

PORTLAND DOWNTOWN DRAFT BUDGET FY17-18

Income

ASSESSMENT INCOME	\$	764,922
EVENT INCOME		
LIGHT UP YOUR HOLIDAYS		
TREE LIGHTING SPONSORSHIPS	\$	10,000
WINDOW DISPLAY CONTEST	\$	1,000
HORSE + WAGON RIDE SPONSORSHIPS	\$	8,000
MERRY MADNESS TICKET SALES	\$	15,000
MERRY MADNESS SPONSORSHIP	\$	7,500
Total LIGHT UP YOUR HOLIDAYS	\$	41,500
POLICE AWARDS BANQUET	\$	5,000
DOWNTOWN WORKER APPRECIATION DAY	\$	2,000
SUMMER KICK OFF WEEKEND		
SQUARE HOP SPONSORSHIP	\$	2,000
OPF SPONSORSHIPS	\$	5,000
OPF INCOME	\$	60,000
Total SUMMER KICK OFF WEEKEND	\$	65,000
Total EVENT INCOME	\$	113,500
MARKETING/ADVERTISING INCOME (PPH Contract)	\$	5,000
GRANT INCOME	\$	5,000
CONTRIBUTIONS INCOME	\$	1,000
P&W INCOME	\$	1,000
Total Income	\$	889,422

Expense

SUPPLEMENTAL SERVICES CONTRACT	\$	358,760
EMPLOYEE COSTS		
SALARIES AND WAGES	\$	202,660
BONUS & INCENTIVES	\$	8,000
HEALTH & DENTAL	\$	25,000
LIFE & DISABILITY INSURANCE	\$	3,300
PAYROLL PROCESSING FEE	\$	1,000
PAYROLL TAX EXPENSE	\$	16,000
EMPLOYEE PARKING & BUS	\$	4,800
SIMPLE PLAN	\$	3,500
Total EMPLOYEE COSTS	\$	264,260
PROGRAMS & PARTNERSHIPS		
WINTER LIGHTS/PANDORA LACASSE	\$	41,500
TOURISM INFORMATION/VIB	\$	10,000
POLICE CADET PROGRAM EXPENSE	\$	20,000
LEARNING WORKS	\$	12,000
HOMETEAM	\$	5,000
Total PROGRAMS & PARTNERSHIPS	\$	88,500
RENT & UTILITIES		
RENT	\$	19,500
CAM CHARGES	\$	9,900
TAXES- PERSONAL PROPERTY	\$	900
ELECTRIC	\$	1,600
GAS	\$	1,500
TELEPHONE & INTERNET	\$	3,500
Total RENT & UTILITIES	\$	36,900

OPERATIONS

BANK SERVICE CHARGES	\$	100
CLEANING	\$	3,500
COPIER	\$	2,500
IT SUPPORT	\$	800
DUES AND SUBS	\$	3,500
EQUIPMENT EXPENSE	\$	500
POSTAGE	\$	4,000
SUPPLIES	\$	3,500
WEBSITE HOSTING + DEVELOPMENT	\$	1,600

Total OPERATIONS **\$ 20,000**

MARKETING

GENERAL MARKETING	\$	15,000
SPONSORSHIPS/PARTNERSHIPS	\$	4,000

Total MARKETING **\$ 19,000**

INSURANCE

DIRECTORS & OFFICERS	\$	600
GENERAL/EVENTS/LIQUOR	\$	7,900
WORKERS COMPENSATION	\$	1,100

Total INSURANCE **\$ 9,600**

PROFESSIONAL FEES

ACCOUNTING	\$	5,000
COMPUTERS	-	
LEGAL	\$	1,000

Total PROFESSIONAL FEES **\$ 6,000**

ORGANIZATIONAL ACTIVITIES

ANNUAL STAKEHOLDER + VOLUNTEER APPRECIATION	\$	1,750
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BOARD/COMMITTEE MEETINGS	\$	1,500
CONFERENCES/PROF DEV	\$	6,000
Total ORGANIZATIONAL ACTIVITIES	\$	9,250
EVENTS		
LIGHT UP YOUR HOLIDAYS		
LUYH GENERAL MARKETING	\$	1,200
TREE LIGHTING: MARKETING	\$	5,000
TREE LIGHTING: PERFORMERS	\$	4,000
TREE LIGHTING: SECURITY	\$	1,200
TREE LIGHTING: STAGE	\$	2,000
TREE LIGHTING EVENT MANAGEMENT	\$	1,000
RETAIL EVENTS	\$	1,000
WAGON RIDES	\$	7,200
MERRY MADNESS		
MARKETING	\$	2,500
EVENT	\$	13,000
EVENT MANAGEMENT	\$	750
TOY FUND DONATION	\$	1,250
Total LIGHT UP YOUR HOLIDAYS	\$	36,900
POLICE AWARDS BREAKFAST	\$	4,500
DOWNTOWN WORKER APPRECIATION DAY	\$	1,800
SUMMER KICK OFF WEEKEND		
SQUARE HOP ENTERTAINMENT	\$	2,000
SQUARE HOP MARKETING	\$	1,000
OPF MARKETING	\$	5,000
OPF PERMITS	\$	10,000
OPF SECURITY	\$	3,000

OPF ELECTRICIAN	\$	7,000
OPF EVENTS MANAGER	\$	5,000
OPF MISC (golf carts, etc)	\$	2,000
Total SUMMER KICK OFF WEEKEND	\$	32,000
TOTAL EVENTS	\$	75,200
PARK AND WORK	\$	1,000
TOTAL EXPENSE	\$	888,470
NET INCOME (LOSS)	\$	952