

Harbor District, Inc.
Meeting of the Board of Directors
May 22, 2019

AGENDA

1. Call To Order (Gamboa)
2. Approval of Minutes from March 5
3. Committee Reports
 - a. Governance (Gamboa)
 - i. Nominations for Board of Directors for June Election
Jose Perez
Dave Misky
Anne Summers
Gary Ballesteros
 - ii. Nomination of Slate of Officers for June Election
President: Carolyn Esswein
Vice President: Marvin Bynum
Secretary: Anne Summers
Treasurer: Rosamaria Martinez
 - b. Executive Committee
 - i. Financial Reports (Hoelter)
 - ii. Draft Budget for 2019-20 Fiscal Year (Fowler)
 - iii. Streetcar (Fowler)
 - c. Ad Hoc Habitat Hotel Committee (Bynum)
4. Staff Report
 - a. Hiring (Fowler)
 - b. Harbor View Plaza Construction and Grand Opening (Adams)
 - c. Riverwalk Design Kick-off (Adams)
 - d. Summer Activities and Events (Sherman)
5. Retreat
6. Adjourn

Harbor District, Inc.
Meeting of the Board of Directors
March 5, 2019

Board Members Present

Ivan Gamboa	David Misky	Dan Druml (phone)
Judy Rauh (phone)	Eric Dick	Rosamaria Martinez
JoAnne Anton (phone, late)	Marvin Bynum	Ed Eberle
David Lee	Kathryn Berger (late)	Jose Perez (late)
Marvin Bynum (late)	Carolyn Esswein	Patricia Hoben (late)
David Stegeman	Gary Ballesteros	Paulina DeHaan (phone)

Staff & Other Guests Present

Lilith Fowler, HDI	Tony Giron, HDI	Stephanie Sherman, HDI
Dan Adams, HDI		

Agenda

1. Meeting called to order by Ivan Gamboa at 9:03 am.
2. Minutes of the Previous Meetings

Ivan said we should have had more people abstaining from votes. If you have direct conflict of interest please try to be aware of whether you should vote or not. Dave Lee said we should do a better job of recording. We could have the recommended motion typed out on agenda.

Motion to approve December and January meeting minutes by Dave Misky and seconded by Kathryn Berger.

3. Treasurer's Report (Fowler)

Lilith presented dashboard. We have surpassed our budget in foundation revenue. Brico will be giving \$100,000 for operating expenses. Komatsu will make a \$50,000 donation to Harbor View Plaza, which completes the fundraising for that project. Ivan thanked everyone for helping with plaza fundraising.

Motion to accept financial dashboard by Patricia Hoben and seconded by Rosamaria Martinez. Unanimous approval.

4. Executive Committee (Gamboa)

We are at a crossroad with Habitat Hotels. Can it be something bigger? Can we get a patent and sell more of these? There was a grant with marketability study. We have a provisional patent expiring this year. Should we spend the money to go for actual patent? Is there a business or other opportunities related to this? Exec Committee recommends that we spend the \$10,000 for patent. Ownership would be split 50/50 with University.

Eric asked what is novel about Habitat Hotels that make it patentable. Patricia said we should license the rights and ensure that we get a return of at least \$10,000. Dave Lee asked what is market potential. Market research has determined that there is demand. Eric said we have to protect the patent or else we would lose the patent.

Judy asked about bandwidth of existing staff to market Habitat Hotels. We would need to figure out how to contract the manufacturing and marketing. We continue producing ones for local market with Bradley Tech. Someone else could patent this technology and we may have to pay them royalties. Eric said no one else could patent this idea because it is out in the public domain. Marvin said it is worth preserving our rights and this is one of those projects that carries our mission forward. We can always sell our patent and get our \$10,000 back.

Ivan said we can discover a social enterprise angle by marketing Habitat Hotels. David Stegeman said we need a plan to monetize the patent. Ivan said an ad hoc board committee would move us forward with this patent and would help us with advice.

Motion to authorise an ad hoc committee to move forward on Habitat Hotels patent and identify any issues that may arise and put together a basic business plan moved by Rosamaria Martinez and seconded by Marvin Bynum. Unanimous approval.

Ad Hoc Committee membership: Ed Eberle, Marvin Bynum, David Stegeman, Eric Dick, Patricia Hoben, Dan Druml

5. Governance Committee (Berger)

We will host an annual retreat on May 22nd from 9 - Noon at Marvin's office. Submit your ideas about what topics you would like to discuss at the May retreat.

Candidates for board of directors. We will have an election soon. 5 members will be expiring this year. Those member should wait for a call from Lilith, Ivan, or Kathryn to ask about their interest in continuing as a board member. Board should weigh in on decision to include Komatsu on board.

We are now electing officers for one year terms every year at our June meeting. We are in need of a new president due to term limit expiring for current president. Please let Lilith, Ivan, or Kathryn know if you are interested in moving into leadership.

6. Staff Reports and Action Items

*Dan Adams gave an update on Riverwalk Planning
Lilith Fowler presented on Opportunity Zones
Tony Giron talked about the Harbor View Plaza Grand Opening*

7. Other Updates

David Stegeman gave an update on the Michels Project. Have been pouring the footings and foundations of buildings. FEMA needs to approve footings of certain buildings. Final phases of designing apartment building. There will be a riverwalk. DPW is delegating street scaping to Michels. First phase of public square / underground parking (podium) will be completed by June of 2020. Event in August.

Jose Perez said there is a development gap between here and basilica. He is working with Sam Leichtling (DCD) to encourage more investment and increase safety.

8. Upcoming meetings and events

Board Retreat May 22, 9 am - Noon
Harbor View Plaza Grand Opening - Two Opportunities!
Tuesday, June 18 11:00 am
Sunday, June 23 Noon - 4 pm

Motion to adjourn by Ed Eberle and seconded by Eric Dick. Meeting adjourned at 10:30 am.

Harbor District, Inc.
Statement of Activity
April 2019

	April	March	July - Apr	Annual Op Budget
Revenue				
4065 Foundation Contributions	27,445	119,469	206,414	154,496
4070 Government Contributions	0	0	13,152	63,510
4073 Corporate Contributions	0	60,000	142,518	89,000
4075 Individual Contributions	2,500	0	6,793	3,000
4075 Sponsorships	7,500	1,000		
4080 Earned Income	50	50	27,543	21,500
4082 In-Kind Contributions	1,675	1,675	16,750	20,100
4090 Miscellaneous Income	0	0	84	0
Total Revenue	\$ 39,170	\$ 182,194	\$ 413,253	\$ 351,606
Carryover Revenue FY 17-18				\$ 191,494
Total Revenue + Carryover				\$ 543,100
Expenditures				
7100 Project Expense				
7200 Salaries & related expenses	18,590	18,374	216,665	271,490
7250 Payroll taxes	1,462	1,526	17,620	19,111
7540 Consultant & Professional Fees				
7520 Accounting fees	729	79	9,667	9,000
7530 Legal Fees	0	0	0	10,000
7542 Architecture and Engineering Fees	0	0	9,141	104,345
7544 Art, Photography, Graphic Design Fees	0	0	270	10,000
7548 Other Professional/Consultants Fees	3,300	0	10,950	29,350
Total 7540 Consultant & Professional Fees	\$ 4,029	\$ 79	\$ 30,028	162,695
7550 Marketing & Advertising	0	0	1,257	4,060
7560 Signage	0	0	285	2,552
8110 Supplies Expense	1,250	1,353	6,755	13,331
8130 Telephone & Internet	148	140	1,738	2,000
8135 Meals and Entertainment	1,038		5,383	4,400
8140 Postage, shipping, delivery	53	0	609	950
8170 Printing & copying	30	0	2,098	4,600
8175 Software	0	0	779	1,000
8180 Books, subscriptions, reference	24	22	376	500
8190 Dues & Contributions	0	0	450	800
8195 Licenses and Permits	0	0	132	336
8210 Rent, parking, other occupancy	1,675	1,675	17,703	20,100
8260 Furniture Fixtures & Equipment	0	398	1,188	3,017
8270 Equipment Rental	1,363	0	9,956	8,345
8280 Boat, Bus, and Venue Rentals		1,180	5,620	9,100
8310 Travel expenses	0	0	0	2,800
8320 Conferences and Training	0	0	170	6,000
8340 BID Reimbursable Expenses	234	209	443	
8500 Misc expenses	0	0	247	1,500
8520 Insurance - non-employee	0	0	3,931	1,800
9000 Workers Compensation	0	0	467	900
Total Expenditures	\$ 29,896	\$ 24,955	\$ 323,901	\$ 541,387
Net Revenue	\$ 9,274	\$ 157,239	\$ 89,352	\$ 110,399

Harbor District, Inc.
Balance Sheet
As of April 30, 2019

	<u>As of April 30, 2019</u>	<u>As of Mar 31, 2019</u>
ASSETS		
Current Assets		
1010 Cash in bank - operating	654,215	869,954
1110 Accounts receivable	7,507	32,057
1451 Refundable Deposit	9,351	9,351
Total Current Assets	\$ 671,073	\$ 911,361
Fixed Assets		
1620 Leasehold Improvements	776,871	527,357
1640 Furniture, fixtures, & equip	3,894	3,894
1745 Accum deprec- furn,fix,equip	(1,026)	(1,026)
Total Fixed Assets	\$ 779,739	\$ 530,225
TOTAL ASSETS	\$ 1,450,812	\$ 1,441,586
LIABILITIES AND NET ASSETS		
Liabilities		
Current Liabilities		
2110 Accounts Payable	-	-
2180 Accrued Vacation	4,733	4,733
Total Liabilities	\$ 4,733	\$ 4,733
Net Assets		
3000 Unrestricted Net Assets		
3020 Unrestricted Operating Assets	164,799	190,051
3040 Unrestricted Fixed Assets	776,870	527,356
Total 3000 Unrestricted Net Assets	\$ 941,669	\$ 717,408
3100 Temporarily Restricted Net Assets	504,410	719,446
Total Net Assets	\$ 1,446,079	\$ 1,436,854
TOTAL LIABILITIES AND NET ASSETS	\$ 1,450,812	\$ 1,441,586