

**INTERNATIONAL VILLAGE
BUSINESS IMPROVEMENT AREA (BIA)
2016 OPERATING BUDGET**

Rent	\$ 11,400
Telephone/fax/internet/website	\$ 4,000
Office supplies (cleaning supplies, postage, paper, toner, general office etc)	\$ 2,000
Equipment repairs & purchases (equipment maintenance, computer upgrades/repairs, photocopier)	\$ 800
Bank charges, book-keeper, audit fees	\$ 3,300
Insurance	\$ 3,500
Administrative services	\$ 59,000
Member Contact and Events (Printing, networking events, Chamber of Commerce membership OBIAA Conference, event supplies)	\$ 4,500
Board Expense, Travel and Promotion (board events, gifts, flowers, parking, mileage)	\$ 2,000
Advertising	\$ 41,500
Beautification & maintenance (graffiti removal/summer staff/garbage)	\$ 3,000
Contingency (reassessed properties that affect levy)	\$ 5,000
TOTAL BUDGET:	<u>\$ 140,000</u>