



**Willow Glen Business Association  
Board of Directors & General Membership Meeting  
July Meeting Canceled due to COVID-19**

**I – Information Only A – Action Required G – Good of the Order**

Item	Type	Person Responsible	Time line	Action
Meeting called to order	G	Linda Ruiz, President		
Approval of minutes	A	Approval of June Minutes		Meeting canceled due to COVID-19
Executive Committee Report	I	Executive Committee Update – Linda Ruiz		June 26 <sup>th</sup> , 2020 Email sent July 14 <sup>th</sup> , 2020
Treasurer's Report	A	Treasurer- Tim Mulcahy – June Financial Report		Email sent July 14th, 2020
Committees to provide an update to board and membership on their projects.	I	<b>Member Relations Committee</b> WGBA Staff		No new updates due to COVID-19
	I	<b>CBID Committee -- Nate Perez</b>		
	I	<b>Our Avenue Committee</b> Chair: Vince Falcone Committee Update		
	I	<b>Promotions &amp; Events Committee</b> Chair: Lynne Rovai Committee Update DOTA – New Event Spring Marketplace, TBD BBQ, 9/26		
OPEN FORUM/ PUBLIC COMMENT – 2 MIN. EACH	G	Moderated by Board President <b>Time Certain</b> Any person may address the Board on any subject not on the agenda. Since the subject is not on the agenda, the Brown Act (State Open Meeting Law) prohibits action by the Board. However, Board Members and Staff may briefly respond to statements or questions and/or provide referral to Staff. The Board may place the item on an agenda for a future meeting.		
Assoc Member Applications	A	None		
Meeting Adjournment	G	Linda Ruiz		

**The next WGBA Board meeting will be Tuesday, August 8<sup>th</sup> 2020 8:00 am  
WG Community Center, 2175 Lincoln Ave.**

*The mission of the WGBA is to make downtown Willow Glen a desirable destination to shop, eat and locate a business through maintenance and beautification projects and the promotion of a positive identity for the Willow Glen business community through advertising, public relations, sponsorships, events and festivals and the preservation of the historical and architectural character of downtown Willow Glen.*

Willow Glen Business Association

Executive Committee Meeting

June 26<sup>th</sup>, 2020

Attendees: Linda Ruiz, Frank Bejan, Bobbie Johnson, Tim Mulcahy, Staff - Kandy Stevens

Attendee not in attendance: Emilie Highley

President Linda Ruiz called the meeting to order at 10:10 a.m.

1. Promotions & Events Update – President Linda Ruiz reported “**Welcome Back to Willow Glen**” promotional materials; kiosk posters, banners, balloons and American flags will be installed along Lincoln Avenue to celebrate 4<sup>th</sup> of July weekend!
2. Al Fresco Dining Initiative - staff is working with San Jose City Councilmember Dev Davis’s office and Department of Transportation to create parklets along the avenue. Potential parklet locations; 20twenty Restaurant, Braise Restaurant to Bruni Art Gallery and Crepevine Restaurant to WG Main Street Burger.
3. Office Staff Updates – a) letters waiving annual membership dues for 2020 were sent out to Associate Members. b) staff currently working on updating business contact information on Constant Contact, website and general directory.
4. Avenue Artwork Projects – Staff is coordinating the installation of sculpture plaques with Lynn Rogers from the San Jose City of Cultural Affairs.

Executive Board meeting was adjourned at 10:50 a.m.

Respectively Submitted,

On behalf of Emilie Highley (WGBA Secretary)

Kandy Stevens

June 2020 Financial Report for the July Board Meeting  
Prepared by: Tim Mulcahy, Treasurer.

Balance Sheet Previous Year Comparison

Total cash on hand is up 32% over the previous year at \$196,344.41. Total Assets is up 23% as there was a \$9,000 in acct.rec for sponsors last year that we obviously don't have in 2020. Liabilities are up over \$11,000 due almost exclusively to accts. payable and our total equity is up over \$27,000. Lastly our accumulated net assets of \$108,432.03 is more than double over this period in 2019.

Profit and Loss Previous Year Comparison

Total Expenses were \$22,311.17 and that's right in line with the previous 2 months but is not comparable to June 2019 because we were ramping up for various promotions and events.

Profit and Loss YTD comparisons

This again shows our June monthly expenses in comparison to the 11 months completed for the current year. Revenues were \$427,400 on expenses of just over \$400,000 producing a profit to date to \$27,216.02

Profit and Loss by Class YTD and for the month doesn't warrant comment because our June expenses were limited to administering the day to day functions..

It looks as though our monthly expenses will continue to run around \$22,500 per month while the pandemic restrictions are in force. We have plenty of cash on hand and with upcoming CBID funds we should be in decent shape if we have to forgo our events for the 2020-21 year.

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**Willow Glen Business Association**  
**Balance Sheet Prev Year Comparison**  
As of June 30, 2020

	Jun 30, 20	Jun 30, 19	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
Checking/Savings				
US Bank Checking	187,530.94	143,612.79	43,918.15	30.58%
Wells Fargo Checking	8,813.47	5,191.86	3,621.61	69.76%
Total Checking/Savings	196,344.41	148,804.65	47,539.76	31.95%
Accounts Receivable				
Accounts Receivable	0.00	9,066.00	-9,066.00	-100.0%
Total Accounts Receivable	0.00	9,066.00	-9,066.00	-100.0%
Other Current Assets				
Pre-Paid Rent	250.00	0.00	250.00	100.0%
Service Deposits	500.00	500.00	0.00	0.0%
Total Other Current Assets	750.00	500.00	250.00	50.0%
Total Current Assets	197,094.41	158,370.65	38,723.76	24.45%
<b>Fixed Assets</b>				
Eqpmt, Furnit., and Computers	7,310.79	7,310.79	0.00	0.0%
Total Fixed Assets	7,310.79	7,310.79	0.00	0.0%
<b>TOTAL ASSETS</b>	<b>204,405.20</b>	<b>165,681.44</b>	<b>38,723.76</b>	<b>23.37%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Accounts Payable				
Accounts Payable	11,125.24	0.00	11,125.24	100.0%
Total Accounts Payable	11,125.24	0.00	11,125.24	100.0%
Other Current Liabilities				
ARTWORKS Project	13,437.88	13,037.88	400.00	3.07%
CBID Contingency Reserve	44,194.03	44,194.03	0.00	0.0%
Sales Tax Payable	0.00	17.50	-17.50	-100.0%
Total Other Current Liabilities	57,631.91	57,249.41	382.50	0.67%
Total Current Liabilities	68,757.15	57,249.41	11,507.74	20.1%
Total Liabilities	68,757.15	57,249.41	11,507.74	20.1%
<b>Equity</b>				
Accumulated Net Assets	108,432.03	48,592.38	59,839.65	123.15%
Assets moved to/from Accum NA	-143.56	-143.56	0.00	0.0%
Temporarily Restricted Assets	143.56	143.56	0.00	0.0%
Net Income	27,216.02	59,839.65	-32,623.63	-54.52%
Total Equity	135,648.05	108,432.03	27,216.02	25.1%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>204,405.20</b>	<b>165,681.44</b>	<b>38,723.76</b>	<b>23.37%</b>

**Willow Glen Business Association**  
**Profit & Loss Prev Year Comparison**  
**June 2020**

	Jun 20	Jun 19	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Event Revenue	0.00	-73.23	73.23	100.0%
Member Dues	-540.00	600.00	-1,140.00	-190.0%
Sponsorships	0.00	2,666.00	-2,666.00	-100.0%
<b>Total Income</b>	<b>-540.00</b>	<b>3,192.77</b>	<b>-3,732.77</b>	<b>-116.91%</b>
<b>Gross Profit</b>	<b>-540.00</b>	<b>3,192.77</b>	<b>-3,732.77</b>	<b>-116.91%</b>
<b>Expense</b>				
Advertising and P/R	0.00	750.00	-750.00	-100.0%
Bank Service Charges	0.00	5.82	-5.82	-100.0%
Contingency	0.00	12,477.24	-12,477.24	-100.0%
Contract Services	12,608.34	10,420.94	2,187.40	20.99%
Dues and Subscriptions	95.00	95.00	0.00	0.0%
Equipment Rental	631.07	595.35	35.72	6.0%
Insurance	685.47	602.67	82.80	13.74%
Meetings	63.97	74.20	-10.23	-13.79%
Personnel	6,456.12	6,456.42	-0.30	-0.01%
Printing and Reproduction	0.00	270.00	-270.00	-100.0%
Professional Fees	600.00	3,859.40	-3,259.40	-84.45%
Rent	250.00	250.00	0.00	0.0%
Retail Merchandise Expense	500.00	3,312.00	-2,812.00	-84.9%
Supplies	151.69	102.00	49.69	48.72%
Telephone and Internet	184.21	196.18	-11.97	-6.1%
Website	85.30	85.30	0.00	0.0%
<b>Total Expense</b>	<b>22,311.17</b>	<b>39,552.52</b>	<b>-17,241.35</b>	<b>-43.59%</b>
<b>Net Ordinary Income</b>	<b>-22,851.17</b>	<b>-36,359.75</b>	<b>13,508.58</b>	<b>37.15%</b>
<b>Net Income</b>	<b>-22,851.17</b>	<b>-36,359.75</b>	<b>13,508.58</b>	<b>37.15%</b>

**Willow Glen Business Association  
Profit & Loss YTD Comparison  
June 2020**

	Jun 20	Jul '19 - Jun 20
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
CBID	0.00	256,272.88
Event Revenue	0.00	45,378.28
Eventbrite Ticket Sales	0.00	109,844.30
Interest Income	0.00	0.75
Member Dues	-540.00	720.00
Sponsorships	0.00	15,184.00
<b>Total Income</b>	<b>-540.00</b>	<b>427,400.21</b>
<b>Gross Profit</b>	<b>-540.00</b>	<b>427,400.21</b>
<b>Expense</b>		
Advertising and P/R	0.00	4,136.18
Bank Service Charges	0.00	199.90
City Fees	0.00	5,000.00
Contract Services	12,608.34	169,346.16
County Fees	0.00	50.00
Dues and Subscriptions	95.00	1,390.00
Equipment Rental	631.07	40,748.67
Insurance	685.47	9,178.09
Meetings	63.97	631.74
Permits and Fees	0.00	10,342.00
Personnel	6,456.12	79,175.15
Postage and Delivery	0.00	321.80
Printing and Reproduction	0.00	2,020.74
Professional Fees	600.00	16,337.15
Rent	250.00	3,000.00
Retail Merchandise Expense	500.00	-3,164.00
Sales Tax Adjustment	0.00	-0.11
Software	0.00	99.99
Supplies	151.69	57,829.35
Telephone and Internet	184.21	2,338.42
Website	85.30	1,202.96
<b>Total Expense</b>	<b>22,311.17</b>	<b>400,184.19</b>
<b>Net Ordinary Income</b>	<b>-22,851.17</b>	<b>27,216.02</b>
<b>Net Income</b>	<b>-22,851.17</b>	<b>27,216.02</b>

Willow Glen Business Association  
Profit & Loss by Class

June 2020

	ADMIN (CBID)	DISI (CBID)	SOBOP (CBID)	Total CBID	Member Relations	Holidays Promotions & Events	Other Promotions & Events	Total Promotions & Events	WGBA Admin	TOTAL
<b>Ordinary Income/Expense</b>										
<b>Income</b>										
<b>Member Dues</b>	0.00	0.00	0.00	0.00	-540.00	0.00	0.00	0.00	0.00	-540.00
<b>Total Income</b>	0.00	0.00	0.00	0.00	-540.00	0.00	0.00	0.00	0.00	-540.00
<b>Gross Profit</b>	0.00	0.00	0.00	0.00	-540.00	0.00	0.00	0.00	0.00	-540.00
<b>Expense</b>										
<b>Contract Services</b>	525.00	573.13	11,125.24	12,223.37	0.00	0.00	384.97	384.97	0.00	12,608.34
<b>Dues/Subscriptions</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	95.00	95.00
<b>Equipment Rental</b>	631.07	0.00	0.00	631.07	0.00	0.00	0.00	0.00	0.00	631.07
<b>Insurance</b>	606.84	0.00	0.00	606.84	0.00	0.00	0.00	0.00	78.63	685.47
<b>Meetings</b>	0.00	63.97	0.00	63.97	0.00	0.00	0.00	0.00	0.00	63.97
<b>Personnel</b>	854.62	116.68	2,158.32	3,129.62	0.00	0.00	0.00	0.00	3,326.50	6,456.12
<b>Professional Fees</b>	600.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	0.00	600.00
<b>Rent</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	250.00
<b>Retail Merchandise</b>	0.00	0.00	0.00	0.00	0.00	500.00	0.00	500.00	0.00	500.00
<b>Supplies</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	151.69	151.69
<b>Telephone/Internet</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	184.21	184.21
<b>Website</b>	0.00	85.30	0.00	85.30	0.00	0.00	0.00	0.00	0.00	85.30
<b>Total Expense</b>	3,217.53	839.08	13,283.56	17,340.17	0.00	500.00	384.97	884.97	4,086.03	22,311.17
<b>Net Ordinary Income</b>	-3,217.53	-839.08	-13,283.56	-17,340.17	-540.00	-500.00	-384.97	-884.97	-4,086.03	-22,851.17
<b>Net Income</b>	-3,217.53	-839.08	-13,283.56	-17,340.17	-540.00	-500.00	-384.97	-884.97	-4,086.03	-22,851.17

**Willow Glen Business Association**  
**YTD Profit & Loss by Class**  
July 2019 through June 2020

	ADMIN (CBID)	C & R (CBID)	DISI (CBID)	SOBOP (CBID)	Total CBID	BBQ in the Glen Fundraising	BeerWalk Fundraising	Bubbly Walk Fundraising	Fall Wine Walk Fundraising	Spring Wine Walk Fundraising	Total Fundraising Events	Member Relations
<b>Ordinary Income/Expense</b>												
<b>Income</b>												
<b>CBID</b>	59,522.16	9,671.51	28,190.02	158,889.19	256,272.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Event Revenue</b>	0.00	0.00	0.00	0.00	0.00	40,697.28	0.00	1,420.00	665.00	35.00	42,817.28	0.00
<b>Eventbrite Ticket Sales</b>	0.00	0.00	0.00	0.00	0.00	6,125.00	0.00	27,116.80	27,738.50	0.00	60,980.30	0.00
<b>Interest Income</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Member Dues</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	720.00
<b>Sponsorships</b>	0.00	0.00	0.00	0.00	0.00	9,084.00	2,000.00	2,500.00	1,500.00	0.00	15,084.00	0.00
<b>Total Income</b>	59,522.16	9,671.51	28,190.02	158,889.19	256,272.88	55,906.28	2,000.00	31,036.80	29,903.50	35.00	118,881.58	720.00
<b>Gross Profit</b>	59,522.16	9,671.51	28,190.02	158,889.19	256,272.88	55,906.28	2,000.00	31,036.80	29,903.50	35.00	118,881.58	720.00
<b>Expense</b>												
<b>Advertising and P/R</b>	0.00	0.00	0.00	860.34	860.34	0.00	0.00	35.52	100.00	0.00	135.52	0.00
<b>Bank Service Charges</b>	0.00	0.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	0.00	8.00	0.00
<b>City Fees</b>	5,000.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Contract Services</b>	6,300.00	0.00	1,258.76	135,765.12	143,323.88	16,823.31	0.00	2,682.00	2,552.00	0.00	22,057.31	0.00
<b>County Fees</b>	0.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00	50.00	0.00
<b>Dues/Subscriptions</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Equipment Rental</b>	7,579.34	0.00	0.00	0.00	7,579.34	18,673.35	0.00	1,294.26	789.39	-81.60	20,675.40	0.00
<b>Insurance</b>	7,273.21	0.00	0.00	0.00	7,273.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Meetings</b>	0.00	0.00	136.88	9.65	146.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Permits and Fees</b>	244.00	0.00	0.00	0.00	244.00	6,455.00	0.00	1,647.00	339.00	1,647.00	10,088.00	0.00
<b>Personnel</b>	10,765.49	0.00	1,400.16	25,899.84	38,065.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Postage and Delivery</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Printing/Reproduction</b>	0.00	0.00	0.00	0.00	0.00	250.00	0.00	280.00	280.00	589.96	1,399.96	0.00
<b>Professional Fees</b>	12,837.15	0.00	0.00	0.00	12,837.15	0.00	0.00	800.00	200.00	550.00	1,550.00	0.00
<b>Rent</b>	2,500.00	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Retail Merchandise</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Sales Tax Adjustment</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Software</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Supplies</b>	27.29	0.00	0.00	0.00	27.29	23,189.40	0.00	16,909.57	12,389.31	57.50	52,545.78	149.29
<b>Telephone/Internet</b>	432.70	0.00	0.00	0.00	432.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Website</b>	0.00	0.00	1,202.96	0.00	1,202.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Expense</b>	52,959.18	0.00	3,998.76	162,534.95	219,492.89	65,449.06	0.00	23,648.35	16,649.70	2,762.86	108,509.97	149.29
<b>Net Ordinary Income</b>	6,562.98	9,671.51	24,191.26	-3,645.76	36,779.99	-9,542.78	2,000.00	7,388.45	13,253.80	-2,727.86	10,371.61	570.71
<b>Net Income</b>	6,562.98	9,671.51	24,191.26	-3,645.76	36,779.99	-9,542.78	2,000.00	7,388.45	13,253.80	-2,727.86	10,371.61	570.71



Willow Glen Business Association  
YTD Profit & Loss by Class  
July 2019 through June 2020

	Halloween Trick or Treat (Promotions & Events)	Holidays (Promotions & Events)	Spring Ladies Night Out (Promotions & Events)	Summer Ladies Night Out (Promotions & Events)	Other (Promotions & Events)	Total Promotions & Events	Strategic Marketing	WGBA Admin	TOTAL
<b>Ordinary Income/Expense</b>									
<b>Income</b>									
CBID	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	256,272.88
Event Revenue	0.00	2,561.00	0.00	0.00	0.00	2,561.00	0.00	0.00	45,378.28
Eventbrite Ticket Sales	0.00	48,864.00	0.00	0.00	0.00	48,864.00	0.00	0.00	109,844.30
Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.75	0.75
Member Dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	720.00
Sponsorships	0.00	100.00	0.00	0.00	0.00	100.00	0.00	0.00	15,184.00
<b>Total Income</b>	0.00	51,525.00	0.00	0.00	0.00	51,525.00	0.00	0.75	427,400.21
<b>Gross Profit</b>	0.00	51,525.00	0.00	0.00	0.00	51,525.00	0.00	0.75	427,400.21
<b>Expense</b>									
Advertising and P/R	0.00	0.00	160.48	0.00	1,479.84	1,640.32	1,500.00	0.00	4,136.18
Bank Service Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	191.90	199.90
City Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
Contract Services	1,980.00	1,600.00	0.00	0.00	384.97	3,964.97	0.00	0.00	169,346.16
County Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
Dues/Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,390.00	1,390.00
Equipment Rental	0.00	12,493.93	0.00	0.00	0.00	12,493.93	0.00	0.00	40,748.67
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,904.88	9,178.09
Meetings	0.00	0.00	0.00	0.00	131.08	131.08	0.00	354.13	631.74
Permits and Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	10,342.00
Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41,109.66	79,175.15
Postage and Delivery	0.00	0.00	0.00	0.00	0.00	0.00	0.00	321.80	321.80
Printing/Reproduction	0.00	0.00	0.00	0.00	294.97	294.97	325.81	0.00	2,020.74
Professional Fees	0.00	225.00	375.00	500.00	250.00	1,350.00	0.00	600.00	16,337.15
Rent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	3,000.00
Retail Merchandise	0.00	-3,164.00	0.00	0.00	0.00	-3,164.00	0.00	0.00	-3,164.00
Sales Tax Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-0.11	-0.11
Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	99.99	99.99
Supplies	1,732.95	1,005.69	249.09	193.92	564.21	3,745.86	0.00	1,361.13	57,829.35
Telephone/Internet	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,905.72	2,338.42
Website	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,202.96
<b>Total Expense</b>	3,712.95	12,160.62	784.57	693.92	3,105.07	20,457.13	1,825.81	49,749.10	400,184.19
<b>Net Ordinary Income</b>	-3,712.95	39,364.38	-784.57	-693.92	-3,105.07	31,067.87	-1,825.81	-49,748.35	27,216.02
<b>Net Income</b>	-3,712.95	39,364.38	-784.57	-693.92	-3,105.07	31,067.87	-1,825.81	-49,748.35	27,216.02

## **Kandy Stevens**

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**From:** Lynne Rovai <lcrovai@gmail.com>  
**Sent:** Monday, July 13, 2020 10:50 AM  
**To:** kandy@willowglen.org; Stephanie Whaley  
**Subject:** Promotions & Events Report

Hi All

This month we put up welcome back to Willow Glen posters and banners at Willow & Lincoln and one at Minnesota and Lincoln.

We also had balloons on the Kiosks for the 4th of July it looked great.

We are also moving forward with the Christmas Ornaments.

Hope to see everyone in person soon .  
Remember to support our local businesses

Lynne Rovai  
Promotions and Events

Sent from my iPhone

## OUR AVE REPORT

Things are looking good for the avenue and Universal!

Working on the planters boxes moving forward making progress.....more to come

The Kiosk are repaired yay!....

We are also looking for a building on the ave for a new mural.....

### Universal

Waiting on a specific time line from them regarding our lines items below

Mulch ....one time expense yearly of \$1,200 ...should be done once a year...

Mulch at Peet's coffee was recently added at NO COST...thank you Chris

Washing.....should have all done simultaneously to maximize budget

#1. ... Gum removal....recommends quarterly at \$1,000 per (8 hours per session)...

#2. ..Pressure washing.....\$653 per month...part of contract

#3....Combined Statue and bench.....\$1,520 per session/per service.....estimated 16hr.....2 man operation.....no direct high pressure

Thank you

VF