



Corona del Mar Business Improvement District

Board Meeting Agenda

100 Civic Center Drive, Newport Coast Conference Room, Bay 2E
Regular Board Meeting Note Change of Meeting Room
July 23, 2015 - 7:30 AM

Business Improvement District Board Members:

Bernie Svalstad, Chairman

Keith Dawson, Director
Scott LaFleur, Director
Shawn Lim, Director
Jessica Prause, Director

Hamid Kianipur, Director
Scott Laidlaw, Director
Michelle Peschel, Director
Jim Walker, Director

I. CALL MEETING TO ORDER

II. ROLL CALL

III. PUBLIC COMMENTS ON 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 BID. Speakers must limit comments to 3 minutes. Before speaking, we invite, but do not require, you to state your name for the record. The Corona del Mar BID 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. APPROVAL OF MINUTES

Approval of Minutes

SUMMARY:

Review and approval of draft meeting minutes from prior meeting(s).

RECOMMENDED ACTION:

Board to approve the draft meeting minutes.

V. CURRENT BUSINESS

A. Welcome and Election of Officers (Svalstad)

SUMMARY:

Board to review and nominate officers for FY 2015-2016.

RECOMMENDED ACTION:

Board to vote and approve elected officers to serve for FY 2015-2016.

B. Administration and Marketing Report (Leonhard)

SUMMARY:

1. Presentation of new FY 2015-2016 BID tri-fold brochures and updates on distribution.
2. Discussion of Brown Act Rules pertaining to communications and agenda items.
3. Discussion on BID member communications and database systems.
4. Board to nominate and elect recipient of the next business beautification award.

RECOMMENDED ACTION:

1. None.
2. None.
3. None
4. Board to vote and elect recipient of the next business beautification award.

C. Corona del Mar Chamber Report (Leonhard)

SUMMARY:

Corona del Mar Chamber of Commerce programs and community updates.

RECOMMENDED ACTION:

None

D. City Council Report

SUMMARY:

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

RECOMMENDED ACTION:

None

E. Holiday Decor Program

SUMMARY:

The BIDs contracted vendor Dekra-lite will present on contract status and recommendations for additional holiday décor for the 2015 holiday season.

RECOMMENDED ACTION:

Board to review and approve options for additional holiday décor for the 2015 holiday season.

F. Financial Report (Svalstad)

SUMMARY:

Review of BID financial reports and accounts receivable.

RECOMMENDED ACTION:

Board to review and file the BID financial reports and accounts receivable.

G. BID Project Updates

SUMMARY:

1. Gateway Project (Walker) - *Intersection improvement project at MacArthur Blvd. and East Coast Highway* - Project status update.
2. Tree Well Maintenance (Laidlaw) - *Tree well landscaping and irrigation* - Project status update.
3. Parking Management Plan Update (Walker/Laidlaw) - *Parking Management plan and study for the business district* - Project status update.
4. Revitalization / Maintenance Items Updates (Laidlaw/Kianapur) - *Maintenance of existing street furniture and proposed new items*
 1. Board to review and approve funds for a memorial bench plaque or sidewalk memorial concept for installation at Sherman Library & Gardens and discuss an ongoing Memorial Program.
5. Street Furniture Program
 1. Board to review and approve relocation of a bench for placement at 3500 East Coast Highway.

RECOMMENDED ACTION:

1. None
2. None
3. None
4. Board to approve funds for a memorial bench plaque or sidewalk treatment to be installed in front of Sherman Library & Gardens.
5. Board to review and approve relocating a bench to 3500 East Coast Highway.

H. Goals for FY 2015-2016

SUMMARY:

Board to review the BID goals for FY 2015-2016

RECOMMENDED ACTION:

None

VI. CORONA DEL MAR BID ANNOUNCEMENTS OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEMS)

VII. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Public comments are invited on non-agenda items generally considered to be within the subject matter jurisdiction of the CDM BID. Speakers must limit comments to 3 minutes. Before speaking, we invite, but do not require, you to state your name for the record. The CDM BID 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.

VIII. ADJOURNMENT

The Corona del Mar BID is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Corona del Mar BID 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 Corona del Mar BID and items not on the agenda but are within the subject matter jurisdiction of the Corona del Mar BID. The Corona del Mar BID may limit public comments to a reasonable amount of time, generally three (3) minutes per person.

It is the intention of the City of Newport Beach 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, the City of Newport Beach will attempt to accommodate you in every reasonable manner. If requested, this agenda will be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Please contact the City of Newport Beach 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 949-644-3074 or email cdmbid@newportbeachca.gov.



NEWPORT BEACH

ITEM TITLE: Approval of Minutes

ITEM SUMMARY: Review and approval of draft meeting minutes from prior meeting(s).

RECOMMENDED ACTION: Board to approve the draft meeting minutes.

ATTACHMENTS:

Description

[Draft Meeting Minutes](#)

**Minutes of the
Corona del Mar Business Improvement District
Board Meeting**

**June 25, 2015
City of Newport Beach City Hall
Corona del Mar Conference Room, 1st Floor, Bay E
100 Civic Center Drive, Newport Beach, CA**

I. Call to Order

Chairman Svalstad called the meeting to order at 7:33am.

II. Roll Call

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

Board Members Present:

Chairman Svalstad, Treasurer Palmer; Secretary Prause; Director Dawson; Director Walker; Director Nicholson, Director Kianipur; Director Lim. Vice Chair Laidlaw arrived at 8:13am.

City Representatives:

Mayor Edward Selich, Council Member Scott Peotter

BID Consultants:

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

Guests:

Michelle Peschel (CdM BID Member FY2015-16, Villa Real Estate), Danielle Rivas, Ron Yeo and Amy Senk

III. Public Comments on Agenda Items

None

IV. Approval of Minutes

MOTION: Treasurer Palmer made a motion to approve the May 28, 2015 Board Minutes. Director Dawson seconded the motion.

The motion carried by the following roll call vote:

Ayes: Svalstad, Palmer, Nicholson, Dawson, Walker, Lim, Kianipur, Prause

V. Current Business

- a. **City Council Report:** Mayor Selich reported that he discussed having the news rack ordinance revised for Corona del Mar with Mr. Aaron Harp, the City Attorney. He hopes to get it scheduled for approval at the August City Council meeting. This afternoon at 4:00pm there will be a historical plaque placed at the Goldenrod foot bridge by the Newport Beach Historical Society.

Council Member Peotter reported that there was a meeting on the Corona del Mar "Fibrary" (Fire Station and Library renovations) last week to discuss the latest draft plans. One plan moved the Fire Station to the second floor and kept the Library on the first floor. Everyone liked this plan. It also maximized the parking by adding about 5 spaces. At this juncture, the challenge to the architect is to incorporate the comments from the last meeting. There will likely be another meeting in July. In addition, Council Member Peotter reported that the City was further looking at the Corona del Mar State Beach meters. One idea was to

lower the weekday rates so people are incentivized to park there rather than by residences during the week when going to the beach.

- b. **Financial Report:** Chairman Svalstad reported that he contacted approximately twenty (20) businesses for accounts receivable. Payment from Bank of America should be forthcoming. A few other businesses reported that they did not receive the bill. One business asked to pay its balance off monthly over the course of a year. Ms. Leonhard stated that city staff reported that all new members will be billed within thirty (30) days of applying for a business license.

MOTION: Treasurer Palmer made a motion to receive and file the financial report. Director Nicholson seconded the motion.

The motion carried by the following roll call vote:

Ayes: Palmer, Dawson, Nicholson, Walker, Kianipur, Svalstad, Lim, Prause

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

1. Board of Directors acknowledged retiring Board members, Mr. Scott Palmer and Mr. Tom Nicholson. Thank you for all your hard work and service.
2. Update on production of the BID member window decals and brochures: Ms. Leonhard reported that updated BID brochures will be sent out in July and passed out different options for the cover. Feedback strongly favored using the cover option with the business image if possible. Ms. Leonhard also reported that the member decals are in production. After paying their annual dues, BID members receive their decal. Billing should be mailed out on the first of July.

d. **BID Project Updates**

SUMMARY

1. *Gateway Project:* It has received strong community support since the Council approved the project. Director Dawson reported that there was strong support at the Corona del Mar Scenic 5k when he was manning the BID tent.
2. *Marguerite & East Coast Highway (Svalstad): Intersection landscape and hardscape improvement project:* Chairman Svalstad reported that he had been communicating with Mr. Herman from the Landscaping firm that had been working on the project designs but was recently told his firm did not have the time. The BID will start sourcing its own landscape architects to prepare a cost. One landscape architect suggested at the meeting was Ray Price.
3. *Tree Well Maintenance (Laidlaw) – tree well landscaping and irrigation, project status update:* Vice Chair Laidlaw reported that the City arborist and landscape crew came out. In conjunction with the City, everyone agreed on a selection of plant materials for the tree wells. Pinnacle is now going to finish the maintenance, which includes upgrading the remaining tree wells. Of note, the City staff had no recommendation of plant materials that could survive foot traffic better than what has currently been proposed. Additionally, at the present time, BID is awaiting the cost to replicate the Sherman Gardens tree well from Pinnacle Landscape Company.
4. *Parking Management Plan (Walker/Laidlaw):* It was discussed that the paper reported that the revenue from the City approved parking meter increases would go toward purchasing additional parking in the area. One member suggested that meters could be another consideration for the parking management plan in the Corona del Mar business district as well.

5. *News Rack Replacement Project – Status update on the changes to the City’s news rack ordinance for the Corona del Mar area:* Mayor Selich addressed this at the beginning of the meeting and reported that he hoped the City would have the revised ordinance ready for approval at the August City Council meeting.
6. *Revitalization and Maintenance Items (Laidlaw/Kianipur). Maintenance of existing street furniture and proposed new items:* Director Kianipur reported that he had received a catalog with pricing for the plaque and was just waiting to get together with Mr. Scott LeFleur from Sherman Gardens to determine what the plaque should read.
7. *Bike Rack Program – Board to review and approve relocating two bike racks (one from Union Bank and one from Christopher & Co.):* Vice Chairman Laidlaw presented an inventory of all the bike racks in the Corona del Mar business district. He noted the bike rack at Union bank and at Christopher & Co. were very infrequently used and recommended relocating these to the 3500 block of E. Coast highway.

MOTION: Vice Chairman Laidlaw made a motion to relocate two bike racks, one located in front of Union Bank and one located in front of Christopher & Co., to the 3500 block of E. Coast Highway. Director Lim seconded the motion.

The motion carried by the following roll call vote:

Ayes: Palmer, Dawson, Nicholson, Walker, Laidlaw, Kianipur, Svalstad, Lim, Prause

e. Contract Renewal for Marketing and Administrative Services.

SUMMARY

Board to review the Corona del Mar Chamber of Commerce’s proposal for BID marketing and administrative services for FY 2015-16. Ms. Leonhard made a presentation regarding proposed 2015-16 fiscal year services to the BID and provided a formal scope of work and fee proposal breaking down the cost of each service. She confirmed that the fee for the services is in the approved budget of the BID. Ms. Leonhard stated that the website will be the next project to be developed. In response to a question, Ms. Leonhard stated that the contingency amount currently in the contract would cover any work for the BID that did not fall specifically under any of the designated services or projects running over contract amount. Ms. Leonhard confirmed that any work by the Chamber that would incur costs in excess of the contract amount would first need BID approval.

MOTION: Treasurer Palmer made a motion to approve the Corona del Mar Chamber of Commerce’s Scope of Work and Annual Fee Proposal for BID Marketing and Administrative services for FY 2015-16. Director Lim seconded the motion.

The motion carried by the following roll call vote:

Ayes: Palmer, Dawson, Nicholson, Walker, Kianipur, Laidlaw, Lim, Prause

f. Corona del Mar Chamber Report (Leonhard)

Ms. Leonhard reported that the Corona del Mar Scenic 5k was successful and received great feedback. Ms. Leonhard also stated that the City had required a traffic management study prior to the race which resulted in some traffic issues never experienced in previous years and that the study would require some modifications. Additionally, Ms. Leonhard reported that there is an event next Tuesday, June 30, 2015, at El Cholo. The second Chamber of Commerce luncheon at Fig and Olive was very successful. The upcoming lobster festival will be held at The Dunes on August 8, 2015.

VI. Corona del Mar BID Announcements or Matters which Members Would Like Placed on a Future Agenda for Discussion or Action or Report (Non-Discussion Items)

Vice Chairman Laidlaw reported that there was a request for a bench at the new 3500 building, and he would like to place this matter on the agenda for the next meeting. Director Walker volunteered the bench in front of The Bungalow to be relocated to that location.

VII. Public Comments on Non-Agenda Items

None.

VIII. Next Meeting

The next BID meeting is scheduled for July 23, 2015.

IX. Adjournment

MOTION: Treasurer Palmer made a motion to adjourn the meeting. Secretary Prause seconded the Motion.

The motion carried by the following roll call vote:

Ayes: Svalstad, Palmer, Nicholson, Dawson, Laidlaw, Walker, Kianipur, Lim, Prause

The meeting adjourned at 8:45am.



NEWPORT BEACH

ITEM TITLE: Financial Report (Svalstad)

ITEM SUMMARY: Review of BID financial reports and accounts receivable.

RECOMMENDED ACTION: Board to review and file the BID financial reports and accounts receivable.

ATTACHMENTS:

Description

[BID June 2015 Financial Reports](#)

Corona del Mar Business Improvement District
Balance Sheet
As of June 30, 2015

	<u>Jun 30, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
Bill.com Money Out Clearing	30.00
Bank Balance	<u>66,247.47</u>
Total Checking/Savings	66,277.47
Accounts Receivable	
1200 · Accounts Receivable	
Bad DebtA/R	-50,196.14
1200 · Accounts Receivable - Other	<u>-994.52</u>
Total 1200 · Accounts Receivable	<u>-51,190.66</u>
Total Accounts Receivable	<u>-51,190.66</u>
Total Current Assets	<u>15,086.81</u>
TOTAL ASSETS	<u>15,086.81</u>
LIABILITIES & EQUITY	
Equity	
3900 · Retained Earnings	40,200.32
Net Income	<u>-25,113.51</u>
Total Equity	<u>15,086.81</u>
TOTAL LIABILITIES & EQUITY	<u>15,086.81</u>

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 Cash Basis

**Corona del Mar Business Improvement District
 Budget vs. Actual to June 2015
 July 2014 through June 2015**

	Jul '14 - Jun 15	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
City Matching Funds	20,000.00	20,000.00	0.00
Late Fees	3,012.10		
Member Assessment	102,331.25	106,000.00	-3,668.75
Reimbursed Expenses	0.00	0.00	0.00
Total Income	125,343.35	126,000.00	-656.65
Expense			
Highway Decor - Dekralite			
Contingency	0.00	0.00	0.00
Holiday Decor (Contract)	0.00	0.00	0.00
Banner Program (Lite Pole)	0.00	0.00	0.00
Total Highway Decor - Dekralite	0.00	0.00	0.00
Website			
Website - Content Dev / Consult	0.00	0.00	0.00
Website - Developer	0.00	0.00	0.00
Total Website	0.00	0.00	0.00
Marketing & Admin SVC Contract			
Contingency	0.00	0.00	0.00
Consulting (Reporting)	0.00	0.00	0.00
Website Hosting	0.00	0.00	0.00
Membership decals	0.00	0.00	0.00
Annual Meeting	0.00	0.00	0.00
Social Media	0.00	0.00	0.00
Meeting Facility/Storage/Phone	0.00	0.00	0.00
Beautification Award Program	782.50	575.00	207.50
Dolphins	393.36	600.00	-206.64
Christmas Walk	0.00	0.00	0.00
Directory	0.00	0.00	0.00
Collateral/Brochures	0.00	0.00	0.00
Marketing Campaigns & Programs	0.00	0.00	0.00
Total Marketing & Admin SVC Contract	1,175.86	1,175.00	0.86
Streetscape			
Street Furniture (Racks/Bench)	0.00	0.00	0.00
Street Furniture (Maintenance)	0.00	0.00	0.00
Total Streetscape	0.00	0.00	0.00
Landscaping			
Landscaping Contingency	0.00	0.00	0.00
Landscaping/Tree Wells - Pinn.	0.00	0.00	0.00
Backflow Valve	0.00	0.00	0.00
Total Landscaping	0.00	0.00	0.00
Bad Debt Expense-Finance Chgs	0.00	0.00	0.00
Bad Debt Expense-Assessments	0.00	0.00	0.00
6100 · Administration			
Toll Free Phone Line	0.00	500.00	-500.00
Meeting Facilities	3,300.00	3,600.00	-300.00
BID Administrator	1,838.69	0.00	1,838.69
Mailings	361.45	0.00	361.45
Bank Service Charges	35.26	600.00	-564.74
6100 · Administration - Other	3,246.60		
Total 6100 · Administration	8,782.00	4,700.00	4,082.00

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 Cash Basis

Corona del Mar Business Improvement District
Budget vs. Actual to June 2015
 July 2014 through June 2015

	<u>Jul '14 - Jun 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Improvements			
Consulting / Studies	0.00	0.00	0.00
Parking	0.00	0.00	0.00
Street Furniture	3,348.70	0.00	3,348.70
Gateway-MacArthur & PCH	50,000.00	50,000.00	0.00
Marguerite Project	0.00	32,240.00	-32,240.00
Street Improvements	9,973.00		
Total Improvements	<u>63,321.70</u>	<u>82,240.00</u>	<u>-18,918.30</u>
Maintenance			
Other Repairs	0.00	2,000.00	-2,000.00
Centennial Plaza			
Backflow Valve	5,140.00	5,385.00	-245.00
Treewells	0.00	0.00	0.00
Total Centennial Plaza	<u>5,140.00</u>	<u>5,385.00</u>	<u>-245.00</u>
Cleaning	0.00	0.00	0.00
Landscape	12,635.00	15,500.00	-2,865.00
Street Furniture	6,929.33	4,000.00	2,929.33
Total Maintenance	<u>24,704.33</u>	<u>26,885.00</u>	<u>-2,180.67</u>
6500 - Marketing			
6510 - Member Window Decals	0.00	1,200.00	-1,200.00
Collateral/Brochure	1,533.60	1,600.00	-66.40
Marketing Campaigns	8,203.55	12,000.00	-3,796.45
Consulting	2,263.75	2,000.00	263.75
Directory	7,500.00	7,500.00	0.00
Website	1,650.00	15,000.00	-13,350.00
6500 - Marketing - Other	581.25		
Total 6500 - Marketing	<u>21,732.15</u>	<u>39,300.00</u>	<u>-17,567.85</u>
Outreach			
Community Workshops	0.00	0.00	0.00
Marguerite Programs	337.50	2,000.00	-1,662.50
Contributions (Sherman Gardens)	0.00	500.00	-500.00
Program Solicitations	227.50		
Memberships	0.00	0.00	0.00
Postage & Delivery	0.00	1,200.00	-1,200.00
Printing /Copies	0.00	0.00	0.00
Public Relations			
Miscellaneous Programs	0.00	0.00	0.00
Public Relations - Other	198.75		
Total Public Relations	<u>198.75</u>	<u>0.00</u>	<u>198.75</u>
Outreach - Other	384.70		
Total Outreach	<u>1,148.45</u>	<u>3,700.00</u>	<u>-2,551.55</u>
Special Events			
Banner Program	4,390.28	6,200.00	-1,809.72
Christmas Walk	3,500.00	3,500.00	0.00
Holiday Decor	20,889.12	24,500.00	-3,610.88
Annual Meeting	747.97	600.00	147.97
Special Events - Other	65.00		
Total Special Events	<u>29,592.37</u>	<u>34,800.00</u>	<u>-5,207.63</u>
Total Expense	<u>150,456.86</u>	<u>192,800.00</u>	<u>-42,343.14</u>
Net Ordinary Income	-25,113.51	-66,800.00	41,686.49

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07/10/15
Cash Basis

Corona del Mar Business Improvement District
Budget vs. Actual to June 2015
July 2014 through June 2015

	<u>Jul '14 - Jun 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Other Income/Expense			
Other Income			
Carry over from FY 2014-15	0.00	0.00	0.00
Carry Over from FY14	0.00	66,800.00	-66,800.00
Other Income	0.00	0.00	0.00
Total Other Income	<u>0.00</u>	<u>66,800.00</u>	<u>-66,800.00</u>
Net Other Income	<u>0.00</u>	<u>66,800.00</u>	<u>-66,800.00</u>
Net Income	<u><u>-25,113.51</u></u>	<u><u>0.00</u></u>	<u><u>-25,113.51</u></u>

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07/10/15

Cash Basis

Corona del Mar Business Improvement District
Expenses by Vendor Detail
 July 2014 through June 2015

Date	Source Name	Memo	Account	Paid Amount
Bank of America - V				
07/15/2014	Bank of America - V		Bank Service Charges	11.60
Total Bank of America - V				11.60
City of Newport Beach /Revenue				
05/08/2015	City of Newport Beach /Revenue	Corona Del Mar Entry Plaza/Gateway Design Services	Gateway-MacArthur & PCH	50,000.00
Total City of Newport Beach /Revenue				50,000.00
Corona Del Mar Chamber				
07/15/2014	Corona Del Mar Chamber	May contract for professional marketing services	Marketing Campaigns	130.00
07/15/2014	Corona Del Mar Chamber	May contract for professional marketing services	Meeting Facilities	300.00
07/15/2014	Corona Del Mar Chamber	May contract for professional marketing services	Website	150.00
07/15/2014	Corona Del Mar Chamber	May contract for professional marketing services	Consulting	292.50
07/15/2014	Corona Del Mar Chamber	May contract for professional marketing services	Marketing Campaigns	130.00
07/15/2014	Corona Del Mar Chamber	June contract for professional marketing services	Marketing Campaigns	130.00
07/15/2014	Corona Del Mar Chamber	June contract for professional marketing services	Meeting Facilities	300.00
07/15/2014	Corona Del Mar Chamber	June contract for professional marketing services	Website	150.00
07/15/2014	Corona Del Mar Chamber	June contract for professional marketing services	Consulting	227.50
07/15/2014	Corona Del Mar Chamber	June contract for professional marketing services	Program Solicitations	227.50
07/15/2014	Corona Del Mar Chamber	June contract for professional marketing services	Dolphins	48.75
07/15/2014	Corona Del Mar Chamber	"Contingency"	Special Events	65.00
08/04/2014	Corona Del Mar Chamber	Tri Fold Brochures	Collateral/Brochure	1,533.60
10/28/2014	Corona Del Mar Chamber	August Contract for Professional Marketing Services.	Meeting Facilities	300.00
10/28/2014	Corona Del Mar Chamber	August Contract for Professional Marketing Services.	Website	150.00
10/28/2014	Corona Del Mar Chamber	August Contract for Professional Marketing Services.	Consulting	262.50
10/28/2014	Corona Del Mar Chamber	August Contract for Professional Marketing Services.	Beautification Award Program	130.00
10/28/2014	Corona Del Mar Chamber	August Contract for Professional Marketing Services.	Marguerite Programs	187.50
10/28/2014	Corona Del Mar Chamber	July Contract for Professional Marketing Services.	Meeting Facilities	300.00
10/28/2014	Corona Del Mar Chamber	July Contract for Professional Marketing Services.	Website	150.00
10/28/2014	Corona Del Mar Chamber	July Contract for Professional Marketing Services.	Consulting	450.00
10/28/2014	Corona Del Mar Chamber	July Contract for Professional Marketing Services.	Dolphins	75.00
10/28/2014	Corona Del Mar Chamber	July Contract for Professional Marketing Services.	Beautification Award Program	130.00
10/28/2014	Corona Del Mar Chamber	July Contract for Professional Marketing Services.	Marguerite Programs	75.00
12/02/2014	Corona Del Mar Chamber	September Contract for Professional Marketing Servi...	Meeting Facilities	300.00
12/02/2014	Corona Del Mar Chamber	September Contract for Professional Marketing Servi...	Website	150.00
12/02/2014	Corona Del Mar Chamber	September Contract for Professional Marketing Servi...	Beautification Award Program	130.00
12/02/2014	Corona Del Mar Chamber	September Contract for Professional Marketing Servi...	Dolphins	75.00
12/02/2014	Corona Del Mar Chamber	September Contract for Professional Marketing Servi...	Consulting	206.25
12/02/2014	Corona Del Mar Chamber	September Contract for Professional Marketing Servi...	6500 · Marketing	281.25
12/02/2014	Corona Del Mar Chamber	"Contingency"	Public Relations	112.50
12/02/2014	Corona Del Mar Chamber	September Contract for Professional Marketing Servi...	Printing /Copies	131.25
12/02/2014	Corona Del Mar Chamber	September Contract for Professional Marketing Servi...	Marguerite Programs	75.00
12/02/2014	Corona Del Mar Chamber	36th Annual Corona del Mar Christmas Walk Co-op ...	Christmas Walk	3,500.00
01/08/2015	Corona Del Mar Chamber	Holiday Ad Campaign	Printing /Copies	6,012.50
01/08/2015	Corona Del Mar Chamber	Contract for Professional Marketing & Administrative ...	Meeting Facilities	300.00
01/08/2015	Corona Del Mar Chamber	Contract for Professional Marketing & Administrative ...	Website	150.00
01/08/2015	Corona Del Mar Chamber	Contract for Professional Marketing & Administrative ...	Beautification Award Program	130.00
01/08/2015	Corona Del Mar Chamber	Contract for Professional Marketing & Administrative ...	6100 · Administration	546.60
01/08/2015	Corona Del Mar Chamber	Contract for Professional Marketing & Administrative ...	Consulting	150.00
01/08/2015	Corona Del Mar Chamber	Contract for Professional Marketing & Administrative ...	Public Relations	56.25
01/08/2015	Corona Del Mar Chamber	Reimbursement for (4) New Display Easels	Toll Free Phone Line	384.70
01/08/2015	Corona Del Mar Chamber	Holiday Lighting Campaign Flyer	Printing /Copies	1,649.40
01/28/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - N...	Meeting Facilities	600.00
01/28/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - N...	Website	300.00
01/28/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - N...	6100 · Administration	712.50
01/28/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - N...	Consulting	150.00
01/28/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - N...	Dolphins	56.25
03/03/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - J...	Meeting Facilities	300.00
03/03/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - J...	Website	150.00
03/03/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - J...	6100 · Administration	712.50
03/03/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - J...	Consulting	150.00
03/03/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - J...	Beautification Award Program	131.25
03/03/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - J...	Dolphins	56.25
03/03/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - J...	6500 · Marketing	112.50
03/03/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - J...	Public Relations	30.00
03/03/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - J...	Printing /Copies	20.40
03/13/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - F...	Meeting Facilities	300.00
03/13/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - F...	Website	150.00
03/13/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - F...	6100 · Administration	318.75
03/13/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - F...	Consulting	150.00
03/13/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - F...	6500 · Marketing	187.50
03/13/2015	Corona Del Mar Chamber	Professional Marketing & Administrative Services - F...	Annual Meeting	75.00
05/08/2015	Corona Del Mar Chamber	Contract for Professional Fees - 2015 CDM Business...	Directory	7,500.00
05/27/2015	Corona Del Mar Chamber	Contract for Professional Marketing & Administrative ...	Meeting Facilities	300.00
05/27/2015	Corona Del Mar Chamber	Contract for Professional Marketing & Administrative ...	6100 · Administration	956.25
05/27/2015	Corona Del Mar Chamber	Contract for Professional Marketing & Administrative ...	Website	150.00
05/27/2015	Corona Del Mar Chamber	Contract for Professional Marketing & Administrative ...	Consulting	225.00

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**Corona del Mar Business Improvement District
Expenses by Vendor Detail
July 2014 through June 2015**

07/10/15

Cash Basis

Date	Source Name	Memo	Account	Paid Amount
05/27/2015	Corona Del Mar Chamber	Contract for Professional Marketing & Administrative ...	Dolphins	56.25
05/27/2015	Corona Del Mar Chamber	Contract for Professional Marketing & Administrative ...	Beautification Award Program	131.25
Total Corona Del Mar Chamber				34,217.20
Costa Mesa Nut & Bolt				
08/14/2014	Costa Mesa Nut & Bolt	Bike Rack parts	Street Furniture	829.42
Total Costa Mesa Nut & Bolt				829.42
D.C. Drain & Cleaning				
05/08/2015	D.C. Drain & Cleaning	Backflow Testing Along PCH (22 Backflow Devices)	Backflow Valve	3,385.00
Total D.C. Drain & Cleaning				3,385.00
Deb Piridy				
01/08/2015	Deb Piridy	Reimbursement for Dolphin Program	Dolphins	25.86
Total Deb Piridy				25.86
Dekra - Lite				
09/30/2014	Dekra - Lite	Installation and removal of "Car Show" banners	Banner Program	1,430.48
12/23/2014	Dekra - Lite	Fiberglass Giant Present, LED Flood Light, Labor, Ins...	Holiday Decor	3,499.04
12/23/2014	Dekra - Lite	Refurbish DÃ©cor, LED Mini Lights, Labor, Installatio...	Holiday Decor	17,390.08
12/23/2014	Dekra - Lite	Labor, Installation, Removal & Storage of Assorted B...	Banner Program	2,959.80
Total Dekra - Lite				25,279.40
DERO				
08/04/2014	DERO	Bike Rakes	Street Improvements	9,973.00
Total DERO				9,973.00
J.M.Rabun Company				
07/08/2014	J.M.Rabun Company	Install new bike racks throughout CDM	Street Furniture	2,519.28
Total J.M.Rabun Company				2,519.28
Newport Mesa Powder Coating				
08/04/2014	Newport Mesa Powder Coating	Powder Coat, Trash Receptacles	Street Furniture	720.00
08/04/2014	Newport Mesa Powder Coating	Powder Coat, Trash Receptacles	Street Furniture	1,119.75
08/04/2014	Newport Mesa Powder Coating	Powder Coat, Trash Receptacles	Street Furniture	720.00
10/17/2014	Newport Mesa Powder Coating	Powder Coat, Trash Receptacles	Street Furniture	900.00
10/17/2014	Newport Mesa Powder Coating	Powder Coat, Trash Receptacles	Street Furniture	900.00
10/17/2014	Newport Mesa Powder Coating	Powder Coat, Trash Receptacles	Street Furniture	900.00
10/17/2014	Newport Mesa Powder Coating	Powder Coat, Trash Receptacles	Street Furniture	900.00
11/12/2014	Newport Mesa Powder Coating	Trash Receptacle Powder Coating	Street Furniture	900.00
11/12/2014	Newport Mesa Powder Coating	Trash Receptacle Re-Powder Coating / Repair	Street Furniture	769.58
Total Newport Mesa Powder Coating				6,929.33
Pinnacle				
08/04/2014	Pinnacle	Monthly Landscape Service	Landscape	1,040.00
09/17/2014	Pinnacle	Monthly Landscape Service	Landscape	1,040.00
09/17/2014	Pinnacle	Monthly Landscape Service	Landscape	1,040.00
10/08/2014	Pinnacle	Repair of valves and backflows at CDM planters	Backflow Valve	1,755.00
10/23/2014	Pinnacle	Monthly Landscape Service (September)	Landscape	1,040.00
12/02/2014	Pinnacle	Monthly Landscape Service (October)	Landscape	1,040.00
12/23/2014	Pinnacle	Monthly Landscape Service (November)	Landscape	1,040.00
01/23/2015	Pinnacle	Monthly Landscape Service (December)	Landscape	1,040.00
03/13/2015	Pinnacle	Monthly Landscape Service (February)	Landscape	1,040.00
03/13/2015	Pinnacle	Monthly Landscape Service (January)	Landscape	1,040.00
05/08/2015	Pinnacle	Monthly Landscape Service (March)	Landscape	1,040.00
05/08/2015	Pinnacle	Irrigation Repairs in Planters Along PCH	Landscape	155.00
05/12/2015	Pinnacle	Monthly Maintenance Services (April)	Landscape	1,040.00
06/10/2015	Pinnacle	Monthly Maintenance Services (May)	Landscape	1,040.00
Total Pinnacle				14,390.00
Press Print				
06/10/2015	Press Print	Green Return Envelopes and #10 Window Envelopes	Mailings	186.25
Total Press Print				186.25
Whittaker & Company				
08/20/2014	Whittaker & Company	Postage for CDM BID assessment invoices	Mailings	175.20
Total Whittaker & Company				175.20
Willdan Financial Services				
07/08/2014	Willdan Financial Services	BID Administrative Support-Reimbursable Expenses	BID Administrator	396.58
07/08/2014	Willdan Financial Services	BID Administrative Support-Reimbursable Expenses	Annual Meeting	672.97
09/30/2014	Willdan Financial Services	BID Administrative Support-Reimbursable Expenses	BID Administrator	380.65
10/28/2014	Willdan Financial Services	BID Administrative Support-Reimbursable Expenses	BID Administrator	904.22
10/28/2014	Willdan Financial Services	BID Administrative Support-Reimbursable Expenses	BID Administrator	157.24
Total Willdan Financial Services				2,511.66
TOTAL				150,433.20