

**REGULAR MEETING OF THE
FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT
AND REVITALIZATION DISTRICT**

**Tuesday, January 5, 2016 – 10:00 AM
Staff Conference Room – Second Floor
Flagstaff City Hall – 211 West Aspen, Flagstaff, Arizona**

A G E N D A

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the FDBIRD Board of Directors and to the general public that, at this meeting, the Board may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the District's attorney on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

1. Call to Order
2. Roll Call
3. Approval of Minutes of the Board meeting of October 6, 2015.
4. Approval of Financial Statements:
 - A. May 2015
 - B. June 2015
 - C. July 2015
 - D. August 2015
 - E. September 2015
 - F. October 2015
 - G. November 2015
5. Flagstaff Downtown Business Alliance (FDBA) Director's Presentation of Overview of Written Annual Report, required by Section 1.2 of Scope of Work of Contract between District and the FDBA.
6. Consideration of Year 2 Work Plan for FDBA, required by the Contract between the District and the FDBA.
7. Discussion and Consideration of Authorization for Annual Payment to the FDBA for the Management Contract, Year 2.
8. Consideration of Public Infrastructure Improvement Project and Possible Action by the Board.
9. Monthly Update by FDBA Executive Director Terry Madeksza.
10. Update on Tax Receipts from November 2015.

11. PUBLIC PARTICIATION

Public Participation enables the public to address the Board about an item that is not on the agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed.

12. Report of Board of Directors.

13. Adjournment

CERTIFICATE OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on _____, at _____ a.m./p.m. in accordance with the statement filed by the Board with the District Clerk.

Dated this _____ day of _____, 2015.

Elizabeth A. Burke, MMC, District Clerk

**REGULAR MEETING OF THE
FLAGSTAFF DOWNTOWN BUSINESS IMPROVEMENT
AND REVITALIZATION DISTRICT**

**Tuesday, October 6, 2015 – 10:00 AM
Staff Conference Room – Second Floor
Flagstaff City Hall – 211 West Aspen, Flagstaff, Arizona**

MINUTES

NOTICE OF OPTION TO RECESS INTO EXECUTIVE SESSION

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the FDBIRD Board of Directors and to the general public that, at this meeting, the Board may vote to go into executive session, which will not be open to the public, for legal advice and discussion with the District's attorney on any item listed on the following agenda, pursuant to A.R.S. §38-431.03(A)(3).

1. Call to Order

Chairman Stilley called the meeting to order at 10:06 a.m.

2. Roll Call

PRESENT:

Chairman David Stilley
Vice Chairman Karen Kinne-Herman
Member John VanLandingham

ABSENT:

Member Antoinette Beiser
Member Tim Kinney

Others present: District Attorney Dana Kjellgren; District Treasurer Brandi Suda; District Clerk Elizabeth Burke; FDBA Executive Director Terry Madeksza.

3. Approval of Minutes of the Board meeting of August 4, 2015.

Member Kinne-Herman moved to approve the minutes of August 4, 2015; seconded; passed unanimously.

4. Discussion and selection of a new Board Vice Chairman.

Member VanLandingham moved to appoint Member Karen Kinne-Herman as Vice Chairman; seconded; passed unanimously.

5. Consideration of Public Infrastructure Improvement Project and Possible Action by the Board.

Ms. Madeksza reported that since the last meeting a *Call for Artists* was published and they received three responses. They are working with five existing locations for installation. They have touched base with City staff regarding the installations and are in the process of trying to figure out a design that fits within the sidewalk because the

space is tight. They want to find a design that serves both as public art and a bike rack, but is easily identified as a bike rack so it is used. She said that they are working with all three submitters.

Member VanLandingham asked if it would be one design or multiple, and if they could select all three artists. Ms. Madeksza said that both of those issues are being considered. They are working with the artists to see if they are able to work within the parameters identified.

Chairman Stilley asked if this progress satisfied the City's requirement. Ms. Kjellgren said that the project is underway. She was not sure how they would apply the definition of satisfying the deliverable.

There was unanimous consent from members of the Board to waive going into Executive Session for legal advice. Ms. Kjellgren said that she thinks that the City could argue that technically they have not met the deliverable; however, in working with the City she believed that they would be concerned if the City had given money to an entity that is not performing. She thinks they can demonstrate that they are performing in good faith. She said that they will need to work through the space issue before contracts can be awarded.

Member VanLandingham said that the Board did a written and verbal update to the Council in February of this year. Chairman Stilley said that it would be a good idea to do another update next February.

Vice Chairman Kinne-Herman said that they had discussed engaging the neighborhoods and asked if there had been any conversations with them. Ms. Madeksza said that they have not to this point because the timeframe had been reduced.

Vice Chairman Kinne-Herman said that it had previously been suggested that a draft contract that they would be using with an artist be provided to the City, and asked if that had been done. Ms. Madeksza said that she could provide a written report with backup documentation if that would be helpful. It would show the *Call for Artists* and their responses. It would show they are working through the process. She said that the City Attorney's Office has not seen the contract, but the City staff has. It is a basic two-page Agreement for Services template.

Ms. Madeksza said that her hope was to have the design and artist(s) selected within the next two weeks. Fabrication and installation would be dependent upon the weather.

Member VanLandingham asked if there would be any problem in hitting the June 2016 deadline. Ms. Kjellgren said that the contracts would be between the DBA and the artist(s) because they have delegated authority to the DBA to carry out this project.

Ms. Kjellgren said that the only reason they included “possible action” on the agenda was in case any type of action would be needed.

6. PUBLIC PARTICIPATION

Public Participation enables the public to address the Board about an item that is not on the agenda. Comments relating to items that are on the agenda will be taken at the time that the item is discussed.

None

7. Report of Board of Directors.

Ms. Madeksza gave a monthly report, focusing on four pieces of information:

1) **Parking** – Continues to be a top priority for the organization and where she is spending a lot of time. She is working hand-in-hand with the City and they were successful in slowing the process down when it went before Council, so they can put together a new, more thoughtful, comprehensive plan. They are holding stakeholder meetings in mid October and will provide a presentation for information and feedback to the DBA Board during the third week of October. They will take input/feedback, apply that to the plan and go back to the DBA Board in November, with a presentation before Council in December.

She said that they are beginning to move forward and would ask the Board members to be prepared to participate in the support process once it gets before Council, either in person or through written means. She said that they need to show that the businesses in downtown are in support of the plan.

2) **Formation of the Clean Team** – They are working now to have a team in place this fall. She is working with the County to pull employees through one of their career programs and then they hope to expand the program next year as they get resources from the City.

3) **Advocacy** – This is another positive story. If they look at positioning of their organizations within just the past few months--a meeting with the President of NAU, City Manager attending the last DBA Board Meeting, and the County Manager Cynthia Seelhammer becoming a member of the DBA Board, the DBA is a voice of influence.

4) **Holidays** – Ms. Madeksza gave a PowerPoint presentation on possible activities being planned downtown for the holidays which addressed:

DOWNTOWN FOR THE HOLIDAYS

- 1) Brand
- 2) Decorations
- 3) Events Calendar

Vice Chairman Kinne-Herman said that one of the things with the Acker Night in Prescott is it is a fundraiser and she asked if this would be one as well. Ms. Madeksza said that it

would be a fundraiser for Sunnyside Radio Station, who is well organized and has great community support.

Discussion was held on having a luminaries event downtown this year if possible. Ms. Madeksza said that she needs help with these activities. Discussion was held on the possibility of providing the bags and sand and having the businesses put them out. It was noted that they would be lit with battery-operated lights.

Discussion was held on the crafting activities downtown and the benefit of having families go into the different stores.

Discussion was held on the proposed Pub Crawl. It was suggested that they come up with a name that does not infer alcohol is involved. Ms. Kjellgren asked if they had looked into the issue of discounts on alcohol. Ms. Madeksza said that it would be similar to happy hour pricing.

Discussion was also held on downtown lighting. Vice Chairman Kinne-Herman said that she had received a proposal from a company for lights, and she agreed to forward that to Ms. Madeksza and the other board members. Both building and tree lighting was discussed and Member VanLandingham voiced some concern with lighting trees. It was suggested that they need to decide on something cohesive and attainable and it was probably a DBA-level discussion. It was noted that they need to share a plan and work with the businesses.

Member VanLandingham said that they also need to be sensitive to the Dark Skies issue with the lighting. It was suggested that they outreach with the observatories and see if there are particular times that would work best for them.

They then viewed pictures of Country Club Plaza in Kansas City.

8. Adjournment

The Regular Meeting of the Flagstaff Downtown Business Improvement and Revitalization District Board of Directors held October 6, 2015, adjourned at 11:02 a.m.

David Stilley, Chairman

ATTEST:

Elizabeth A. Burke, District Clerk

Johanna Klomann, CPA, PLLC

ITEM 4-A

419 W Aspen Ave, Flagstaff, AZ 86001

Phone: (928) 774-8995

Fax (866) 706-1017

johannak.klomanncpa@gmail.com

Flagstaff Downtown Business Improvement
Flagstaff, AZ

Dear Board of Directors:

ACCOUNTANTS COMPILATION REPORT

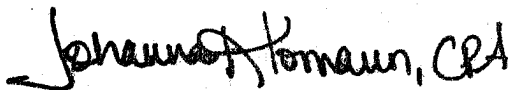
I have compiled the accompanying balance sheet for Flagstaff Downtown Business Improvement (a not for profit organization) as of May 31, 2015, the related budget to actual income statement on the accrual basis of accounting, and the related general ledger in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with U.S. generally accepted accounting principles.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with U.S. generally accepted accounting principles and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

My responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared in accordance with U.S. generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the organization's assets, liabilities, net assets, revenue, and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

I am not independent with respect to Flagstaff Downtown Business Improvement as of and for the month ended May 31, 2015, because I performed certain accounting services that impaired my independence.



Johanna Klomann, CPA
July 2, 2015

1:00 PM
07/02/15
Accrual Basis

FDBIRD
Balance Sheet
As of May 31, 2015

	<u>May 31, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
BBVA Checking	52,089.15
BBVA Money Mkt	39,653.87
Total Checking/Savings	<u>91,743.02</u>
Total Current Assets	<u>91,743.02</u>
TOTAL ASSETS	<u>91,743.02</u>
LIABILITIES & EQUITY	
Equity	
Net Income	91,743.02
Total Equity	<u>91,743.02</u>
TOTAL LIABILITIES & EQUITY	<u>91,743.02</u>

1:00 PM

07/02/15

Accrual Basis

FDBIRD
Budget to Actual Income Statement
 July 2014 through May 2015

	Jul '14 - May 15	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
BID Prop. Tax Assess. May	0.00	63,749.00	-63,749.00
BID Prop. Tax Assess. Nov.	105,644.50	63,749.00	41,895.50
Carry Forwards	0.00	0.00	0.00
City of Flagstaff	12,373.00	11,870.00	503.00
Coconino County	29,803.00	29,132.00	671.00
Interest Earned	765.87		
Other Contributions			
City of Flagstaff IGA	127,000.00	127,000.00	0.00
One Time Infrastructure Project	0.00	0.00	0.00
Total Other Contributions	127,000.00	127,000.00	0.00
Total Income	275,586.37	295,500.00	-19,913.63
Expense			
Accounting (Audit & Tax)	0.00	9,000.00	-9,000.00
Bookkeeping	701.51	1,800.00	-1,098.49
Legal Fees	21,083.20	18,700.00	2,383.20
Management Expenses	162,058.64	218,900.00	-56,841.36
Website	0.00	9,300.00	-9,300.00
Total Expense	183,843.35	257,700.00	-73,856.65
Net Ordinary Income	91,743.02	37,800.00	53,943.02
Net Income	91,743.02	37,800.00	53,943.02

8:35 PM

07/12/15

Accrual Basis

FDBIRD
General Ledger
As of May 31, 2015

Type	Date	Num	Name	Memo	Split	Amount	Balance
BBVA Checking							29,264.99
Check	05/06/2015	1020	Kjellgren & Speed		Legal Fees	-281.75	28,983.24
Check	05/12/2015	1019	Johanna Klomann CPA		Bookkeeping	-12.63	28,970.61
Check	05/13/2015	1021	Elizabeth Burke		Management E...	-300.00	28,670.61
Deposit	05/15/2015			Deposit	BID Prop. Tax ...	24,188.54	52,859.15
Check	05/28/2015	1022	Kjellgren & Speed		Legal Fees	-770.00	52,089.15
Total BBVA Checking						22,824.16	52,089.15
BBVA Money Mkt							39,621.30
Deposit	05/01/2015			Interest	Interest Earned	32.57	39,653.87
Total BBVA Money Mkt						32.57	39,653.87
Furniture and Equipment							0.00
Total Furniture and Equipment							0.00
Marketable Securities							0.00
Total Marketable Securities							0.00
Other Assets							0.00
Total Other Assets							0.00
Security Deposits Asset							0.00
Total Security Deposits Asset							0.00
Payroll Liabilities							0.00
Total Payroll Liabilities							0.00
Other Liabilities							0.00
Total Other Liabilities							0.00
Opening Balance Equity							0.00
Total Opening Balance Equity							0.00
Perm. Restricted Net Assets							0.00
Total Perm. Restricted Net Assets							0.00
Temp. Restricted Net Assets							0.00
Total Temp. Restricted Net Assets							0.00
Unrestricted Net Assets							0.00
Total Unrestricted Net Assets							0.00
BID Prop. Tax Assess. May							0.00
Total BID Prop. Tax Assess. May							0.00
BID Prop. Tax Assess. Nov.							-81,455.96
Deposit	05/15/2015			For month end...	BBVA Checking	-24,188.54	-105,644.50
Total BID Prop. Tax Assess. Nov.						-24,188.54	-105,644.50
Carry Forwards							0.00
Total Carry Forwards							0.00
City of Flagstaff							-12,373.00
Total City of Flagstaff							-12,373.00
Coconino County							-29,803.00
Total Coconino County							-29,803.00
Events							0.00
Total Events							0.00
Grants							0.00
Total Grants							0.00
Interest Earned							-733.30
Deposit	05/01/2015			Interest	BBVA Money Mkt	-32.57	-765.87
Total Interest Earned						-32.57	-765.87
Other Contributions							-127,000.00
City of Flagstaff IGA							-127,000.00
Total City of Flagstaff IGA							-127,000.00
One Time Infrastructure Project							0.00
Total One Time Infrastructure Project							0.00
Other Contributions - Other							0.00

8:35 PM

07/12/15

Accrual Basis

FDBIRD
General Ledger
As of May 31, 2015

Type	Date	Num	Name	Memo	Split	Amount	Balance
Total Other Contributions - Other							0.00
Total Other Contributions							-127,000.00
Sponsorships							0.00
Total Sponsorships							0.00
Accounting (Audit & Tax)							0.00
Total Accounting (Audit & Tax)							0.00
Bookkeeping							688.88
Check	05/12/2015	1019	Johanna Klomann CPA		BBVA Checking	12.63	701.51
Total Bookkeeping						12.63	701.51
Legal Fees							20,031.45
Check	05/06/2015	1020	Kjellgren & Speed		BBVA Checking	281.75	20,313.20
Check	05/28/2015	1022	Kjellgren & Speed		BBVA Checking	770.00	21,083.20
Total Legal Fees						1,051.75	21,083.20
Management Expenses							161,758.64
Check	05/13/2015	1021	Elizabeth Burke	District Clerk	BBVA Checking	300.00	162,058.64
Total Management Expenses						300.00	162,058.64
Payroll Expenses							0.00
Total Payroll Expenses							0.00
Website							0.00
Total Website							0.00
Ask My Accountant							0.00
Total Ask My Accountant							0.00
No acct							0.00
Total no acct							0.00
TOTAL						0.00	0.00

Johanna Klomann, CPA, PLLC

419 W Aspen Ave, Flagstaff, AZ 86001

Phone: (928) 774-8995Fax (866) 706-1017johannak.klomanncpa@gmail.com

Flagstaff Downtown Business Improvement
Flagstaff, AZ

Dear Board of Directors:

ACCOUNTANTS COMPILATION REPORT

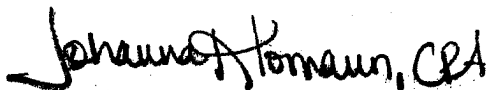
I have compiled the accompanying balance sheet for Flagstaff Downtown Business Improvement (a not for profit organization) as of June 30, 2015, the related budget to actual income statement on the accrual basis of accounting, and the related general ledger in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with U.S. generally accepted accounting principles.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with U.S. generally accepted accounting principles and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

My responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared in accordance with U.S. generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the organization's assets, liabilities, net assets, revenue, and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

I am not independent with respect to Flagstaff Downtown Business Improvement as of and for the month ended June 30, 2015, because I performed certain accounting services that impaired my independence.



Johanna Klomann, CPA
July 17, 2015

4:02 PM
09/21/15
Accrual Basis

FDBIRD
Balance Sheet
As of June 30, 2015

	<u>Jun 30, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
BBVA Checking	67,880.39
BBVA Money Mkt	39,687.55
Total Checking/Savings	<u>107,567.94</u>
Total Current Assets	<u>107,567.94</u>
TOTAL ASSETS	<u>107,567.94</u>
LIABILITIES & EQUITY	
Equity	
Net Income	<u>107,567.94</u>
Total Equity	<u>107,567.94</u>
TOTAL LIABILITIES & EQUITY	<u>107,567.94</u>

FDBIRD
Budget to Actual Income Statement
 July 2014 through June 2015

	Jul '14 - Jun 15	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
BID Prop. Tax Assess. May	16,960.50	63,749.00	-46,788.50
BID Prop. Tax Assess. Nov.	105,644.50	63,749.00	41,895.50
Carry Forwards	0.00	0.00	0.00
City of Flagstaff	12,373.00	11,870.00	503.00
Coconino County	29,803.00	29,132.00	671.00
Interest Earned	799.55		
Other Contributions			
City of Flagstaff IGA	127,000.00	127,000.00	0.00
One Time Infrastructure Project	0.00	0.00	0.00
Total Other Contributions	<u>127,000.00</u>	<u>127,000.00</u>	<u>0.00</u>
Total Income	<u>292,580.55</u>	<u>295,500.00</u>	<u>-2,919.45</u>
Expense			
Accounting (Audit & Tax)	0.00	9,000.00	-9,000.00
Bookkeeping	878.27	1,800.00	-921.73
Dues & Subscriptions	480.00		
Election Expenses	254.14		
Insurance	1,575.00		
Legal Fees	21,625.70	18,700.00	2,925.70
Management Contract	158,500.00	218,900.00	-60,400.00
Professional Services	1,699.50		
Website	0.00	9,300.00	-9,300.00
Total Expense	<u>185,012.61</u>	<u>257,700.00</u>	<u>-72,687.39</u>
Net Ordinary Income	<u>107,567.94</u>	<u>37,800.00</u>	<u>69,767.94</u>
Net Income	<u><u>107,567.94</u></u>	<u><u>37,800.00</u></u>	<u><u>69,767.94</u></u>

4:04 PM

09/21/15

Accrual Basis

FDBIRD
General Ledger
As of June 30, 2015

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
BBVA Checking									52,089.15
Check	06/03/2015	1024		Elizabeth Burke		Professional S...		450.00	51,639.15
Check	06/09/2015	1023		Johanna Klomann C...		Bookkeeping		176.76	51,462.39
Check	06/12/2015	1025		Kjellgren & Speed		Legal Fees		542.50	50,919.89
Deposit	06/15/2015				Deposit	BID Prop. Tax ...	16,960.50		67,880.39
Total BBVA Checking							16,960.50	1,169.26	67,880.39
BBVA Money Mkt									39,653.87
Deposit	06/01/2015				Interest	Interest Earned	33.68		39,687.55
Total BBVA Money Mkt							33.68	0.00	39,687.55
Furniture and Equipment									0.00
Total Furniture and Equipment									0.00
Marketable Securities									0.00
Total Marketable Securities									0.00
Other Assets									0.00
Total Other Assets									0.00
Security Deposits Asset									0.00
Total Security Deposits Asset									0.00
Payroll Liabilities									0.00
Total Payroll Liabilities									0.00
Other Liabilities									0.00
Total Other Liabilities									0.00
Opening Balance Equity									0.00
Total Opening Balance Equity									0.00
Perm. Restricted Net Assets									0.00
Total Perm. Restricted Net Assets									0.00
Temp. Restricted Net Assets									0.00
Total Temp. Restricted Net Assets									0.00
Unrestricted Net Assets									0.00
Total Unrestricted Net Assets									0.00
BID Prop. Tax Assess. May									0.00
Deposit	06/15/2015				Deposit	BBVA Checking		16,960.50	-16,960.50
Total BID Prop. Tax Assess. May							0.00	16,960.50	-16,960.50
BID Prop. Tax Assess. Nov.									-105,644.50
Total BID Prop. Tax Assess. Nov.									-105,644.50
Carry Forwards									0.00
Total Carry Forwards									0.00
City of Flagstaff									-12,373.00
Total City of Flagstaff									-12,373.00
Coconino County									-29,803.00
Total Coconino County									-29,803.00
Events									0.00
Total Events									0.00
Grants									0.00
Total Grants									0.00
Interest Earned									-765.87
Deposit	06/01/2015				Interest	BBVA Money Mkt		33.68	-799.55
Total Interest Earned							0.00	33.68	-799.55
Other Contributions									-127,000.00
City of Flagstaff IGA									-127,000.00
Total City of Flagstaff IGA									-127,000.00
One Time Infrastructure Project									0.00
Total One Time Infrastructure Project									0.00
Other Contributions - Other									0.00
Total Other Contributions - Other									0.00
Total Other Contributions									-127,000.00
Sponsorships									0.00
Total Sponsorships									0.00
Accounting (Audit & Tax)									0.00
Total Accounting (Audit & Tax)									0.00
Bookkeeping									701.51
Check	06/09/2015	1023		Johanna Klomann C...		BBVA Checking	176.76		878.27
Total Bookkeeping							176.76	0.00	878.27

4:04 PM

09/21/15

Accrual Basis

FDBIRD
General Ledger
 As of June 30, 2015

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
Dues & Subscriptions									480.00
Total Dues & Subscriptions									480.00
Election Expenses									254.14
Total Election Expenses									254.14
Insurance									1,575.00
Total Insurance									1,575.00
Legal Fees									21,083.20
Check	06/12/2015	1025		Kjellgren & Speed		BBVA Checking	542.50		21,625.70
Total Legal Fees							542.50	0.00	21,625.70
Management Contract									158,500.00
Total Management Contract									158,500.00
Payroll Expenses									0.00
Total Payroll Expenses									0.00
Professional Services									1,249.50
Check	06/03/2015	1024		Elizabeth Burke		BBVA Checking	450.00		1,699.50
Total Professional Services							450.00	0.00	1,699.50
Website									0.00
Total Website									0.00
Ask My Accountant									0.00
Total Ask My Accountant									0.00
No acct									0.00
Total no acct									0.00
TOTAL							18,163.44	18,163.44	0.00

Johanna Klomann, CPA, PLLC

419 W Aspen Ave, Flagstaff, AZ 86001

Phone: (928) 774-8995Fax (866) 706-1017johannak.klomanncpa@gmail.com

Flagstaff Downtown Business Improvement
Flagstaff, AZ

Dear Board of Directors:

ACCOUNTANTS COMPILATION REPORT

I have compiled the accompanying balance sheet for Flagstaff Downtown Business Improvement (a not for profit organization) as of August 31, 2015, the related budget vs actual income statement on the accrual basis of accounting, and the related general ledger in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with U.S. generally accepted accounting principles.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with U.S. generally accepted accounting principles and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

My responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared in accordance with U.S. generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the organization's assets, liabilities, net assets, revenue, and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

I am not independent with respect to Flagstaff Downtown Business Improvement as of and for the month ended August 31, 2015, because I performed certain accounting services that impaired my independence.



Johanna Klomann, CPA
September 8, 2015

2:32 PM
09/08/15
Accrual Basis

FDBIRD
Balance Sheet
As of August 31, 2015

	<u>Aug 31, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
BBVA Checking	17,859.21
BBVA Money Mkt	89,785.41
Total Checking/Savings	<u>107,644.62</u>
Total Current Assets	<u>107,644.62</u>
TOTAL ASSETS	<u>107,644.62</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	107,567.94
Net Income	76.68
Total Equity	<u>107,644.62</u>
TOTAL LIABILITIES & EQUITY	<u>107,644.62</u>

4:09 PM

09/21/15

Accrual Basis

FDBIRD
Budget to Actual Income Statement
 July through August 2015

	Jul - Aug 15	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
BID Prop. Tax Assess. May	1,094.50	63,749.00	-62,654.50
BID Prop. Tax Assess. Nov.	0.00	63,749.00	-63,749.00
Carry Forwards	0.00	37,800.00	-37,800.00
City of Flagstaff	0.00	11,870.00	-11,870.00
Coconino County	0.00	29,132.00	-29,132.00
Interest Earned	97.86		
Other Contributions			
City of Flagstaff IGA	0.00	0.00	0.00
One Time Infrastructure Project	0.00	25,000.00	-25,000.00
Total Other Contributions	<u>0.00</u>	<u>25,000.00</u>	<u>-25,000.00</u>
Total Income	<u>1,192.36</u>	<u>231,300.00</u>	<u>-230,107.64</u>
Expense			
Accounting (Audit & Tax)	0.00	9,000.00	-9,000.00
Bookkeeping	138.88	1,800.00	-1,661.12
Election Expenses	564.30		
Legal Fees	0.00	5,200.00	-5,200.00
Management Contract	0.00	189,900.00	-189,900.00
Professional Services	412.50		
Website	0.00	9,300.00	-9,300.00
Total Expense	<u>1,115.68</u>	<u>215,200.00</u>	<u>-214,084.32</u>
Net Ordinary Income	<u>76.68</u>	<u>16,100.00</u>	<u>-16,023.32</u>
Net Income	<u><u>76.68</u></u>	<u><u>16,100.00</u></u>	<u><u>-16,023.32</u></u>

4:09 PM
09/21/15
Accrual Basis

FDBIRD
General Ledger
As of August 31, 2015

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
BBVA Checking									18,069.03
Check	08/06/2015	1028		Johanna Klomann C...		Bookkeeping		138.88	17,930.15
Deposit	08/14/2015				Deposit	BID Prop. Tax ...	116.56		18,046.71
Check	08/19/2015	1029		Elizabeth Burke		Professional S...		187.50	17,859.21
Total BBVA Checking							116.56	326.38	17,859.21
BBVA Money Mkt									89,720.17
Deposit	08/03/2015				Interest	Interest Earned	65.24		89,785.41
Total BBVA Money Mkt							65.24	0.00	89,785.41
Furniture and Equipment									0.00
Total Furniture and Equipment									0.00
Marketable Securities									0.00
Total Marketable Securities									0.00
Other Assets									0.00
Total Other Assets									0.00
Security Deposits Asset									0.00
Total Security Deposits Asset									0.00
Payroll Liabilities									0.00
Total Payroll Liabilities									0.00
Other Liabilities									0.00
Total Other Liabilities									0.00
Opening Balance Equity									0.00
Total Opening Balance Equity									0.00
Perm. Restricted Net Assets									0.00
Total Perm. Restricted Net Assets									0.00
Temp. Restricted Net Assets									0.00
Total Temp. Restricted Net Assets									0.00
Unrestricted Net Assets									-107,567.94
Total Unrestricted Net Assets									-107,567.94
BID Prop. Tax Assess. May									-977.94
Deposit	08/14/2015				June 2015	BBVA Checking		116.56	-1,094.50
Total BID Prop. Tax Assess. May							0.00	116.56	-1,094.50
BID Prop. Tax Assess. Nov.									0.00
Total BID Prop. Tax Assess. Nov.									0.00
Carry Forwards									0.00
Total Carry Forwards									0.00
City of Flagstaff									0.00
Total City of Flagstaff									0.00
Coconino County									0.00
Total Coconino County									0.00
Events									0.00
Total Events									0.00
Grants									0.00
Total Grants									0.00
Interest Earned									-32.62
Deposit	08/03/2015				Interest	BBVA Money Mkt		65.24	-97.86
Total Interest Earned							0.00	65.24	-97.86
Other Contributions									0.00
City of Flagstaff IGA									0.00
Total City of Flagstaff IGA									0.00
One Time Infrastructure Project									0.00
Total One Time Infrastructure Project									0.00
Other Contributions - Other									0.00
Total Other Contributions - Other									0.00
Total Other Contributions									0.00
Sponsorships									0.00
Total Sponsorships									0.00
Accounting (Audit & Tax)									0.00
Total Accounting (Audit & Tax)									0.00
Bookkeeping									0.00
Check	08/06/2015	1028		Johanna Klomann C...		BBVA Checking	138.88		138.88
Total Bookkeeping							138.88	0.00	138.88

4:09 PM

09/21/15

Accrual Basis

FDBIRD
General Ledger
As of August 31, 2015

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
Dues & Subscriptions									0.00
Total Dues & Subscriptions									0.00
Election Expenses									564.30
Total Election Expenses									564.30
Insurance									0.00
Total Insurance									0.00
Legal Fees									0.00
Total Legal Fees									0.00
Management Contract									0.00
Total Management Contract									0.00
Payroll Expenses									0.00
Total Payroll Expenses									0.00
Professional Services									225.00
Check	08/19/2015	1029		Elizabeth Burke	District Clerk	BBVA Checking	187.50		412.50
Total Professional Services							187.50	0.00	412.50
Website									0.00
Total Website									0.00
Ask My Accountant									0.00
Total Ask My Accountant									0.00
No acct									0.00
Total no acct									0.00
TOTAL							508.18	508.18	0.00

Johanna Klomann, CPA, PLLC

419 W Aspen Ave, Flagstaff, AZ 86001

Phone: (928) 774-8995Fax (866) 706-1017johannak.klomanncpa@gmail.com

Flagstaff Downtown Business Improvement
Flagstaff, AZ

Dear Board of Directors:

ACCOUNTANTS COMPILATION REPORT

I have compiled the accompanying balance sheet for Flagstaff Downtown Business Improvement (a not for profit organization) as of September 30, 2015, the related budget vs actual income statement on the accrual basis of accounting, and the related general ledger in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with U.S. generally accepted accounting principles.

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Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared in accordance with U.S. generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the organization's assets, liabilities, net assets, revenue, and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

I am not independent with respect to Flagstaff Downtown Business Improvement as of and for the month ended September 30, 2015, because I performed certain accounting services that impaired my independence.



Johanna Klomann, CPA
October 14, 2015

3:43 PM
10/19/15
Accrual Basis

FDBIRD
Balance Sheet
As of September 30, 2015

	<u>Sep 30, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
BBVA Checking	29,959.71
BBVA Money Mkt	89,861.66
Total Checking/Savings	<u>119,821.37</u>
Total Current Assets	<u>119,821.37</u>
TOTAL ASSETS	<u>119,821.37</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	107,567.94
Net Income	12,253.43
Total Equity	<u>119,821.37</u>
TOTAL LIABILITIES & EQUITY	<u>119,821.37</u>

3:44 PM
10/19/15
Accrual Basis

FDBIRD
Profit & Loss
July through September 2015

	<u>Jul - Sep 15</u>
Ordinary Income/Expense	
Income	
BID Prop. Tax Assess. May	2,759.00
City of Flagstaff	12,201.00
Interest Earned	174.11
Total Income	<u>15,134.11</u>
Expense	
Bookkeeping	239.88
Election Expenses	564.30
Insurance	1,664.00
Professional Services	412.50
Total Expense	<u>2,880.68</u>
Net Ordinary Income	<u>12,253.43</u>
Net Income	<u><u>12,253.43</u></u>

3:44 PM

10/19/15

Accrual Basis

FDBIRD
General Ledger
As of September 30, 2015

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
BBVA Checking									17,859.21
Check	09/14/2015	1031		Philadelphia Insurance		Insurance		1,664.00	16,195.21
Check	09/15/2015	1030		Johanna Klomann C...		Bookkeeping		101.00	16,094.21
Deposit	09/15/2015				Deposit	BID Prop. Tax ...	1,664.50		17,758.71
Deposit	09/28/2015				Deposit	City of Flagstaff	12,201.00		29,959.71
Total BBVA Checking							13,865.50	1,765.00	29,959.71
BBVA Money Mkt									89,785.41
Deposit	09/01/2015				Interest	Interest Earned	76.25		89,861.66
Total BBVA Money Mkt							76.25	0.00	89,861.66
Furniture and Equipment									0.00
Total Furniture and Equipment									0.00
Marketable Securities									0.00
Total Marketable Securities									0.00
Other Assets									0.00
Total Other Assets									0.00
Security Deposits Asset									0.00
Total Security Deposits Asset									0.00
Payroll Liabilities									0.00
Total Payroll Liabilities									0.00
Other Liabilities									0.00
Total Other Liabilities									0.00
Opening Balance Equity									0.00
Total Opening Balance Equity									0.00
Perm. Restricted Net Assets									0.00
Total Perm. Restricted Net Assets									0.00
Temp. Restricted Net Assets									0.00
Total Temp. Restricted Net Assets									0.00
Unrestricted Net Assets									-107,567.94
Total Unrestricted Net Assets									-107,567.94
BID Prop. Tax Assess. May									-1,094.50
Deposit	09/15/2015				August 2015	BBVA Checking		1,664.50	-2,759.00
Total BID Prop. Tax Assess. May							0.00	1,664.50	-2,759.00
BID Prop. Tax Assess. Nov.									0.00
Total BID Prop. Tax Assess. Nov.									0.00
Carry Forwards									0.00
Total Carry Forwards									0.00
City of Flagstaff									0.00
Deposit	09/28/2015			City of Flagstaff	Deposit	BBVA Checking		12,201.00	-12,201.00
Total City of Flagstaff							0.00	12,201.00	-12,201.00
Coconino County									0.00
Total Coconino County									0.00
Events									0.00
Total Events									0.00
Grants									0.00
Total Grants									0.00
Interest Earned									-97.86
Deposit	09/01/2015				Interest	BBVA Money Mkt		76.25	-174.11
Total Interest Earned							0.00	76.25	-174.11
Other Contributions									0.00
City of Flagstaff IGA									0.00
Total City of Flagstaff IGA									0.00
One Time Infrastructure Project									0.00
Total One Time Infrastructure Project									0.00
Other Contributions - Other									0.00
Total Other Contributions - Other									0.00
Total Other Contributions									0.00
Sponsorships									0.00
Total Sponsorships									0.00
Accounting (Audit & Tax)									0.00
Total Accounting (Audit & Tax)									0.00

3:44 PM

10/19/15

Accrual Basis

FDBIRD
General Ledger
As of September 30, 2015

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
Bookkeeping									138.88
Check	09/15/2015	1030		Johanna Klomann C...		BBVA Checking	101.00		239.88
Total Bookkeeping							101.00	0.00	239.88
Dues & Subscriptions									0.00
Total Dues & Subscriptions									0.00
Election Expenses									564.30
Total Election Expenses									564.30
Insurance									0.00
Check	09/14/2015	1031		Philadelphia Insurance		BBVA Checking	1,664.00		1,664.00
Total Insurance							1,664.00	0.00	1,664.00
Legal Fees									0.00
Total Legal Fees									0.00
Management Contract									0.00
Total Management Contract									0.00
Payroll Expenses									0.00
Total Payroll Expenses									0.00
Professional Services									412.50
Total Professional Services									412.50
Website									0.00
Total Website									0.00
Ask My Accountant									0.00
Total Ask My Accountant									0.00
No acct									0.00
Total no acct									0.00
TOTAL							15,706.75	15,706.75	0.00

Johanna Klomann, CPA, PLLC

ITEM 4-F

419 W Aspen Ave, Flagstaff, AZ 86001

Phone: (928) 774-8995

Fax (866) 706-1017

johannak.klomanncpa@gmail.com

Flagstaff Downtown Business Improvement
Flagstaff, AZ

Dear Board of Directors:

ACCOUNTANTS COMPILATION REPORT


I have compiled the accompanying balance sheet for Flagstaff Downtown Business Improvement (a not for profit organization) as of October 31, 2015, the related budget vs actual income statement on the accrual basis of accounting, and the related general ledger in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with U.S. generally accepted accounting principles.

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I am not independent with respect to Flagstaff Downtown Business Improvement as of and for the month ended October 31, 2015, because I performed certain accounting services that impaired my independence.



Johanna Klomann, CPA

November 6, 2015

10:48 AM
11/06/15
Accrual Basis

FDBIRD
Balance Sheet
As of October 31, 2015

	<u>Oct 31, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
BBVA Checking	44,466.08
BBVA Money Mkt	89,935.52
Total Checking/Savings	<u>134,401.60</u>
Total Current Assets	<u>134,401.60</u>
TOTAL ASSETS	<u>134,401.60</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	107,567.94
Net Income	26,833.66
Total Equity	<u>134,401.60</u>
TOTAL LIABILITIES & EQUITY	<u>134,401.60</u>

10:51 AM
11/06/15
Accrual Basis

FDBIRD
Budget to Actual Income Statement
July through October 2015

	Jul - Oct 15	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
BID Prop. Tax Assess. May	18,251.00	63,749.00	-45,498.00
BID Prop. Tax Assess. Nov.	0.00	63,749.00	-63,749.00
Carry Forwards	0.00	112,163.00	-112,163.00
City of Flagstaff	12,201.00	12,373.00	-172.00
Coconino County	0.00	28,888.00	-28,888.00
Interest Earned	247.97		
Other Contributions			
City of Flagstaff IGA	0.00	0.00	0.00
One Time Infrastructure Project	0.00	25,000.00	-25,000.00
Total Other Contributions	0.00	25,000.00	-25,000.00
Total Income	30,699.97	305,922.00	-275,222.03
Expense			
District Formation Expenses			
Election Expenses	564.30		
One Time Infrastructure Project	0.00	25,000.00	-25,000.00
Total District Formation Expenses	564.30	25,000.00	-24,435.70
Management Overhead	0.00	158,500.00	-158,500.00
Dues & Subscriptions	0.00	450.00	-450.00
Insurance	1,664.00	5,700.00	-4,036.00
Total Overhead	1,664.00	6,150.00	-4,486.00
Professional Services			
Accounting (Audit & Tax)	0.00	9,000.00	-9,000.00
Bookkeeping	303.01	1,200.00	-896.99
Contract Clerk & Treasurer	600.00	2,400.00	-1,800.00
Legal Counsel	735.00	3,000.00	-2,265.00
Parking Development	0.00	25,000.00	-25,000.00
Total Professional Services	1,638.01	40,600.00	-38,961.99
Website	0.00	0.00	0.00
Total Expense	3,866.31	230,250.00	-226,383.69
Net Ordinary Income	26,833.66	75,672.00	-48,838.34
Net Income	26,833.66	75,672.00	-48,838.34

10:52 AM

11/06/15

Accrual Basis

FDBIRD
General Ledger
As of October 31, 2015

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
BBVA Checking									29,959.71
Check	10/09/2015	1032		Kjellgren & Speed		Legal Counsel		735.00	29,224.71
Check	10/13/2015	1034		Elizabeth Burke		Contract Clerk ...		187.50	29,037.21
Check	10/14/2015	1033		Johanna Klomann C...		Bookkeeping		63.13	28,974.08
Deposit	10/15/2015				Deposit	BID Prop. Tax ...	15,492.00		44,466.08
Total BBVA Checking							15,492.00	985.63	44,466.08
BBVA Money Mkt									89,861.66
Deposit	10/01/2015				Interest	Interest Earned	73.86		89,935.52
Total BBVA Money Mkt							73.86	0.00	89,935.52
Furniture and Equipment									0.00
Total Furniture and Equipment									0.00
Marketable Securities									0.00
Total Marketable Securities									0.00
Other Assets									0.00
Total Other Assets									0.00
Security Deposits Asset									0.00
Total Security Deposits Asset									0.00
Payroll Liabilities									0.00
Total Payroll Liabilities									0.00
Other Liabilities									0.00
Total Other Liabilities									0.00
Opening Balance Equity									0.00
Total Opening Balance Equity									0.00
Perm. Restricted Net Assets									0.00
Total Perm. Restricted Net Assets									0.00
Temp. Restricted Net Assets									0.00
Total Temp. Restricted Net Assets									0.00
Unrestricted Net Assets									-107,567.94
Total Unrestricted Net Assets									-107,567.94
BID Prop. Tax Assess. May									-2,759.00
Deposit	10/15/2015				Deposit	BBVA Checking		15,492.00	-18,251.00
Total BID Prop. Tax Assess. May							0.00	15,492.00	-18,251.00
BID Prop. Tax Assess. Nov.									0.00
Total BID Prop. Tax Assess. Nov.									0.00
Carry Forwards									0.00
Total Carry Forwards									0.00
City of Flagstaff									-12,201.00
Total City of Flagstaff									-12,201.00
Coconino County									0.00
Total Coconino County									0.00
Events									0.00
Total Events									0.00
Grants									0.00
Total Grants									0.00
Interest Earned									-174.11
Deposit	10/01/2015				Interest	BBVA Money Mkt		73.86	-247.97
Total Interest Earned							0.00	73.86	-247.97
Other Contributions									0.00
City of Flagstaff IGA									0.00
Total City of Flagstaff IGA									0.00
One Time Infrastructure Project									0.00
Total One Time Infrastructure Project									0.00
Other Contributions - Other									0.00
Total Other Contributions - Other									0.00
Total Other Contributions									0.00
Sponsorships									0.00
Total Sponsorships									0.00
District Formation Expenses									564.30
Election Expenses									564.30
Total Election Expenses									564.30
One Time Infrastructure Project									0.00
Total One Time Infrastructure Project									0.00

10:52 AM

11/06/15

Accrual Basis

FDBIRD
General Ledger
As of October 31, 2015

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
District Formation Expenses - Other									0.00
Total District Formation Expenses - Other									0.00
Total District Formation Expenses									564.30
Management									0.00
Total Management									0.00
Overhead									1,664.00
Dues & Subscriptions									0.00
Total Dues & Subscriptions									0.00
Insurance									1,664.00
Total Insurance									1,664.00
Overhead - Other									0.00
Total Overhead - Other									0.00
Total Overhead									1,664.00
Payroll Expenses									0.00
Total Payroll Expenses									0.00
Professional Services									652.38
Accounting (Audit & Tax)									0.00
Total Accounting (Audit & Tax)									0.00
Bookkeeping									239.88
Check	10/14/2015	1033		Johanna Klomann C...		BBVA Checking	63.13		303.01
Total Bookkeeping							63.13	0.00	303.01
Contract Clerk & Treasurer									412.50
Check	10/13/2015	1034		Elizabeth Burke		BBVA Checking	187.50		600.00
Total Contract Clerk & Treasurer							187.50	0.00	600.00
Legal Counsel									0.00
Check	10/09/2015	1032		Kjellgren & Speed		BBVA Checking	735.00		735.00
Total Legal Counsel							735.00	0.00	735.00
Parking Development									0.00
Total Parking Development									0.00
Professional Services - Other									0.00
Total Professional Services - Other									0.00
Total Professional Services							985.63	0.00	1,638.01
Website									0.00
Total Website									0.00
Ask My Accountant									0.00
Total Ask My Accountant									0.00
No acct									0.00
Total no acct									0.00
TOTAL							16,551.49	16,551.49	0.00

Johanna Klomann, CPA, PLLC

ITEM 4-G

419 W Aspen Ave, Flagstaff, AZ 86001

Phone: (928) 774-8995

Fax (866) 706-1017

johannak.klomanncpa@gmail.com

Flagstaff Downtown Business Improvement
Flagstaff, AZ

Dear Board of Directors:

ACCOUNTANTS COMPILATION REPORT

I have compiled the accompanying balance sheet for Flagstaff Downtown Business Improvement (a not for profit organization) as of November 30, 2015, the related budget vs actual income statement on the accrual basis of accounting, and the related general ledger in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. I have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with U.S. generally accepted accounting principles.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with U.S. generally accepted accounting principles and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

My responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared in accordance with U.S. generally accepted accounting principles. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the organization's assets, liabilities, net assets, revenue, and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

I am not independent with respect to Flagstaff Downtown Business Improvement as of and for the month ended November 30, 2015, because I performed certain accounting services that impaired my independence.



Johanna Klomann, CPA
December 16, 2015

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12/16/15
Accrual Basis

FDBIRD
Balance Sheet
As of November 30, 2015

	<u>Nov 30, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
BBVA Checking	70,672.57
BBVA Money Mkt	90,011.90
Total Checking/Savings	<u>160,684.47</u>
Total Current Assets	<u>160,684.47</u>
TOTAL ASSETS	<u>160,684.47</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	107,567.94
Net Income	53,116.53
Total Equity	<u>160,684.47</u>
TOTAL LIABILITIES & EQUITY	<u>160,684.47</u>

FDBIRD

Budget to Actual Income Statement

July through November 2015

	Jul - Nov 15	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
BID Prop. Tax Assess. May	44,856.00	63,749.00	-18,893.00
BID Prop. Tax Assess. Nov.	0.00	63,749.00	-63,749.00
Carry Forwards	0.00	112,163.00	-112,163.00
City of Flagstaff	12,201.00	12,373.00	-172.00
Coconino County	0.00	28,888.00	-28,888.00
Interest Earned	324.35		
Other Contributions			
City of Flagstaff IGA	0.00	0.00	0.00
One Time Infrastructure Project	0.00	25,000.00	-25,000.00
Total Other Contributions	<u>0.00</u>	<u>25,000.00</u>	<u>-25,000.00</u>
Total Income	<u>57,381.35</u>	<u>305,922.00</u>	<u>-248,540.65</u>
Expense			
District Formation Expenses			
Election Expenses	564.30		
One Time Infrastructure Project	0.00	25,000.00	-25,000.00
Total District Formation Expenses	<u>564.30</u>	<u>25,000.00</u>	<u>-24,435.70</u>
Management	<u>0.00</u>	<u>158,500.00</u>	<u>-158,500.00</u>
Overhead			
Dues & Subscriptions	0.00	450.00	-450.00
Insurance	1,664.00	5,700.00	-4,036.00
Total Overhead	<u>1,664.00</u>	<u>6,150.00</u>	<u>-4,486.00</u>
Professional Services			
Accounting (Audit & Tax)	0.00	9,000.00	-9,000.00
Bookkeeping	404.02	1,200.00	-795.98
Contract Clerk & Treasurer	600.00	2,400.00	-1,800.00
Legal Counsel	1,032.50	3,000.00	-1,967.50
Parking Development	0.00	25,000.00	-25,000.00
Total Professional Services	<u>2,036.52</u>	<u>40,600.00</u>	<u>-38,563.48</u>
Website	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Expense	<u>4,264.82</u>	<u>230,250.00</u>	<u>-225,985.18</u>
Net Ordinary Income	<u>53,116.53</u>	<u>75,672.00</u>	<u>-22,555.47</u>
Net Income	<u><u>53,116.53</u></u>	<u><u>75,672.00</u></u>	<u><u>-22,555.47</u></u>

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Accrual Basis

FDBIRD
General Ledger
As of November 30, 2015

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
BBVA Checking									44,466.08
Deposit	11/13/2015				Deposit	BID Prop. Tax ...	26,605.00		71,071.08
Check	11/19/2015	1036		Kjellgren & Speed		Legal Counsel		297.50	70,773.58
Check	11/23/2015	1035		Johanna Klomann C...		Bookkeeping		101.01	70,672.57
Total BBVA Checking							26,605.00	398.51	70,672.57
BBVA Money Mkt									89,935.52
Deposit	11/02/2015				Interest	Interest Earned	76.38		90,011.90
Total BBVA Money Mkt							76.38	0.00	90,011.90
Furniture and Equipment									0.00
Total Furniture and Equipment									0.00
Marketable Securities									0.00
Total Marketable Securities									0.00
Other Assets									0.00
Total Other Assets									0.00
Security Deposits Asset									0.00
Total Security Deposits Asset									0.00
Payroll Liabilities									0.00
Total Payroll Liabilities									0.00
Other Liabilities									0.00
Total Other Liabilities									0.00
Opening Balance Equity									0.00
Total Opening Balance Equity									0.00
Perm. Restricted Net Assets									0.00
Total Perm. Restricted Net Assets									0.00
Temp. Restricted Net Assets									0.00
Total Temp. Restricted Net Assets									0.00
Unrestricted Net Assets									-107,567.94
Total Unrestricted Net Assets									-107,567.94
BID Prop. Tax Assess. May									-18,251.00
Deposit	11/13/2015				Deposit	BBVA Checking		26,605.00	-44,856.00
Total BID Prop. Tax Assess. May							0.00	26,605.00	-44,856.00
BID Prop. Tax Assess. Nov.									0.00
Total BID Prop. Tax Assess. Nov.									0.00
Carry Forwards									0.00
Total Carry Forwards									0.00
City of Flagstaff									-12,201.00
Total City of Flagstaff									-12,201.00
Coconino County									0.00
Total Coconino County									0.00
Events									0.00
Total Events									0.00
Grants									0.00
Total Grants									0.00
Interest Earned									-247.97
Deposit	11/02/2015				Interest	BBVA Money Mkt		76.38	-324.35
Total Interest Earned							0.00	76.38	-324.35
Other Contributions									0.00
City of Flagstaff IGA									0.00
Total City of Flagstaff IGA									0.00
One Time Infrastructure Project									0.00
Total One Time Infrastructure Project									0.00
Other Contributions - Other									0.00
Total Other Contributions - Other									0.00
Total Other Contributions									0.00
Sponsorships									0.00
Total Sponsorships									0.00
District Formation Expenses									564.30
Election Expenses									564.30
Total Election Expenses									564.30
One Time Infrastructure Project									0.00
Total One Time Infrastructure Project									0.00

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12/16/15

Accrual Basis

FDBIRD
General Ledger
 As of November 30, 2015

Type	Date	Num	Adj	Name	Memo	Split	Debit	Credit	Balance
District Formation Expenses - Other									0.00
Total District Formation Expenses - Other									0.00
Total District Formation Expenses									564.30
Management									0.00
Total Management									0.00
Overhead									1,664.00
Dues & Subscriptions									0.00
Total Dues & Subscriptions									0.00
Insurance									1,664.00
Total Insurance									1,664.00
Overhead - Other									0.00
Total Overhead - Other									0.00
Total Overhead									1,664.00
Payroll Expenses									0.00
Total Payroll Expenses									0.00
Professional Services									1,638.01
Accounting (Audit & Tax)									0.00
Total Accounting (Audit & Tax)									0.00
Bookkeeping									303.01
Check	11/23/2015	1035		Johanna Klomann C...		BBVA Checking	101.01		404.02
Total Bookkeeping							101.01	0.00	404.02
Contract Clerk & Treasurer									600.00
Total Contract Clerk & Treasurer									600.00
Legal Counsel									735.00
Check	11/19/2015	1036		Kjellgren & Speed		BBVA Checking	297.50		1,032.50
Total Legal Counsel							297.50	0.00	1,032.50
Parking Development									0.00
Total Parking Development									0.00
Professional Services - Other									0.00
Total Professional Services - Other									0.00
Total Professional Services							398.51	0.00	2,036.52
Website									0.00
Total Website									0.00
Ask My Accountant									0.00
Total Ask My Accountant									0.00
No acct									0.00
Total no acct									0.00
TOTAL							<u>27,079.89</u>	<u>27,079.89</u>	<u>0.00</u>