

ITEM MOT 2015-6221

VILLAGE OF DOWNERS GROVE
Report for the Village Council Meeting
5/19/2015

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| SUBJECT: | SUBMITTED BY: |
| Authorization of FY15-16 Downtown Management Corporation Budget | Michael Baker Deputy Village Manager |

SYNOPSIS

A motion is requested to authorize approval of the FY15-16 Budget for the Downers Grove Downtown Management Corporation.

STRATEGIC PLAN ALIGNMENT

The goals for 2011-2018 identified *Strong, Diverse Local Economy*.

FISCAL IMPACT

Per the terms of the agreement between the Village and the Downtown Management Corporation, the FY15 General Fund includes funds to be disbursed to the Downtown Management Corporation equal to the amount that the Village receives in property taxes within the boundaries of the downtown area as defined by Special Service Area (SSA) #2. This amount is estimated at \$239,000.

RECOMMENDATION

Approval on the May 19, 2015 consent agenda.

BACKGROUND

The Operating Agreement between the Village of Downers Grove and the Downtown Management Corporation states that the Corporation shall submit to the Village the budget for the upcoming fiscal year, which commences on May 1. The Village shall then review the budget, or specify exceptions thereto, within 45 days of submittal. The Village's review of the budget shall be limited to a determination that the Village SSA contributions will be expended only on matters reasonably related to the public purposes set forth in the SSA Ordinance.

Staff reviewed the budget and determined that it meets the agreement requirements. A copy of the FY15-16 Budget for the Downers Grove Downtown Management Corporation has been attached to this report.

ATTACHMENTS

Downtown Management Corporation FY15-16 Budget

| Category | 2015-2016 Budget |
|----------------------------------|---------------------|
| Income | |
| Gift Certificate Income | \$20,000 |
| Downtown Dollars Income | \$11,000 |
| Interest | \$150 |
| Reimbursed Expenses | \$16,000 |
| Special Service Assessment Incom | \$239,000 |
| Sponsorship Income | \$3,000 |
| Unrestricted Income | \$0 |
| Wedding Walk Income | \$0 |
| Total Income | \$289,150 |

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|---------------------------------|------------------|
| Expenses | |
| 401K Expense | \$3,781 |
| Accounting | \$2,400 |
| Advertising - Print | \$27,550 |
| Bank Service Charges | \$50 |
| Business Directory | \$3,300 |
| Contract Labor | \$900 |
| Discretionary Funds | \$0 |
| Downtown Dollars Redeemed | \$11,000 |
| Dues and Subscriptions | \$1,000 |
| Electricity | \$700 |
| Equipment lease | \$1,575 |
| Event Sponsorship | \$0 |
| Gas - Nicor | \$475 |
| Gift Certificates Redeemed | \$20,000 |
| Insurance - Liability D&O | \$1,200 |
| Legal Fees | \$500 |
| Life Insurance | \$85 |
| Meals and Meetings | \$2,500 |
| Miscellaneous | \$225 |
| Office Cleaning | \$380 |
| Office Equipment | \$0 |
| Office Supplies | \$2,600 |
| Outside Consultants - Marketing | \$0 |
| Payroll Service Expense | \$1,500 |
| Payroll Tax Expense | \$11,000 |
| Postage and Delivery | \$200 |
| Promotional Events | \$47,000 |
| Reimburse Resident SSA Funds | \$1,100 |
| Rent | \$15,000 |
| Renters Insurance | \$500 |
| Repairs and Maintenance | \$500 |
| Salaries | \$125,953 |
| Seasonal Decorations | \$1,793 |
| Sound System | \$1,255 |
| Telephone | \$1,920 |
| Website | \$640 |
| Wedding Walk Expense | \$0 |
| Workmens Compension | \$568 |
| Total Expense | \$289,150 |