

Year VIII Budget, Rev 1 (7/1/17)

Item	Amount
INCOME	
Assessment Revenue	
Assessment Revenue (current year)	\$ 311,579
Assessment Revenue (prior year(s))	\$ 74,969
Prior Year(s) Assessment Refund	\$ -
Prior Year(s) Assessment Bad Debt	\$ -
Subtotal Assessment Revenue	\$ 386,548
Other Revenue- Current Year	
Other Revenue (current year)	\$ -
Subtotal Other Revenue	\$ -
Grants- Current Year	
Staff Payroll (CDBG)	\$ 30,000
Historic Preservation Grant (16-18)	\$ 24,704
IIN Grant (Banners 16-18)	\$ 20,102
IIN Grant (Gateway Sculpture 16-18)	\$ 20,000
IIN Grant (Second Sundays 16-18)	\$ 15,000
Participatory Budgeting (Unity Plaza 2017)	\$ 25,000
Grants- Prior Year(s)	
MOH Public Art Grant (SFPW Triangles)	\$ 44,550
Park Merced Library Programming Grant	\$ 1,861
Subtotal Grants	\$ 181,218
Operating Reserve	
Carryover Net Income from FY 16-17	\$ 198,636
Subtotal Operating Reserve	\$ 198,636
Total Income	\$ 766,402

Item	Amount	Cleaning, Maintenance, & Safety	Marketing & Beautification	Management & Operations	Contingency & Reserves	Non-Assessment
EXPENSES						
Personnel*						
Full Time						
Salary (Executive Director)	\$ 77,221	\$ 23,166	\$ 23,166	\$ 30,889		
Payroll Tax	\$ 5,907	\$ 1,772	\$ 1,772	\$ 2,363		
IRA Contribution	\$ 3,342	\$ 1,003	\$ 1,003	\$ 1,337		
Part Time						
Salary-Assessment (Small Business Program Manager)	\$ 15,114	\$ 4,534	\$ 4,534	\$ 6,046		
Salary-CDBG (Small Business Program Manager)	\$ 13,000					\$ 13,000
IRA Contribution-Assessment (Small Business Program Mgr)	\$ 1,220	\$ 366	\$ 366	\$ 488		
IRA Contribution-CDBG (Small Business Program Mgr)	\$ 1,000					\$ 1,000
Payroll Tax (Small Business Program Mgr)	\$ 2,151	\$ 430	\$ 645	\$ 1,075		
Salary-Assessment (Associate Director)	\$ 15,114	\$ 4,534	\$ 4,534	\$ 6,046		
Salary-CDBG (Associate Director)	\$ 13,000					\$ 13,000
IRA Contribution (Associate Director)	\$ 1,220	\$ 366	\$ 366	\$ 488		
IRA Contribution-CDBG (Associate Director)	\$ 1,000					\$ 1,000
Payroll Tax (Associate Director)	\$ 2,151	\$ 430	\$ 645	\$ 1,075		
Subtotal Personnel (Assessment)	\$ 123,441	\$ 36,602	\$ 37,032	\$ 49,806		
Subtotal Personnel (Non-Assessment)	\$ 28,000					\$ 28,000
Personnel Ratios	100%	24%	24%	33%		18%
Cleaning, Maintenance and Safety						
Landscape & Maintenance (Arborist Now)	\$ 31,000	\$ 31,000				
Safety and Security	\$ 2,800	\$ 2,800				
Sanitation and Graffiti Removal (Cleancescapes)	\$ 120,000	\$ 120,000				
Supplies and Materials	\$ 1,500	\$ 1,500				
Subtotal Cleaning, Maintenance & Safety	\$ 155,300	\$ 155,300				
Marketing and Beautification						
Advertising	\$ 5,000		\$ 5,000			
Beautification- Tree Planting and Landscaping	\$ 7,500		\$ 7,500			
Holiday Decorations	\$ 1,000		\$ 1,000			
Marketing - Events	\$ 4,000		\$ 4,000			
Ocean Avenue Mural Maintenance	\$ 2,500		\$ 2,500			
Professional Services	\$ 8,000		\$ 8,000			
Refreshments- Meetings and Volunteers	\$ 250		\$ 250			
Live Entertainment/Events	\$ 2,000		\$ 2,000			
Watering/gardening (plants and trees)	\$ 5,000		\$ 5,000			
Webhosting	\$ 175		\$ 175			
Subtotal Marketing & Beautification	\$ 35,425		\$ 35,425			
Management and Operations						
501(c)(3) Application	\$ 1,000			\$ 1,000		
Accounting Fees	\$ 6,550			\$ 6,550		
Annual Report and Meeting Expenses	\$ 1,500			\$ 1,500		
Assessment Roll Updating	\$ 2,000			\$ 2,000		
Banking Fees	\$ 100			\$ 100		
Bookkeeping Fees	\$ 6,000			\$ 6,000		
Dues, Subscriptions, Workshops	\$ 3,000			\$ 3,000		
Insurance - Liability, D&O	\$ 5,700			\$ 5,700		
Insurance - Parklet	\$ 825			\$ 825		
Legal Fees	\$ 10,000			\$ 10,000		
Licenses, Permits, Filing Fees	\$ 250			\$ 250		
Office Space Rental	\$ 15,000			\$ 15,000		
Office Supplies & Equipment	\$ 2,500			\$ 2,500		
Payroll Processing Fees	\$ 1,240			\$ 1,240		
Printing, Copying, Postage & Mailing Services	\$ 1,000			\$ 1,000		
Telephone, Telecom, Meeting Expense, Other	\$ 2,500			\$ 2,500		
Workers Compensation Insurance	\$ 1,500			\$ 1,500		
Subtotal Management and Operations	\$ 60,665			\$ 60,665		
Contingency & Reserves						
Contingency & Reserves - General	\$ 12,500				\$ 12,500	
Subtotal Contingency & Reserves	\$ 12,500				\$ 12,500	
Subtotal Non-Personnel Assessment Expenses	\$ 263,890	\$ 155,300	\$ 35,425	\$ 60,665	\$ 12,500	
Total Assessment Expenses	\$ 387,331	\$ 191,902	\$ 72,457	\$ 110,471	\$ 12,500	

Item	Amount	Cleaning, Maintenance, & Safety	Marketing & Beautification	Management & Operations	Contingency & Reserves	Non-Assessment
Non-Assessment Expenses						
Accounting Fees (CDBG)	\$ 2,000					\$ 2,000
Historic Preservation Grant (16-18)	\$ 24,704					\$ 24,704
IIN Grant (Banners 16-18)	\$ 20,102					\$ 20,102
IIN Grant (Gateway Sculpture 16-18)	\$ 20,000					\$ 20,000
IIN Grant (Second Sundays 16-18)	\$ 15,000					\$ 15,000
MOH Public Art Grant (SFPW Triangles)	\$ 44,550					\$ 44,550
Park Merced Library Programming Grant	\$ 1,861					\$ 1,861
Participatory Budgeting (Unity Plaza 2017)	\$ 25,000					\$ 25,000
Subtotal Non-Assessment Expenses	\$ 153,218					\$ 153,218
Total Non-Assessment Expenses (Including Payroll)	\$ 181,218					\$ 181,218
Total OAA Expenses	\$ 568,548					
Net Income/Cash Balance**	\$ 197,853					

Year VIII Budgeted Ratios	100%	50%	19%	29%	3%
Year VII Final Ratios (Will update 6/30/17)	100%	51%	21%	26%	3%
MDP Targets- 2010	100%	52%	18%	26%	4%

*Personnel expenses have increased by 3% from FY16-17 budget to account for cost of living increase

** Total Income less Total OAA Expenses. [Bank balance on 7/1/17 is \$198,636.34]

Grants Overview

OAA has secured \$181,218 in grant money to spend during the 2017-2018 fiscal year. This represents 46% of OAA's total assessment income (\$384,262). For every assessment dollar received, OAA staff has secured 46 cents in grant money. The following is a summary of grants awarded to date:

1. The Community Development Block Grant (CDBG) totals \$26,000 and contributes to staff wages for the Small Business Program Manager and Associate Director positions. OAA also receives \$4,000 in fees from CDBG, \$2,000 of which is for accounting support and \$2,000 for employee retirement accounts. CDBG is a three-year grant awarded for 2016-2019.
2. The Historic Preservation Grant from the Historic Preservation Funding Committee has \$24,704 remaining and will be spent by the fall of 2017 when OAA's historic preservation consultants finish their survey and report.
3. OAA currently has three active Invest In Neighborhoods grants from the Office of Economic and Workforce Development—Ocean Avenue Banners for \$20,102, Gateway Sculpture for \$20,000, and Second Sundays for \$15,000. These grants expire in June 2018.
4. District 7 Supervisor Norman Yee's Participatory Budgeting process awarded OAA \$25,000 to program events in Unity Plaza.
5. OAA has two prior-year grants—\$44,550 from the Mayor's Office of Housing and Community Development for the Ocean Avenue Gateway Sculpture, and \$1,861 from Park Merced (secured by Supervisor Yee) for Ingleside Library Movie Nights.

