



**DOWNTOWN
LONG BEACH
ALLIANCE**

**FINANCE
COMMITTEE**

Debra Fixen, Treasurer

Bob Kelton

Jake Mooney

Cuong Phan

Hilda Sanchez

FINANCE COMMITTEE MEETING MINUTES

Friday, March 29, 2019

10 a.m.

Downtown Long Beach Alliance Conference Room
100 W Broadway, Suite 120, Long Beach, CA 90802

Voting Present: Bob Kelton, Hilda Sanchez, Jake Mooney, Debra Fixen

Voting Absent: Cuong Phan

DLBA Staff: Kraig Kojian, Cherisse Evans, Kevin Dickson, Roseann Turner

- I. **CALL TO ORDER – Debra Fixen, Treasurer**
Meeting called to order 10:06 am.
- II. **ACTION: Approve [Minutes](#) from January 25, 2019 meeting**
1st: Sanchez. 2nd: Mooney. None opposed, no abstentions. Motion carries.
- III. **ACCOUNTANTS REPORT: Kevin Dickson - Dickson & Vanzant, LLP 20 Mins**
 - a. **[Year to Date Financial Report through February 28, 2019 \(DRAFT\)](#)**
 - Broc Coward, DLBA COO, is currently itemizing Contract Services and will look to determine the cause of revenues being under projections.
 - Assessment dollars are not used to fund any of the Economic Development grant programs. All funds will come from sponsorships.
 - Follow up on missing check for Parking Meter Revenue (Aug-Sept 2018). The city is using a new payment system. We are expecting to receive the payment in April.
 - Waiting to receive payment for sponsorships from Council District 1 and Council District 2. Expecting to receive payment in April.
 - b. **[Cash Flow Report](#)**
 - Large outflow in January due to Block By Block invoice payment. We are expecting another large payment to Block by Block in March.
- IV. **STAFF REPORT: Kraig Kojian – DLBA President & CEO**
 - Kojian has reviewed the most recent ETC reports (Estimated to Close). He is looking for each department to identify when specific expenses will occur so we can accurately project our monthly expenses rather than flat line those throughout the year.
- V. **OLD BUSINESS**
- VI. **NEW BUSINESS**
- VII. **PUBLIC COMMENTS**
- VIII. **ADJOURNMENT**
Meeting adjourned at 10:19 am.

NEXT SCHEDULED FINANCE COMMITTEE MEETING:

Friday, May 31, 2019

10 AM

Downtown Long Beach Alliance Conference Room
100 West Broadway, Suite 120, Long Beach, CA 90802

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