | |
| Equity | | | | | | | | | |
| Operating Balance Equity | | | | | | | | | |
| Beginning Balance | | | | | | | | | 56,894.03 |
| Total for Operating Balance Equity | | | | | | | | | |
| Retained Earnings | | | | | | | | | |
| Beginning Balance | | | | | | | | | 1,454.00 |
| Total for Retained Earnings | | | | | | | | | |
| Retained Earnings | | | | | | | | | |
| Net Revenue | | | | | | | | | |
| | | | | | | | | \$ -15,905.69 | \$ -15,905.69 |
| Total Equity | | | | | | | | | \$ -7,021.28 |
| Total Liabilities and Equity | | | | | | | | | |
| | | | | | | | | \$ -22,926.97 | \$35,421.06 |
| | | | | | | | | | \$35,421.06 |

Suisun City Waterfront BID

Checking (7199), Period Ending 01/31/2022

RECONCILIATION REPORT

Reconciled on: 05/30/2022

Reconciled by: Kristie Shields

Any changes made to transactions after this date aren't included in this report.

Summary

| | USD |
|---|-----------|
| Statement beginning balance | 28,104.67 |
| Checks and payments cleared (7) | -3,776.02 |
| Deposits and other credits cleared (0) | 0.00 |
| Statement ending balance | 24,328.65 |
| Uncleared transactions as of 01/31/2022 | -178.18 |
| Register balance as of 01/31/2022 | 24,150.47 |
| Cleared transactions after 01/31/2022 | 0.00 |
| Uncleared transactions after 01/31/2022 | 19,855.31 |
| Register balance as of 05/30/2022 | 44,005.78 |

Details

Checks and payments cleared (7)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|------------|--------------|---------|---------------------------------|--------------|
| 10/06/2021 | Check | 3459 | Athenian Grill | -533.52 |
| 12/03/2021 | Bill Payment | 3473 | B&K Tax Service | -222.50 |
| 01/07/2022 | Bill Payment | 3477 | B&K Tax Service | -170.00 |
| 01/07/2022 | Bill Payment | 3478 | Margaret Manzo | -300.00 |
| 01/07/2022 | Bill Payment | 3475 | S&J Advertising Inc | -200.00 |
| 01/07/2022 | Bill Payment | 3474 | Solano diversified Services Inc | -2,280.00 |
| 01/18/2022 | Bill Payment | 3451 | Contantcontact | -70.00 |
| Total | | | | -3,776.02 |

Suisun City Waterfront BID

Westamerica Bank Bill Payment List

February 2022

| DATE | NUM | VENDOR | AMOUNT |
|---------------------------|------|------------------------------|------------|
| Checking (7199) | | | |
| 02/15/2022 | 3483 | S&J Advertising Inc | -200.00 |
| 02/15/2022 | | Constant Contact | -70.00 |
| 02/15/2022 | 3479 | HBN Hudson Business Networks | -50.00 |
| Total for Checking (7199) | | | \$ -320.00 |

Suisun City Waterfront BID

Westamerica Bank Balance Sheet Detail
As of February 28, 2022

| DATE | TRANSACTION TYPE | NUM | NAME | MEMO/DESCRIPTION | SPLIT | DEBIT | CREDIT | AMOUNT | BALANCE |
|---|----------------------|------|------------------------------|------------------------|-------|-------|----------|----------------------|----------------------|
| ASSETS | | | | | | | | | |
| Checking (7199) | | | | | | | | | |
| Beginning Balance | | | | | | | | | 20,199.19 |
| 02/15/2022 | Bill Payment (Check) | 3479 | HBN Hudson Business Networks | | | | | | 20,149.19 |
| 02/15/2022 | Bill Payment (Check) | | Constant Contact | | | | \$50.00 | -50.00 | 20,079.19 |
| 02/15/2022 | Bill Payment (Check) | 3483 | S&J Advertising Inc | | | | \$70.00 | -70.00 | 20,079.19 |
| | | | | Accounts Payable (A/P) | | | \$200.00 | -200.00 | 19,879.19 |
| Total for Checking (7199) | | | | | | | | \$ -320.00 | |
| Event Change | | | | | | | | | |
| Beginning Balance | | | | | | | | | 1,400.00 |
| Total for Event Change | | | | | | | | | |
| Accumulated Amortization | | | | | | | | | |
| Beginning Balance | | | | | | | | | 13,821.87 |
| Total for Accumulated Amortization | | | | | | | | | |
| TOTAL ASSETS | | | | | | | | \$ -320.00 | \$35,101.06 |
| LIABILITIES AND EQUITY | | | | | | | | | |
| Equity | | | | | | | | | |
| Opening Balance Equity | | | | | | | | | |
| Beginning Balance | | | | | | | | | 56,894.03 |
| Total for Opening Balance Equity | | | | | | | | | |
| Retained Earnings | | | | | | | | | |
| Beginning Balance | | | | | | | | | 1,454.00 |
| Total for Retained Earnings | | | | | | | | | |
| Retained Earnings | | | | | | | | | |
| Net Revenue | | | | | | | | | |
| Total Equity | | | | | | | | | |
| Total Liabilities and Equity | | | | | | | | \$ -15,905.69 | \$ -15,905.69 |
| | | | | | | | | \$ -7,341.28 | \$ -7,341.28 |
| | | | | | | | | \$ -23,246.97 | \$35,101.06 |
| | | | | | | | | \$ -23,246.97 | \$35,101.06 |

Suisun City Waterfront BID

Checking (7199), Period Ending 02/28/2022

RECONCILIATION REPORT

Reconciled on: 05/30/2022

Reconciled by: Kristie Shields

Any changes made to transactions after this date aren't included in this report.

Summary

| | USD |
|---|-----------|
| Statement beginning balance | 24,328.65 |
| Checks and payments cleared (8) | -4,321.28 |
| Deposits and other credits cleared (0) | 0.00 |
| Statement ending balance | 20,007.37 |
| Uncleared transactions as of 02/28/2022 | -128.18 |
| Register balance as of 02/28/2022 | 19,879.19 |
| Cleared transactions after 02/28/2022 | 0.00 |
| Uncleared transactions after 02/28/2022 | 19,855.31 |
| Register balance as of 05/30/2022 | 39,734.50 |

Details

Checks and payments cleared (8)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|------------|--------------|---------|---------------------------------|--------------|
| 01/07/2022 | Bill Payment | 3479 | HBN Hudson Business Networks | -50.00 |
| 01/31/2022 | Bill Payment | 3484 | Clear Image Sign Co | -983.28 |
| 01/31/2022 | Bill Payment | 3480 | Solano diversified Services Inc | -2,360.00 |
| 01/31/2022 | Bill Payment | 3481 | Magda Nathan-Funk | -58.00 |
| 01/31/2022 | Bill Payment | 3482 | Daily Republic | -550.00 |
| 02/15/2022 | Bill Payment | 3483 | S&J Advertising Inc | -200.00 |
| 02/15/2022 | Bill Payment | 3479 | HBN Hudson Business Networks | -50.00 |
| 02/15/2022 | Bill Payment | | Constant Contact | -70.00 |
| Total | | | | -4,321.28 |

Suisun City Waterfront BID

Westamerica Bank Bill Payment List

March 2022

| DATE | NUM | VENDOR | AMOUNT |
|----------------------------------|------|---------------------------------|---------------------|
| Checking (7199) | | | |
| 03/09/2022 | 3490 | Magda Nathan-Funk | -1,855.12 |
| 03/09/2022 | 3491 | Magda Nathan-Funk | -129.94 |
| 03/09/2022 | 3485 | State Farm Auto Insurance | -33.22 |
| 03/09/2022 | 3486 | HBN Hudson Business Networks | -50.00 |
| 03/09/2022 | 3487 | Solano diversified Services Inc | -1,220.00 |
| 03/09/2022 | 3489 | Laura Cole-Rowe | -200.00 |
| 03/09/2022 | 3488 | Laura Cole-Rowe | -128.04 |
| Total for Checking (7199) | | | \$ -3,616.32 |

Suisun City Waterfront BID

Westamerica Bank Balance Sheet Detail
As of March 31, 2022

| DATE | TRANSACTION TYPE | NUM | NAME | MEMO/DESCRIPTION | SPLIT | DEBIT | CREDIT | AMOUNT | BALANCE |
|---|----------------------|------|---------------------------------|---|----------------------------|------------|--------|---------------------|---------------------|
| ASSETS | | | | | | | | | |
| Checking (7199) | | | | | | | | | |
| Beginning Balance | | | | | | | | | 19,879.19 |
| 03/09/2022 | Bill Payment (Check) | 3490 | Magda Nathan-Funk | | Accounts Payable (A/P) | \$1,855.12 | | -1,855.12 | 18,024.07 |
| 03/09/2022 | Bill Payment (Check) | 3491 | Magda Nathan-Funk | | Accounts Payable (A/P) | \$129.94 | | -129.94 | 17,894.13 |
| 03/09/2022 | Bill Payment (Check) | 3485 | State Farm Auto Insurance | | Accounts Payable (A/P) | \$33.22 | | -33.22 | 17,860.91 |
| 03/09/2022 | Bill Payment (Check) | 3488 | Laura Cole-Rowe | | Accounts Payable (A/P) | \$128.04 | | -128.04 | 17,732.87 |
| 03/09/2022 | Bill Payment (Check) | 3487 | Solano diversified Services Inc | | Accounts Payable (A/P) | \$1,220.00 | | -1,220.00 | 16,512.87 |
| 03/09/2022 | Bill Payment (Check) | 3489 | Laura Cole-Rowe | | Accounts Payable (A/P) | \$200.00 | | -200.00 | 16,312.87 |
| 03/09/2022 | Bill Payment (Check) | 3486 | HBN Hudson Business Networks | | Accounts Payable (A/P) | \$50.00 | | -50.00 | 16,262.87 |
| 03/16/2022 | Expenditure | | Constant Contact | CONSTANTCONTACT 8552925506 LAURA COLE | Office Supplies & Software | \$70.00 | | -70.00 | 16,192.87 |
| Total for Checking (7199) | | | | | | | | \$-3,686.32 | |
| Event Change | | | | | | | | | |
| Beginning Balance | | | | | | | | | 1,400.00 |
| Total for Event Change | | | | | | | | | |
| Accumulated Amortization | | | | | | | | | |
| Beginning Balance | | | | | | | | | 13,821.87 |
| Total for Accumulated Amortization | | | | | | | | | |
| TOTAL ASSETS | | | | | | | | \$-3,686.32 | \$31,414.74 |
| LIABILITIES AND EQUITY | | | | | | | | | |
| Equity | | | | | | | | | |
| Opening Balance Equity | | | | | | | | | 56,894.03 |
| Beginning Balance | | | | | | | | | |
| Total for Opening Balance Equity | | | | | | | | | |
| Retained Earnings | | | | | | | | | |
| Beginning Balance | | | | | | | | | 1,454.00 |
| Total for Retained Earnings | | | | | | | | | |
| Retained Earnings | | | | | | | | \$-15,905.69 | \$-15,905.69 |
| Net Revenue | | | | | | | | \$-11,027.60 | \$-11,027.60 |
| Total Equity | | | | | | | | \$-26,933.29 | \$31,414.74 |
| Total Liabilities and Equity | | | | | | | | \$-26,933.29 | \$31,414.74 |

Suisun City Waterfront BID

Checking (7199), Period Ending 03/31/2022

RECONCILIATION REPORT

Reconciled on: 05/31/2022

Reconciled by: Kristie Shields

Any changes made to transactions after this date aren't included in this report.

Summary

| | USD |
|---|-----------|
| Statement beginning balance | 20,007.37 |
| Checks and payments cleared (7) | -3,636.32 |
| Deposits and other credits cleared (0) | 0.00 |
| Statement ending balance | 16,371.05 |
| Uncleared transactions as of 03/31/2022 | -178.18 |
| Register balance as of 03/31/2022 | 16,192.87 |
| Cleared transactions after 03/31/2022 | 0.00 |
| Uncleared transactions after 03/31/2022 | 19,925.31 |
| Register balance as of 05/31/2022 | 36,118.18 |

Details

Checks and payments cleared (7)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|------------|--------------|---------|---------------------------------|--------------|
| 03/09/2022 | Bill Payment | 3490 | Magda Nathan-Funk | -1,855.12 |
| 03/09/2022 | Bill Payment | 3491 | Magda Nathan-Funk | -129.94 |
| 03/09/2022 | Bill Payment | 3485 | State Farm Auto Insurance | -33.22 |
| 03/09/2022 | Bill Payment | 3487 | Solano diversified Services Inc | -1,220.00 |
| 03/09/2022 | Bill Payment | 3489 | Laura Cole-Rowe | -200.00 |
| 03/09/2022 | Bill Payment | 3488 | Laura Cole-Rowe | -128.04 |
| 03/16/2022 | Expense | | Constant Contact | -70.00 |
| Total | | | | -3,636.32 |

Suisun City Waterfront BID

Westamerica Bank Bill Payment List

April 1-29, 2022

| DATE | NUM | VENDOR | AMOUNT |
|---------------------------|------|---------------------------------|--------------|
| Checking (7199) | | | |
| 04/07/2022 | 3494 | Solano diversified Services Inc | -1,220.00 |
| 04/07/2022 | 3492 | S&J Advertising Inc | -300.00 |
| 04/07/2022 | 3493 | HBN Hudson Business Networks | -50.00 |
| 04/07/2022 | 3495 | U.S. Postal Service | -212.00 |
| Total for Checking (7199) | | | \$ -1,782.00 |

Suisun City Waterfront BID

Weslamerica Bank Balance Sheet Detail
As of April 29, 2022

| DATE | TRANSACTION TYPE | NUM | NAME | MEMO/DESCRIPTION | SPLIT | DEBIT | CREDIT | AMOUNT | BALANCE |
|---|----------------------|------|---------------------------------|---|-------|-------------|------------|---------------------|---------------------|
| ASSETS | | | | | | | | | |
| Checking (7199) | | | | | | | | | |
| Beginning Balance | | | | | | | | | 16,192.87 |
| 04/07/2022 | Bill Payment (Check) | 3494 | Solano diversified Services Inc | | | | | | 14,972.87 |
| 04/07/2022 | Bill Payment (Check) | 3492 | S&J Advertising Inc | | | | \$1,220.00 | -1,220.00 | 14,672.87 |
| 04/07/2022 | Bill Payment (Check) | 3495 | U.S. Postal Service | | | | \$300.00 | -300.00 | 14,460.87 |
| 04/07/2022 | Bill Payment (Check) | 3493 | HBN Hudson Business Networks | | | | \$212.00 | -212.00 | 14,460.87 |
| 04/15/2022 | Expenditure | | Constant Contact | | | | \$50.00 | -50.00 | 14,410.87 |
| 04/25/2022 | Deposit | 9 | | CONSTANTCONTACT 8552295506 LAURA COLE BRANCH DEPOSIT | | \$13,228.75 | \$70.00 | -70.00 | 14,340.87 |
| Total for Checking (7199) | | | | | | | | \$11,376.75 | 27,569.62 |
| Event Change | | | | | | | | | |
| Beginning Balance | | | | | | | | | 1,400.00 |
| Total for Event Change | | | | | | | | | |
| Accumulated Amortization | | | | | | | | | |
| Beginning Balance | | | | | | | | | 13,821.87 |
| Total for Accumulated Amortization | | | | | | | | | |
| TOTAL ASSETS | | | | | | | | \$11,376.75 | \$42,791.49 |
| LIABILITIES AND EQUITY | | | | | | | | | |
| Equity | | | | | | | | | |
| Opening Balance Equity | | | | | | | | | 56,894.03 |
| Beginning Balance | | | | | | | | | |
| Total for Opening Balance Equity | | | | | | | | | |
| Retained Earnings | | | | | | | | | |
| Beginning Balance | | | | | | | | | 1,454.00 |
| Total for Retained Earnings | | | | | | | | | |
| Retained Earnings | | | | | | | | \$-15,905.69 | \$-15,905.69 |
| Net Revenue | | | | | | | | \$349.15 | \$349.15 |
| Total Equity | | | | | | | | \$-15,556.54 | \$42,791.49 |
| Total Liabilities and Equity | | | | | | | | \$-15,556.54 | \$42,791.49 |

Suisun City Waterfront BID

Checking (7199), Period Ending 04/29/2022

RECONCILIATION REPORT

Reconciled on: 05/31/2022

Reconciled by: Kristie Shields

Any changes made to transactions after this date aren't included in this report.

Summary

| | USD |
|---|-----------|
| Statement beginning balance | 16,371.05 |
| Checks and payments cleared (6) | -1,902.00 |
| Deposits and other credits cleared (1) | 13,228.75 |
| Statement ending balance | 27,697.80 |
| Uncleared transactions as of 04/29/2022 | -128.18 |
| Register balance as of 04/29/2022 | 27,569.62 |
| Cleared transactions after 04/29/2022 | 0.00 |
| Uncleared transactions after 04/29/2022 | 6,766.56 |
| Register balance as of 05/31/2022 | 34,336.18 |

Details

Checks and payments cleared (6)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|--------------|--------------|---------|---------------------------------|------------------|
| 03/09/2022 | Bill Payment | 3486 | HBN Hudson Business Networks | -50.00 |
| 04/07/2022 | Bill Payment | 3495 | U.S. Postal Service | -212.00 |
| 04/07/2022 | Bill Payment | 3493 | HBN Hudson Business Networks | -50.00 |
| 04/07/2022 | Bill Payment | 3492 | S&J Advertising Inc | -300.00 |
| 04/07/2022 | Bill Payment | 3494 | Solano diversified Services Inc | -1,220.00 |
| 04/15/2022 | Expense | | Constant Contact | -70.00 |
| Total | | | | -1,902.00 |

Deposits and other credits cleared (1)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|--------------|---------|---------|-------|------------------|
| 04/25/2022 | Deposit | 9 | | 13,228.75 |
| Total | | | | 13,228.75 |

ASSETS

Checking (7199)

Checking (7199)

Beginning Balance

| | | | | | | |
|------------|----------------------|------|---------------------------------|---|-----------|-----------------|
| 06/03/2022 | Bill Payment (Check) | 3513 | Solano diversified Services Inc | | 1,220.00 | 27,091.43 |
| 06/03/2022 | Bill Payment (Check) | 3514 | M & M Sanitary LLC | | 953.70 | 25,871.43 |
| 06/03/2022 | Bill Payment (Check) | 3515 | HBN Hudson Business Networks | | -953.70 | 24,917.73 |
| 06/06/2022 | Bill Payment (Check) | 3503 | Flamingo Creative | | 50.00 | 24,867.73 |
| 06/15/2022 | Expenditure | | Constant Contact | CONSTANTCONTACT 8552295506 LAURA COLE | 435.00 | 24,432.73 |
| 06/30/2022 | Expenditure | | | NIGHT DEPOSIT ANNUAL FEE | 70.00 | 24,362.73 |
| | | | | | 20.00 | 24,342.73 |
| | | | | | <u>\$</u> | <u>2,748.70</u> |

Total for Checking (7199)
Event Change

Beginning Balance

Total for Event Change
Accumulated Amortization

Beginning Balance

Total for Accumulated Amortization

TOTAL ASSETS

LIABILITIES AND EQUITY

11:34:44 AM GMT-7 - Cash Basis

Suisun City Waterfront BID

Westamerica Bank Bill Payment List

June 2022

| DATE | NUM | VENDOR | AMOUNT |
|---------------------------|------|---------------------------------|--------------|
| Checking (7199) | | | |
| 06/03/2022 | 3513 | Solano diversified Services Inc | -1,220.00 |
| 06/03/2022 | 3514 | M & M Sanitary LLC | -953.70 |
| 06/03/2022 | 3515 | HBN Hudson Business Networks | -50.00 |
| 06/06/2022 | 3503 | Flamingo Creative | -435.00 |
| Total for Checking (7199) | | | \$ -2,658.70 |

Suisun City Waterfront BID

Checking (7199), Period Ending 06/30/2022

RECONCILIATION REPORT

Reconciled on: 07/11/2022

Reconciled by: Kristie Shields

Any changes made to transactions after this date aren't included in this report.

Summary

| | USD |
|---|-----------|
| Statement beginning balance | 30,152.76 |
| Checks and payments cleared (9) | -4,061.85 |
| Deposits and other credits cleared (0) | 0.00 |
| Statement ending balance | 26,090.91 |
| Uncleared transactions as of 06/30/2022 | -1,748.18 |
| Register balance as of 06/30/2022 | 24,342.73 |
| Cleared transactions after 06/30/2022 | 0.00 |
| Uncleared transactions after 06/30/2022 | -6,694.17 |
| Register balance as of 07/11/2022 | 17,648.56 |

Details

Checks and payments cleared (9)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|------------|--------------|---------|---------------------------------|--------------|
| 05/18/2022 | Bill Payment | 3509 | B&K Tax Service | -796.00 |
| 05/18/2022 | Bill Payment | 3512 | HBN Hudson Business Networks | -100.00 |
| 05/18/2022 | Bill Payment | 3508 | Solano diversified Services Inc | -1,220.00 |
| 05/23/2022 | Bill Payment | 3502 | Laura Cole-Rowe | -417.15 |
| 06/03/2022 | Bill Payment | 3515 | HBN Hudson Business Networks | -50.00 |
| 06/03/2022 | Bill Payment | 3514 | M & M Sanitary LLC | -953.70 |
| 06/06/2022 | Bill Payment | 3503 | Flamingo Creative | -435.00 |
| 06/15/2022 | Expense | | Constant Contact | -70.00 |
| 06/30/2022 | Expense | | | -20.00 |
| Total | | | | -4,061.85 |

Additional Information

Uncleared checks and payments as of 06/30/2022

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|------------|--------------|---------|-----------------------------------|--------------|
| 06/14/2021 | Bill Payment | 3411 | VSC Press Printing Publishing INC | -128.18 |
| 05/12/2022 | Bill Payment | | Kyle F Turner | -200.00 |
| 05/13/2022 | Bill Payment | | Zak Fennie | -200.00 |
| 06/03/2022 | Bill Payment | 3513 | Solano diversified Services Inc | -1,220.00 |
| Total | | | | -1,748.18 |

Uncleared checks and payments after 06/30/2022

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (USD) |
|------------|--------------|---------|------------------------------|--------------|
| 07/01/2022 | Expense | | | -556.77 |
| 07/06/2022 | Bill Payment | 3519 | Flamingo Creative | -3,000.00 |
| 07/06/2022 | Bill Payment | 3520 | Daily Republic | -550.00 |
| 07/06/2022 | Bill Payment | 3518 | HBN Hudson Business Networks | -110.00 |
| 07/06/2022 | Bill Payment | 3516 | State Farm Auto Insurance | -1,454.00 |
| 07/06/2022 | Bill Payment | 3521 | B&K Tax Service | -659.50 |
| 07/06/2022 | Bill Payment | 3517 | Magda Nathan-Funk | -363.90 |
| Total | | | | -6,694.17 |

Suisun Historic Waterfront BID

2022 Budget vs Actual

| <u>Ordinary Income / Expense</u> | <u>2022 Budget</u> | <u>2022 Actual</u> | <u>Over/ Under</u> |
|----------------------------------|--------------------|--------------------|--------------------|
| Income | | | |
| REVENUE | | | |
| Mother's Day Event | \$10,000.00 | \$9,427.19 | \$572.81 |
| Business Assessments | \$11,875.00 | \$13,228.75 | \$1,353.75 |
| Art & Wine | \$10,000.00 | | |
| | | | |
| Total Revenue | \$31,875.00 | | |
| Transfer from Reserve | \$12,000.00 | | |
| Total Income | \$43,875.00 | | |
| | | | |
| Expense | | | |
| Advertising Expense | | 11828.76 | |
| Electronic Media | \$650.00 | | |
| Print Media | \$1,500.00 | | |
| Social Media Campaigns | \$600.00 | | |
| Marketing Program | \$11,250.00 | | |
| Total Advertising Expense | \$14,000.00 | \$11828.76 | \$5,831.24 |
| | | | |
| Event Expenses | | | |
| Art, Wine & Chocolate Festival | \$2,500.00 | | |
| Mother's Day Craft Fair | \$2,500.00 | \$5,979.73 | \$3,479.73 |
| Restaurant Week | \$2,000.00 | | |
| BID Mixer | \$600.00 | | |

| | | | |
|--|---------------------|-------------------|-------------------|
| Total Event Expenses | \$7,600.00 | \$5,979.73 | \$1,620.27 |
| Operating Expenses | | | |
| Accounting Fees | \$1,200.00 | 659.50 | 540.5 |
| Bank Charges | \$35.00 | \$97.57 | 62.57 |
| Contract Labor | \$3,000.00 | | |
| Insurance | \$2,000.00 | \$533.22 | |
| Miscellaneous Expenses (Banners, etc.) | \$700.00 | | |
| Office Supplies/ Software | \$450.00 | \$562.00 | \$112 |
| Postage, Shipping, Delivery | \$400.00 | | |
| Tax Preparation | \$550.00 | \$796.00 | \$246 |
| Taxes | \$200.00 | | |
| Web Hosting & Upgrades | \$495.00 | \$450.00 | |
| Total Operating Expenses | \$9,030.00 | | |
| Beautification - Cleanup | \$14,400.00 | \$9,520.00 | \$4,880.00 |
| Total Expense | \$45,030.00 | | |
| Net Ordinary Income | (\$1,155.00) | | |
| Net Income | (\$1,155.00) | | |

Suisun City Waterfront Foundation
Valley Strong Credit Union
Balance Sheet Standard
As Of June 30th 2022

ASSETS

Current Assets

Checking \$1,159.30

Savings \$25.00

TOTAL Assets **\$1,184.30**