



# CITY OF NEWPORT BEACH CORONA DEL MAR BUSINESS IMPROVEMENT DISTRICT BOARD REGULAR MEETING AGENDA

100 Civic Center Drive, Corona del Mar Conference Room (1E)

Thursday, October 27, 2016 - 7:30 AM

## ***Corona del Mar Business Improvement District Board Members:***

**Bernie Svalstad, Chair**  
**Scott Laidlaw, Vice Chair**  
**Keith Dawson, Treasurer**  
**Edward Hanley, Director**  
**Hamid Kianipur, Director**  
**Scott LaFleur, Director**  
**Shawn Lim, Director**  
**Jim Walker, Director**  
**Vacant, Director**

## **Staff Members:**

**Mary Locey, Management Analyst**

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The Corona del Mar Business Improvement District meeting is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Corona del Mar Business Improvement District agenda be posted at least seventy-two (72) hours in advance of each regular meeting and that the public be allowed to comment on agenda items before the Business Improvement District and items not on the agenda but are within the subject matter jurisdiction of the Corona del Mar Business Improvement District. The Chair may limit public comments to a reasonable amount of time, generally three (3) minutes per person.

The City of Newport Beach's goal is to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, we will attempt to accommodate you in every reasonable manner. Please contact Mary Locey, Management Analyst, at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible at (949) 644-3031 or [mlocey@newportbeachca.gov](mailto:mlocey@newportbeachca.gov).

## **NOTICE REGARDING PRESENTATIONS REQUIRING USE OF CITY EQUIPMENT**

Any presentation requiring the use of the City of Newport Beach's equipment must be submitted to the City Manager's Office 24 hours prior to the scheduled meeting.

### **I. CALL MEETING TO ORDER**

### **II. ROLL CALL**

### **III. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS**

*Public comments are invited on agenda and non-agenda items generally considered to be within the subject matter jurisdiction of the Corona del Mar Business Improvement District Advisory Board of Directors (CdM BID Board). Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The CdM BID Board has the discretion to extend or shorten the speakers' time limit on agenda or non-agenda items, provided the time limit adjustment is applied equally to all speakers. As a courtesy, please turn cell phones off or set them in the silent mode.*

### **IV. CURRENT BUSINESS**

#### **A. Approval of Minutes**

Summary: Board to review and approve the draft meeting minutes from previous meetings.

Recommended Action: Board to approve the meeting minutes.

[Attachment-Draft August 2016 Meeting Minutes](#)

[Attachment-Draft September 2016 Meeting Minutes](#)

**B. City Council Report(s)**

Summary: Oral report(s) from present City Council member(s).

Recommended Action: None

**C. Parking Sub-committee Report**

Summary: BID Parking Sub-committee to provide a status report.

Recommended Action: None

**D. Financial Reports and Budget Review**

Summary:

- a) Board to review the BID's current financial reports.
- b) Update on the fiscal year 2016-2017 assessment billing.
- c) Review of online invoice approval and payment process and allocating funding to pay for the third-party process.

Recommended Action:

- a) Board to review and file the September 2016 financial reports.
- b) None
- c) Board to approve paying the monthly fee for the BID's online invoice approval and payment process and allocate funding in this fiscal year's budget.

[Attachment-September 2016 Financial Reports](#)

**E. Newspaper Rack Project**

Summary: Board to review the proposed Ordinance to amend the City's Municipal Code Section 5.70 Newspaper Racks and Stands and the Guidelines for the Fixed Pedestal Zone in Corona del Mar.

Recommended Action: Board to recommend the proposed Ordinance to amend the City's Municipal Code Section 5.70 Newspaper Racks and Stands and the Guidelines for the Fixed Pedestal Zone in Corona del Mar be submitted for consideration by the City Council.

**F. Holiday Decorations**

Summary: Representatives from Dekra-lite will present a proposal for updated and new holiday decor.

Recommended Action: Board to approve a budget allocation for additional or upgraded holiday decor and recommend the City amend the agreement with Dekra-lite, if needed.

**G. Marketing and Administration Report**

Summary:

- a) Gateway Project Community Block Celebration, post-event report

b) Christmas Walk, BID materials and Board volunteers

c) Website project, update

d) Explore CdM Campaign

1) Streetlight banner program

2) Ad campaign

3) Direct mail

4) Sidewalk sales

Recommended Action: None

**H. Corona del Mar Chamber of Commerce Report**

Summary: Chamber and community updates

Recommended Action: None

**V. BOARD/COMMITTEE/COMMISSION ANNOUNCEMENTS OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)**

**VI. ADJOURNMENT**

*Next meeting December 1, 2016 (There will be no meeting in November)*

**Corona del Mar Business Improvement District  
Board Meeting Minutes – Aug 25, 2016**

City of Newport Beach Civic Center  
Corona del Mar Conference Room, 1<sup>st</sup> Floor, Bay E, 100 Civic Center Drive, Newport Beach, CA

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**I. Call to Order**

Chairman Svalstad called the meeting to order at 7:35am.

**II. Roll Call**

Chairman Svalstad called the roll, and everyone in the room introduced themselves.

Board Members Present: Chairman Svalstad, Treasurer Dawson, Director Laidlaw, Director Walker, Director Lim, Director Hanley

BID Consultants: Linda Leonhard, BID Marketing and Administrative Services Consultant (Corona del Mar Chamber of Commerce).

City Staff: City Traffic Engineer, Tony Brine.

Guests: Council Member Scott Peotter, Jeff Herdman, Dan Purcell, Stacey Jordan

**III. Public Comments on Agenda Items**

None

**IV. CURRENT BUSINESS**

**A. Approval of Minutes**

MOTION: Director Dawson made a motion to approve the July 28, 2016 Board Meeting Minutes. Director Laidlaw seconded the motion.

The motion carried by the following roll call vote:

Ayes: Svalstad, Dawson, Walker, Lim, Hanley, Laidlaw

**B. City Council Report(s)**

**Councilman Peotter discussed:**

1. Amendments to Coastal Land Use Plan for properties along East Ocean Front on the Peninsula that have encroachment issues.
2. Annual update and simplified process to the city fees program.
3. Charter Amendment, Measure MM on the tax ballot requiring a super majority vote as part of the tax payer protection act.
4. The department of interior plan to make a national monument proposal for certain open space the Irvine Company owns which may include Buck Gully, talked about pros cons.
5. A study session is being organized to discuss short term lodging.
6. Parking restrictions increased at CDM High School.
7. Phase 3 & 4 were approved for the City Hall Sculpture Garden.
8. CdM Library timeline update – design in working.

**C. Business District Parking and Pay Station Community Forum**

Board discussed agenda, format and marketing for the CdM Business District Parking and Pay Station Community Forum scheduled for September 14 at Sherman Library & Gardens. Director Walker and Ms. Leonhard discussed

outreach to insure good attendance. Save the date mailer and email to BID members were planned. Director Svalstad suggested addressing the topic of residential parking permit plan and how it may work. He also suggested the creation of a legal entity for the funds generated by the meters such as a parking district to keep the revenues in the district. Director Laidlaw mentioned the costs to maintain the entity. Council member Peotter suggested that the CDMRA and Bid co-host the event in unison vs BID taking the lead. Director Hanley requested Audio/Visual is pre-arranged for the presentation. Director Svalstad requested a City Representative be present for the meeting.

MOTION: Director Laidlaw made a motion to skip agenda item D and move to E, F and then come back to D.

Director Walker seconded the motion.

The motion carried by the following roll call vote:

Ayes: Svalstad, Dawson, Walker, Lim, Hanley, Laidlaw

**D. Current Financial Reports and Budget Review**

1. Board reviewed the BID's current financial reports and available budget for project allocations.

2. Ms. Leonhard reported that the fiscal year 2016-2017 assessment billing along with the "Save the Date" flyer will be going out next week.

MOTION: Director Walker made a motion to approve the current financial reports and available budget for allocations. Director Laidlaw seconded the motion.

The motion carried by the following roll call vote:

Ayes: Svalstad, Dawson, Walker, Lim, Hanley, Laidlaw

**E. News Rack Project**

Board discusses the status of the news rack project and budget allocation. City Engineer Tony Brine and Director Lim gave an update on what they discovered working with the city ordinance and design for the 5 or 6 racks.

MOTION: Director Laidlaw made a motion to approve \$43,000 to cover the purchase and installation of six news racks and remove all the current freestanding news racks and that any difference between the cost and what was budgeted is taken from the carry over balance in the budget. Director Dawson seconded the motion.

The motion carried by the following roll call vote:

Ayes: Svalstad, Dawson, Walker, Lim, Hanley, Laidlaw

Dan Purcell asked what the selection process was for the publications in the newsstands. A discussion followed.

MOTION: Director Svalstad made a straw vote motion to approve the previously presented News Rack Ordinance and Guidelines. Director Walker made the motion and Director Laidlaw seconded the motion.

The motion carried by the following roll call vote:  
Ayes: Svalstad, Dawson, Walker, Lim, Hanley, Laidlaw

**F. Flower Street Sign Program**

Board reviewed the Flower Street Sign Proposal from CNP Signs and Graphics and discussed the budget allocation.

MOTION: Director Laidlaw made a motion to approve the purchase and installation of 22 street signs not to exceed the budgeted \$22,000. Director Walker seconded the motion.

The motion carried by the following roll call vote:  
Ayes: Svalstad, Dawson, Walker, Lim, Hanley, Laidlaw

**G. CdM Vision Plan Focus Subcommittee**

Board discussed an updated CdM Vision Plan and the formation of a CdM Vision Plan Focus Subcommittee.

Director Svalstad nominated Director Walker and Director Laidlaw as the subcommittee and they accepted.

**H. Holiday Decor**

Stacey from Dekralite made a presentation regarding holiday décor ideas. The grapevine deer need to be replaced and there was discussion and a presentation on replacement examples and some cost estimates. Stacey will be coming back with new ideas and costs. Director Walker will check with City Staff on power to the Gateway Island Median.

**I. Marketing and Administration Report (Linda Leonhard)**

1. Explore CdM Banner Program: Ms. Leonhard gave an updated timeline on the “Explore CdM” Streetlight Banner Program. If the item gets put on the September Council Agenda and is approved, the banners will be able to be installed for October.
2. Explore CdM Sidewalk Sales have been approved and permitted through the City to become a monthly event on the First Saturday of each month. Ms. Leonhard is working with the merchants to get the word out to the businesses and the public. Associated reimbursement costs were also discussed and Ms. Leonhard requested reimbursement from the BID for \$154.00 for printing and banner graphics.

MOTION: Director Hanley made a motion that the BID reimburse the Chamber \$154.00 for the printing and banner graphic changes for the Explore CdM Sidewalk Sale Program. Director Walker seconded the motion.

The motion carried by the following roll call vote:  
Ayes: Svalstad, Dawson, Walker, Lim, Hanley, Laidlaw

3. Gateway Project Community Block Celebration: Ms. Leonhard discussed the Sept 29<sup>th</sup> event to celebrate the new outdoor dining in the village and the project completion while at the same time acknowledging those involved and gathering the merchants and residents for a block celebration. Ms. Leonhard requested the BID allocate \$700 for associated cost from the Marketing Campaign budget.

MOTION:

Director Hanley made a motion to approve \$700 from the Marketing Campaigns budget to be allocated to the Gateway Community Block Celebration. Director Laidlaw seconded the motion.

The motion carried by the following roll call vote:

Ayes: Svalstad, Dawson, Lim, Hanley, Laidlaw. Director Walker abstained.

4. Merchants & retailers monthly meeting was reviewed and Ms. Leonhard reported that the attendees are very appreciative but attendance has been low.

5. Website-project status and timeline was reported and the Agreement with the City has been fully executed and Ms. Leonhard has begun working on the technical shifts to begin the project.

6. Business Beautification Award: Ms. Leonhard reported that a celebration ceremony and event is planned for Tuesday, August 30 from 5:30-7:30 at the Five Crowns and suggested the Board attend. Event will include other awards, networking, legislative offices in attendance. Five Crowns is celebrating their 50<sup>th</sup> Anniversary as well as receiving the BID Award.

**J. Corona del Mar Chamber of Commerce Report**

1. Good Morning CdM-Council Candidate Forum will take place on Thursday, September 8th from 7:30-9:00 at the BCYC.

2. Holiday Flag Program is looking for volunteers and offers community services.

3. Christmas Walk updates & planning were discussed.

**V. BOARD/COMMITTEE/COMMISSION ANNOUNCEMENTS OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)**

Director Svalstad talked about the City discussions involving the elimination or reduction of the business license fees which under the BID's current structure would not suffice the BID's existence.

Director Walker requested the trash can located on Carnation be moved back to Coast Highway due to trash problems caused by Golden Spoon customers.

**VI. ADJOURNMENT**

Meeting Adjourned: 9:20am. Motion to adjourn was made by Director Walker and seconded by Director Laidlaw.

*Next meeting scheduled for Sept 29, 2016*

**Corona del Mar Business Improvement District  
Board Meeting Minutes – September 29, 2016**

City of Newport Beach Civic Center

Corona del Mar Conference Room, 1<sup>st</sup> Floor, Bay E, 100 Civic Center Drive, Newport Beach, CA

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**I. Call to Order**

Chairman Svalstad called the meeting to order at 7:45 a.m.

**II. Roll Call**

Chairman Svalstad called the roll, and everyone in the room introduced themselves.

Board Members Present: Chairman Svalstad, Director LaFleur, Director Walker, Director Hanley

BID Consultants: Linda Leonhard, BID Marketing and Administrative Services Consultant (Corona del Mar Chamber of Commerce).

Guests: Council Member Scott Peotter, Jim Mosher, Stacey Jordan Dekra Lite

Let the record reflect: Board does not have a quorum for today's meetings

**III. Public Comments on Agenda Items - None**

**IV. CURRENT BUSINESS**

**A. Approval of Minutes**

Board reviewed and filed the August 25, 2016 Board Meeting Minutes.

**B. City Council Report(s)**

**Councilman Peotter discussed:**

- 1) Project at 150 Newport Center was denied.
- 2) Standards for access to City facilities such as NBTV filming of political or candidate forums.
- 3) Short-term lodging policy is not going to change.
- 4) 15<sup>th</sup> Street & Balboa Blvd. work is done.
- 5) CdM library project is on schedule.

**C. Review of Business District Parking and Pay Station Community Forum held on September 14, 2016**

Director Hanley reported that the Parking Forum had a turnout of approximately 50 attendees most of which were residents and a few business owners. The feedback from the forum was that there is not support for paid parking on the street but fairly consistent support for a revision to the parking requirements to allow for a greater variety of businesses and greater disbursement of businesses throughout the district. There was discussion about employee parking in the residential areas and ideas were presented on how to manage the employee parking in the district.

Councilman Peotter announced that the parking and pay stations idea/concept is now dead and recommends the BID have a meeting to plan the next steps. He suggested that the BID should create a plan which first addresses the main

issues, come to the City for help and then work toward the zoning changes discussed.

Chairman Svalstad would like the parking committee to meet and immediately discuss employee parking in the district and specifically how existing parking is being used i.e. Banderas, school, senior center, etc.

Director Hanley will schedule the next parking committee meeting and be sure to invite Chairman Svalstad and with his guidance a representative of the CDMRA, if applicable.

There was brief discussion on how to measure the walkability of the district, how many customers are walking vs driving and employee parking permits.

**ACTION:** Board advanced to agenda item IV (I) due to Director Hanley having to leave early.

**D. Current Financial Reports and Budget Review**

a. Board reviewed and filed the BID's current financial reports.

b. Ms. Leonhard gave an update on the fiscal year 2016-2017 assessment billing with approximately \$50,000 collected to date in first mailing. Director Walker discussed sanctions for the restaurant members in arrears.

**E. News Rack Project**

No report. Agenda item continued until next meeting.

**F. Flower Street Sign Program**

No report. Agenda item continued until next meeting.

**G. Landscape Tree Wells**

Director Svalstad announced that a few of the tree-wells needed some plants and he has received the quote from Pinnacle for \$398 which is in the budget.

**H. CdM Vision Plan**

No report. Agenda item continued until next meeting.

**I. Holiday Decor**

Stacey from Dekralite made a presentation regarding holiday décor ideas and discussed pricing within the scope of the contract.

Dekralite will email the quotes as discussed and the agenda item will be continued until next meeting.

**I. Marketing and Administration Report**

Ms. Leonhard gave an update and status report on the following Marketing Programs:

- 1) Gateway Community Block Festival set for Oct 5 and everything is on schedule.

- 2) Explore CdM Light Pole Banner Program is to be scheduled soon for Council consideration of waiving certain sections of Policy L-16 and a fee waiver.
- 3) Explore CdM monthly Sidewalk Sales – The permits are filed and median banner to be displayed. The next event is November 5, 2016.
- 4) Merchants Monthly retail meetings – attendance has been light.
- 5) Website Development – The project has begun with the back-end infrastructure currently being developed.

**J. Corona del Mar Chamber of Commerce Report**

Ms. Leonhard reported that the CdM Chamber of Commerce is currently working on the Christmas Walk, Chamber Board Elections and Holiday Networking events.

V. **BOARD/COMMITTEE/COMMISSION ANNOUNCEMENTS OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)**

VI. **ADJOURNMENT**

Meeting Adjourned: 9:00 a.m.

*Next meeting scheduled for Oct. 27, 2016*

**Corona del Mar Business Improvement District**  
**Balance Sheet**  
As of September 30, 2016

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	<u>Sep 30, 16</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Bill.com Money Out Clearing	30.00
Bank Balance	<u>170,345.02</u>
<b>Total Checking/Savings</b>	170,375.02
Accounts Receivable	
1200 · Accounts Receivable	<u>-558.89</u>
<b>Total Accounts Receivable</b>	-558.89
<b>Total Current Assets</b>	<u>169,816.13</u>
<b>TOTAL ASSETS</b>	<b><u>169,816.13</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
3900 · Retained Earnings	85,599.56
Net Income	<u>84,216.57</u>
<b>Total Equity</b>	<u>169,816.13</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>169,816.13</u></b>

**Corona del Mar Business Improvement District**  
**Budget vs. Actual**  
July 2016 through June 2017

	<u>Jul '16 - Jun 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
City Matching Funds	40,000.00	40,000.00	0.00
Late Fees	127.50	0.00	127.50
Member Assessment	70,537.00	107,000.00	-36,463.00
<b>Total Income</b>	<u>110,664.50</u>	<u>147,000.00</u>	<u>-36,335.50</u>
<b>Expense</b>			
<b>Highway Decor - Dekralite</b>			
Contingency	0.00	3,000.00	-3,000.00
Holiday Decor (Contract)	0.00	21,000.00	-21,000.00
Banner Program (Lite Pole)	0.00	5,178.00	-5,178.00
<b>Total Highway Decor - Dekralite</b>	<u>0.00</u>	<u>29,178.00</u>	<u>-29,178.00</u>
<b>Website - Development</b>			
Contingency	0.00	1,000.00	-1,000.00
Website - Dev. & Project Mgmt.	0.00	9,100.00	-9,100.00
<b>Total Website - Development</b>	<u>0.00</u>	<u>10,100.00</u>	<u>-10,100.00</u>
<b>Marketing &amp; Administration</b>			
Website - Maintenance	0.00	7,200.00	-7,200.00
Contingency	0.00	5,000.00	-5,000.00
Consulting (Reporting)	4,497.19	23,000.00	-18,502.81
Website - Hosting/Tech Support	600.00	1,500.00	-900.00
Membership decals	0.00	1,200.00	-1,200.00
Annual Meeting	0.00	1,000.00	-1,000.00
Social Media/Communications	136.25	1,200.00	-1,063.75
Office Facilities/Storage/Phone	1,200.00	3,500.00	-2,300.00
Beautification Award Program	367.50	1,000.00	-632.50
Dolphins	42.50	1,000.00	-957.50
Christmas Walk	0.00	4,000.00	-4,000.00
Directory	0.00	7,500.00	-7,500.00
Collateral/Brochures	1,131.60	1,600.00	-468.40
Marketing Campaigns & Programs	546.77	15,000.00	-14,453.23
<b>Total Marketing &amp; Administration</b>	<u>8,521.81</u>	<u>73,700.00</u>	<u>-65,178.19</u>
<b>Streetscape</b>			
Street Furniture (Benches)	0.00	5,000.00	-5,000.00
Street Furniture (Maintenance)	0.00	1,000.00	-1,000.00
<b>Total Streetscape</b>	<u>0.00</u>	<u>6,000.00</u>	<u>-6,000.00</u>
<b>Landscaping</b>			
Landscaping Contingency	0.00	6,000.00	-6,000.00
Landscaping/Tree Wells - Pinn.	3,864.00	12,480.00	-8,616.00
Backflow Valve	0.00	2,000.00	-2,000.00
<b>Total Landscaping</b>	<u>3,864.00</u>	<u>20,480.00</u>	<u>-16,616.00</u>
<b>6100 - Administration</b>			
Account. & Fin. Reporting Svcs.	0.00	15,600.00	-15,600.00
Mailings	0.00	1,400.00	-1,400.00

**Corona del Mar Business Improvement District**  
**Budget vs. Actual**  
 July 2016 through June 2017

	<u>Jul '16 - Jun 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total 6100 - Administration	0.00	17,000.00	-17,000.00
<b>Improvements</b>			
News Racks	0.00	20,000.00	-20,000.00
Gateway Electrical Maintenance	0.00	1,000.00	-1,000.00
Consulting / Studies	0.00	2,800.00	-2,800.00
Parking	0.00	3,000.00	-3,000.00
Marguerite Project (Landscape)	0.00	22,000.00	-22,000.00
<b>Total Improvements</b>	<u>0.00</u>	<u>48,800.00</u>	<u>-48,800.00</u>
<b>Outreach</b>			
Community Workshops	174.39	842.00	-667.61
Contributions (Sherman Gardens)	0.00	500.00	-500.00
<b>Total Outreach</b>	<u>174.39</u>	<u>1,342.00</u>	<u>-1,167.61</u>
<b>Total Expense</b>	<u>12,560.20</u>	<u>206,600.00</u>	<u>-194,039.80</u>
<b>Net Ordinary Income</b>	98,104.30	-59,600.00	157,704.30
<b>Other Sources/Uses</b>			
<b>Other Sources</b>			
Retained Earnings (Carry over from prior years)	85,599.56	64,000.00	21,599.56
<b>Total Other Sources</b>	<u>85,599.56</u>	<u>64,000.00</u>	<u>21,599.56</u>
<b>Net Other Sources</b>	85,599.56	64,000.00	21,599.56
<b>Total Equity</b>	<u><u>183,703.86</u></u>	<u><u>4,400.00</u></u>	<u><u>179,303.86</u></u>

**Corona del Mar Business Improvement District**

**Unpaid Bills Detail**

As of September 30, 2016

Type	Date	Num	Memo	Due Date	Open Balance
<b>Corona Del Mar Chamber</b>					
Bill	09/19/2016		Contract for Professional Marketing & Admin Services - Xmas Walk Sponsorship	10/19/2016	4,000.00
Total Corona Del Mar Chamber					4,000.00
<b>Pinnacle</b>					
Bill	09/30/2016	Inv#3...	Inv#38497 Monthly Maintenance Service (Sept 2016)	10/30/2016	1,040.00
Total Pinnacle					1,040.00
<b>TOTAL</b>					<b>5,040.00</b>

Corona del Mar Business Improvement District

10/10/2016 1:00 PM

Register: Bank Balance

From 09/01/2016 through 09/30/2016

Sorted by: Date, Type, Number/Ref

<b>Date</b>	<b>Number</b>	<b>Payee</b>	<b>Account</b>	<b>Memo</b>	<b>Payment C</b>	<b>Deposit</b>	<b>Balance</b>
09/19/2016			-split-	Deposit		8,106.00	126,343.77
09/19/2016			-split-	Deposit		6,946.50	133,290.27
09/26/2016			-split-	Deposit		24,563.50	157,853.77
09/27/2016	13974638	Pinnacle	2000 · Accounts Payable	August Inv #38...	1,040.00		156,813.77
09/30/2016			-split-	Deposit		13,531.25	170,345.02



Account #: \_\_\_\_\_

This statement: September 30, 2016  
 Last statement: August 31, 2016

Contact us: \_\_\_\_\_  
 800 773-7100

Orange CO Airport Office  
 18111 Von Karman Ave., Ste. 100  
 Irvine CA 92612

023 0830N  
 CITY OF NEWPORT BEACH  
 (CDM BID)  
 100 CIVIC CENTER DR  
 NEWPORT BEACH CA 92660

cnb.com

**Analyzed Business Checking**

**Account Summary**

Account number	
Minimum balance	\$117,612.27
Average balance	\$124,596.28
Avg. collected balance	\$122,826.00

**Account Activity**

<b>Beginning balance (8/31/2016)</b>		\$117,612.27
<b>Credits</b>		
Deposits (4)	+ 53,147.25	
Electronic cr (0)	+ 0.00	
Other credits (1)	+ 625.50	
<b>Total credits</b>		<b>+ \$53,772.75</b>
<b>Debits</b>		
Checks paid (0)	- 0.00	
Electronic db (1)	- 1,040.00	
Other debits (0)	- 0.00	
<b>Total debits</b>		<b>- \$1,040.00</b>
<b>Ending balance (9/30/2016)</b>		<b>\$170,345.02</b>

**DEPOSITS**

Date	Description	Reference	Credits
9-20	Deposit		6,946.50
9-20	Deposit		8,106.00
9-30	Deposit		13,531.25
9-30	Deposit		24,563.50

**OTHER CREDITS**

Date	Description	Reference	Credits
9-15	E-Deposit		625.50

**ELECTRONIC DEBITS**

Date	Description	Debits
9-27	Preauthorized Debit BILL.COM PAYABLES 015NMAAOVNI5QVC CORONA DEL MAR BID CCD	1,040.00

**DAILY BALANCES**

Date	Amount	Date	Amount	Date	Amount	Date	Amount
8-31	117,612.27	9-20	133,290.27	9-30	170,345.02		
9-15	118,237.77	9-27	132,250.27				

Thank you for banking with Orange CO Airport Office