Church Street Marketplace

The Church Street Marketplace budget pays for the administration, promotion and maintenance of the four-block business improvement district. The Marketplace currently has one full time position in administration, a full time maintenance supervisor and two full time maintenance staff. Funds are also provided to the Street Outreach Program operated by the Howard Center and the Police Department.

CITY OF BURLINGTON
FY13 BUDGET - SPECIAL REVENUE FUNDS
CHURCH STREET MARKETPLACE

Acct #	Account Description	YTD 6/30/11 2011 AUDITED	Actual Period 9 2012	Approved 2012 BUDGET	Requested 2013 BUDGET	FY 12/13 DIFF	% CHANGE
REVENUES:							
GENERAL ADMINISTRATION (233180)							
43070	OTHER LICENSES & PERMITS	1,085	1,320	350	-	(350)	-100.0%
43500	MUSICIANS FEES	4,020	1,636	2,000	2,000	-	-
43510	SIDEWALK FEES	185	155	120	100	(20)	-16.7%
43530	PEDDLER EMPLOYEE FEES	336	182	-	-	-	-
43540	PEDDLER FEES	41,556	21,838	28,000	35,000	7,000	25.0%
43550	SIDEWALK CAFE FEES	101,213	71,139	67,641	85,159	17,518	25.9%
44002	RENT & LEASE	22,200	14,100	17,000	24,000	7,000	41.2%
44029	ADVERTISING REVENUES	980	1,500	-	-	-	-
44037	COMMON AREA FEES	591,961	445,082	618,123	630,317	12,194	2.0%
44040	TELEPHONE CHARGES	41	20	-	-	-	-
44094	FEES	-	795	-	-	-	-
49801	INTEREST ON POOLED CASH	50	19	-	-	-	-
	TOTAL ADMINISTRATION	**763,628**	**557,785**	**733,234**	**776,576**	**43,342**	**5.9%**
PUBLIC RELATIONS (233181)							
43070	OTHER LICENSES & PERMITS	300	-	300	-	(300)	-100.0%
44029	ADVERTISING REVENUES	13,763	9,963	16,000	15,375	(625)	-3.9%
44094	FEES	4,900	3,197	-	-	-	-
44099	MISC REV FROM SERVICES	1,600	1,664	-	1,000	1,000	-
45020	DONATIONS	58,300	62,759	56,000	64,000	8,000	14.3%
	TOTAL PUBLIC RELATIONS	**78,863**	**77,582**	**72,300**	**80,375**	**8,075**	**11.2%**
GENERAL MAINTENANCE (233182)							
45025	CONTRIBUTIONS	-	-	-	4,000	4,000	-

49001	OP TRANSFER	-	-	10,500	10,500	-	-
	TOTAL GEN MAINTENANCE	-	-	**10,500**	**14,500**	**4,000**	**38.1%**
SNOW REMOVAL (233183)							
44099	MISC REV FROM SERVICES	-	-	2,300	-	(2,300)	-100.0%
49001	OP TRANSFER	-	-	500	500	-	-
	TOTAL SNOW REMOVAL	-	-	**2,800**	**500**	**(2,300)**	**-82.1%**
CAPITAL IMPROVEMENTS (233185)							
45020	DONATIONS	2,645	(23)	-	-	-	-
49016	OP TRANSFER - CAPITAL	-	-	-	-	-	-
	TOTAL CAPITAL IMPROVEMENTS	**2,645**	**(23)**	-	-	-	-
TOTAL MARKETPLACE REVENUES		**845,135**	**635,345**	**818,834**	**871,951**	**53,117**	**6.5%**
EXPENSES:							
GENERAL ADMINISTRATION EXPENSES							
61100	SALARIES	71,100	52,316	71,117	**76,289**	5,172	7.3%
61200	WAGES HOURLY	39,029	30,468	43,352	**44,547**	1,195	2.8%
61450	TEMPORARY HELP	14,561	11,767	13,000	**5,000**	(8,000)	-61.5%
61500	OVERTIME	663	32	-	-	-	-
62200	FICA "B"	9,502	7,174	9,688	**10,150**	462	4.8%
62500	RETIREMENT "B"	13,860	6,715	16,002	**15,671**	(331)	-2.1%
62750	LIFE INSURANCE	136	192	315	**200**	(115)	-36.5%
62800	WORKERS COMPENSATION	6,735	6,156	7,360	**7,800**	440	6.0%
62880	HEALTH INS BUYOUT	815	731	1,000	**1,000**	-	-
62900	HEALTH INSURANCE	12,046	13,612	7,462	**18,693**	11,231	150.5%
62920	DENTAL INSURANCE	900	643	1,576	**1,442**	(134)	-8.5%
62940	OPTION 1 SICK BONUS	200	50	515	**515**	-	-
62990	EMPLOYEE PARKING	5,788	1,813	5,040	**5,800**	760	15.1%
63300	EDUCATION	75	1,980	1,500	-	(1,500)	-100.0%
63400	TRAVEL	989	13,743	3,000	**5,000**	2,000	66.7%
63600	DUES & SUBSCRIPTIONS	1,655	79	1,700	**3,000**	1,300	76.5%

64300	LEGAL SERVICES	-	288	-	-	-	-
64500	AUDITS	1,940	-	3,500	-	(3,500)	-100.0%
65050	RENT	16,686	17,016	16,700	**16,700**	-	-
65150	SERVICE CONTRACTS	3,439	3,536	2,220	**3,439**	1,219	54.9%
65990	OTHER CONTRACTUAL SERVICE	(3,455)	1,972	-	-	-	-
66200	GENERAL LIABILITY	6,386	2,949	2,460	**2,460**	-	-
66850	INSURANCE RESERVE	317	1,664	1,700	**1,700**	-	-
67500	PUBLIC RELATIONS	217	-	-	-	-	-
68100	TELEPHONE	2,851	2,703	2,500	**3,000**	500	20.0%
68102	CELL PHONES	4,611	3,876	4,500	**5,000**	500	11.1%
68250	BOTTLED WATER	1,151	873	1,060	**1,000**	(60)	-5.7%
70100	OFFICE SUPPLIES	8,937	2,986	5,000	**5,000**	-	-
70400	POSTAGE	1,294	513	1,100	**1,000**	(100)	-9.1%
72400	ADMINISTRATIVE FEE	33,397	31,599	30,000	**30,000**	-	-
72560	TRANSFER TO RISK MGMT	741	559	700	**700**	-	-
72801	INTEREST ON POOLED CASH	662	632	-	-	-	-
	TOTAL GENERAL ADMINISTRATION	**257,229**	**218,639**	**254,067**	**265,106**	**11,039**	**4.3%**
PUBLIC RELATIONS EXPENSES							
61200	WAGES HOURLY	-	16,862	-	**39,736**	39,736	-
61450	TEMPORARY HELP	26,890	17,226	20,000	**12,000**	(8,000)	-40.0%
61500	OVERTIME	-	2,123	-	-	-	-
62200	FICA "B"	2,057	2,799	1,520	**3,932**	2,412	158.7%
62500	RETIREMENT "B"	-	1,137	-	**5,099**	5,099	-
62880	HEALTH INS BUYOUT	-	385	-	-	-	-
62900	HEALTH INSURANCE	-	-	-	**6,379**	6,379	-
62920	DENTAL INSURANCE	-	-	-	**354**	354	-
63400	TRAVEL EXPENSE	875	584	-	-	-	-
63600	DUES & SUBSCRIPTIONS	4,933	4,683	4,500	**4,500**	-	-
64650	PERFORMERS & LECTURERS	10,240	19,495	9,500	**9,500**	-	-
64990	OTHER PROFESSIONAL SVCS	115,210	68,807	95,000	**95,000**	-	-
65990	OTHER CONTRACTUAL SERVICE	860	11,479	-	-	-	-
67100	ADVERTISING	17,014	27,972	28,180	**25,000**	(3,180)	-11.3%
67200	PRINTING	20,608	3,898	16,000	**16,000**	-	-

67500	PUBLIC RELATIONS	35,613	27,699	27,600	**35,468**	7,868	28.5%
68100	TELEPHONE	622	605	-	-	-	
71140	MAINTENANCE SUPPLIES	12	-	-	-	-	
	TOTAL PUBLIC REALTIONS	**234,934**	**205,753**	**202,300**	**252,968**	**50,668**	**24.6%**
GENERAL MAINTENANCE EXPENSES							
61200	WAGES HOURLY	103,798	72,509	112,857	**114,194**	1,337	1.2%
61300	SEASONAL HELP	1,526	-	-	-	-	-
61450	TEMPORARY HELP	21,762	14,228	30,000	**30,000**	-	-
61500	OVERTIME	13,629	12,192	12,000	**15,000**	3,000	25.0%
62200	FICA "B"	10,776	7,536	11,769	**12,099**	330	2.8%
62500	RETIREMENT "B"	12,736	5,637	14,381	**14,705**	324	2.3%
62550	HOLIDAY PAY	857	247	400	**400**	-	-
62750	LIFE INSURANCE	259	200	500	**500**	-	-
62880	HEALTH INS BUYOUT	815	731	800	**800**	-	-
62900	HEALTH INSURANCE	17,842	8,258	27,249	**12,758**	(14,491)	-53.2%
62920	DENTAL INSURANCE	1,517	715	1,795	**1,060**	(735)	-40.9%
62940	OPTION 1 SICK BONUS	1,000	525	1,500	**1,500**	-	-
64990	OTHER PROFESSIONAL SVCS	1,311	25,225	-	-	-	-
65100	EQUIPMENT LEASES	13,272	10,248	13,877	**14,000**	123	0.9%
65450	RUBBISH REMOVAL	851	996	-	-	-	-
65920	EQUIPMENT MAINTENANCE	-	-	3,000	-	(3,000)	-100.0%
65950	ELECTRICAL MAINTENANCE	7,865	5,662	8,000	-	(8,000)	-100.0%
65990	OTHER CONTRACTUAL SERVICE	39,405	23,416	25,000	**25,000**	-	-
67500	PUBLIC RELATIONS	50	-	-	-	-	-
68100	TELEPHONE	366	232	-	-	-	-
68101	PAGERS	1,622	1,218	2,000	**2,000**	-	-
68200	WATER / SEWAGE	1,411	1,027	2,000	**1,800**	(200)	-10.0%
68300	ELECTRICITY	3,863	3,708	6,750	**4,000**	(2,750)	-40.7%
68400	GAS	-	1,378	-	-	-	-
71060	UNIFORMS	1,739	1,710	-	-	-	-
71140	MAINTENANCE SUPPLIES	6,998	10,685	12,000	**12,000**	-	-
71220	GASOLINE	1,343	458	1,500	**2,000**	500	33.3%
71720	CHLORIDE	1,735	-	-	-	-	-

71840	PAINT	-	140	-	-	-	-
71990	OTHER MAINTENANCE SUPPLY	1,564	3,909	-	-	-	-
75740	OP TRANSFER CAPITAL	35,326	-	-	-	-	-
	TOTAL GENERAL MAINTENANCE	**305,236**	**212,786**	**287,378**	**263,816**	**(23,562)**	**-8.2%**
SNOW REMOVAL EXPENSES							
61300	SEASONAL HELP	-	-	2,000	-	(2,000)	-100.0%
65400	SNOW REMOVAL	44,000	35,000	49,875	**53,000**	3,125	6.3%
71720	CHLORIDE	6,360	5,813	7,500	**7,500**	-	-
	TOTAL	**50,360**	**40,813**	**59,375**	**60,500**	**1,125**	**1.9%**
VANDALISM REPAIR EXPENSES							
64990	OTHER PROFESSIONAL SVCS	-	1,470	-	-	-	-
65990	OTHER CONTRACTUAL SERVICE	15,364	44,807	15,000	**30,473**	15,473	103.2%
	TOTAL	**15,364**	**46,277**	**15,000**	**30,473**	**15,473**	**103.2%**
CAPITAL IMPROVEMENTS							
65990	OTHER CONTRACTUAL SERVICE	1,419	6,540	-	-	-	-
73990	OTHER CHARGES	1,084	595	-	-	-	-
	TOTAL	**2,503**	**7,135**	-	-	-	-
TOTAL CHURCH STREET MKTPLC EXPENSES		**865,626**	**731,403**	**818,120**	**872,863**	**54,743**	**6.7%**
NET CSM REVENUES (EXPENSES)		**(20,491)**	**(96,059)**	**714**	**(912)**		

CITY OF BURLINGTON
FY13 BUDGET - SPECIAL REVENUE FUNDS
CHURCH STREET MARKETPLACE
VARIANCE REPORT

Acct #	Account Description
REVENUES:	
GENERAL ADMINISTRATION (233180)	
43070	OTHER LICENSES & PERMITS
43500	MUSICIANS FEES
43510	SIDEWALK FEES
43530	PEDDLER EMPLOYEE FEES
43540	PEDDLER FEES
43550	SIDEWALK CAFE FEES
44002	RENT & LEASE
44029	ADVERTISING REVENUES
44037	COMMON AREA FEES
44040	TELEPHONE CHARGES
44094	FEES
49801	INTEREST ON POOLED CASH
	TOTAL ADMINISTRATION
PUBLIC RELATIONS (233181)	
43070	OTHER LICENSES & PERMITS
44029	ADVERTISING REVENUES
44094	FEES
44099	MISC REV FROM SERVICES
45020	DONATIONS
	TOTAL PUBLIC RELATIONS
GENERAL MAINTENANCE (233182)	
45025	CONTRIBUTIONS

49001	OP TRANSFER	
	TOTAL GEN MAINTENANCE	

SNOW REMOVAL (233183)

44099	MISC REV FROM SERVICES	
49001	OP TRANSFER	
	TOTAL SNOW REMOVAL	

CAPITAL IMPROVEMENTS (233185)

45020	DONATIONS	
49016	OP TRANSFER - CAPITAL	
	TOTAL CAPITAL IMPROVEMENTS	

TOTAL MARKETPLACE REVENUES

EXPENSES:

GENERAL ADMINISTRATION EXPENSES

61100	SALARIES	Step Increase
61200	WAGES HOURLY	
61450	TEMPORARY HELP	Reduced to balance budget
61500	OVERTIME	
62200	FICA "B"	
62500	RETIREMENT "B"	
62750	LIFE INSURANCE	More accurate projection
62800	WORKERS COMPENSATION	More accurate projection
62880	HEALTH INS BUYOUT	
62900	HEALTH INSURANCE	Marriage of executive director
62920	DENTAL INSURANCE	More accurate projection
62940	OPTION 1 SICK BONUS	
62990	EMPLOYEE PARKING	Increased costs
63300	EDUCATION	Reduction in education support for FY 13
63400	TRAVEL	Additional travel; director member of International Downtown Assoc. Board

63600	DUES & SUBSCRIPTIONS	Attendance at additional conferences
64300	LEGAL SERVICES	
64500	AUDITS	
65050	RENT	
65150	SERVICE CONTRACTS	More accurate projection
65990	OTHER CONTRACTUAL SERVICE	
66200	GENERAL LIABILITY	
66850	INSURANCE RESERVE	
67500	PUBLIC RELATIONS	
68100	TELEPHONE	More accurate projection
68102	CELL PHONES	More accurate projection
68250	BOTTLED WATER	Attempt to reduce bottled water consumption
70100	OFFICE SUPPLIES	
70400	POSTAGE	Declining use of postage meter
72400	ADMINISTRATIVE FEE	
72560	TRANSFER TO RISK MGMT	
72801	INTEREST ON POOLED CASH	
	TOTAL GENERAL ADMINISTRATION	

PUBLIC RELATIONS EXPENSES

61200	WAGES HOURLY	
61450	TEMPORARY HELP	Reduce paid interns; rely on non-paid
61500	OVERTIME	Increase of overtime more realistic projection
62200	FICA "B"	Reflects projection increases
62500	RETIREMENT "B"	
62880	HEALTH INS BUYOUT	
62900	HEALTH INSURANCE	
62920	DENTAL INSURANCE	
63400	TRAVEL EXPENSE	
63600	DUES & SUBSCRIPTIONS	
64650	PERFORMERS & LECTURERS	
64990	OTHER PROFESSIONAL SVCS	
65990	OTHER CONTRACTUAL SERVICE	
67100	ADVERTISING	Reduced to balance budget

67200	PRINTING	
67500	PUBLIC RELATIONS	Reflects projected costs for promotion
68100	TELEPHONE	
71140	MAINTENANCE SUPPLIES	
	TOTAL PUBLIC REALTIONS	

GENERAL MAINTENANCE EXPENSES

61200	WAGES HOURLY	
61300	SEASONAL HELP	
61450	TEMPORARY HELP	
61500	OVERTIME	Reflects more realistic projection of OT
62200	FICA "B"	
62500	RETIREMENT "B"	
62550	HOLIDAY PAY	
62750	LIFE INSURANCE	
62880	HEALTH INS BUYOUT	
62900	HEALTH INSURANCE	
62920	DENTAL INSURANCE	
62940	OPTION 1 SICK BONUS	
64990	OTHER PROFESSIONAL SVCS	
65100	EQUIPMENT LEASES	
65450	RUBBISH REMOVAL	
65920	EQUIPMENT MAINTENANCE	
65950	ELECTRICAL MAINTENANCE	
65990	OTHER CONTRACTUAL SERVICE	
67500	PUBLIC RELATIONS	
68100	TELEPHONE	
68101	PAGERS	
68200	WATER / SEWAGE	Reflects more realistic projection
68300	ELECTRICITY	Reflects new LED lighting system
68400	GAS	
71060	UNIFORMS	
71140	MAINTENANCE SUPPLIES	
71220	GASOLINE	

71720	CHLORIDE	
71840	PAINT	
71990	OTHER MAINTENANCE SUPPLY	
75740	OP TRANSFER CAPITAL	
	TOTAL GENERAL MAINTENANCE	
SNOW REMOVAL EXPENSES		
61300	SEASONAL HELP	Relying on Marketplace staff versus temp help
65400	SNOW REMOVAL	Reflects projected increase in FY 13 contract
71720	CHLORIDE	
	TOTAL	
VANDALISM REPAIR EXPENSES		
64990	OTHER PROFESSIONAL SVCS	
65990	OTHER CONTRACTUAL SERVICE	Reflects new Security program
	TOTAL	
CAPITAL IMPROVEMENTS		
65990	OTHER CONTRACTUAL SERVICE	
73990	OTHER CHARGES	
	TOTAL	
TOTAL CHURCH STREET MKTPLC EXPENSES		
NET CSM REVENUES (EXPENSES)		