

Administration Expenditures - Supporting Information

Administration Expenses	2014 Budget Approved \$	2014 Actual Projected \$	2015 Budget Proposed \$
	Column A	Column B	Column C
Salaries and Benefits			
Benefits Plan			
Employer Contributions (CPP, EI, WSIB, etc.)			
Salaries - Full Time			
Salaries - Part Time and Temporary	25,000	22,792	27,500
Other Administrative Expenses			
Accounting Fees			
AGM Expenses	520	206	520
Audit Fees	6,000	1,978	3,000
Bank Charges and Fees	50	11	50
Conferences and Seminars			
Consultants - Administrative Projects			
Gen. Office Stationery & Supplies			
Insurance: BIA Asset Insurance			
Insurance: Commercial General Liability Insurance (City)	327	327	327
Insurance: Directors' Liability Insurance	300	432	300
Legal Fees			
Meeting Expenses (non-AGM)	603	175	603
Memberships			
Office Equipment, Mtce. & Repairs		15	
Office Rent and Storage			
Postage/Courier/Delivery			
Printing			
Subscriptions			
TABIA Membership Dues	2,200	2,200	2,200
Telephone			
Transportation and Travel			
Utilities - Office			
Total Administration Expenses	35,000	28,136	34,500

Notes: (Use a separate sheet(s) of paper, if necessary)

Capital and Maintenance Expenditures - Supporting Information

Capital Expenses (Incl. Loan Repayments) (See Five Year Capital Plan on Page 5)	2014 Budget Approved \$	2014 Actual Projected \$	2015 Budget Proposed \$
	Column A	Column B	Column C
Cost-Shared Projects 50% - 50%			
Banner Poles	5,000	0	5,000
Banners and Hardware (One Time Purchase)			
Benches	15,000	0	20,000
Consultants - Capital Projects			
Decorative Lighting (eg. Tree Lighting or Year-Round Décor)			
Hanging Baskets and Hardware (One Time Purchase)			
Pedestrian Lighting			
Planters (One Time Purchase)			
Street Signs			
Technical and Professional Services			
Tree Guards / Pit Covers			
Tree Planting			
Financed Projects 35% City / 65% BIA			
(Financed Project Name)			
Upfront Contribution			
Loan Payments (Withheld from Levy)			
Additional Payments on Principal (Optional)			
Non Cost-Shared 100% BIA			
Contribution to Capital Reserve			
For Future Capital Projects			
Total Capital Expenditures	20,000	0	25,000

Maintenance Expenses	2014 Budget Approved \$	2014 Actual Projected \$	2015 Budget Proposed \$
	Column A	Column B	Column C
Banner Replacements			
Consultants - Maintenance Projects			
Plantings & Floral Displays (Purchase of Plants, Watering, Maint.)			
Graffiti Removal			
Holiday Decorations (Maint, Storage, Install. & Removal)			
Hydro (Tree, Pedestrian/Decorative Lights)			
Miscellaneous Repairs and Maintenance			
Other Maintenance Expenses	5,000		5,000
Total Maintenance Expenses	5,000	0	5,000

Notes (Use a separate sheet(s) of paper, if necessary):

Promotion and Advertising Expenditures - Supporting Information

Promotion and Advertising Expenses	2014 Budget Approved \$	2014 Actual Projected \$	2015 Budget Proposed \$
	Column A	Column B	Column C
Advertising and Marketing			
Advertising - Radio/TV/Newspapers			
Advertising - Other	7,000	8,136	7,000
Brochures/Flyers/Bulletins	7,000	1,470	7,000
Communications, Social Media			
Consultants - Promotion and Advertising Projects			
Market Research			
Master Plan/Streetscape Plan	7,500		7,500
Membership Directory			
Murals			
Newsletter			
Website Development			
Website Maintenance	7,000	209	7,000
General Marketing (Committee: Branding, Website, Print, etc.)	7,000	12,204	7,000
Promotional Events			
Canada Day			
Christmas			
Easter			
Festival - Fall			
Festival - Spring			
Festival - Summer			
Mother's Day			
Sidewalk Sale			
Signature Event 1 - Wanderlust (Details on Page 9)	10,000	11,828	10,000
Signature Event 2 - Summerlust (TBC) (Details on Page 10)	10,000	13,165	10,000
Signature Event 3 - <name> (Details on Page 11)			
Festival(s) Expense/Smaller Events	5,000		10,500
Total Promotion and Advertising	60,500	47,012	66,000

Notes (Use a separate sheet(s) of paper, if necessary):

(A)

(B)

(C)

(D)