

PORTLAND DOWNTOWN FY19 BUDGET

INCOME

ASSESSMENT INCOME \$ 956,209

EVENT INCOME

LIGHT UP YOUR HOLIDAYS

TREE LIGHTING SPONSORSHIPS \$ 10,500

WINDOW DISPLAY CONTEST SPONSOR \$ 500

HORSE + WAGON RIDE SPONSORSHIPS \$ 6,000

SHOP FOR A CAUSE SPONSORSHIP \$ 2,500

MERRY MADNESS TICKET SALES \$ 19,000

MERRY MADNESS SPONSORSHIP \$ 5,000

Total Light Up Your Holidays \$ 43,500

POLICE AWARDS BANQUET \$ 5,000

DOWNTOWN WORKER APPRECIATION DAY \$ 3,000

SUMMER KICK OFF WEEKEND

SQUARE HOP SPONSORSHIP \$ 2,000

OPF SPONSORSHIPS \$ 2,500

OPF INCOME \$ 47,500

Total Summer Kick Off Weekend \$ 52,000

Total EVENT INCOME \$ 103,500

DIRECTORY PARTNERSHIP/CONTRIBUTION \$ 5,000

GRANT INCOME \$ 5,000

CONTRIBUTIONS INCOME \$ 1,000

PARK & WORK INCOME \$ 1,000

Total Income \$ 1,071,709

Expense**CLEAN INITIATIVES**

SUPPLEMENTAL SERVICES CONTRACT	\$	380,000
DID TAX POSTAGE & COLLECTION FEES	\$	18,583
REPAIRS & IMPROVEMENTS	\$	5,000
Total Clean Initiatives	\$	403,583

EMPLOYEE COSTS

PAYROLL	\$	250,000
HEALTH & DENTAL	\$	30,000
LIFE & DISABILITY INSURANCE	\$	3,500
PAYROLL PROCESSING FEE	\$	1,200
PAYROLL TAX EXPENSE	\$	17,500
EMPLOYEE PARKING & BUS	\$	5,000
SIMPLE IRA MATCH	\$	4,000
Total Employee Costs	\$	311,200

PROGRAMS & PARTNERSHIPS

WINTER LIGHTS/PANDORA LACASSE	\$	57,500
VISITOR INFORMATION BOOTH/VISIT PORTAND	\$	10,000
POLICE CADET PROGRAM EXPENSE	\$	32,500
LEARNING WORKS	\$	14,000
MILESTONE HOMETEAM	\$	6,500
Total Programs & Partnerships	\$	120,500

RENT & UTILITIES

RENT	\$	20,000
CAM CHARGES	\$	10,200
TAXES- PERSONAL PROPERTY	\$	900
ELECTRIC	\$	1,700
GAS	\$	1,500
TELEPHONE & INTERNET	\$	4,000
Total Rent & Utilities	\$	38,300

OPERATIONS

BANK SERVICE CHARGES	\$	100
CLEANING	\$	4,000
COPIER	\$	3,000
IT SUPPORT	\$	1,250
MEMBERSHIPS, DUES & SUBSCRIPTIONS	\$	4,000
EQUIPMENT EXPENSE	\$	2,000
POSTAGE	\$	4,500
SUPPLIES	\$	3,000
WEBSITE HOSTING + DEVELOPMENT	\$	1,250
SUBCONTRACTORS	\$	3,500
MISCELLANEOUS EXPENSE	\$	2,000
RESERVE FUND	\$	20,126
Total Operations	\$	48,726

MARKETING

GENERAL MARKETING	\$	21,000
DIRECTORY DISTRIBUTION	\$	5,000
SPONSORSHIPS/PARTNERSHIPS	\$	3,000
Total Marketing	\$	29,000

INSURANCE

DIRECTORS & OFFICERS	\$	650
GENERAL/EVENTS/LIQUOR	\$	6,000
WORKERS COMPENSATION	\$	1,100
Total Insurance	\$	7,750

PROFESSIONAL FEES

ACCOUNTING	\$	3,500
ANNUAL ELECTIONS	\$	2,500
LEGAL	\$	4,000
Total Professional Fees	\$	10,000

ORGANIZATIONAL ACTIVITIES

STAKEHOLDER + VOLUNTEER APPRECIATION	\$	2,000
MEETINGS	\$	2,000
PROFESSIONAL DEVELOPMENT	\$	6,500
Total Organizational Activities	\$	10,500

EVENTS

LIGHT UP YOUR HOLIDAYS

LUYH GENERAL MARKETING	\$	5,000
TREE LIGHTING: MARKETING	\$	5,000
TREE LIGHTING: PERFORMERS & SOUND	\$	4,000
TREE LIGHTING: SECURITY	\$	1,500
TREE LIGHTING: STAGE	\$	2,000
TREE LIGHTING EVENT MANAGEMENT	\$	1,000
RETAIL EVENTS	\$	1,500
WAGON RIDES	\$	7,500
MERRY MADNESS: MARKETING	\$	2,000
MERRY MADNESS: EVENT	\$	9,500
MERRY MADNESS EVENTBRITE FEES	\$	2,000
MERRY MADNESS: EVENT MANAGEMENT	\$	1,200
TOY FUND DONATION	\$	1,200

Total Light Up Your Holidays	\$	43,400
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POLICE AWARDS BREAKFAST	\$	4,250
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DOWNTOWN WORKER APPRECIATION DAY	\$	2,500
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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 EVENTBRITE FEES	\$	3,500
OPF EVENTS MANAGER	\$	6,000
OPF MISC (golf carts, etc)	\$	3,500

Total Summer Kick Off Weekend	\$	41,000
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TOTAL EVENTS	\$	91,150
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PARK AND WORK	\$	1,000
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TOTAL EXPENSE	\$	1,071,709
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NET INCOME (LOSS)	\$	-
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