

Santa Paula Property Business Improvement District

Board of Directors Meeting

June 30, 2021, 2:00 – 3:30 PM

Santa Paula City Hall

Board of Directors: David Lippert (President), Greg Grimes (Treasurer), Jose Luis Melgar (Vice-President), Krys Bojanowski (Secretary), Jeff Mitchem (City Representative)

City Council Representative – Leslie Cornejo

Santa Paula Chamber Representative – John Marquez

Santa Paula City Representative: Jonathan Royas

1. Call to Order.
2. Public Comments – Limited to three minutes per person.
3. Review of Minutes from 6/30/2021 Board Meeting
4. Financials
5. City Update
 - PBID Review and Renewal
 - Assessment Update
 - RRM update
 - Garden Street Fountain update
6. Chamber update
 - Business Grant Outreach
 - Vaccination Outreach
 - Events
 - Cruise Night
 - Open Market
 - Hot Summer Nights Festival
7. Projects-Update
 - Video Project
 - Power Washing
 - Tree Lights
 - Banners
 - Holidays
8. Date for next meeting- August 25 @ 2:00pm (Location: Santa Paula Train Depot)
9. Adjourn

Santa Paula Property Business Improvement District

Minutes from June 30, 2021, 2:00 – 3:00 PM PST
Santa Paula Train Depot

In Attendance: David Lippert, Krys Bojanowski, Greg Grimes, Jeff Mitchem, Jonathan Royas, Leslie Cornejo, John Marquez

Absent: Jose Luis Melgar

1. **Meeting Call to Order:** Meeting was called to order at 2:06PM PST.

2. **Public Comments:** No public comments were brought before the board.

3. **Minutes:** Minutes from 5/19/2021. One change on Item 3. The word “od” should have been “of” on the motion to approve the date change. Dave motioned to approve with the change. Krys seconded. Motion carried.

4. **Financials:** Current Balance as of 5/19/2021 is \$48,875.00. A deposit of \$1125.00 was paid to channel island Pressure Washing. Payments will be issued for the city of Santa Paula for lighting (\$2,011.35) and Paint for downtown sign poles and curbs (485.93). Jeff motioned to receive and file. Dave seconded.

5. **Annual Meeting:** Meeting to schedule in late January. John to check bylaws to make sure group abides by bylaws in reference to annual meetings.

6. City Update:

Assessments –Jonathan will bring back an update at the December meeting.

Insurance: Jonathan recommended to proceed with Alliant Insurance for \$3,213.96. Dave motioned to move forward with binding the policy. Jeff seconded. Motion carried.

RRM- Jeff provided an update that there will be a delay of 30-60 days for RRM to bring back something to the group. Krys asked about the fountain update. Jeff received two bids. The city will take ownership to do the initial work. The idea is to make it a planter temporarily.

Jonathan discussed ARP funds of \$7.2 M are coming to the city in two phases. Funding can be used in special districts such as the PBID. The PBID could request funds from council for future projects.

7. Chamber Update:

The Ventura County Business Grant Outreach will begin in July. Businesses that received grants in rounds one and two are eligible for a round three grant of \$5,000. The county will contact each recipient through email to provide updated information. Round four grants will start the last week of July. Businesses that did not receive a grant in the first two rounds are eligible for a \$10,000 grant. The chamber will be working in the PBID district to make sure the businesses are aware of the grants.

Vaccination Outreach: Vista Real Charter High School will be having a second vaccination site on July 17 from 10:00-1:00pm. Downtown businesses have been given information on the date.

Events: The Citrus Music Festival is July 16 and 17. Stage will be set up at Davis and Main. Over 100 vendors will be downtown. Currently working with the city and county to finalize details.

The Next Open Market will be on August 14th.

Hot Summer Nights Music and Artisan Fair will be on August 28. More Details to follow.

7. **Projects:** Sidewalk Power Washing will be completed by July 1st. The final payment will be issued once the project has been completed. Currently working with the city to discuss the next round of power washing.

Tree Lights: Tree lights are almost complete. Amount for the lights is \$2,011.35. Under the approved \$4,000 amount allocated by the board. Any additional lighting will be discussed at a future board meeting.

Next Project: Future projects will be discussed after RRM report.

9.: **Next meeting date:** July 2021, at 2:00pm in person. Location TBD.

10. **Meeting adjourned:** David adjourned the meeting at 3:09 PST.

Respectfully submitted,
John Marquez

Management Report

Santa Paula Chamber of Commerce-SPPBID

For the period ended June 30, 2021

Prepared on

July 25, 2021

Table of Contents

Statement of Activity3

Statement of Financial Position4

Statement of Activity

January - June, 2021

	Total
REVENUE	
Services	50,000.00
Total Revenue	50,000.00
GROSS PROFIT	50,000.00
EXPENDITURES	
Repairs & Maintenance	1,125.00
Total Expenditures	1,125.00
NET OPERATING REVENUE	48,875.00
NET REVENUE	\$48,875.00

Statement of Financial Position

As of June 30, 2021

	Total
ASSETS	
Current Assets	
Bank Accounts	
SPPBID Account	48,925.00
Total Bank Accounts	48,925.00
Total Current Assets	48,925.00
TOTAL ASSETS	\$48,925.00
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Balance Equity	50.00
Retained Earnings	
Net Revenue	48,875.00
Total Equity	48,925.00
TOTAL LIABILITIES AND EQUITY	\$48,925.00

Expenditures by Vendor Summary

January - December 2021

	Total
Eddie Yniguez	1,125.00
TOTAL	\$1,125.00

Downtown Santa Paula

OPEN MARKET



11am-4pm
Between
8th & Davis



Saturday, August 14th, 2021

LIVE
MUSIC

ARTISAN
VENDORS

HOT
SUM
Nights
WEER

DOWNTOWN SANTA PAULA

AUG 28
FREE ENTRY

