

WHITE ROCK BUSINESS IMPROVEMENT ASSOCIATION (Draft)

BUDGETED STATEMENT OF OPERATIONS FOR THE YEAR

Prepared September 2016

	2017-2018	2016-2017 Budget	2015-2016 Actuals
REVENUE			
BIA Levy - City of White Rock	318,000	312,000	306,000
Other Revenue	39,700	39,700	42,913
Total Income	357,700	351,700	348,913
EXPENDITURE			
FESTIVALS AND EVENTS			
Concerts at the Pier	42,000	50,000	39,816
Canada Day Celebrations	10,000	5,000	9,269
Tour de White Rock	3,500	3,000	3,362
Taste White Rock	15,000	16,500	14,074
Vitality Expo	5,000	5,000	-
Festivals & Events - Other	2,500	2,500	7,325
	78,000	82,000	73,846
MARKETING, ADVERTISING & PROMOTION			
Marketing, Promotions & Graphic Design	13,000	12,000	12,283
Radio Advertising	10,000	14,000	9,299
Print Advertising	7,000	12,000	6,458
Signage	2,000	2,000	-
Newsletter, Communications and Social Media	2,000	500	727
Website - WRBIA	5,000	3,500	16,179
	39,000	44,000	44,946
BEAUTIFICATION AND ENHANCEMENT			
Seasonal Lighting Initiative	18,000	15,000	18,132
Street Banners	16,000	3,000	16,244
Planters, Landscape Architecture	17,000	12,500	16,731
Graffiti Removal Program	7,500	4,000	4,730
Special Projects	2,500	2,500	571
	61,000	37,000	56,408
MEMBER SERVICES			
Training Workshops	1,500	1,500	628
Open House	3,000	3,000	2,766
	4,500	4,500	3,394
ADMINISTRATION			
Budgeted Staffing and Sub-contract including:			
Executive Director	60,000	55,000	60,667
Administrative Assistant	15,000	20,000	11,780
Summer Student	5,000	5,000	4,299
Casual Employment and subcontract	6,000	10,000	5,846
Recording Secretary	5,000	5,000	-
Contract Bookkeeping	5,000	5,000	5,310
Payroll Processing	600	600	542
Employee Benefits CPP/EI	5,000	5,200	5,105
Health Benefits	3,000	3,000	-
Legal	1,500	2,500	634
Year-end Audit	6,500	5,500	5,996

Consulting Services	3,000		3,229
Insurance	4,000	3,000	2,247
	119,600	119,800	105,655
OCCUPANCY			
Rent & Utilities	24,000	24,000	19,565
Office Improvements	1,500	1,000	-
	25,500	25,000	19,565
OFFICE AND ADMINISTRATION			
Office Supplies and Related Expenses	5,000	5,000	6,903
Computer & Office Equipment	2,000	9,000	-
Mileage & Parking	2,500	2,500	-
Executive Director Expenses	3,500	3,500	4,535
Professional Development	1,000	1,500	751
Board Meetings and Hospitality	3,900	5,000	4,653
Telephone/Internet	1,200	2,100	3,370
Cellular	1,500	1,600	-
Printing, Photocopying and Postage	2,500	3,000	1,399
Annual General Meeting	2,000	1,500	2,316
Dues and Subscriptions	1,000	1,000	879
BIABC Annual & Contingency	3,000	3,000	-
Bank Service Charges	1,000	700	876
	30,100	39,400	25,682
TOTAL EXPENDITURE	357,700	351,700	329,496
NET REMAINING BUDGET	-	-	19,417