

2009
ANNUAL REPORT

SARATOGA SPRINGS
CITY CENTER AUTHORITY



CITY CENTER AUTHORITY

MICHAEL J. TOOHEY, *Chair*

WILLIAM P. DAKE, *Vice Chair*

EDWARD LENZ, *Secretary*

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MAYOR SCOTT JOHNSON, *Ex-Officio*

PRESIDENT, SARATOGA CONVENTION & TOURISM BUREAU, *Ex-Officio*

CITY CENTER STAFF

MARK E. BAKER
President

JUDY LECAIN
Director of Sales

CHARLES EVANS
Operations Manager

March 15, 2010



SARATOGA SPRINGS CITY CENTER

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March 10, 2010

Dear Friends of the City Center,

Well it is finally underway! After more than ten years of putting into place a plan by which an expansion of your City Center can take place, steel is being raised to the sky. The number of people and organizations that the City Center Authority has to thank for getting us to this point are far too many to list in this letter, but special thanks certainly has to be extended to Mark Baker and his staff for guiding us through the intricacies of our financing and construction plans. Also, a special thanks to the City Council and the Design Review Commission for giving us the time to explain our original plan and its modification so that we could come to a consensus as to the design of this important anchor on the north end of the City's business district.

While all of this was going on we continued to stress our real business, which is bringing visitors and conventions to our community. During this past year almost 107,000 guests visited the City Center attending conventions and shows and then exploring the rest of our community. These new and old friends of our City generated more than \$22,200,000 in sales while generating \$1,558,246 in sales tax revenue. These were all positive numbers, especially in light of the fact that for one third of the year, the City Center was under construction.

Our challenge this year will be to continue to operate the facility during the entire construction period so as to continue the flow of visitors into our downtown area.

During this construction period we would like to thank all the people who live in and visit our City for their patience with regard to restricted sidewalks and narrowed streets. By the end of this year, that will all be a memory as we invite the Community to the opening of the expanded City Center as a facility that will better serve the many groups and conventions that want to enjoy the hospitality for which Saratoga Springs is justifiably famous.

A decade is a long time to work on a project, but we now have a very large light at the end of the tunnel, a light that continues to illuminate the bright future of the City and region.

Thank you for your support.

Sincerely,

Michael J. Toohey
Chairman
City Center Authority

**Summary of 2009
January 1 - December 31**

I. Guests

Total City Center Guests		106,658
Convention Guests (Lodged)	16,052	
Day Guests	90,606	

II. Economic Impact

Potential Sales Generated***		\$ 22,260,665.16
Convention Guest Spending*	\$ 14,202,167.52	
Day Guest Spending**	\$ 8,058,497.64	
 New Sales Tax Revenues		 \$ 1,558,246.56
State 4.00%	\$ 890,426.61	
County 1.50%	\$ 333,909.98	
City 1.50%	\$ 333,909.98	

III. In 2009, the City Center provided the Saratoga area with the following business activity:

Conventions/Conferences	45	
Trade Shows - Industry	6	
Gate Shows	23	
Banquets	13	
Special Events	19	
Total Number of Events		106

2009 Event Breakout

16 First Time Events	15%	
90 Return Events	85%	
Total Number of Paid Event Days		178.25
Total Number of Building Use Days		216.75
Public Service Events	4	

*Based on Saratoga Convention Bureau figure of \$348.33 per convention guest spending per day and association spending per delegate for 2.54 days; \$884.76 total spending.

**Based on National Statistics of \$88.94 per person, per day for non-lodged guests.

***Figures do not include money spent on non City Center hosted business such as smaller independent hotel groups, motor coach tours, etc.

**Summary of 2008
January 1 - December 31**

I. Guests

Total City Center Guests		128,872
Convention Guests (Lodged)	18,520	
Day Guests	110,352	

II. Economic Impact

Potential Sales Generated***		\$ 26,200,462.08
Convention Guest Spending*	\$ 16,385,755.20	
Day Guest Spending**	\$ 9,814,706.88	
 New Sales Tax Revenues		 \$ 1,834,032.35
State 4.00%	\$ 1,048,018.48	
County 1.50%	\$ 393,006.93	
City 1.50%	\$ 393,006.93	

III. In 2008, the City Center provided the Saratoga area with the following business activity:

Conventions/Conferences	42	
Trade Shows - Industry	7	
Gate Shows	28	
Banquets	17	
Special Events	28	
Total Number of Events		122

2008 Event Breakout

	23	First Time Events		19%
	99	Return Events		81%
Total Number of Paid Event Days				188.25
Total Number of Building Use Days				231.75
Public Service Events			13	

*Based on Saratoga Convention Bureau figure of \$348.33 per convention guest spending per day and association spending per delegate for 2.54 days; \$884.76 total spending.

**Based on National Statistics of \$88.94 per person, per day for non-lodged guests.

***Figures do not include money spent on non City Center hosted business such as smaller independent hotel groups, motor coach tours, etc.

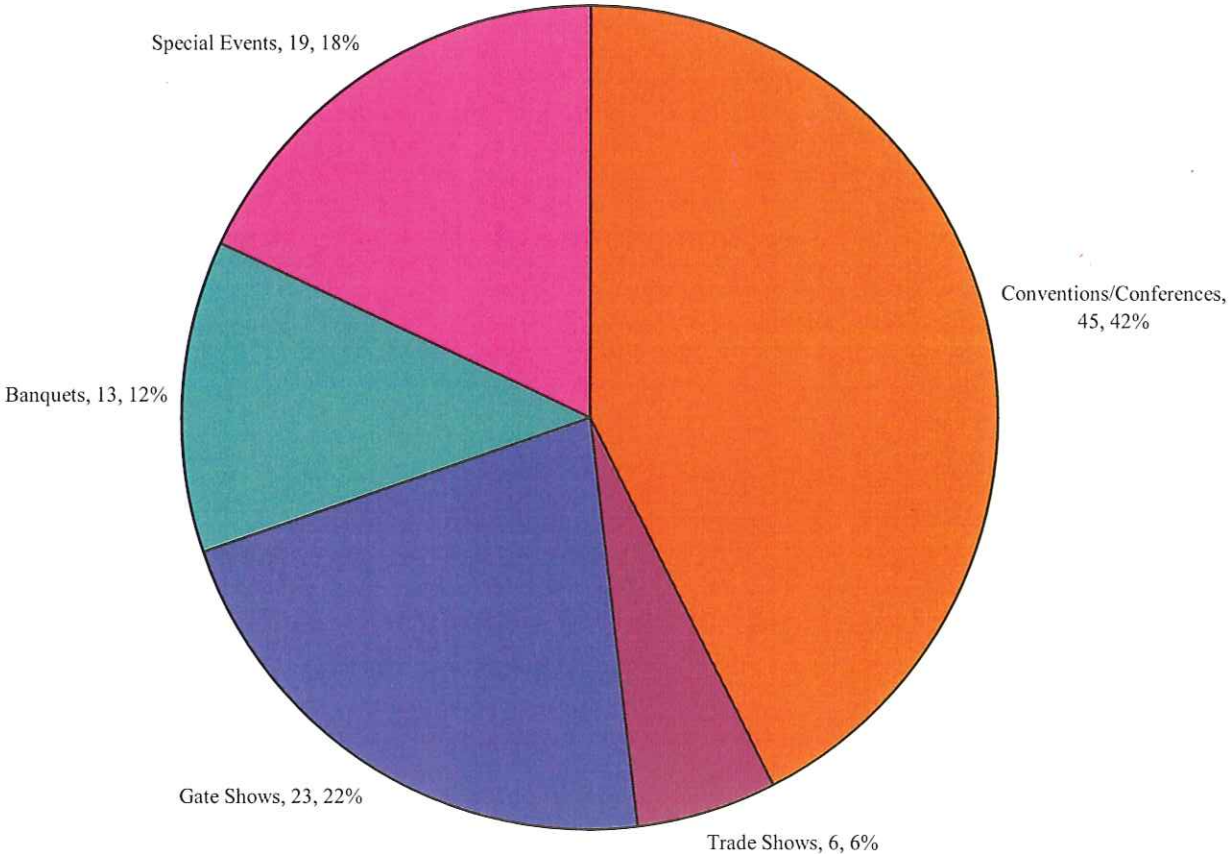
History

Year	Number of Events	Number of Event Days	Number of Building Use Days
1984	24*	43.50	63.00
1985	60	101.00	149.00
1986	81	121.00	160.00
1987	109	143.50	183.50
1988	102	142.50	180.00
1989	112	154.75	208.25
1990	110	155.50	193.50
1991	91	142.50	172.00
1992	91	138.00	169.75
1993	93	141.50	180.75
1994	105	155.50	180.00
1995	98	141.00	186.75
1996	107	148.50	182.00
1997	94	150.75	191.75
1998	101	190.25	233.75
1999	98	159.75	207.50
2000	101	171.75	216.00
2001	99	164.50	215.25
2002	101	168.50	214.50
2003	109	186.75	228.00
2004	107	176.75	219.50
2005	100	161.50	199.00
2006	107	166.00	206.75
2007	115	181.50	225.25
2008	122	188.25	231.75
2009	117	185.75	226.00
2010 ^c	100	186.75	228.00

* Excludes 60 opening and free community activities

^c Estimate: Budgeted for 2010

Market Segments 2009



SARATOGA SPRINGS CITY CENTER 2009 ACCOMPLISHMENTS

There is a lot that can be said about 2009 at the City Center. But the greatest piece of news was the actual scheduling and implanting of the Ground Breaking Ceremony on September 14, 2009. The expansion project has been in the works for some time, and while construction has its pitfalls, we are all delighted to see the project moving full steam ahead.

As we prepared for construction, the Sales Department began actively meeting with current clients, addressing the questions of new clients and being aggressive with our peers in the community to be sure everyone had the information they needed to proceed. We have been pleased so far with the response of our client base and grateful to our peers in the hospitality industry who have helped carry the message – “we are open and operating normally.”

As a result, 2009 was another solid year for the City Center which established the foundation for our building expansion and our new and expanded business model. Our repeat business rose to 85%. We also hosted 16 events for the first time. Overall the City Center was home to 106 events in 2009 for a total building use of 216.75 days.

As previously mentioned, much of our growth and stability is in large part due to the cooperative spirit in the community amongst the City Center, Hotel Partners, Saratoga Convention & Tourism Bureau, the Saratoga County Chamber of Commerce and City Elected and Civic Leadership. Working together, we were pleased to confirm these future events in 2009:

- | | | |
|---|-----------|------|
| • Northeast Organic Farming Association of New York | January | 2011 |
| • New York Section American Water Works Association | April | 2011 |
| • New York State Speech-Language-Hearing Association | May | 2011 |
| • New York Rural Water Association | May | 2011 |
| • Home Care Association of New York State | May | 2011 |
| • New York Rural Water Association | May | 2011 |
| • New York State Association of School Business Officials | June | 2011 |
| • New York State Health Facilities Association | June | 2011 |
| • New York State Society of Human Resource Management | July | 2011 |
| • Trans World Entertainment | September | 2011 |
| • Automotive Recyclers Association of New York | September | 2011 |
| • Nurse Practitioner Association of New York State | October | 2011 |
| • New York State Association of Professional Land Surveyors | January | 2012 |
| • New York Section American Water Works Association | April | 2012 |
| • New York State Association of School Business Officials | June | 2012 |
| • New York State Society of Human Resource Management | July | 2012 |
| • American Institute of Architects of New York State | September | 2012 |
| • New York State Association of Professional Land Surveyors | January | 2013 |
| • New York Section American Water Works Association | April | 2013 |
| • New York State Association of School Business Officials | June | 2013 |
| • New York State Society of Human Resource Management | July | 2013 |

Also during 2009, the following groups made verbal commitments to bring or return their business to Saratoga Springs in the future:

- | | | |
|---|-----------|------|
| • New York Pupil Transportation Association | July | 2011 |
| • NYS Society of Physician Assistants | September | 2011 |
| • New York State Teachers' Retirement Association | November | 2011 |
| • New York Recreation & Park Society | March | 2012 |
| • New York Pupil Transportation Association | July | 2012 |
| • New York State Teachers Retirement Association | November | 2012 |
| • New York Recreation & Park Society | March | 2014 |

The groups listed came to the City Center for the first time during this year. Many have signed contracts to return again in the future:

- New York Christmas Tree Farmers
- DA Collins Company
- Mountain Man Northeast Paddling & Outdoor Show
- Saratoga County Chamber of Commerce Fun, Stay & Play Showcase
- New York State Hospitality & Tourism Association
- Ballston Spa High School Prom
- Saratoga Mystique
- New York State Department of Education
- International Gaseous Electronics Conference
- Cerebral Palsy Association of New York
- New York State Timber Framers Guild
- New York State PTA
- New York State Coalition of Children's Mental Health Services
- Uncle Sam's Boxing Club
- Center for Effective Public Policy
- Army National Guard

The City Center has been fortunate to have maintained a client basis that includes customers that return to our facility numerous times over the past 26 years:

- | | |
|--|---------------------|
| • NEACA, Inc. | 26 Years; 88 Events |
| • Saratoga County Chamber of Commerce | 24 Years; 45 Events |
| • Rotary Club of Saratoga | 23 Years; 33 Events |
| • WSWHE BOCES | 22 Years; 31 Events |
| • Empire State College | 21 Years; 28 Events |
| • Trans World Entertainment | 20 Years; 23 Events |
| • Associated General Contractors | 20 Years |
| • NYS United Teachers | 20 Years |
| • Quandt's Foodservice Providers, Inc. | 20 Years |
| • Curtis Lumber Company | 19 Years; 22 Events |
| • Capital District Youth for Christ | 17 Years; 24 Events |
| • New York State Athletic Administrators Association | 17 Years |
| • Empire State Baptist Congress | 17 Years |
| • Hudson Mohawk Traditional Dancers | 16 Years |
| • Foundation for Long Term Care | 16 Years; 17 Events |
| • Schuylerville High School Graduation | 16 Years |

- Fourth District Dental Society 13 Years; 14 Events
- US Foodservice, Inc. 11 Years; 21 Events
- Adirondack North Country Association 10 Years
- New York Section American Water Works Association 9 Years

On our client surveys distributed at the end of each event, we are pleased to report that comments are 99% favorable with the following remarks offering a glimpse of how our customers perceive the City Center and staff:

Wally Davis, representing the Troy Annual Conference of the United Methodist Church had this to say:

“Great team who worked well together.”

Corporate client Susan Deyette with Curtis Lumber Company remarked:

“From the moment I arrive...to the moment I leave...your staff does whatever they can to make my event feel like it’s the most important one you’ve ever done.”

First time client Dan Murphy, President of the New York State Hospitality & Tourism Association included the following comments:

“...we applaud the entire Saratoga Springs City Center staff for their outstanding customer service.”

In March, we hosted the inauguration dinner for President Davis at Empire State College. Our contact, Susan McFadden was most gracious with her compliments regarding our staff and flexibility with program changes:

“..was knowledgeable, professional and organized...had workable solutions to all of our challenges and kept us all on task and on time...always ready with encouragement and support...”

The City Center hosted the following events as a Public Service to the community:

- Saratoga Springs State of the City Address
- New York State Special Election
- Travers Children’s Festival
- Victorian Street Walk

Somewhat unusual in the hospitality industry, would be the longevity of the City Center staff:

• Mark Baker, President	1983	27 Years
• Charles Evans, Operations Manager	1984	26 Years
• Nick Tallman, Supervisor	1984	26 Years
• Judy LeCain, Director of Sales	1986	24 Years
• Norm Current, Supervisor	1988	22 Years
• Terence Gonzalez	1989	21 Years
• Darren Fuller	1997	13 Years
• Stephen Keefe	1997	13 Years
• Andrea Gardner, Sales Manager	1998	12 Years
• Joann Oeinck	2000	10 Years
• Donna Barone, Bookkeeper	2004	6 Years
• David Conza	2004	6 Years
• Rebecca Vickery	2005	5 Years
• Sarah Stomieroski	2007	3 Years

Staff Professional Development

IAAM Annual Convention – Boston, MA

Sales and Marketing Activities

Attended meetings and events sponsored by the Empire State Society of Association Executives
Participated in the Empire State Society of Association Executives Annual Trade Expo
Attended Co-op Sales Meetings with the Saratoga Convention and Tourism Bureau and Facility Sales Directors
Attended scheduled meetings with the Director of Catering and Convention Services of the Saratoga Hilton
Attended monthly meetings with the Sales Department of the Saratoga Hilton
Sales and Marketing coordination with Saratoga County Tourism, Saratoga Convention & Tourism Bureau and Saratoga County Chamber of Commerce

Volunteer and Civic Involvement

Served on Committees for the following Events:

Winterfest 2009
Bartender's Ball 2009
Allegiance Bowl 2009
Soroptimist International of Saratoga County – Ruby Award: For Women Helping Women
Walk for Hospice 2009

Member of the Board/Committee for the following Associations:

Saratoga Convention & Tourism Bureau
Saratoga County Chamber of Commerce – Ambassador Committee
Saratoga County Tourism Advisory Board
Saratoga Convention & Tourism Bureau – Search Committee
Saratoga Springs Downtown Business Association – Past President
Geyser Road Elementary Parent Teacher Organization
Saratoga National Little League
Saratoga Rowing Association

Member of the following Civic Organizations:

Flower and Fruit Mission of Saratoga Hospital
St. Paul's Lutheran Church Long Range Plan

**Building Deposits
December 2009**

Jul-04	Black Diamond	Catering	1,000.00
Feb-07	Brindisi's Restaurant	Catering	1,000.00
Mar-06	Classe Catering Ltd	Catering	1,000.00
Jul-08	Esperanto	Catering	1,000.00
Aug-06	Extreme Concessions Catering	Catering	1,000.00
Apr-96	Glen Sanders	Catering	1,000.00
Jan-08	Hattie's Restaurant	Catering	1,000.00
Aug-04	Herberts at Birch Hill	Catering	1,000.00
Feb-00	Holiday Inn	Catering	1,000.00
Sep-05	Lily and the Rose	Catering	1,000.00
Jan-05	Longfellows	Catering	1,000.00
Sep-04	Mannings Menu	Catering	1,000.00
Nov-06	Nicole's Restaurant	Catering	1,000.00
Aug-08	Panera Bread	Catering	1,000.00
Apr-01	Prestige	Catering	1,000.00
Sep-91	Prime Mgt. (Sheraton)	Catering	1,000.00
Aug-07	Saratoga Natural Foods DBA Four Seasons	Catering	1,000.00
May-06	Saratoga National Golf Club	Catering	1,000.00
Apr-07	Saratoga Polo	Catering	1,000.00
Sep-05	Allerdice Rent-All	Decorating	1,000.00
Aug-05	Clifton Park Rental	Decorating	1,000.00
Aug-05	Great Lakes Events	Decorating	1,000.00
Mar-05	Hale Northeastern	Decorating	1,000.00
Feb-05	Spectrum Assoc	Decorating	1,000.00
Oct-05	Total Events	Decorating	1,000.00
Aug-97	Prime Mgt. (Sheraton)	Open	700.00
May-04	Masie Center (Singles)	On Hold	1,100.00
Oct-08	Northeast Organic Farming-#741	Jan-10	500.00
May-09	Capital District Youth for Christ-#674B	Jan-10	500.00
Jul-09	YMCA-First Night-#531	Jan-10	1,300.00
Oct-09	Farm Family-#594	Jan-10	950.00
Oct-09	NE Organic Farming Assn-#741	Jan-10	2,750.00
Oct-09	Saratoga Chamber Dinner -#069D	Jan-10	1,350.00
Nov-09	Youth for Christ-#674	Jan-10	4,225.00
Nov-09	Saratoga YMCA-#531	Jan-10	1,300.00
Dec-09	Farm Family-#594	Jan-10	950.00
Dec-09	Youth for Christ-#674	Jan-10	5,125.00
Dec-09	Northeast Organic Farming-#741	Jan-10	3,935.25
Feb-09	Empire State Baptists (Credit from 2009)	Feb-10	206.87
Apr-09	Empire State Baptists-#003	Feb-10	1,000.00
Aug-09	Empire State Baptists-#003	Feb-10	950.00
Aug-09	Rotary Club-#395A	Feb-10	500.00
Sep-09	Rotary Home Show-#395	Feb-10	4,600.00
Oct-09	Hudson-Mohawk Traditional Dances-#508	Feb-10	500.00
Oct-09	Hudson-Mohawk Traditional Dances-#508	Feb-10	2,300.00
Nov-09	Bartenders Ball-#069F	Feb-10	1,350.00
Nov-09	Affordable Comfort-#734	Feb-10	3,025.00
Apr-09	NYS Recreation & Parks-#460	Mar-10	500.00
May-09	NYS Reading Assn-#258	Mar-10	500.00
Aug-09	John Deere Landscapes	Mar-10	500.00
Aug-09	NYS Reading Assn-#258	Mar-10	2,875.00
Aug-09	NYS Athletic Administrators-#276	Mar-10	500.00
Aug-09	NYS Athletic Administrators-#276	Mar-10	2,200.00

**Building Deposits
December 2009**

Sep-09	NYS Recreation & Parks-#460	Mar-10	2,200.00
Sep-09	John Deere Landscapes-#039	Mar-10	850.00
Nov-09	Curtis Lumber-#598	Mar-10	500.00
Nov-09	Curtis Lumber-#598	Mar-10	1,525.00
Nov-09	DA Collins-#795	Mar-10	500.00
Dec-09	Youth for Christ-#674B	Mar-10	500.00
Dec-09	DA Collins-#795	Mar-10	950.00
Dec-09	Youth for Christ-#674B	Mar-10	2,875.00
Feb-08	NYS Speech & Language-#081	Apr-10	500.00
Jun-09	American Water Works Assn-#688	Apr-10	500.00
Sep-09	College Stores-#080	Apr-10	500.00
Sep-09	Fourth District Dental-#504	Apr-10	500.00
Oct-09	NYS Speech & Language-#081	Apr-10	3,550.00
Oct-09	College Stores Assn of NYS-#080	Apr-10	1,450.00
Oct-09	Fourth District Dental-#504	Apr-10	2,875.00
Nov-09	ANCA-#119	Apr-10	500.00
Nov-09	American Waterworks Association-#688	Apr-10	2,200.00
Nov-09	NYS United Teachers-#331	Apr-10	1,350.00
Nov-09	ANCA-#119	Apr-10	1,350.00
Nov-09	Adirondack Sports & Fitness-#711	Apr-10	500.00
Dec-09	NYS Art Teachers-#266	Apr-10	500.00
Jan-08	NYS Health-System Pharmacists-#338	May-10	500.00
Dec-08	NYS Govt Tech Directors-#634	May-10	500.00
Apr-09	United Jewish Federation of NE NY-#783	May-10	1,500.00
Apr-09	Empire State Assn of Assisted Living-#479	May-10	500.00
May-09	Women's Republican Committee-#389	May-10	500.00
Aug-09	Saratoga Springs High School-#420A	May-10	500.00
Aug-09	Foundation for Long Term Care-#658	May-10	500.00
Oct-09	HCA Education & Research-#159	May-10	500.00
Oct-09	HCA Education & Research-#159	May-10	2,200.00
Nov-09	Empire St Assn of Assisted Living-#479	May-10	1,400.00
Nov-09	NYS Council of Health-System Pharmacists-#338	May-10	2,875.00
Nov-09	NYS Local Govt IT Directors-#634	May-10	1,525.00
Nov-09	Foundation for Long Term Care-#658	May-10	2,100.00
Dec-09	United Jewish Federation-#783	May-10	375.00
Dec-09	Saratoga Springs High School-#420A	May-10	850.00
Dec-09	SEDC-#295	May-10	500.00
Oct-08	COCC-#713	Jun-10	500.00
Oct-08	NYS Assn of School Business Officials-#547	Jun-10	500.00
Nov-08	COCC-#713	Jun-10	1,400.00
Apr-09	TOPS-#475	Jun-10	500.00
Nov-09	WSWHE BOCES-#113D	Jun-10	500.00
Dec-09	TOPS Clubs of NYS-#475	Jun-10	2,200.00
Dec-09	WSWHE BOCES-#113D	Jun-10	850.00
Dec-09	WSWHE BOCES-#113D	Jun-10	2,292.00
Dec-09	NYS Assn of School Business Officials-#547	Jun-10	4,137.50
Nov-08	NYS Funeral Directors-#066	Aug-10	500.00
Oct-09	FM Media-#747	Aug-10	500.00
Dec-09	FM Media-#747	Aug-10	500.00
Dec-08	NYS COSS-#088	Sep-10	500.00
Feb-09	Trans World Entertainment-#687	Sep-10	500.00
Jul-09	NYS Assn of Town Superintendents-#656	Sep-10	500.00
Nov-09	NYS Human Resource Mgmt-#413	Sep-10	500.00
Nov-08	SUNY Research Foundation-#197	Oct-10	500.00
May-09	ASAP-#311	Oct-10	500.00
Oct-09	NE Souvenir Salesman Assn-#174	Oct-10	500.00

**Building Deposits
December 2009**

Oct-09	Saratoga Chamber Business Show-#069B	Oct-10	200.00
Nov-09	Gull Wing Group-#491	Oct-10	500.00
Apr-08	NYS Teachers Retirement-#149	Nov-10	500.00
Aug-08	NY Library Association-#260	Nov-10	500.00
Sep-08	Association of Mathematics Teachers of NYS-#031	Nov-10	500.00
Nov-09	Morgan Recreational-#064	Nov-10	500.00
Dec-09	Center for the Family-#376	Nov-10	500.00
Aug-09	NE Organic Farming Assn of NY-#741	Jan-11	500.00
Jun-09	American Water Works Assn-#688	Apr-11	500.00
Jun-09	NY Rural Water-#118	May-11	500.00
Oct-09	HCA Education & Research-#159	May-11	500.00
Jan-09	NYS Health Facilities Assn-#614	Jun-11	500.00
Jul-09	NYS ASBO-#547	Jun-11	500.00
Nov-09	NYS Human Resource Mgmt-#413	Jul-11	500.00
Dec-08	NYS COSS-#088	Sep-11	500.00
Feb-09	Trans World Entertainment-#687	Sep-11	500.00
Jun-09	Automotive Recyclers Assn of NY-#740	Sep-11	500.00
Jul-09	Nurse Practitioner Assoc-#517	Oct-11	500.00
Dec-08	New York Library Association-#260	Nov-11	500.00
Dec-09	NYS Professional Land Surveyors-#630	Jan-12	500.00
Jun-09	American Water Works Assn-#688	Apr-12	500.00
Jul-09	NYS ASBO-#547	Jun-12	500.00
Jul-09	AIANYS Convention-#797	Sep-12	500.00
Jul-09	Nurse Practitioner Assoc-#517	Oct-12	500.00
Dec-08	New York Library Association-#260	Nov-12	500.00
Dec-09	NYS Professional Land Surveyors-#630	Jan-13	500.00
Jun-09	American Water Works Assn-#688	Apr-13	500.00
Jul-09	NYS ASBO-#547	Jun-13	500.00
Total Deposits on Hand			145,771.62
Deposits on Hand November 30, 2009		139,137.37	
Received December 2009		28,039.75	
Deposits Transferred December 2009		<u>-21,405.50</u>	
Total Deposits on Hand December 31, 2009		<u>145,771.62</u>	

INCOME BUDGET 2009

REVENUE

City Funding	\$	122,735
Building Rental		488,063
Tickets		-
Concessions		17,500
Catering		71,000
Reimburse Current Year Expenses		40,000
Miscellaneous		40,800
Interest Income Operating Account		<u>4,000</u>
		784,098
Room Occupancy Tax		<u>428,460</u>
TOTAL REVENUE	\$	<u><u>1,212,558</u></u>

EXPENSE BUDGET 2009

EXPENSES

Salaries	\$	548,520
Benefits		203,000
Equipment:		
Office		5,000
Concession		1,000
Building		10,000
Supplies:		
Office		4,000
Janitorial		22,000
Decorating		2,500
Concession		12,000
Postage		2,500
Business Expense/Sales		10,000
Repair Equipment		3,500
Printing		2,000
Advertising		3,000
Legal Advertising		500
Dues & Membership		2,000
Equipment Rental:		
Building		1,000
Production		9,310
Vehicle Maintenance		700
Vehicle Gas		1,200
Vehicle Insurance		2,300
Repair Building		25,000
Building Inspections		3,700
Building Insurance		42,000
Utilities		192,150
Telephone		5,700
Professional Services		65,000
Legal		2,288
Insurance (WC,D&O,Dis)		17,000
Miscellaneous		5,000
Contingency		7,190
Unemployment Insurance		1,500
TOTAL EXPENSES	\$	<u>1,212,558</u>

ADJUSTED AND ACTUAL INCOME BUDGET 2009

REVENUE	BUDGET 2009	ADJUSTED BUDGET 2009	ACTUAL 2009	%
City Funding	\$ 122,735	\$ 122,735	\$ 119,122	-2.9%
Building Rental	488,063	488,063	490,198	0.4%
Tickets	-	-	-	
Concessions	17,500	17,500	26,777	53.0%
Catering	71,000	71,000	92,391	30.1%
Reimburse Current Year Expenses	40,000	40,000	46,378	15.9%
Miscellaneous	40,800	40,800	48,835	19.7%
Interest Income Operating Account	<u>4,000</u>	<u>4,000</u>	<u>205</u>	-94.9%
	\$ 784,098	\$ 784,098	\$ 823,906	5.1%
Encumbered Funds 2008		7,567	7,554	-0.2%
Room Occupancy Tax	<u>428,460</u>	<u>428,460</u>	<u>341,000</u>	-20.4%
TOTAL REVENUE	<u>\$ 1,212,558</u>	<u>\$ 1,220,125</u>	<u>\$ 1,172,460</u>	-3.9%

ADJUSTED AND ACTUAL EXPENSE BUDGET 2009

EXPENSES	BUDGET 2009	ADJUSTED BUDGET 2009	ACTUAL 2009	%
Salaries	\$ 548,520	\$ 558,560	\$ 557,863	-0.1%
Benefits	203,000	178,686	178,587	-0.1%
Equipment:				
Office	5,000	4,000		
Concession	1,000	-		
Building	10,000	10,000		
Supplies:				
Office	4,000	4,912		
Janitorial	22,000	23,907		
Decorating	2,500	1,390		
Concession	12,000	13,214		
Postage	2,500	2,500		
Business Expense/Sales	10,000	9,135		
Repair Equipment	3,500	4,459		
Printing	2,000	2,000		
Advertising	3,000	2,588		
Legal Advertising	500	-		
Dues & Membership	2,000	2,000		
Equipment Rental:				
Building	1,000	677		
Production	9,310	12,883		
Vehicle Maintenance	700	72		
Vehicle Gas	1,200	1,214		
Vehicle Insurance	2,300	2,300		
Repair Building	25,000	24,596		
Building Inspections	3,700	3,513		
Building Insurance	42,000	38,642		
Utilities	192,150	190,243		
Telephone	5,700	5,700		
Professional Services	65,000	65,000		
Legal	2,288	1,236		
Insurance (WC,D&O,Dis)	17,000	17,000		
Miscellaneous	5,000	6,651		
Contingency	7,190	23,935		
Unemployment Insurance	1,500	1,545		
TOTAL EXPENSES	\$ 1,212,558	\$ 1,212,558	\$ 1,158,065	-4.5%

2009 OPERATING STATEMENT

REVENUES AND EXPENSES	2007	2008	2009	% Change
Operating Revenues:				
Tickets	\$ 2,235.00	\$ -	\$ -	0.0%
Investment Interest	6,570.53	2,755.90	205.07	-92.6%
Facility Rental	472,900.50	501,224.50	490,197.50	-2.2%
Concessions	21,049.71	18,526.91	25,025.21	35.1%
Catering	92,420.89	95,565.29	92,391.07	-3.3%
Reimb.Prior Yr. Expenses	97.57	-	-	0.0%
Reimb. Current Yr.Exp.	39,320.70	48,550.26	46,378.07	-4.5%
Miscellaneous	<u>49,509.02</u>	<u>64,248.83</u>	<u>48,834.81</u>	-24.0%
Total Operating Revenues	\$ 684,103.92	\$ 730,871.69	\$ 703,031.73	-3.8%
Operating Expenses				
(100) Personnel	\$ 509,453.36	\$ 538,894.54	\$ 557,862.52	3.5%
(200) Equipment	50,130.37	7,547.60	7,383.66	-2.2%
(400) Other Expenses	416,860.07	413,589.73	390,297.12	-5.6%
(800) Employee Benefits	159,132.35	168,967.13	178,586.74	5.7%
(900) Contingency	-	-	23,934.61	100.0%
Capital Improvements	<u>-</u>	<u>-</u>	<u>-</u>	0.0%
Total Operating Expenses	\$ 1,135,576.15	\$ 1,128,999.00	\$ 1,158,064.65	2.6%
Operating Loss	(451,472.23)	(398,127.31)	(455,032.92)	14.3%
Non-Operating Revenue				
PILOT/City Funding	254,133.86	119,159.96	119,122.36	0.0%
Transfer/Non-Operating				
Funds-Capital Reserve	187,500.00	54,061.50		-100.0%
Funds-Escrow Account		248,639.00		-100.0%
Funds-Room Occupancy Tax			341,000.00	100.0%
Encumbered Funds	10,000.00	874.00	7,554.15	764.3%
Total Non-Operating Revenues	\$ 451,633.86	\$ 422,734.46	\$ 467,676.51	10.6%
Balance-Fiscal Year	\$ 161.63	\$ 24,607.15	\$ 12,643.59	

2009 #400 EXPENSES

EXPENSE	2007	2008	2009	% Change
SUPPLIES	\$ 39,487.02	\$ 37,191.98	\$ 41,633.19	11.9%
POSTAGE	1,998.70	2,474.05	2,428.74	-1.8%
BUSINESS SALES EXPENSE	10,911.42	7,774.92	7,929.34	2.0%
DUES & MEMBERSHIP	1,865.00	1,765.00	1,962.80	11.2%
ADVERTISING	1,363.13	1,402.00	2,588.40	84.6%
REPAIR & MAINTENANCE	50,701.73	29,625.64	28,851.13	-2.6%
PRINTING	1,585.22	674.22	1,635.00	142.5%
EQUIPMENT RENTAL	9,381.25	7,964.00	13,543.55	70.1%
AUTO	3,231.90	3,931.83	3,389.14	-13.8%
INSURANCE				
BUILDING	34,868.13	32,661.63	34,293.37	5.0%
OTHER	12,487.91	12,862.19	14,106.68	9.7%
UTILITIES	165,912.23	194,616.20	154,526.14	-20.6%
TELEPHONE	4,622.28	5,105.92	5,650.09	10.7%
BUILDING INSPECTIONS	3,071.35	3,692.50	3,513.20	-4.9%
SERVICE CONTRACT	60,500.65	62,429.85	65,032.93	4.2%
MISCELLANEOUS	12,486.84	7,067.80	7,668.42	8.5%
UNEMPLOYMENT INSURANCE	2,385.31	2,350.00	1,545.00	-34.3%
CAPITAL IMPROVEMENTS	-	-	-	
TOTAL #400 EXPENSES	<u>\$ 416,860.07</u>	<u>\$ 413,589.73</u>	<u>\$ 390,297.12</u>	-5.6%

2009 CONCESSION SUMMARY
January 1 - December 31

Concession Receipts		
Gross Receipts:	\$	26,776.98
Sales Tax		<u>1,751.77</u>
		\$ 25,025.21
Expenses:		
Food and Beverage:		
Opening Inventory	1,249.34	
Purchases	<u>12,859.78</u>	
	14,109.12	
Closing Inventory	<u>904.80</u>	
	\$	13,204.32
Supplies:		
Opening Inventory	420.42	
Purchases	<u>325.72</u>	
	746.14	
Closing Inventory	<u>415.13</u>	
	\$	331.01
Other Expenses:		
Liquor Licenses	\$	36.00
Payroll	\$	<u>3,810.94</u>
Total Expenses		<u>\$ 17,382.27</u>
Total 2008 Net Income		<u>\$ 7,642.94</u>
Net Income to Receipts		30.5%