

BIA BUDGET

	Proposed Budget 2023	Actuals 2023	Proposed Budget 2024	Notes
REVENUE				
Levy	\$ 235,000	\$ 235,170		
1st Quarter			\$ 58,750	
2nd Quarter			\$ 58,750	
3rd Quarter			\$ 58,750	
4th Quarter			\$ 58,750	
Levy Adjustments				
Supplementary				
(Writer-Offs)				
(Vacancies)				
BIA Associate Memberships	\$ 500	\$ 500	\$ 500	
Transfer from Reserve (Note 1)	\$ 26,478	\$ -	\$ 80,476	
Events & Sponsor Revenue	\$ 5,500	\$ 6,629	\$ 8,000	
Christmas Party	\$ 5,500			
Fall Into Health Day - Vendor Rental				
Fall Into Health Day - Sponsors		\$ -		
Tecumseh Night Market - Vendor Rental				
Tecumseh Night Market - Sponsors				
Misc. Revenue		\$ 2,466		
Misc. Items		\$ -		
Interest Revenue	\$ 1,500	\$ 5,828	\$ 1,500	
TOTAL	\$ 268,978	\$ 250,593	\$ 325,476	
EXPENSE ALLOCATIONS				
ADMINISTRATION				
Permits/Licenses	\$ 500		\$ -	
Accounting & Legal Fees	\$ 14,500	\$ 9,057	\$ 15,000	
Audit				
Accounting (Bookkeeper)				
Bank Charges	\$ 2,000	\$ 286	\$ 500	
Square Fees				
Bank Fees				
Insurance (Town Contract with HUB)	\$ 1,000	\$ -	\$ 1,500	
Insurance Claims				
Clothing Expense (Board & Volunteers)	\$ 2,000	\$ -	\$ 4,000	
Meals & Entertainment	\$ 2,000	\$ 2,361	\$ 3,000	
Education/Seminars/Conferences	\$ 4,000	\$ 2,330	\$ 4,000	
Memberships/Associations	\$ 250	\$ 360	\$ 500	
OBIAA	\$ 250			
	\$ -			
Office Lease/Rent	\$ 13,500	\$ 14,408	\$ 17,200	A
Office & Misc Expense	\$ 2,000	\$ 6,477	\$ 2,500	
Equipment (phones, calculators, etc.)				
Furniture, Cabinets				
Computers, Printers, Copier				
Miscellaneous	\$ 250			
Office Supplies	\$ 600			

Postage	\$ 100		
Freight & Courier Fees	\$ 200	\$ 100	\$ 300
Software & Computer Expense <i>(Subscriptions)</i>	\$ 3,000	\$ 2,996	\$ 4,000
Repairs & Maintenance	\$ 2,000	\$ 2,328	\$ 100
Cleaning Office	\$ 1,000		\$ 1,300
Konica Printer/Copier Meter Rate	\$ 150		\$ 1,000
Misc Office repairs/installs	\$ 200		
Telephone & Internet Expense	\$ 3,000	\$ 1,132	\$ 1,500
Phones <i>(Office & Cell)</i>	\$ 1,200		
Internet	\$ 500		
Website & Storage Expense	\$ 10,000	\$ 9,072	\$ -
Website	\$ 500		
Storage			
Election Reserve Account <i>(Every 4th Year)</i>	\$ 500		\$ 500
Travel	\$ 4,000	\$ 328	\$ 4,000
Accommodations	\$ 1,200		
Transportation	\$ 500		
Meals	\$ 100		
Mileage Expense - Employee	\$ 1,000	\$ 1,049	\$ 1,500
Wages & Salaries	\$ 57,500	\$ 47,763	\$ 65,000
Coordinator	\$ 42,000		
EI Expense	\$ 1,250	\$ 1,090	\$ 1,508
CPP Expense	\$ 3,278	\$ 2,642	\$ 3,451
Sub Total	\$ 122,478	\$ 103,779	\$ 132,359

ADVERTISING & MARKETING			
Advertising & Marketing	\$ 17,000	\$ 18,754	\$ 40,000
Advertising for BIA - Various Media	\$ 3,000		
Signage			
Acknowledgement/Recognition	\$ -		
Promo Items/Materials	\$ 2,000		
Eyes on Tecumseh	\$ 3,000		
Tecumseh Life - Spring & Winter	\$ 6,000		
Grand Openings	\$ 100		
Sponsorships & Donations	\$ 3,500	\$ -	\$ 4,000
Christmas in Tecumseh & Santa Parade	\$ 2,500		
Corn Festival & Parade	\$ 1,000		
Other - Community			
Promotional Photography	\$ 1,000		\$ -
Tecumseh Dollar Expense <i>(Discount&Donated)</i>	\$ 35,000	\$ 12,958	\$ 35,000
Meet & Greet - Guest Speakers	\$ -		\$ -
Sub Total	\$ 56,500	\$ 31,712	\$ 79,000

BEAUTIFICATION & EVENTS			
Beautification & Events		\$ 63,876	
Banner Contest ¹³	\$ 3,250		\$ -
Christmas Lights & Decorations	\$ 20,000		\$ 25,000
Beautification	\$ 50,000		\$ 55,000
BIA Special Projects	\$ -		\$ -
BIA Parkette	\$ -		\$ -
BIA Events			

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