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## Downtown El Cajon Bus. Partners

09/19/25

## Balance Sheet

Accrual Basis

As of August 31, 2025

	Aug 31, 25
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
First Citizens Bank Savings	106,088.51
US Bank - Gen Acct	88,181.52
U.S. Bank - Programs	113,069.71
First Citizens Non PBID	525.20
First Citizens PBID	88,411.92
Total Checking/Savings	396,276.86
Accounts Receivable	
Accounts Receivable	2,000.00
Total Accounts Receivable	2,000.00
Total Current Assets	398,276.86
Fixed Assets	
Vehicles	40,583.28
Accumulated depreciation	-218,040.41
Leasehold Improvements	88,399.56
Equipment	249,661.53
Computer Equipment	7,424.45
Total Fixed Assets	168,028.41
Other Assets	
Security Deposit	480.00
Total Other Assets	480.00
<b>TOTAL ASSETS</b>	<b>566,785.27</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	24,882.84
Total Accounts Payable	24,882.84
Credit Cards	
First Citizens CC 4610	1,840.06
Total Credit Cards	1,840.06
Total Current Liabilities	26,722.90
Long Term Liabilities	
Accrued Recertification Fees	47,800.20
Total Long Term Liabilities	47,800.20
Total Liabilities	74,523.10
Equity	
Unrestricted Net Assets	798,977.87
Net Income	-306,715.70
Total Equity	492,262.17
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>566,785.27</b>

# Downtown El Cajon Bus. Partners Profit & Loss Budget Performance August 2025

	Aug 25	Budget	Jul - Aug 25	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Environmental inhamcelment	0.00		0.00		
PBID tax income	0.00		0.00		
24-25 INCOME	0.00		0.00		
Assessments FY25-26	0.00	48,333.00	0.00	96,670.00	580,000.00
Non Assessment Income					
Artival	2,110.00		2,110.00		
Cajon Cruise	500.00		500.00		
Holiday Lights	1,000.00		1,000.00		
Interest-Savings, Short-term CD	0.00		0.00		
Music on Main	300.00		300.00		
September to Remember	1,000.00		1,000.00		
Grants					
ARPA	0.00	0.00	0.00	220,931.37	220,931.37
Grants - Other	0.00		0.00		
Total Grants	0.00	0.00	0.00	220,931.37	220,931.37
Non Assessment Income - Other	0.00		0.00		
Total Non Assessment Income	4,910.00	0.00	4,910.00	220,931.37	220,931.37
Total Income	4,910.00	48,333.00	4,910.00	317,601.37	800,931.37
Expense					
Miscellaneious	0.00		-84.00		
Depreciation expense	0.00		0.00		
Uncategorized expense	0.00		0.00		
24-25 entries	0.00		0.00		
ARPA Grant	72,053.81	0.00	121,819.48	220,931.37	220,931.37
Renewal of the District	0.00	1,400.00	0.00	2,800.00	16,800.00
ADMINISTRATION /MANAGEMENT					
Accounting	5,192.00	625.00	5,454.40	1,250.00	7,500.00
Admin. Contract Services	8,000.00	8,000.00	16,000.00	16,000.00	96,000.00
Bank Fees	7.50	10.00	15.00	20.00	120.00
Dues and Membership Fees	5.00	100.00	907.00	200.00	1,200.00
Insurance - GL, D&O	1,004.00	1,420.00	2,034.50	2,840.00	17,040.00
Legal Fees	0.00	425.00	0.00	850.00	5,000.00
Office Supplies	1,372.91	166.00	1,502.04	340.00	2,000.00
Postage	0.00	166.00	108.13	340.00	2,000.00
Printing and Copying	224.15	200.00	224.15	400.00	2,400.00
Rent					
Storage Rent	667.00	690.00	1,526.00	1,380.00	8,280.00
Meeting Space Rental	200.00	200.00	200.00	400.00	2,400.00
Rent - Other	1,487.50	2,500.00	628.50	5,000.00	30,000.00
Total Rent	2,354.50	3,390.00	2,354.50	6,780.00	40,680.00

# Downtown El Cajon Bus. Partners

## Profit & Loss Budget Performance

### August 2025

	Aug 25	Budget	Jul - Aug 25	YTD Budget	Annual Budget
Tech Support	60.00	291.67	60.00	583.30	3,500.00
Telephone, Telecommunications	79.44	100.00	143.77	200.00	1,200.00
ADMINISTRATION /MANAGEMENT - Other	0.00		0.00		
Total ADMINISTRATION /MANAGEMENT	18,299.50	14,893.67	28,803.49	29,803.30	178,640.00
DIP/ ECON ENHAN					
Event Expenses					
Arrival	0.00		2,487.00		
Cajon Cruise	16.80		116.80		
Concerts on Main	0.00		11,886.00		
Holiday Lights	0.00		0.00		
Sponsorships	0.00	0.00	0.00	2,040.00	2,040.00
Event Expenses - Other	0.00	1,915.00	0.00	3,850.00	23,000.00
Total Event Expenses	16.80	1,915.00	14,489.80	5,890.00	25,040.00
Advertising & Promotions		425.00	472.51	850.00	5,000.00
DIP Admin. Contract	2,000.00	2,000.00	4,000.00	4,000.00	24,000.00
Public Relations	5,909.00	5,416.00	5,909.00	10,840.00	65,000.00
Public Space Development	0.00	1,666.00	0.00	3,340.00	20,000.00
DIP/ ECON ENHAN - Other	0.00	0.00	0.00	0.00	0.00
Total DIP/ ECON ENHAN	8,134.16	11,422.00	24,871.31	24,920.00	139,040.00
CIVIL SIDEWALKS / ENV ENHAN					
Compensation & Benefits		30.00	30.00	30.00	30.00
Phone Stipend	30.00				
Health Benefits	0.00		0.00		
Payroll Processing Fees	0.00		0.00		
Payroll Taxes	0.00		0.00		
Salary & Wages	1,544.68		1,544.68		
Workers Comp	1,647.30		1,647.30		
Compensation & Benefits - Other	0.00	14,400.00	0.00	28,800.00	172,000.00
Total Compensation & Benefits	3,221.98	14,430.00	3,221.98	28,830.00	172,030.00
Civil Admin. Contract	2,500.00	2,500.00	5,000.00	5,000.00	30,000.00
Equipment Rental and Purchase	0.00	415.00	232.19	850.00	5,000.00
Maintenance Contractor	0.00	1,250.00	0.00	2,500.00	15,000.00
Maintenance Supplies	2,451.07	0.00	3,170.65	6,000.00	6,000.00
Nursery Supplies & Equip.	0.00	840.00	0.00	1,680.00	10,000.00
Pressure Washing	2,096.55	83.00	2,096.55	170.00	1,000.00
Uniforms	81.15	166.00	81.15	340.00	2,000.00
Utilities	0.00	425.00	0.00	850.00	5,000.00
Vehicles					
Fuel	695.63	833.00	695.63	1,670.00	10,000.00
Maintenance & Service	136.40	425.00	518.46	850.00	5,000.00

# Downtown El Cajon Bus. Partners

## Profit & Loss Budget Performance

### August 2025

	Aug 25	Budget	Jul - Aug 25	YTD Budget	Annual Budget
Vehicles - Other	0.00		0.00		
Total Vehicles	832.03	1,258.00	1,214.09	2,520.00	15,000.00
Unallocated Civil / Env Enhanc	1,230.00	1,250.00	2,118.71	2,500.00	15,000.00
CIVIL SIDEWALKS / ENV ENHAN - Other	0.00	0.00	0.00	0.00	0.00
Total CIVIL SIDEWALKS / ENV ENHAN	12,412.78	22,617.00	17,135.32	51,240.00	276,030.00
Reserve	0.00	0.00	0.00	10,000.00	10,000.00
Total Expense	110,900.25	50,332.67	192,545.60	339,694.67	841,441.37
Net Ordinary Income	-105,990.25	-1,999.67	-187,635.60	-22,093.30	-40,510.00
Other Income/Expense					
Other Income	0.00	0.00	0.00	405,000.00	405,000.00
Assessments FY24-25					
Total Other Income	0.00	0.00	0.00	405,000.00	405,000.00
Other Expense					
Admin. Other Expense	0.00	0.00	1,460.52	4,400.00	4,400.00
Alley Cat Art Show	0.00	0.00	0.00	1,000.00	1,000.00
Banner Project	0.00	0.00	1,517.06	53,263.00	53,263.00
Cajon Cruise FY 24-25	11,582.71	0.00	11,582.71	11,582.71	11,582.71
Golf Cart	0.00	0.00	0.00	12,050.00	12,050.00
Hauntfest	588.42	0.00	588.42	6,000.00	6,000.00
Lights on Main	83,771.00	0.00	83,771.00	83,771.00	83,771.00
Maint. Other Expense	793.82	0.00	8,765.01	7,140.00	7,140.00
Photoshoot	0.00	0.00	0.00	4,000.00	4,000.00
Planter Project	0.00	0.00	0.00	11,000.00	11,000.00
September to Remember	1,551.17	0.00	1,551.17	14,000.00	14,000.00
Website & Hosting	9,800.00	1,233.33	9,844.21	2,466.70	14,800.00
Total Other Expense	108,087.12	1,233.33	119,080.10	210,673.41	223,006.71
Net Other Income	-108,087.12	-1,233.33	-119,080.10	194,326.59	181,993.29
Net Income	-214,077.37	-3,233.00	-306,715.70	172,233.29	141,483.29

**BYLAWS OF  
GREATER DOWNTOWN EL CAJON IMPROVEMENT ASSOCIATION,  
A CALIFORNIA NON-PROFIT PUBLIC BENEFIT CORPORATION**

**(Approved at the October X 2025 Board of Directors of the Downtown El Cajon  
Business Partners Meeting)**

**ARTICLE 1  
OFFICES**

**Section 1. Name**

The name of this Corporation ("Corporation") is "Greater Downtown El Cajon Improvement Association" (GDECIA), a California Nonprofit Public Benefit Corporation.

**Section 2. Principal Office**

The principal office of the Corporation for the transaction of its business is located in the City of El Cajon in San Diego County, California, within the boundaries of the El Cajon Community Benefit District ("the District").

**Section 3. Change of Address**

The Board of Directors (the "Board") may change the Principal Office of the Corporation from one location to another within the City of El Cajon. Any change of the location of the Principal Office shall be noted by the Secretary on these Bylaws opposite this Section or this Section may be amended to state the new location.

**ARTICLE 2  
PURPOSES**

The primary objectives and purposes of this Corporation shall be:

- A) To bring about the revitalization of the Greater Downtown El Cajon District area.
- B) To bring about the investment of private and public capital within the Greater Downtown El Cajon District area for public benefit and charitable purposes.
- C) To bring about the increased provision of quality public improvements and educational, cultural, artistic, charitable, and social services within the Greater Downtown El Cajon District area for public benefit and charitable purposes.
- D) To bring about the increased economic well-being of residents, employees, and businesses within the Greater Downtown El Cajon District.

- E) To promote improvement within the Greater Downtown El Cajon community through activities which contribute to the economic and neighborhood well-being of the Greater Downtown District area.
- F) Upon the dissolution or winding up of this Corporation, its assets remaining after payment, of all debts and liabilities of this Corporation, shall be distributed to a nonprofit fund, foundation, or Corporation which is organized and operated exclusively for charitable, educational and/or religious purposes and which has established its tax-exempt status under Internal Revenue Code section 501(c)(3).

### **ARTICLE 3 MEMBERSHIP**

#### **Section 1. No Members**

This Corporation shall have no members, as that term is defined in Section 5056 of the California Nonprofit Corporation Law. Unless otherwise provided herein or in the California Nonprofit Corporation Law, any action which would otherwise require action or approval by a majority of all members shall require only approval of the Board of Directors. All rights which would otherwise vest in members shall vest in the Board of Directors. Nothing in these Bylaws shall be construed as limiting the right of the Corporation to refer to persons associated with it, who participate in any activities of the Corporation, as "members" even though such persons are not members, as defined in section 5056 of the California Corporations Code. Such persons shall be deemed to be affiliated persons with respect to the Corporation as that term is provided in section 5332(b) of the California Nonprofit Corporation Law, and no such reference shall constitute anyone a member of this Corporation or confer any legal rights on such persons with respect to the affairs of the Corporation.

### **ARTICLE 4: DIRECTORS**

#### **Section 1. Number and Term**

The Corporation shall have a minimum of seven (7) and a maximum of seventeen (17) Directors and collectively they shall be known as the Board of Directors. The exact number of Directors shall be fixed from time-to-time by resolution by the Board of Directors. Subject to the foregoing, provisions for changing the number of Directors, the following seats shall be allocated to the Board of Directors:

- A) No less than a two-thirds majority of the seats on the Board of Directors, at all times, shall be filled by Property Owner Directors (as defined in Section 2 of this Article 4);
- B) The balance of seats shall be filled by Community Directors as defined in Section 2 of this Article 4);

- C) Directors shall be elected for a term of two (2) years. However, following the first election of Directors, one half ( $\frac{1}{2}$ ) of the Property Owner Directors and one half ( $\frac{1}{2}$ ) of the Community Directors shall serve a term of one (1) year, and the other half ( $\frac{1}{2}$ ) of the of the Property Owner Directors and one half ( $\frac{1}{2}$ ) of the Community Directors shall serve a term of two (2) years. The Directors may assign the one-year terms by unanimous agreement, but in the absence of such agreement, the Directors receiving one-year terms shall be chosen by lot at the meeting at which the election is held. This staggering of terms will ensure that the entire Board is not replaced within one calendar year. Directors' terms shall commence on the date of their election and expire on the date of the election of the successor to the Director whose term is expiring.

## Section 2. Qualifications

Members of the Board shall possess the following qualifications:

- A) Property Owner Directors, or their designated representatives, shall be owners of real property within the boundaries of the Greater Downtown El Cajon Community Benefit District (the "District"), who have made full payment of all District assessments due for the previous fiscal year, (as defined in these Bylaws).
- B) Community Directors shall be persons who a) own and operate a business located on property located within the boundaries of the District, or the duly appointed authorized representative (as defined in these Bylaws) of such owner and operator; b) community members who reside within the boundaries of the District; c) individuals who do not reside or operate a business within the District boundaries but who show a high degree of interest and concern for the welfare of the District and who understand its connection to the community at large, and who the Board believes may assist the Corporation to fulfill its goals as a public benefit Corporation.
- C) To be eligible to serve on the Board of Directors after the first Annual Meeting in the Spring of 2025, the nominees must agree to the following conditions:
1. The nominee must agree with the purposes of the Corporation, Article 2;
  2. The nominee must commit to attending Board meetings unless previously excused by written notification (e-mail, text or letter);
  3. The nominee must continually serve on at least one standing committee of the Board.
  4. The nominee shall make his or her best efforts to raise non-assessment district revenues to aid the corporation to fund improvements in the District.
- D) A group of Directors consisting of the persons set forth in Exhibit "A" attached to these Bylaws and who have placed their signatures on Exhibit "A", is hereby-self-appointed upon the execution of these Bylaws as an *Interim Board of Directors* to

oversee creation and functioning of the Corporation including the adoption of the Articles of Incorporation, the Bylaws of the Corporation, implementation of an initial governance plan, and overseeing the election of the First Board of Directors, scheduled for the Fall of 2026.

- E) The interim Board shall serve with full authority of the permanent Board, until such time as they have elected a fully qualified Board of Directors in accordance with these Bylaws.

### **Section 3. Nomination and Election**

Not less than forty-five (45) days before the date set forth for the Annual meeting of the Directors, the President shall appoint at least three (3) Directors, at least two of whom shall be Property Owner Directors, to serve on the Nominating Task Force to solicit nominees for consideration for election as Directors. The names so proposed Board members, by the Nominations Task Force, shall be presented to the Board at its Annual meeting. The Nominations Task Force shall include the President and at least three other Directors.

The Nominations Task Force shall provide nomination forms to all eligible property owners and currently serving Directors. The nomination forms shall be mailed out at least thirty (30) days prior to the date set for the annual meeting. A due date of at least ten (10) days prior to the annual meeting date shall be stated as the deadline for submitting nominations to the Nominations Task Force. The Task Force shall review the applicants for eligibility and ensure that;

- A) The nominees, who have been deemed to be qualified, consistent with these Bylaws shall be presented to the Board for consideration of election to the Board at its annual meeting.
- B) At the Annual meeting, the Directors may vote to accept some or all of the nominees submitted by the Nominations Task Force. The election of Directors shall comply with the allocation provided in Section 1 of this Article 4.

Nominations *may not be made from the floor* but only in accordance with the procedures set forth in this Section 3 or such other procedures as may be determined by the Board.

### **Section 4. Powers**

- A) General Powers. Subject to the provisions of the California Nonprofit Corporation law, and any limitations in the Articles of Incorporation and Bylaws, the activities and affairs of this Corporation shall be conducted and all corporate powers shall be exercised by or under the direction of the Board of Directors.



B) Specific Powers. Without prejudice to the general powers stated in Section 4,A and subject to the same limitations, the Directors shall have the power to:

1) Select and remove all officers, employees and agents of this Corporation; Prescribe any powers and duties for the officers, employees and agents that are consistent with law, with the Articles of Incorporation, and with these Bylaws; and fix the compensation of the employees, contractors and agents;

2) Change the Principal Executive Office or the principal business office in the State of California from one location to another within the City of El Cajon; Cause this Corporation to be qualified to do business in any other state, territory, dependency or country and conduct business within or outside the State of California for the holding of any meeting, including annual meetings;

3) Borrow money and incur indebtedness on behalf of this Corporation and cause to be executed and delivered for corporate purposes, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, and other evidences of debt and securities;

4) Accept on behalf of this Corporation any contribution, gift, bequest or devise for the general purposes or for any special purpose of this Corporation;

5) Contract for goods and/or services for this Corporation, subject to the limitations elsewhere provided in these Bylaws; Maintain and otherwise manage or cause to be managed, all other property acquired by this Corporation; Contract and pay maintenance, utilities, materials and supplies and services, relating to facilities; and employ personnel reasonably necessary for the operation of this Corporation, including lawyers and accountants where appropriate;

6) Enter into any contract or execute and deliver any instrument in the name of and on behalf of this Corporation, and such authority may be general or confined to a specific instance;

7) Adopt and publish rules and regulations governing the use of facilities of this Corporation, and to establish penalties for the infraction thereof;

8) Conduct, manage and control the affairs and business of this Corporation;

9) Contract and pay for the expenses of this Corporation;

10) Prescribe such rules relating to the affairs and conduct of this Corporation as in the judgment of the Board, from time to time, may be found necessary or proper;

11) Pay taxes and special assessments which are or would become a lien on property of this Corporation;

12) Exercise all other powers granted to the Board by the Articles of Incorporation or these Bylaws or the laws of the State of California, including, without limitation, the California Nonprofit Corporation Law;

13) Remove a Director from the Board for cause including failure of a Property Owner Director to pay assessments levied by the District in a timely manner, malfeasance, conflicts of interest or unauthorized use of the Corporation's funds and/or name for personal gain.

All checks, drafts or orders for the payment of debts, notes or other evidences of indebtedness issued in the name of this Corporation shall be signed by such officer or officers, agent or agents of this Corporation and in such manner as shall from time to time be determined by resolution of the Board. In the absence of such determination by the Board, such instruments shall be signed by the Treasurer and at least one other officer of the corporation.

### **Section 5. Compensation**

The Directors shall serve *without compensation* except that any Director may be reimbursed for his or her actual expenses incurred in the performance of his or her duties.

### **Section 6. Conflict of Interest (Restriction re: interested Directors)**

Notwithstanding any other provision of these Bylaws, not more than thirty percent (30%) of the persons serving on the Board may be interested persons. For purposes of this Section, "interested persons" means either:

- A) Any person currently being compensated by the Corporation for services rendered it within the previous twelve (12) months, whether as a full or part-time officer or other employee, independent contractor; or
- B) Any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of any such interested person.

In any and all cases, a Board member who also happens to be an "interested person" shall not move, second or vote on any contract in which they have a financial interest

Owning real property or a business within the boundaries of the District does not render a Director an interested person.

## **Section 7. Vacancies and Removal**

Vacancies on the Board may result from the death, removal or resignation of a Director as provided in this Section 7, or by a duly enacted increase in the number of authorized Board members.

Any Board member with two (2) *unexcused* absences from regularly scheduled Board meetings within a one year period shall be automatically removed from the Board without any formal action required to be taken by the Board. Any Board member who misses four (4) regular Board meeting within a one year period, whether excused or unexcused, shall be automatically removed from the Board without any formal action required to be taken by the Board, unless they are previously requested a leave of absence.

The Board of Directors may remove and declare vacant the seat of a Director who has been declared of unsound mind by a final order of court, or for whom a guardian or conservator of the person has been appointed by a court, or who has been convicted of a felony, or who has been found by a final order or judgment of any court to have breached any duty under Section 5230 and following of the California Nonprofit Corporation Law.

Any Director may be removed from the Board without cause by an affirmative vote of Directors constituting at least two-thirds (2/3) of the total membership of the Board then in office. Written notice of the Board's intention to remove a Director from the Board shall be given fifteen (15) days prior to the date of the proposed removal vote. The notice shall identify the reasons for the proposed removal and shall provide an opportunity for the subject Director to appear and be heard, orally or in writing, not less than five days before the removal vote. The notice shall be sent to the subject Director by first class or certified mail. Any removal vote shall be by secret written ballot. Upon an affirmative vote of removal of a Director, the removed Director's seat shall be deemed vacant.

Any Director may resign effective upon giving written notice to the President or, the Secretary of this Corporation. The effective date of the resignation shall be the effective date stated in the notice of resignation, or if no date is specified in the notice, the resignation shall be effective on the date the notice of resignation is received by the President or the Secretary. Upon the effective date of the resignation, the resigned Director's seat shall be deemed vacant,

Vacancies on the Board may be filled at any time by the affirmative vote or written consent of a majority of the Directors then in office. Vacancies and new appointments to the Board shall be filled or recommended by a written recommendation of the Executive Committee. If the number of Directors then in office is less than a quorum, the vacancy may be filled by (a) the unanimous written consent of all of the Directors then in office without a meeting, or b) the affirmative vote of a majority of the Directors then in office at a duly noticed regular or special meeting; or (c) a sole remaining Director. Persons filling a vacancy shall meet the qualifications provided in Section 2 of this Article 4. Any person filling a vacancy created by the death, removal or resignation of a Property Owner Director

shall meet the qualifications for a Property Owner Director as provided in Section 2 of this Article 4. Any person filling a vacancy created by the death, removal or resignation of a Community Director shall meet the qualifications for a Community Director as provided in Section 2 of this Article 4.

A person elected to fill a vacancy as provided by this Section shall hold office until the next regular annual election of the Board of Directors or until his or her death, resignation or removal from office.

### **Section 8. Non-Liability of Directors.**

The Directors shall not be personally liable for the debts, liabilities, or other obligations of the Corporation.

### **Section 9. Indemnification of Directors.**

A) Right to Indemnification. The Corporation shall indemnify any person who was or is a party to any threatened, pending or completed civil lawsuit or proceeding, whether administrative, or investigative, including all appeals (other than an action brought by or on behalf of the Corporation) by reason of the fact that that person is or was acting as a director, officer, or employee of the Corporation. Indemnification shall be against all expenses, including without limitation, attorneys' fees, court costs, expert witness fees, judgments, decrees, and fines actually paid by the person in settlement of any action, suit, or proceedings provided that the Board of Directors shall first have determined, in its sole judgment, that the person acted in good faith and in a manner that he or she reasonably believed to be in the best interests of the Corporation. The termination of any action, suit or proceeding by judgment, order, or settlement shall not of itself create a presumption that the person did not act in good faith.

B) Gross Negligence or Misconduct. No indemnification shall be made for any claim, issue, or matter as to which the person is finally adjudged to be liable for gross negligence or intentional misconduct in the performance of his or her duties as director, officer, trustee, fiduciary or employee.

C) Indemnity for Successful Defense. In spite of any limitations set forth in subsections A) and B) of this Section 9, to the extent that any person has been successful on the merits or otherwise in defense of any action, suit or proceeding referred to in those Sections, that person shall be indemnified against all expenses actually and reasonably paid by him or her, including, without limitation, attorneys' fees, court costs, and expert witness fees.

D) Advancement of Expenses. Expenses incurred in defending a civil action, suit, or proceeding may be paid by the Corporation in advance of the final disposition of the action, suit, or proceeding as authorized by the Board of Directors, on receipt by the Board of Directors of an undertaking by or on behalf of the director, officer, or employee involved to repay the expenses if it is ultimately determined that the person is not entitled to be indemnified by the Corporation as authorized in this Section.

E) Indemnification Not Exclusive. The indemnification provided under this Section shall not be deemed to be exclusive or any other rights to which any person indemnified may be entitled under any regulation, agreement, vote of the stockholders or disinterested directors, or otherwise. The indemnification provided under this Section shall be deemed exclusive of any other power to indemnify or right to indemnification that the Corporation or any person referred to in this Section may have or acquire. Indemnification shall continue and inure to the benefit of the heirs, executors, and administrators of any person entitled to indemnification under this Section.

F) Liability Insurance. The Corporation shall purchase and maintain insurance on behalf of any person who is or was a director, officer, employee, or designated agent of the Corporation against any liability asserted against and incurred by that person whether or not the Corporation would have the power to indemnify that person under the provisions of these Bylaws.

## **ARTICLE 5: DIRECTORS MEETINGS**

### **Section 1. Meetings Subject to the Brown Act.**

All Regular, Annual, Special and Emergency Meetings of the Board of Directors are subject to the provisions of the Ralph M. Brown Act (Government Code Section 54950 *et seq.*) ("the Brown Act").

### **Section 2. Annual Meeting.**

An Annual Meeting of the Board of Directors for the purpose of electing members of the Board of Directors and appointing officers of the Corporation shall be held each year between Labor Day and Thanksgiving each year. The Annual Meeting shall be deemed a Regular Meeting for purposes of scheduling, notice and posting of agendas. The Board may skip the first scheduled Annual meeting for 2026 since the permanent Board will be nominated and seated in the late summer of 2025. Thereafter, each new Board nomination process shall be held, upon decision of the Board, between Labor Day and Thanksgiving each year following .

### **Section 3. Regular Meetings.**

Regular Meetings of the Board of Directors shall be held at the time and place as set by resolution of the Board of Directors from time to time. The Board has the authority to alter the time and place of the Regular Meetings upon majority vote provided reasonable notification of such change is made in compliance with the Brown Act.

### **Section 4. Time and Place of Regular Meetings**

Regular meetings of the Board of Directors shall be held at a time and place within the City of El Cajon designated from time to time by resolution of the Board of Directors.

**Section 5. Agendas for Regular Meetings.**

At least 72 hours prior to a regular meeting, the Secretary shall post at a location freely available to the public at the location of the Board meeting, an agenda in compliance with the Brown Act containing a brief general description of each item to be considered at the meeting, including items to be discussed as well as items that may be acted upon by the Board..

**Section 6, Special Meetings.**

Other than an Emergency Meeting as hereinafter provided, any meeting of the Board of Directors held at a time or place other than the time or place specified for Regular Meetings) is designated as a Special Meeting. Special Meetings of the Board of Directors may be called by the President or by a majority of the Board.

**Section 7 Time and Place of Special Meetings.**

Special Meetings of the Board of Directors shall be held at the time and place within the City of El Cajon designated by the person or persons calling the Special Meeting. In the absence of such designation, the meeting shall be held at the principal office of the Corporation at a time designated by the President within fifteen (15) days of receipt of the request for the Special Meeting.

**Section 8. Notice of Special Meetings.**

In compliance with the Brown Act, notice of a Special Meeting shall be provided 24 hours in advance of the meeting to all of the Directors and to all media outlets who have requested notification. The notice also must be posted at least 24 hours prior to the meeting in a location freely accessible to the public, posted outside of the location of the Special meeting. The notice shall indicate that the meeting is being called a Special Meeting, and shall state the time, place of the meeting within the City of El Cajon, and business to be considered or transacted at the meeting. No other business shall be considered at the Special Meeting.

**Section 9. Emergency Meetings.**

Emergency Meetings of the Board of Directors may be called only upon a determination by a majority of the Board that an emergency situation exists. For the purposes of this section, "emergency" is defined as a crippling disaster, mass destruction, terrorist activity work stoppage or other activity which poses an immediate peril to public health, safety or both, as determined by a majority of the Board.

**Section 10. Time and Place of Emergency Meetings.**

Emergency Meetings shall be held at a time and place designated by the President.

**Section 11. Notice of Emergency Meetings.**

Upon a determination by a roll call vote of a majority of the Board that an emergency as defined in Section 9 of this Article 4 exists, at least one hour's telephonic notice of the time, place and subject of the Emergency Meeting, shall be given to all members of the Board and to all media outlets that have requested pursuant to the Brown Act that they receive notice of any Special Meetings called. At the conclusion of the Emergency Meeting, the minutes of the meeting, a list of persons who the Board notified or attempted to notify, a copy of the rollcall vote, and any actions taken at the Emergency Meeting shall be posted for a minimum of 10 days in a public place as soon after the Emergency Meeting as possible.

**Section 12. Adjourned Meetings.**

Notice of the time and place of holding an adjourned, postponed or continued meeting must be given to absent Directors if the time and place of the adjourned meeting are fixed at the meeting adjourned and if such adjourned meeting is held no more than forty eight (48) hours from the time of the original meeting. Notice shall be given of any adjourned regular or special meeting to Directors absent from the original meeting if the adjourned meeting is held more than forty eight (48) hours from the time of the original meeting. So long as the time and place of the adjourned, postponed or continued meeting is publicly announced at the meeting adjourned, postponed or continued, no other notice of an adjourned, postponed or continued meeting need be given

**Section 13. Closed Sessions.**

The Board may conduct closed sessions regarding the following matters:

- a) the appointment, performance evaluation, discipline or dismissal of an employee;
- b) discussion with the Corporation's attorney regarding pending litigation or a significant exposure to litigation
- c) granting authority to the Corporation's negotiator concerning the price and terms of payment in connection with the purchase, sale, lease or exchange of real property by or for the Corporation;
- d) to meet and confer with the Corporation's labor negotiator concerning discussions with employee organizations and unrepresented employees regarding salaries and fringe benefits; and
- e) meetings with the Corporation's attorney, the chief of police, a security consultant or security operations manager, or their deputies, on matter posing a threat to the security of public buildings, or the public's right of access to essential public services or facilities.

No person shall disclose information communicated made in a closed session that is specifically related to the basis for the Board to meet in closed session ("confidential information") Such closed sessions may be held as part of a regular meeting of the Board,

or at a special meeting convened for the sole purpose of the closed session. All such closed sessions shall be conducted in accordance with the provisions of the Brown Act.

**Section 14. Quorum for Meeting.**

A quorum shall consist of fifty per cent plus 1 of the sitting Board of Directors. Except as otherwise provided in these Bylaws or in the Articles of Incorporation of this Corporation, or by law, no business shall be considered by the Board at any meeting at which a quorum, as hereinafter defined, is not present, and the only motion which the President or Chair shall entertain at such meeting is a motion to adjourn. However, a majority of the Directors present at such meeting may adjourn from time to time until the time fixed for the next regular meeting of the Board. The Directors present at a duly called and held meeting at which a quorum is initially present may continue to do business notwithstanding the loss of a quorum at the meeting due to a withdrawal of Directors from the meeting, provided that any action thereafter taken must be approved by at least a majority of the required quorum for such meeting or such greater percentage as may be required by law, or the Articles of Incorporation or Bylaws of this Corporation.

**Section 16. Majority Action as a Board Action.**

Every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present is the act of the Board of Directors, unless the Articles of Incorporation or Bylaws of this Corporation, or provisions of the California Nonprofit Corporation Law.

**Section 17. Voting.**

Each Director shall have one (1) vote on each matter presented to the Board of Directors for action. No Director may vote by proxy.

**Section 18. Conduct of Meetings.**

Meetings of the Board of Directors shall be presided over by the President of the Board, or appointed Chairperson of the Board, or, in his or her absence, by the Vice President of the Corporation or, in the absence of each of these persons, by a Chairperson chosen by a majority of the Directors present at the meeting. The Secretary of the Corporation shall act as secretary of all meetings of the Board, provided that, in his or her absence, the presiding officer shall appoint another person to act as Secretary of the Meeting.

Meetings shall be governed by Roberts Rules of Order, as such rules may be revised from time to time, insofar as such rules are not inconsistent with or in conflict with these Bylaws, with the Articles of Incorporation of this Corporation, or with provisions of law.

**Section 19. Telephonic Participation**

Any Director may participate in a Regular, Special or Emergency Meeting by telephone conference, electronic video screen communication (skype or zoom), or similar



communications equipment, so as long as all Directors can hear and be heard by one another. Participating in the meeting by such means constitute presence at the meeting, and Directors so participating shall not be counted as present for purposes of a quorum. Nor those Directors not present shall be able to move or second an action of the Board.

## **Section 20. Insurance for Corporate Agents.**

The Board of Directors may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the Corporation (including a Director, officer, employee or other agent of the Corporation) against any liability other than for violating provisions of the California Nonprofit Corporation Law relating to self-dealing asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the Corporation would have the power to indemnify the agent against such liability under the provisions of the California Nonprofit Corporation Law.

## **ARTICLE 6: OFFICERS**

### **Section 1. Number of Officers**

The officers of the Corporation shall be a President, Vice President(s), a Secretary, and a Chief Financial Officer who shall be designated the Treasurer. Any number of offices may be held by the same person except that neither the Secretary nor the Treasurer may serve concurrently as the President.

### **Section 2. Qualification, Election, and Term of Office**

A) The President, Vice Presidents, Secretary and Chief Financial Officer/Treasurer shall be selected from the membership of the Board and shall be Board members.

B) Officers shall be elected individually each year by the Board of Directors at the Annual Meeting, or if a vacancy exists, at any time.

C) Each officer shall hold office for a one year term or until he or she resigns or is removed or is otherwise disqualified to serve, or until his or her successor shall be elected and qualified, whichever occurs first. A Board member shall serve two full years prior to becoming eligible for nomination as an officer, except during the first two years of the existence of the Corporation.

### **Section 3. Additional Officers**

A) The Board of Directors may appoint one or more auxiliary Vice Presidents, or other auxiliary officers or agents as it may deem desirable, and such officers shall serve such terms, have such authority, and perform such duties as may be prescribed from time

to time by the Board of Directors. Such auxiliary officers shall be members of the Board of Directors.

B) The Board of Directors shall appoint a District Manager or Executive Director who shall serve as a non-voting officer of the Corporation, with such powers, duties and term of office as shall be assigned by the Board from time to time.

#### **Section 4. Duties of Officers**

A) **President.** The President shall be the Chief Executive Officer of the Corporation and shall, subject to the control of the Board of Directors, supervise and control the affairs of the Corporation and the activities of the officers and staff. He or she shall perform all duties incident to his or her office and such other duties as may be required by law, by the Articles of Incorporation of this Corporation, or by these Bylaws, or which may be prescribed from time to time by the Board of Directors. He or she shall preside over all meetings of the Board of Directors. Except as otherwise expressly provided by law, by the Articles of Incorporation, or by these Bylaws, he or she shall, in the name of the Corporation, execute such deeds, mortgages, bonds, contracts, checks, or other instruments which may from time to time be authorized by the Board of Directors.

The District Manager, Executive Director or other contracted personnel of the Board shall, upon vote of the Board of Directors, be able to Chair and oversee the agenda of the meeting to ensure that all Board members and officers have a chance to participate in the deliberations of the full Board.

B) **Vice President.** In the absence of the President, or in the event of his or her inability or refusal to act, the Vice President shall perform all the duties of the President, and when so acting shall have all the powers of, and be subject to all the restrictions on, the President. The Vice President shall have other powers and perform such other duties as may be prescribed by law, by the Articles of Incorporation, or by these Bylaws, or as may be prescribed by the Board of Directors.

C) **Secretary.** The Secretary shall:

1. Certify and keep at the principal office of the Corporation the original or a copy of these Bylaws as amended or otherwise altered to date.

2. Keep at the principal office of the Corporation or at such other place as the Board may determine, a book of minutes of all meetings of the directors, and, if applicable, meetings of committees, recording therein the time and place of holding, whether regular or special, how called, how notice thereof was given, the names of those present or represented at the meeting, and the proceedings thereof.

3. See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law.

4. Be custodian of the records and of the seal of the Corporation and see that the seal is affixed to all duly executed documents, the execution of which on behalf of the Corporation under its seal is authorized by law or these Bylaws.

5. Exhibit at all reasonable times to any director of the Corporation or to any owner of real property within the boundaries of the District, or to the duly appointed and authorized representative of such director or owner, upon request therefore, the Bylaws, and the minutes of the proceedings of the directors of the Corporation.

6. In general, perform all duties incident to the office of Secretary and such other duties as may be required by law, by the Articles of Incorporation of this Corporation, or by these Bylaws, or which may be assigned to him or her from time to time by the Board of Directors.

D) **Treasurer.** Subject to the provisions of these Bylaws relating to the "Execution of Instruments, Deposits and Funds," the Treasurer shall:

1. Have charge and custody of, and be responsible for, all funds and securities of the Corporation, and deposit all such funds in the name of the Corporation in such banks, trust companies, or other depositories as shall be selected by the Board of Directors, or delegate such responsibilities to staff;

2. Receive, and give receipt for, monies due and payable to the Corporation from any source whatsoever.

3. Disburse, or cause to be disbursed, the funds of the Corporation as may be directed by the Board of Directors, taking proper vouchers for such disbursements.

4. Keep and maintain adequate and correct accounts of the Corporation's properties and business transactions, including accounts of its assets, liabilities, receipts, disbursements, gains and losses.

5. Exhibit at all reasonable times the books of account and financial records to any director of the Corporation, or to any owner of real property within the boundaries of the District, or to the duly appointed and authorized representative of such director or owner, upon request, therefore.

6. Render to the President and Directors, whenever requested, an account of any or all of his or her transactions as Treasurer and of the financial condition of the Corporation.

7. Prepare, or cause to be prepared, and certify, or cause to be certified, the financial statements to be included in any required reports.

8. In general, perform all duties incident to the office of Treasurer and such other duties as may be required by law, by the Articles of Incorporation of the Corporation, or by these Bylaws, or which may be assigned to him or her from time to time by the Board of Directors.

## ARTICLE 7: COMMITTEES

**Section 1. Executive Committee.** The President, the Vice President, the Secretary and the Treasurer, and any other designated officers, shall constitute an Executive Committee. The Board of Directors shall delegate to the Executive Committee such of the powers and authority of the Board in the management of the business and affairs of the Corporation, **except** with respect to:

- A) The approval of any action which, under law or the provisions of these Bylaws, requires the approval of the majority of the Board of Directors.
- B) Appointing a new member to the Board or the filling of vacant Board seats;
- C) The amendment or repeal of Bylaws or the adoption of new Bylaws.
- D) The amendment or repeal or any resolution of the Board which by its express terms is not so amendable or repealable.
- E) The appointment of committees of the Board or the members thereof.
- F) The approval of any transaction to which this Corporation is a party and in which one or more of the Directors has a material financial interest, except as expressly provided in Section 5233(d)(3) of the California Nonprofit Corporation Law.

By a majority vote of its members then in office, the Board may at any time revoke or modify any or all of the powers or authority so delegated to the Executive Committee, increase or decrease the membership of the Executive Committee by not more than two members of the Board of Directors, and fill vacancies on the Executive Committee from the members of the board. The Executive Committee shall keep regular minutes of its proceedings, cause them to be filed with the corporate records, and report the same to the Board of Directors from time to time as the Board may require.

**Section 2. Other Committees and Task Forces.** The Corporation shall have such other committees and task forces as may from time to time be designated by resolution of the Board of Directors. Members of such committees and task forces shall be appointed by the Board. Such committees and task forces shall be advisory bodies to the Board of Directors, may consist of persons who are not also members of the Board, and in no event shall the membership of such committees and task forces include members of the Board of Directors constituting a quorum of the Board of Directors. These additional committees and task forces shall act in an advisory capacity only to the Board and shall be clearly titled as "advisory" committees or task forces.

**Section 4. Meetings and Actions of Committees.**

A) **Executive Committee.** Meetings and actions of the Executive Committee and any standing committees that may be created by the Board of Directors, shall be governed by, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act in the same manner as meetings of the Board of Directors as provided in Article 5 of these Bylaws. The time for meetings of the Executive Committee may be fixed by the Board of Directors, or the committee chair.

B) **Advisory Committees and Task Forces.** Meetings and actions of advisory committees or Ad Hoc Task Forces are not subject to the public meeting notice requirements of the Ralph M. Brown Act and may be noticed, held and conducted in accordance with rules and regulations promulgated by the Board of Directors, provided that such rules and regulations are not inconsistent with the provisions of these Bylaws.

**ARTICLE 8:****EXECUTION OF INSTRUMENTS, DEPOSITS and FUNDS****Section 1. Execution of Instruments**

The Board of Directors, except as otherwise provided in these Bylaws, may by resolution authorize any officer or agent of the Corporation to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Corporation, and such authority may be general or confined to specific instances. Unless so authorized, no officer, agent, or employee shall have any power or authority to bind the Corporation by any contract or engagement, to pledge its credit or to render it liable monetarily for any purpose or in any amount.

**Section 2. Checks and Notes**

Except as otherwise specifically determined by resolution of the Board of Directors, or as otherwise required by law, checks, drafts, promissory notes, orders for the payment of money, and other evidence of indebtedness of the Corporation shall be signed by at least two of the officers of the corporation.

**Section 3. Deposits**

All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies, or other depositories as the Board of Directors may select.

**Section 4. Gifts**

The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest, or devise for the charitable or public purposes of this Corporation.

## **Article 9:**

### **REPORTS**

#### **Section 1. Annual Report.**

On or before April 30, 2026, and every April thereafter, the Corporation shall submit an "Annual Report" to the City Manager. The Annual Report will summarize the prior year's financial activities and include at the minimum, assets and liabilities of the Corporation as of the end of the fiscal year; principal changes in assets and liabilities including trust funds during the fiscal year; the revenue or receipts of the of the Corporation, both restricted and unrestricted for the fiscal year; expense or disbursements of the Corporation, for both general and restricted funds and any information required by Section 7 of Article 9 of these Bylaws to be included in the Annual Statement of Specific Transactions to Property Owners.

#### **Section 2. Annual Work Plan and Budget.**

A) On or before July 1<sup>st</sup>, of each year for each fiscal year for which assessments are to be levied and collected by the City or County Tax Assessor, the Corporation shall submit to the City an Annual Work Plan and Budget for the upcoming year (the "Annual Report and Budget"). The Annual Report and Budget shall be prepared in accordance with Section 36622 of the Streets and Highways Code, and Article XIII.D of the California Constitution. Any District revenues necessary to cover portion of the Financial Statement shall be set aside in the Budget.

B) Assuming that no structural changes are recommended to the Engineer's Report, the Annual Report and Budget will be approved each year before December 1st, the beginning of the Corporation's new fiscal year. If changes to the Annual Work Plan and/or Budget that require changing the Engineer's Report are requested that would require a public hearing and/or a public meeting pursuant to state law, the Community Benefit District Ordinance, or which would affect the assessment database and resulting budget of the upcoming fiscal year, then such modification shall be submitted prior to the City by July 1<sup>st</sup> of each year.

#### **Section 3. Financial Statement.**

Annually in conjunction with the Annual Report and Budget, the Corporation shall prepare financial statements that document the disposition, commitment and line item expenditures of all District Revenues received during the previous calendar year (the "Financial Statement"). The Financial Statement shall be prepared by a Certified Public Accountant acceptable to the City and shall be delivered to the City at the same time as the Annual Report and Budget or within 90 days of the completion of each fiscal year of the Corporation. Furthermore, that annual Financial Statement should be posted on the Association's website, for public review.

**Section 4. Statement of Activity/Program.**

A statement of activities/programs funded by District revenues, and the cost of each such activity or program shall be mailed to every property owner within one-hundred and twenty (120) days following the close of the Corporation's fiscal year (the "Activity Statement") commencing after the end of the first Fiscal Year November 30, 2025. A copy of the Activity Statement and a list of property owner names and addresses shall be provided to the City no later than June 1<sup>st</sup>, of each year during the term of the MDA.

**Section 5. Assessment Data.**

A) The Corporation shall maintain a complete database for each parcel assessed within the District, containing the following information:

1. Assessor's Parcel Number
2. Street Address
3. Name and Address of Owner(s) of Record
4. Amount of the Assessment Levied
5. Proportionate Financial Obligation Imposed, compared to District
6. Assessment Calculations, including all variables used

7. During the Annual Board nominations process, the Secretary shall submit a request on the nomination form to have the CBD assessed property owner submit their e-mail address and request the same from their tenants. That will facilitate rapid communication for newsletters or District updates from the Board to its constituents.

The Corporation shall make such information available to property owners within the District upon request at a time and place to be arranged in advance.

B) By June 1 of each operating year, the Corporation shall provide the City with assessment data for the subsequent tax year (July 1 – June 30), in a format prescribed by the City. The assessment data shall include all of the information required in Sub-section A) of this Section 5.

**ARTICLE 10:**  
**CORPORATE RECORDS AND SEAL.**

**Section 1. Maintenance of Corporate Records.**

The Corporation shall maintain the following corporate records which shall be maintained at the principal office of the Corporation. Except for records specifically exempted by law, such records shall be available for public review, and posted on the corporations website, consistent with the provisions the Ralph M. Brown Act:

A) Minutes of all meetings of Directors, committees of the Board and all meetings of members, indicating the time and place of holding such meetings, whether regular or special, the notice given, and the names of those present and the proceedings thereof. Such meeting minutes, agendas and reports shall be available for public inspection on the District's website.

B) Adequate and correct books and records of account, including accounts of its properties and business transactions and accounts of its assets, liabilities, receipts, disbursements, gains and losses;

C) A record of its stakeholders, if any, indicating their names and addresses;

D) A copy of the Corporation's Articles of Incorporation and Bylaws as amended to date,

E) All tax filings with the Internal Revenue Services and all appropriate and applicable offices within the state of California.

**Section 2. Corporate Seal**

The Board of Directors may adopt, use, and at will alter, a corporate seal. Such seal shall be kept at the principal office of the Corporation. Failure to affix the seal to corporate instruments, however, shall not affect the validity of any such instrument.

**Section 3. Directors' Inspection Rights.**

Every Director shall have the absolute right at any reasonable time to inspect and copy all books, records and documents of every kind and to inspect the physical properties of the Corporation. The same review rights shall be held by the general public.

**Section 4. Public's Inspection Rights.**

A) The City, and owners of properties located within the boundaries of the District, and their duly appointed authorized representatives, shall have the absolute right at any reasonable time to inspect and copy all books, records and documents of every kind not otherwise exempted by law from public inspection.



B) For all purposes of these Bylaws, the term “duly appointed authorized representative” shall mean a person who presents to the Secretary or the District Manager of the Corporation a written document identifying the owner of real property located within the boundaries of the District, the identity of the real property within the District owned by the owner, the identity of the representative being appointed, and the scope of the representative’s authorization.

#### **ARTICLE 11:**

##### **INSURANCE**

The Board of Directors shall adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of the Corporation (including a Directors and officers, employee or other agent of the Corporation) against any liability other than for violating provisions of law relating to self-dealing (Section 5233 of the California Nonprofit Corporation Law) asserted against or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not the Corporation would have the power to indemnify the agent against such liability under the provisions of Section 5238 of the California Nonprofit Corporation Law.

#### **ARTICLE 12:**

##### **AMENDMENT OF BYLAWS**

Subject to any provision of law applicable to the amendment of Bylaws of public benefit nonprofit corporations, these Bylaws, or any of them, may be altered, amended, or repealed and new Bylaws adopted as follows:

A) Subject to the power of members, if any, to change or repeal these Bylaws under Section 5150 of the Corporations Code, by approval of the Board of Directors unless the Bylaw amendment would materially and adversely affect the rights of members, if any, as to voting or transfer, provided, however, if this Corporation has admitted any members, then a Bylaw specifying or changing the fixed number of directors of the Corporation, the maximum or minimum number of directors, or changing from a fixed to variable board or vice versa, may not be adopted, amended, or repealed except as provided in Paragraph B of this SECTION; or

B) By approval of the majority action of the sitting Board of Directors.

#### **ARTICLE 13:**

##### **FISCAL YEAR**

The fiscal year of the Greater Downtown El Cajon Improvement Association (GDECIA), shall be January 1<sup>st</sup> through December 31<sup>st</sup>, of each calendar year. This fiscal year is set to align when the transfer of city and County assessments are transferred to the GDECIA annually.

## ARTICLE 14

### PROHIBITED TRANSACTIONS

#### Section 1. Loans.

Except as permitted by Section 5236 of the Code, the Corporation shall not make any loan of money or property to, or guarantee the obligation of, any Director or officer; *provided, however*, that the Corporation may advance money to a Director or officer of the Corporation or any subsidiary for expenses reasonably anticipated to be incurred in performance of the duties of such officer or Director so long as such individual would be entitled to be reimbursed for such expenses absent that advance.

#### Section 2. Self-Dealing Transactions.

Except as provided in Section 3, below, the Board shall not approve or permit the Corporation to engage in any self-dealing transaction. A self-dealing transaction is a transaction to which the Corporation is a party and in which one or more of its Directors has a material financial interest, unless the transaction is described in Section 5233(b) of the California Corporations Code. Any Board member who provides a service or product to the Board must recuse themselves from discussion as well as moving, seconding or voting on that particular issue in which they may have a financial interest.

#### Section 3. Approval.

This Corporation may engage in a self-dealing transaction if the transaction is approved by a court or by the Attorney General. This Corporation also may engage in a self-dealing transaction if the Board determines, before the transaction, that (1) the Corporation is entering into the transaction for its own benefit; (2) the transaction is fair and reasonable to the Corporation at the time; and (3) after reasonable investigation, the Board determines that it could not have obtained a more advantageous arrangement with reasonable effort under the circumstances. Such determinations must be made by the Board in good faith, with knowledge of the material facts concerning the transaction and the interest of the Director or Directors in the transaction, and by a vote of a majority of the Directors then in office, without counting the vote of the interested Director or Directors.

## ARTICLE 15 CONFLICT OF INTEREST

### AND COMPENSATION APPROVAL POLICIES

#### **Section 1. Purpose of Conflict-of-Interest Policy**

The purpose of this conflict of interest policy is to protect this tax-exempt Corporation's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or Director of the Corporation or any "disqualified person" as defined in Section 4958(f)(1) of the Internal Revenue Code and as amplified by Section 53.4958-3 of the IRS Regulations and which might result in a possible "excess benefit transaction" as defined in Section 4958(c)(1)(A) of the Internal Revenue Code and as amplified by Section 53.4958 of the IRS Regulations. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

#### **Section 2. Definitions**

- A. Interested Person. Any Director, principal officer, member of a committee with governing Board delegated powers, or any other person who is a "disqualified person" as defined in Section 4958(f)(1) of the Internal Revenue Code and as amplified by Section 53.4958-3 of the IRS Regulations, who has a direct or indirect financial interest, as defined below, is an interested person.
- B. Financial Interest. A Director has a financial interest if the person has, directly or indirectly, through business, investment, or family:
  - 1. an ownership or investment interest in any entity with which the Corporation has a transaction or arrangement, or
  - 2. a compensation arrangement with the Corporation or with any entity or individual with which the Corporation has a transaction or arrangement, or
  - 3. a potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Corporation is negotiating a transaction or arrangement. Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Section 3, Paragraph B, a person who has a financial interest may have a conflict of interest only if the appropriate governing Board or committee decides that a conflict of interest exists or if such a financial interest constitutes a conflict of interest pursuant to the Conflict-of-Interest provisions of the California Political Reform Act (Gov. Code § 87100 et seq.) or Government Code section 1090 et seq.

### Section 3. Conflict of Interest Avoidance Procedures

- A. Duty to Disclose. In connection with any actual or possible conflict of interest, an interested person must, at the earliest opportunity, disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the Directors and members of committees with governing Board delegated powers considering the proposed transaction or arrangement.
- B. Determining Whether a Conflict of Interest Exists. After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing Board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board or committee members shall decide if a conflict of interest exists. However, if a conflict of interest under either the Political Reform Act or Government Code section 1090, et seq, exists, the Board shall not make such a determination, the interested Board member may not participate, and legal counsel shall be engaged to determine whether the transaction is permissible under Government Code section 1090 et seq.
- C. Procedures for Addressing the Conflict of Interest.
1. An interested person may make a presentation at the governing Board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
  2. The chairperson of the governing Board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
  3. After exercising due diligence, the governing Board or committee shall determine whether the Corporation can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
  4. If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing Board or committee shall determine by a majority vote of the disinterested Directors whether the transaction or arrangement is in the Corporation's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.
- D. Violations of the Conflicts of Interest Policy. If the governing Board or committee has reasonable cause to believe a Director or committee member has failed to

disclose actual or possible conflicts of interest, it shall inform the individual of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing Board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

### **CERTIFICATE OF SECRETARY**

I, the undersigned, certify that I am the currently elected and acting Interim Secretary of the Greater Downtown El Cajon Improvement Association, a California Non-profit Public Benefit Corporation, and the above Bylaws, consisting of 24 pages, are the Bylaws of the Corporation as adopted at a meeting of the Board held on October 9<sup>th</sup>, 2024.

Dated: October 9<sup>th</sup>, 2024

Executed at El Cajon, California

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Paris Landen

Secretary, Greater Downtown El Cajon  
Improvement Association

**T's & Signs Inc.**

1535 Tidelands Ave. Suite G  
National City, CA 91950  
619.470.1689 | tssignssd.com

# INVOICE

Downtown El Cajon  
200 Civic Center Way  
EL CAJON CA 92020  
USA

**Invoice Date**  
Sep 18, 2025

**Invoice Number**  
INV-4501

**Reference**  
Stage Banner

T'S & Signs, Inc.  
1535 Tidelands Avenue  
Ste G  
NATIONAL CITY CA 91950  
UNITED STATES OF  
AMERICA

Item	Description	Quantity	Unit Price	Tax	Amount USD
BAN	Banner with digital print 10 x 16 ft with webbing and D Rings	1.00	495.00	8.75%	495.00
Subtotal					495.00
TOTAL TAX					43.31
TOTAL USD					538.31

**Due Date: Sep 18, 2025**

[View and pay online now](#)

## PAYMENT ADVICE

To: T'S & Signs, Inc.  
1535 Tidelands Avenue  
Ste G  
NATIONAL CITY CA 91950  
UNITED STATES OF AMERICA

**Customer** Downtown El Cajon  
**Invoice Number** INV-4501  
**Amount Due** **538.31**  
**Due Date** Sep 18, 2025  
**Amount Enclosed**

Enter the amount you are paying above