

OAA YrXIII, FY22-23 Budget November 2022, Rev#5.1

| Item | Amount Budgeted | Previous Month (Oct) | Current Month (Nov) | ACCRUED FISCAL YR TO DATE | Variance |
|--|-------------------|----------------------|---------------------|---------------------------|-------------------|
| INCOME | | | | | |
| Assessment Revenue | | | | | |
| Assessment Revenue (current year) | \$ 355,853 | | | | \$ 355,853 |
| -Penalties/Interest (current year) | | | | | |
| Assessment Revenue (prior year[s]) | \$ 35,438 | | | | \$ 35,438 |
| -Penalties/Interest (prior year[s]) | | | | | |
| Prior Year(s) Assessment Refund | | | | | |
| Prior Year(s) Assessment Bad Debt | | | | | |
| Subtotal Assessment Revenue | \$ 391,291 | \$ - | \$ - | \$ - | \$ 391,291 |
| Grants* | | | | | |
| CDBG Small Business Grant 21-22 | \$ 6,667 | | | \$ 6,667 | \$ -0 |
| CDBG Small Business Grant 22-23 | \$ 40,000 | | | | \$ 40,000 |
| Lunar New Year Grant 2023 (TBD) | | | | | |
| OEWD/RFP 212 (balance from \$260,250) | \$ 134,833 | | | \$ 33,800 | \$ 101,033 |
| OEWD/RFP 212 (Task 8/District Management) | \$ 100,000 | | | | \$ 100,000 |
| Subtotal Grants | \$ 281,500 | \$ - | \$ - | \$ 40,467 | \$ 241,033 |
| Other Revenue | | | | | |
| Charitable Contributions | \$ 5,000 | | | | \$ 5,000 |
| Deposit to be Refunded (SFMTA) | \$ 250 | | | | \$ 250 |
| Subtotal Other Revenue | \$ 5,250 | \$ - | \$ - | \$ - | \$ 5,250 |
| Subtotal Income | \$ 678,041 | \$ - | \$ - | \$ 40,467 | \$ 637,574 |
| Operating Reserve | | | | | |
| Carryover Net Income from FY21-22 | \$ 216,709 | \$ 216,709 | \$ 216,709 | \$ 216,709 | |
| Subtotal Operating Reserve | \$ 216,709 | \$ 216,709 | \$ 216,709 | \$ 216,709 | |
| Total Income | \$ 894,750 | \$ 216,709 | \$ 216,709 | \$ 257,176 | \$ 637,574 |
| Item | Amount Budgeted | Previous Month (Oct) | Current Month (Nov) | ACCRUED FISCAL YR TO DATE | Variance |
| EXPENSES | | | | | |
| Personnel: | | | | | |
| <i>District Management</i> | | | | | |
| NexStreet/RFP 212 Grant | \$ 61,821 | \$ 6,869 | \$ 6,869 | \$ 13,738 | \$ 48,083 |
| <i>Full Time-Executive Director (Assessment)</i> | | | | | |
| Salary | \$ 16,553 | | | \$ 16,553 | \$ -0 |
| Payroll Tax | \$ 1,404 | | | \$ 1,404 | \$ -0 |
| IRA Contribution | \$ 358 | | | \$ 358 | \$ -0 |
| Health Ins. Payment Assistance | \$ 467 | | | \$ 467 | \$ -0 |
| <i>Full Time-Small Business Manager</i> | | | | | |
| Salary (Non-Assessment/CDBG) | \$ 40,000 | \$ 3,333 | \$ 3,333 | \$ 16,667 | \$ 23,333 |
| Salary (Assessment) | \$ 20,000 | \$ 1,667 | \$ 1,667 | \$ 7,619 | \$ 12,381 |
| Payroll Tax (Assessment) | \$ 5,000 | \$ 383 | \$ 383 | \$ 1,858 | \$ 3,142 |
| IRA Contribution (Assessment) | \$ 1,875 | \$ 150 | \$ 150 | \$ 729 | \$ 1,146 |
| Health Ins. Payment Assistance (Assessment) | \$ 3,000 | \$ 250 | \$ 250 | \$ 1,250 | \$ 1,750 |
| <i>Consultants (Assessment)</i> | | | | | |
| CBD Renewal | \$ 3,000 | | | | \$ 3,000 |
| Deputy Executive Director | \$ 14,000 | | | | \$ 14,000 |
| Executive Director Transition | \$ 4,000 | | | | \$ 4,000 |
| Subtotal Personnel (Assessment) | \$ 69,657 | \$ 2,450 | \$ 2,450 | \$ 30,238 | \$ 39,419 |
| Subtotal Personnel (Non-Assessment/CDBG) | \$ 40,000 | \$ 3,333 | \$ 3,333 | \$ 16,667 | \$ 23,333 |
| Subtotal Personnel (Non-Assessment/RFP 212) | \$ 61,821 | \$ 6,869 | \$ 6,869 | \$ 13,738 | \$ 48,083 |
| TOTAL PERSONNEL | \$ 171,478 | \$ 12,652 | \$ 12,652 | \$ 60,643 | \$ 110,835 |
| Management & Operations | | | | | |
| 1720 Ocean Ave. Lease (Rent, 6 months) | \$ 11,100 | | | | \$ 11,100 |
| 1720 Ocean Ave. Lease (Insurance) TBD | | | | | \$ -0 |
| 1720 Ocean Ave. (Utilities + Internet, 6 months) | \$ 2,400 | | | | \$ 2,400 |
| 1720 Ocean Ave. (FFE + Signage) | \$ 5,000 | | | | \$ 5,000 |
| Accounting Fees | \$ 7,000 | \$ 700 | | \$ 3,060 | \$ 3,940 |
| Annual Report and Meeting Expenses | \$ 1,500 | \$ 1,524 | | \$ 1,524 | \$ (24) |
| Assessment Roll Updating | \$ 2,000 | \$ 2,000 | | \$ 2,000 | \$ -0 |
| Bookkeeping Fees (\$60/hr) | \$ 12,500 | | \$ 2,880 | \$ 7,290 | \$ 5,210 |
| Dues, Subscriptions, Workshops | \$ 2,250 | \$ 50 | \$ 190 | \$ 1,296 | \$ 954 |

| | | | | | |
|--|--------------------|-------------------|-------------------|-------------------|-------------------|
| Employee Search | \$ 1,438 | | | \$ 1,675 | \$ (237) |
| Insurance - Liability, D&O | \$ 6,000 | | | \$ 1,767 | \$ 4,233 |
| Legal Fees | \$ 8,000 | \$ 95 | | \$ 767 | \$ 7,233 |
| Licenses, Permits, Filing Fees | \$ 700 | | | \$ 25 | \$ 675 |
| Office Supplies, Equipment & Expenses | \$ 2,000 | | | | \$ 2,000 |
| Payroll Processing Fees | \$ 2,500 | \$ 186 | \$ 168 | \$ 1,273 | \$ 1,227 |
| Printing, Copying, Postage & Mailing Services | \$ 2,000 | | \$ 5 | \$ 5 | \$ 1,995 |
| Telephone, Telecom, Meeting Expense, Other | \$ 3,000 | | | \$ 48 | \$ 2,952 |
| Workers Compensation Insurance | \$ 1,000 | \$ 217 | \$ 4 | \$ 355 | \$ 645 |
| Subtotal Management & Operations | \$ 70,388 | \$ 4,772 | \$ 3,247 | \$ 21,085 | \$ 49,303 |
| Cleaning, Maintenance & Safety | | | | | |
| Graffiti Removal - Other | \$ 1,000 | | | | \$ 1,000 |
| Landscape & Maintenance (Arborist Now) | \$ 10,000 | | | | \$ 10,000 |
| Sanitation and Graffiti Removal (Cleanscapes) | \$ 130,000 | \$ 20,633 | | \$ 41,266 | \$ 88,734 |
| Security and Safety | \$ 1,000 | | | | \$ 1,000 |
| Supplies and Materials | \$ 3,000 | \$ 94 | \$ 136 | \$ 290 | \$ 2,710 |
| Watering & Maintenance (plants & trees) | \$ 22,000 | | \$ 2,652 | \$ 9,324 | \$ 12,676 |
| Subtotal Cleaning, Maintenance & Safety | \$ 167,000 | \$ 20,727 | \$ 2,788 | \$ 50,880 | \$ 116,120 |
| Marketing & Beautification | | | | | |
| Advertising | \$ 20,000 | \$ 2,647 | \$ 73 | \$ 3,108 | \$ 16,892 |
| Advertising Materials/Supplies | \$ 1,500 | \$ 24 | | \$ 411 | \$ 1,089 |
| Beautification - Sidewalk Garden & Tree Planting | \$ 12,500 | | | | \$ 12,500 |
| Events - Phoenix Day | \$ 3,100 | | | \$ 3,113 | \$ (13) |
| Events - Sleigh the Holiday | \$ 7,000 | | \$ 3,516 | \$ 3,516 | \$ 3,484 |
| Holiday Decorations | \$ 3,000 | | \$ 1,298 | \$ 1,561 | \$ 1,439 |
| Marketing (Promotions) | \$ 3,600 | | | | \$ 3,600 |
| Professional Services | \$ 5,000 | | | \$ 60 | \$ 4,940 |
| Public Art | \$ 5,000 | | | \$ 179 | \$ 4,821 |
| Refreshments - Meetings and Volunteers | \$ 250 | \$ 465 | | | \$ 250 |
| Webhosting | \$ 1,000 | | | | \$ 1,000 |
| Year XII Spenddown | \$ 16,300 | | | | \$ 16,300 |
| Subtotal Marketing & Beautification | \$ 78,250 | \$ 3,136 | \$ 4,887 | \$ 11,948 | \$ 66,302 |
| Contingency & Reserves | | | | | |
| Contingency & Reserves | \$ 15,000 | | | | \$ 15,000 |
| Subtotal Contingency & Reserves | \$ 15,000 | \$ - | \$ - | \$ - | \$ 15,000 |
| Subtotal Non-Personnel Assessment Expenses | \$ 330,638 | \$ 28,635 | \$ 10,922 | \$ 83,913 | \$ 246,725 |
| Supplemental Non-Assessment Expenses* | | | | | |
| Lunar New Year Grant 2023 TBD | | | | | |
| OEWD/RFP 212 (balance from \$230,250/\$30,000 inhouse) | \$ 110,483 | \$ 250 | \$ 1,200 | \$ 20,150 | \$ 90,333 |
| OEWD/RFP 212 (Task 8/District Management) | \$ 38,179 | | | | \$ 38,179 |
| Subtotal Supplemental Non-Assessment Expenses | \$ 148,662 | \$ 250 | \$ 1,200 | \$ 20,150 | \$ 128,512 |
| Total Non-Assessment Expenses (Including CDBG/RFP) | \$ 250,483 | \$ 10,452 | \$ 11,402 | \$ 50,555 | \$ 199,928 |
| Total Assessment Expenses | \$ 400,295 | \$ 31,085 | \$ 13,372 | \$ 114,151 | \$ 286,144 |
| Total OAA Net Income** | \$ 494,455 | \$ 185,624 | \$ 203,337 | \$ 143,025 | \$ 351,430 |
| Net Income/Cash Balance*** | \$ 243,972 | \$ 175,172 | \$ 191,935 | \$ 92,470 | \$ 151,502 |
| * See Grant Schedule for fiscal year flow of Income and Expenses for active and expired grants. | | | | | |
| ** Total Income less Total Assessment Expenses. | | | | | |
| *** Total Income less Total Assessment Expenses and less Total Non-Assessment Expenses, and adjusted for the items outlined below. | | | | | |
| Bank Balance on 11/30/22 | \$93,209.10 | | | | |
| +Accounts Receivable | | | | | |
| +Grants Receivable | | | | | |
| -Accounts Payable | | | | | |
| -Checks outstanding | | | | | |
| -Credit Card charges | \$139.41 | | | | |
| -Salary to be deducted | | | | | |
| -IRA to be deducted | \$600.00 | Oct & Nov | | | |
| Net Income/Cash Balance 11/30/22: | \$92,469.69 | | | | |