



Willow Glen Business Association
Board of Directors & General Membership Meeting
Agenda for Tuesday, April 12th, 2022 * 8:00 am – 9:00 am
 Meeting Location: The Garden Theatre, 1165 Lincoln Avenue
 Conference Room #204, located on the 2nd floor

I – Information Only A – Action Required G – Good for the Order

Item	Type	Person Responsible	Time line	Action
Meeting called to order	G	President, Tim Mulcahy	8:00 am –	Welcome
Approval of minutes	A	Approval of March Minutes	8:05 am	Review and approval of, March 8 th , 2022, minutes
Executive Committee Report	I	Executive Committee Update – Tim Mulcahy	8:10 am	March meeting canceled
Treasurer's Report	A	Treasurer, Tim Mulcahy – March Financial Report <u>Approve –</u> <ul style="list-style-type: none"> Proposed budget for FY 22-23 	8:10 am	Board approval Accept Report
Committees to provide an update to board and membership on their projects.	I	Member Relations Committee WGBA Staff	8:20 am – 8:45 am	Updates
	I	Strategic Marketing Committee Chair: Frank Bejan		
	I	CBID Committee Chair: Nate Perez		
	I	Our Avenue Committee Chair: Kathleen Erdmann		
OPEN FORUM/ PUBLIC COMMENT– 2 MIN. EACH	G	Moderated by Board President	8:45 am – 8:55 am	
		Time Certain Any person may address the Board on any subject not on the agenda. Since the subject is not on the agenda, the Brown Act (State Open Meeting Law) prohibits action by the Board. However, Board Members and Staff may briefly respond to statements or questions and/or provide referral to Staff. The Board may place the item on an agenda for a future meeting.		
Assoc Member Applications	A	None	9:00 am	
Meeting Adjournment	G	Tim Mulcahy	9:00 am	

The next WGBA Board meeting will be Tuesday, May 10th, 2022, time 8:00 am
Meeting location TBD

Board Meeting
March 8, 2022

The meeting was called to order by President Tim Mulcahy at 8:07 a.m.

In attendance: Emelie Highley, Frank Bejan, Jim Carpeneti, Gea Carr, Kathleen Erdmann, Marcus Estrada, Lynne Rovai, Anne Saliba, Nate Perez, Jamie Sizelove and staff member Stephanie Whaley (via phone)

Board Members not present: Barbara Hartman, Sara Rivas, Steve Wymer and Steve Sibley

Guest: Mary Anne Groen, Chief of Staff (Dev Davis' office)

Tim talked about the importance of the CBID, Maximizing Event revenue, Relationship with the City of San Jose as being priorities in 2022.

Tim suggested we move the balance of funds from US Bank to Wells Fargo where we have an existing account.

Emilie emphasized the important of attendance as stated in the bylaws and said the bylaw requirements will be enforced.

Tim Mulcahy (acting as treasurer) gave the monthly financial report

Board training for new board members will take place and a date TBD

Committees:

Strategic Marketing – Frank Bejan and Jim Carpeneti volunteered for that committee

Promotions - Lynne Rovai and Gea Carr volunteered for that committee

Our Avenue – Kathleen Erdmann, Jamie Sizelove, Ann Saliba and Marcus Estrada

Finance Committee

CBID – Nate Perez, Tim Mulcahy and Barbara Hartman

Non-Profit 501c3 – Steve Sibley – current status is non- profit but there is one more designation for public nonprofit status that allows larger entities to donate

Mary Anne Groen attended for Nicolas spoke about grants – one in particular Abierto Funding Grant. Requires a \$35k deposit and hiring a professional grant writer

Budget docs fund outside of general budget for ONE TIME funding through the mayor's office. Lighting was suggested as something downtown WG needs. This pool of money would be available in this budget cycle and Maryanne would be the one to draft the paperwork.

Stephanie introduced an idea to have a videographer film some content to highlight local businesses about why they love Willow Glen and to use those short videos on social media and the website.

The new Compass building is set to open and the new building on Willow is set to open in 2023.

The meeting was adjourned at 8:57 a.m.

Respectfully,

Kathleen Erdmann
Secretary

Willow Glen Business Association
Balance Sheet Prev Year Comparison
As of March 31, 2022

	Mar 31, 22	Mar 31, 21	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
US Bank Checking	263,740.46	239,265.44	24,475.02	10.23%
Wells Fargo Checking	3,249.09	2,418.33	830.76	34.35%
Total Checking/Savings	266,989.55	241,683.77	25,305.78	10.47%
Accounts Receivable				
Accounts Receivable	500.00	684.00	-184.00	-26.9%
Total Accounts Receivable	500.00	684.00	-184.00	-26.9%
Other Current Assets				
Pre-Paid Rent	250.00	0.00	250.00	100.0%
Service Deposits	500.00	500.00	0.00	0.0%
Total Other Current Assets	750.00	500.00	250.00	50.0%
Total Current Assets	268,239.55	242,867.77	25,371.78	10.45%
Fixed Assets				
Eqpmt, Furnit., and Computers	7,310.79	7,310.79	0.00	0.0%
Total Fixed Assets	7,310.79	7,310.79	0.00	0.0%
TOTAL ASSETS	275,550.34	250,178.56	25,371.78	10.14%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable	1,492.51	853.13	639.38	74.95%
Total Accounts Payable	1,492.51	853.13	639.38	74.95%
Other Current Liabilities				
ARTWORKS Project	6,546.18	11,437.68	-4,891.50	-42.77%
CBID Contingency Reserve	54,727.12	49,319.79	5,407.33	10.96%
Sales Tax Payable	0.06	114.49	-114.43	-99.95%
Total Other Current Liabilities	61,273.36	60,871.96	401.40	0.66%
Total Current Liabilities	62,765.87	61,725.09	1,040.78	1.69%
Total Liabilities	62,765.87	61,725.09	1,040.78	1.69%
Equity				
Accumulated Net Assets	119,152.46	130,522.29	-11,369.83	-8.71%
Assets moved to/from Accum NA	-143.56	-143.56	0.00	0.0%
Temporarily Restricted Assets	143.56	143.56	0.00	0.0%
Net Income	93,632.01	57,931.18	35,700.83	61.63%
Total Equity	212,784.47	188,453.47	24,331.00	12.91%
TOTAL LIABILITIES & EQUITY	275,550.34	250,178.56	25,371.78	10.14%

Willow Glen Business Association
Profit & Loss Prev Year Comparison
March 2022

	Mar 22	Mar 21	\$ Change	% Change
Ordinary Income/Expense				
Income				
CBID	166,127.92	163,793.35	2,334.57	1.43%
Event Revenue	50.00	438.31	-388.31	-88.59%
Member Dues	120.00	0.00	120.00	100.0%
Sponsorships	1,200.00	0.00	1,200.00	100.0%
Total Income	167,497.92	164,231.66	3,266.26	1.99%
Gross Profit	167,497.92	164,231.66	3,266.26	1.99%
Expense				
Advertising and P/R	1,000.00	295.00	705.00	238.98%
Bank Service Charges	21.43	21.36	0.07	0.33%
City Fees	2,500.00	2,500.00	0.00	0.0%
Contract Services	13,430.24	12,682.74	747.50	5.89%
Dues and Subscriptions	65.00	65.00	0.00	0.0%
Equipment Rental	955.02	668.95	286.07	42.76%
Equipment/Furnishings	491.63	0.00	491.63	100.0%
Insurance	3,470.39	1,395.42	2,074.97	148.7%
Permits and Fees	1,632.74	20.00	1,612.74	8,063.7%
Personnel	7,416.96	6,520.69	896.27	13.75%
Professional Fees	1,183.50	600.00	583.50	97.25%
Rent	0.00	250.00	-250.00	-100.0%
Supplies	1,896.34	211.64	1,684.70	796.02%
Telephone and Internet	185.37	336.91	-151.54	-44.98%
Website	0.00	169.28	-169.28	-100.0%
Total Expense	34,248.62	25,736.99	8,511.63	33.07%
Net Ordinary Income	133,249.30	138,494.67	-5,245.37	-3.79%
Net Income	133,249.30	138,494.67	-5,245.37	-3.79%

**Willow Glen Business Association
 Profit & Loss YTD Comparison
 March 2022**

	Mar 22	Jul '21 - Mar 22
Ordinary Income/Expense		
Income		
CBID	166,127.92	268,988.50
Event Revenue	50.00	78,001.46
Grants	0.00	15,000.00
Member Dues	120.00	240.00
Sponsorships	1,200.00	12,050.00
Total Income	<u>167,497.92</u>	<u>374,279.96</u>
Gross Profit	167,497.92	374,279.96
Expense		
Advertising and P/R	1,000.00	1,319.40
Bank Service Charges	21.43	1,711.90
City Fees	2,500.00	5,000.00
Contract Services	13,430.24	133,782.65
Dues and Subscriptions	65.00	585.00
Equipment Rental	955.02	7,330.37
Equipment/Furnishings	491.63	491.63
Insurance	3,470.39	7,743.24
Meetings	0.00	586.11
Permits and Fees	1,632.74	4,673.77
Personnel	7,416.96	60,103.57
Postage and Delivery	0.00	501.50
Printing and Reproduction	0.00	294.98
Professional Fees	1,183.50	12,615.50
Rent	0.00	2,000.00
Retail Merchandise Expense	0.00	-609.00
Sales Tax Adjustment	0.00	0.66
Software	0.00	99.99
Supplies	1,896.34	37,717.58
Telephone and Internet	185.37	1,749.94
Website	0.00	2,949.16
Total Expense	<u>34,248.62</u>	<u>280,647.95</u>
Net Ordinary Income	133,249.30	93,632.01
Net Income	<u>133,249.30</u>	<u>93,632.01</u>

**Willow Glen Business Association
Profit & Loss by Class**

March 2022

	ADMIN (CBID)	C & R (CBID)	DISI (CBID)	SOBOP (CBID)	Total CBID	Planter Box Adoption (Fundraising Events)	Spring Wine Walk (Fundraising Events)	Total Fundraising Events	Member Relations	WGBA Administration	TOTAL
Ordinary Income/Expense											
Income											
CBID	41,531.98	3,322.56	18,274.07	102,999.31	166,127.92	0.00	0.00	0.00	0.00	0.00	166,127.92
Event Revenue	0.00	0.00	0.00	0.00	0.00	0.00	50.00	50.00	0.00	0.00	50.00
Member Dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00	0.00	120.00
Sponsorships	0.00	0.00	0.00	0.00	0.00	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00
Total Income	41,531.98	3,322.56	18,274.07	102,999.31	166,127.92	1,200.00	50.00	1,250.00	120.00	0.00	167,497.92
Gross Profit	41,531.98	3,322.56	18,274.07	102,999.31	166,127.92	1,200.00	50.00	1,250.00	120.00	0.00	167,497.92
Expense											
Advertising and P/R	0.00	0.00	1,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00
Bank Service Charges	0.00	0.00	0.00	0.00	0.00	21.43	0.00	21.43	0.00	0.00	21.43
City Fees	2,500.00	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	0.00	0.00	2,500.00
Contract Services	525.00	0.00	0.00	11,575.24	12,100.24	0.00	1,330.00	1,330.00	0.00	0.00	13,430.24
Dues and Subscriptions	65.00	0.00	0.00	0.00	65.00	0.00	0.00	0.00	0.00	0.00	65.00
Equipment Rental	955.02	0.00	0.00	0.00	955.02	0.00	0.00	0.00	0.00	0.00	955.02
Equipment/Furnishings	491.63	0.00	0.00	0.00	491.63	0.00	0.00	0.00	0.00	0.00	491.63
Insurance	388.75	0.00	0.00	0.00	388.75	0.00	0.00	0.00	0.00	3,081.64	3,470.39
Permits and Fees	0.00	0.00	0.00	0.00	0.00	0.00	1,632.74	1,632.74	0.00	0.00	1,632.74
Personnel	1,018.82	0.00	133.34	2,466.68	3,618.84	0.00	0.00	0.00	0.00	3,798.12	7,416.96
Professional Fees	958.50	0.00	0.00	0.00	958.50	0.00	225.00	225.00	0.00	0.00	1,183.50
Supplies	11.94	0.00	0.00	0.00	11.94	0.00	1,681.83	1,681.83	0.00	202.57	1,896.34
Telephone and Internet	185.37	0.00	0.00	0.00	185.37	0.00	0.00	0.00	0.00	0.00	185.37
Total Expense	7,100.03	0.00	1,133.34	14,041.92	22,275.29	21.43	4,869.57	4,891.00	0.00	7,082.33	34,248.62
Net Ordinary Income	34,431.95	3,322.56	17,140.73	88,957.39	143,852.63	1,178.57	-4,819.57	-3,641.00	120.00	-7,082.33	133,249.30
Net Income	34,431.95	3,322.56	17,140.73	88,957.39	143,852.63	1,178.57	-4,819.57	-3,641.00	120.00	-7,082.33	133,249.30



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Committees to provide an update to board and membership on their projects.	I	Member Relations Committee WGBA Staff	8:20 am – 8:45 am	Updates
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	A	None	9:00 am	
Assoc Member Applications	A	None	9:00 am	
Meeting Adjournment	G	Tim Mulcahy	9:00 am	

**The next WGBA Board meeting will be Tuesday, May 10th, 2022, time 8:00 am
Meeting location TBD**

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March 8, 2022

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City Fees	2,500.00	2,500.00	0.00	0.0%
Contract Services	13,430.24	12,682.74	747.50	5.89%
Dues and Subscriptions	65.00	65.00	0.00	0.0%
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Telephone and Internet	185.37	336.91	-151.54	-44.98%
Website	0.00	169.28	-169.28	-100.0%
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**Willow Glen Business Association
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March 2022**

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Retail Merchandise Expense	0.00	-609.00
Sales Tax Adjustment	0.00	0.66
Software	0.00	99.99
Supplies	1,896.34	37,717.58
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Website	0.00	2,949.16
Total Expense	<u>34,248.62</u>	<u>280,647.95</u>
Net Ordinary Income	<u>133,249.30</u>	<u>93,632.01</u>
Net Income	<u><u>133,249.30</u></u>	<u><u>93,632.01</u></u>

**Willow Glen Business Association
Profit & Loss by Class**

March 2022

	ADMIN (CBID)	C & R (CBID)	DISI (CBID)	SOBOP (CBID)	Total CBID	Planter Box Adoption (Fundraising Events)	Spring Wine Walk (Fundraising Events)	Total Fundraising Events	Member Relations	WGBA Administration	TOTAL
Ordinary Income/Expense											
Income											
CBID	41,531.98	3,322.56	18,274.07	102,999.31	166,127.92	0.00	0.00	0.00	0.00	0.00	166,127.92
Event Revenue	0.00	0.00	0.00	0.00	0.00	0.00	50.00	50.00	0.00	0.00	50.00
Member Dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.00	0.00	120.00
Sponsorships	0.00	0.00	0.00	0.00	0.00	1,200.00	0.00	1,200.00	0.00	0.00	1,200.00
Total Income	41,531.98	3,322.56	18,274.07	102,999.31	166,127.92	1,200.00	50.00	1,250.00	120.00	0.00	167,497.92
Gross Profit	41,531.98	3,322.56	18,274.07	102,999.31	166,127.92	1,200.00	50.00	1,250.00	120.00	0.00	167,497.92
Expense											
Advertising and P/R	0.00	0.00	1,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00
Bank Service Charges	0.00	0.00	0.00	0.00	0.00	21.43	0.00	21.43	0.00	0.00	21.43
City Fees	2,500.00	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	0.00	0.00	2,500.00
Contract Services	525.00	0.00	0.00	11,575.24	12,100.24	0.00	1,330.00	1,330.00	0.00	0.00	13,430.24
Dues and Subscriptions	65.00	0.00	0.00	0.00	65.00	0.00	0.00	0.00	0.00	0.00	65.00
Equipment Rental	955.02	0.00	0.00	0.00	955.02	0.00	0.00	0.00	0.00	0.00	955.02
Equipment/Furnishings	491.63	0.00	0.00	0.00	491.63	0.00	0.00	0.00	0.00	0.00	491.63
Insurance	388.75	0.00	0.00	0.00	388.75	0.00	0.00	0.00	0.00	3,081.64	3,470.39
Permits and Fees	0.00	0.00	0.00	0.00	0.00	0.00	1,632.74	1,632.74	0.00	0.00	1,632.74
Personnel	1,018.82	0.00	133.34	2,466.68	3,618.84	0.00	0.00	0.00	0.00	3,798.12	7,416.96
Professional Fees	958.50	0.00	0.00	0.00	958.50	0.00	225.00	225.00	0.00	0.00	1,183.50
Supplies	11.94	0.00	0.00	0.00	11.94	0.00	1,681.83	1,681.83	0.00	202.57	1,896.34
Telephone and Internet	185.37	0.00	0.00	0.00	185.37	0.00	0.00	0.00	0.00	0.00	185.37
Total Expense	7,100.03	0.00	1,133.34	14,041.92	22,275.29	21.43	4,869.57	4,891.00	0.00	7,082.33	34,248.62
Net Ordinary Income	34,431.95	3,322.56	17,140.73	88,957.39	143,852.63	1,178.57	-4,819.57	-3,641.00	120.00	-7,082.33	133,249.30
Net Income	34,431.95	3,322.56	17,140.73	88,957.39	143,852.63	1,178.57	-4,819.57	-3,641.00	120.00	-7,082.33	133,249.30

Willow Glen Business Association
YTD Profit & Loss by Class
 July 2021 through March 2022

	ADMIN (CBID)	C & R (CBID)	DISI (CBID)	SOBOP (CBID)	Total CBID	Bubbly Walk Fundraising Events	Fall Wine Walk Fundraising Events	Planter BoxAdoption Fundraising Events	Spring Wine Walk Fundraising Events	Total Fundraising Events	Member Relations
Ordinary Income/Expense											
Income											
CBID	67,247.13	5,379.77	29,588.73	166,772.87	268,988.50	0.00	0.00	0.00	0.00	0.00	0.00
Event Revenue	0.00	0.00	0.00	0.00	0.00	50,472.40	26,770.75	600.00	50.00	77,893.15	0.00
Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Member Dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Sponsorships	0.00	0.00	0.00	0.00	0.00	3,150.00	1,500.00	2,600.00	3,000.00	10,250.00	0.00
Total Income	67,247.13	5,379.77	29,588.73	166,772.87	268,988.50	53,622.40	28,270.75	3,200.00	3,050.00	88,143.15	240.00
Gross Profit	67,247.13	5,379.77	29,588.73	166,772.87	268,988.50	53,622.40	28,270.75	3,200.00	3,050.00	88,143.15	240.00
Expense											
Advertising and P/R	119.40	0.00	1,000.00	0.00	1,119.40	0.00	0.00	0.00	0.00	0.00	0.00
Bank Service Charges	0.00	0.00	0.00	0.00	0.00	0.00	1,866.02	21.43	0.00	1,887.45	3.96
City Fees	5,000.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Contract Services	4,725.00	0.00	11,120.24	106,983.19	122,828.43	3,239.07	1,662.50	2,269.68	2,117.50	9,288.75	0.00
Dues/Subscriptions	585.00	0.00	0.00	0.00	585.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment Rental	4,017.59	0.00	0.00	0.00	4,017.59	993.56	934.14	0.00	1,385.08	3,312.78	0.00
Equipment/Furnishings	491.63	0.00	0.00	0.00	491.63	0.00	0.00	0.00	0.00	0.00	0.00
Insurance	3,496.64	0.00	0.00	0.00	3,496.64	0.00	0.00	0.00	0.00	0.00	0.00
Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Permits and Fees	0.00	0.00	0.00	0.00	0.00	1,582.74	1,418.29	0.00	1,632.74	4,633.77	0.00
Personnel	8,182.65	0.00	1,075.11	19,887.42	29,145.18	0.00	0.00	0.00	0.00	0.00	0.00
Postage and Delivery	367.50	0.00	0.00	0.00	367.50	0.00	0.00	0.00	0.00	0.00	0.00
Printing/Reproduction	0.00	0.00	0.00	0.00	0.00	0.00	294.98	0.00	0.00	294.98	0.00
Professional Fees	9,540.50	0.00	0.00	75.00	9,615.50	400.00	800.00	0.00	475.00	1,675.00	0.00
Rent	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Retail Merchandise	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sales Tax Adjustment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Supplies	328.94	0.00	0.00	0.00	328.94	21,187.80	9,190.15	626.64	1,681.83	32,686.42	0.00
Telephone/Internet	1,749.94	0.00	0.00	0.00	1,749.94	0.00	0.00	0.00	0.00	0.00	0.00
Website	95.90	0.00	2,853.26	0.00	2,949.16	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	40,700.69	0.00	16,048.61	126,945.61	183,694.91	27,403.17	16,166.08	2,917.75	7,292.15	53,779.15	3.96
Net Ordinary Income	26,546.44	5,379.77	13,540.12	39,827.26	85,293.59	26,219.23	12,104.67	282.25	-4,242.15	34,364.00	236.04
Net Income	26,546.44	5,379.77	13,540.12	39,827.26	85,293.59	26,219.23	12,104.67	282.25	-4,242.15	34,364.00	236.04

Willow Glen Business Association
YTD Profit & Loss by Class
 July 2021 through March 2022

	Farmer's Market	Halloween	Holidays	Small Business Saturday	Spring LNO	Summer LNO	WG Tour Books	Other	Total	WGBA	TOTAL
	Promotions	Promotions	Promotions	Promotions	Promotions	Promotions	Promotions	Promotions	Promotions & Events	Admin	
Ordinary Income/Expense											
Income											
CBID	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	268,988.50
Event Revenue	0.00	0.00	0.00	0.00	0.00	0.00	108.31	0.00	108.31	0.00	78,001.46
Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00	15,000.00
Member Dues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00
Sponsorships	0.00	1,000.00	800.00	0.00	0.00	0.00	0.00	0.00	1,800.00	0.00	12,050.00
Total Income	0.00	1,000.00	800.00	0.00	0.00	0.00	108.31	0.00	1,908.31	15,000.00	374,279.96
Gross Profit	0.00	1,000.00	800.00	0.00	0.00	0.00	108.31	0.00	1,908.31	15,000.00	374,279.96
Expense											
Advertising and P/R	0.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00	1,319.40
Bank Service Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-179.51	1,711.90
City Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
Contract Services	164.06	770.00	534.53	0.00	196.88	0.00	0.00	0.00	1,665.47	0.00	133,782.65
Dues/Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	585.00
Equipment Rental	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,330.37
Equipment/Furnishings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	491.63
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,246.60	7,743.24
Meetings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	47.68	47.68	538.43	586.11
Permits and Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	40.00	4,673.77
Personnel	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,958.39	60,103.57
Postage and Delivery	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	134.00	501.50
Printing/Reproduction	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	294.98
Professional Fees	0.00	0.00	250.00	0.00	875.00	200.00	0.00	0.00	1,325.00	0.00	12,615.50
Rent	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
Retail Merchandise	0.00	0.00	-549.00	0.00	0.00	0.00	-60.00	0.00	-609.00	0.00	-609.00
Sales Tax Adjustment	0.00	0.00	47.67	0.00	0.00	0.00	0.00	0.00	47.67	-47.01	0.66
Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	99.99	99.99
Supplies	0.00	1,002.40	69.84	131.21	393.68	205.63	0.00	0.00	1,802.76	2,899.46	37,717.58
Telephone/Internet	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,749.94
Website	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,949.16
Total Expense	164.06	1,772.40	553.04	131.21	1,465.56	405.63	-60.00	47.68	4,479.58	38,690.35	280,647.95
Net Ordinary Income	-164.06	-772.40	246.96	-131.21	-1,465.56	-405.63	168.31	-47.68	-2,571.27	-23,690.35	93,632.01
Net Income	-164.06	-772.40	246.96	-131.21	-1,465.56	-405.63	168.31	-47.68	-2,571.27	-23,690.35	93,632.01

Willow Glen Business Association
PROPOSED OVERALL BUDGET FOR FY2022-2023
 July 1, 2022 through June 30, 2023

PROPOSED OVERALL BUDGET FY22-23

	TOTAL CBID (Details in Attach 1)	TOTAL PROMOTIONS/EVENTS (Details in Attach 2)	TOTAL WGBA MEMBER REL & ADMIN	GRAND TOTAL	PERCENT OF TOTAL
Income					
CBID	284,437.98			284,437.98	53.93%
Event Revenue		202,000.00		202,000.00	38.30%
Grants		5,000.00		5,000.00	0.95%
In-Kind				0.00	0.00%
Interest Income				0.00	0.00%
Member Dues			2,000.00	2,000.00	0.38%
Miscellaneous Income		5,000.00		5,000.00	0.95%
Sponsorships		29,000.00		29,000.00	5.50%
Total Income	284,437.98	241,000.00	2,000.00	527,437.98	
Expense					
Advertising and Public Relations					
Strategic Marketing Initiatives	2,000.00	0.00	3,000.00	5,000.00	0.96%
Other Advertising	0.00	500.00		500.00	0.10%
Sponsorship of Community Events	0.00	2,000.00		2,000.00	0.38%
Bad Debt	0.00	0.00		0.00	0.00%
Bank Service Charges	0.00	0.00	500.00	500.00	0.10%
City Fees	5,000.00	0.00		5,000.00	0.96%
Contract Services					
City of SJ - BofA Parking	6,300.00	0.00		6,300.00	1.20%
Décor (kiosk)	1,500.00	0.00		1,500.00	0.29%
Décor (misc)	0.00	3,000.00		3,000.00	0.57%
Décor (holiday)	9,400.00	0.00		9,400.00	1.80%
Décor (banners/flags)	2,000.00	0.00		2,000.00	0.38%
Décor (lighting electrical repairs)	0.00	0.00		0.00	0.00%
Street Maintenance / Cleaning / Landscaping	174,739.72	0.00		174,739.72	33.38%
Event Production	0.00	8,000.00		8,000.00	1.53%
Entertainment	0.00	5,000.00		5,000.00	0.96%
Security (SJPD and/or private security)	0.00	10,500.00		10,500.00	2.01%
Photographer	0.00	2,500.00		2,500.00	0.48%
Contingency	5,688.76	0.00		5,688.76	1.09%
County Fees	0.00	0.00		0.00	0.00%
Dues and Subscriptions	0.00	0.00	500.00	500.00	0.10%
Equipment Rental					
Copier Rental	3,000.00	0.00	4,500.00	7,500.00	1.43%
Event equipment (tables, chairs, etc)	0.00	44,800.00		44,800.00	8.56%
Equipment/Furnishings	0.00	0.00		0.00	0.00%
Insurance	6,000.00	0.00	6,200.00	12,200.00	2.33%
Meetings	0.00	0.00		0.00	0.00%
Miscellaneous					
Volunteers	0.00	700.00		700.00	0.13%
Other	0.00	0.00	250.00	250.00	0.05%

Willow Glen Business Association
PROPOSED OVERALL BUDGET FOR FY2022-2023
 July 1, 2022 through June 30, 2023

PROPOSED OVERALL BUDGET FY22-23

	TOTAL CBID (Details in Attach 1)	TOTAL PROMOTIONS/EVENTS (Details in Attach 2)	TOTAL WGBA MEMBER REL & ADMIN	GRAND TOTAL	PERCENT OF TOTAL
Our Avenue Committee Misc. Projects	1,000.00	0.00		1,000.00	0.19%
Permits and Fees	0.00	11,400.00		11,400.00	2.18%
Personnel					
Compensation - All Staff	42,920.00	0.00	37,080.00	80,000.00	15.28%
Payroll Service	0.00	0.00	2,400.00	2,400.00	0.46%
Payroll Taxes	0.00	0.00	6,000.00	6,000.00	1.15%
Postage and Delivery	0.00	0.00	400.00	400.00	0.08%
Printing and Reproduction	0.00	3,000.00	100.00	3,100.00	0.59%
Professional Fees	0.00	0.00			
Graphic Design	0.00	3,600.00		3,600.00	0.69%
Accounting/Financial	8,889.50	0.00	5,000.00	13,889.50	2.65%
Computer/tech support	0.00	0.00	250.00	250.00	0.05%
Professional fees - Other (CBID Renewal)	10,000.00	0.00		10,000.00	1.91%
Rent	3,000.00	0.00		3,000.00	0.57%
Supplies	2,000.00	73,500.00	2,000.00	77,500.00	14.80%
Taxes	0.00	0.00		0.00	0.00%
Telephone and DSL	0.00	0.00	2,400.00	2,400.00	0.46%
Website	1,000.00	0.00		1,000.00	0.19%
Total Expense	284,437.98	168,500.00	70,580.00	523,517.98	
Net Income	0.00	72,500.00	-68,580.00	3,920.00	

**Willow Glen Business Association
PROPOSED CBID BUDGET FY2022-2023
July 1, 2022 through June 30, 2023**

ATTACHMENT 1
PROPOSED CBID DETAIL FY22-23

Attachment 1 - CBID Detail	CBID				
	ADMIN (CBID)	C & R (CBID)	DISI (CBID)	SOBOP (CBID)	TOTAL CBID
CBID TOTAL FOR FY 22-23					
\$284,437.98					
Ordinary Income/Expense					
CBID Percents outlined in CBID contract:	0.25	2%	11%	62%	100%
Income					
CBID	71,109.50	5,688.76	31,288.18	176,351.54	284,437.98
Event Revenue	0.00	0.00	0.00	0.00	0.00
Grants	0.00	0.00	0.00	0.00	0.00
In-Kind	0.00	0.00	0.00	0.00	0.00
Interest Income	0.00	0.00	0.00	0.00	0.00
Member Dues	0.00	0.00	0.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00
Sponsorships	0.00	0.00	0.00	0.00	0.00
Total Income	71,109.50	5,688.76	31,288.18	176,351.54	284,437.98
Gross Profit	71,109.50	5,688.76	31,288.18	176,351.54	284,437.98
Expense					
Advertising and Public Relations					
Strategic Marketing Initiatives			2,000.00		2,000.00
Other Advertising					
Sponsorship of Community Events					
Bad Debt					
Bank Service Charges					
City Fees	5,000.00				5,000.00
Contract Services					
City of SJ - BofA Parking	6,300.00				6,300.00
Décor (kiosk)			1,500.00		1,500.00
Décor (misc)					
Décor (holiday)			5,000.00	4,400.00	9,400.00
Décor (banners/flags)					2,000.00
Décor (lighting electrical repairs)					
Street Maintenance / Cleaning / Landscaping			11,788.18	162,951.54	174,739.72
Event Production					
Entertainment					
Security (SJPD and/or private security)					
Photographer					
Contingency		5,688.76			5,688.76
County Fees					
Dues and Subscriptions					
Equipment Rental					
Copier Rental	3,000.00				3,000.00

Willow Glen Business Association
PROPOSED CBID BUDGET FY2022-2023
 July 1, 2022 through June 30, 2023

ATTACHMENT 1
 PROPOSED CBID DETAIL FY22-23

Attachment 1 - CBID Detail	CBID				
	ADMIN (CBID)	C & R (CBID)	DISI (CBID)	SOBOP (CBID)	TOTAL CBID
CBID TOTAL FOR FY 22-23					
\$284,437.98					
Event equipment (tables, chairs, etc)					
Equipment/Furnishings					
Insurance				6,000.00	6,000.00
Meetings					
Miscellaneous					
Volunteers					
Other					
Our Avenue Committee Misc. Projects				3,000.00	3,000.00
Permits and Fees					
Personnel					
Compensation - All Staff	42,920.00				42,920.00
Payroll service					
Postage and Delivery					
Printing and Reproduction					
Professional Fees					
Graphic Design					
Accounting/Financial	8,889.50				8,889.50
Computer/tech support					
Professional fees - Other (CBID Renewal)			10,000.00		10,000.00
Rent	3,000.00				3,000.00
Supplies	2,000.00				2,000.00
Taxes					
Telephone and DSL					
Website			1,000.00		1,000.00
Total Expense	71,109.50	5,688.76	31,288.18	176,351.54	284,437.98
Net Ordinary Income	0.00	0.00	0.00	0.00	0.00
Net Income	0.00	0.00	0.00	0.00	0.00