

CEDA 2021 Budget DRAFT

Drafted 12/10/2020

2019 Budget 2020 Budget 2021 Budget

Administrative Services

Executive Director (1/2)	\$39,000	\$40,000	\$40,800	
Economic Developer Specialist	\$65,250	\$56,000	\$57,500	
Technical Specialist	\$50,000	\$51,250	\$48,800	
Business Development Specialist	\$59,000	\$60,450	\$57,000	
Communications Coordinator (1/2)	\$8,775	\$8,951	\$9,126	
Marketing Coordinator (3/4)	\$27,750	\$28,875	\$29,625	
Office Manager (1/2)	\$9,068	\$8,951	\$8,681	
Insurance	\$19,635	\$20,774	\$20,757	Only includes currently enrolled
401(k)	\$7,765	\$7,634	\$7,546	Assumes 100% utilization
EAP	\$95	\$96	\$96	
SS/MC/UI	\$20,707	\$20,358	\$20,123	
TOTAL:	\$307,045	\$303,338	\$300,054	

Operation Expenses

Annual Luncheon Expense	\$3,500	\$4,400	\$0	assume virtual event, no speaker fee
Meals & Entertainment	\$1,500	\$500	\$500	
Program Expense	\$10,300	\$6,000	\$6,000	
Travel & Conferences	\$5,000	\$6,500	\$6,000	Assume traveling again?
IBA/Strategic Initiative Contingency	\$20,000	\$20,000	\$20,000	
Professional Development	\$6,500	\$4,000	\$5,000	
Mileage Reimbursement	\$4,000	\$3,500	\$3,500	
TOTAL:	\$50,800	\$44,900	\$41,000	

Administrative Operations

Office rent	\$17,748	\$17,748	\$17,748	
Telephone	\$1,750	\$960	\$1,920	\$40/mo x 4 employees
Computer Support	\$600	\$500	\$1,000	
Insurance	\$1,400	\$1,900	\$1,900	
Office Supplies	\$300	\$500	\$500	
Postage & Delivery	\$450	\$450	\$450	
Dues & Subscriptions	\$4,655	\$4,655	\$4,655	
Bank Service Charges (PayPal fees, bank fees)			\$70	
Interest Expense			\$669	
Shared Phone Expense	\$7,314	\$7,632	\$7,632	
Shared Computer Support	\$1,060	\$530	\$530	
Shared Insurance	\$2,544	\$2,650	\$2,650	
Shared Office Supplies	\$1,060	\$1,272	\$1,272	
TOTAL:	\$38,881	\$38,797	\$40,996	

Outside Services

Bookkeeping	\$1,200	\$1,200	\$1,200
Accounting	\$5,750	\$5,850	\$5,000
Legal Fees	\$1,000	\$1,000	\$1,000
Shared Bookkeeping	\$1,475	\$1,623	\$1,623
Shared Accounting	\$2,360	\$2,434	\$2,537
Shared Legal	\$295	\$177	\$59
TOTAL:	\$12,080	\$12,283	\$11,419

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Marketing & Promotion

Public Relations	\$500	\$675	\$675
Website Hosting & Dev	\$2,000	\$5,000	\$8,000
Marketing Publications Multimedia	\$10,000	\$4,000	\$8,000
Shared Costs JV	\$530	\$590	\$443
TOTAL:	\$13,030	\$10,265	\$17,118

TOTAL: BUDGET EXPENSES	\$421,836	\$409,583	\$410,586
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Funding Sources

County Contract	\$300,000	\$250,000	\$300,000
CCIDA Contract	\$20,000	\$20,000	\$20,000
AIDA Contract	\$20,000	\$20,000	\$20,000
ALDC Contract	\$2,500		
City SBAP Contract	\$10,000	\$8,000	\$8,000
Other Program Administration Fees	\$790	\$12,790	\$12,790
Annual Luncheon Revenue	\$4,000	\$4,000	\$0
Strategic Initiative/Other Grant Funding	\$20,000	\$20,000	\$20,000
Fees Generated	\$1,000	\$2,000	
Interest income		\$304	\$805
Restricted Fund Draw: Workforce Developm	\$2,000	\$5,000	\$3,000
TOTAL: FUNDING & REVENUE	\$380,290	\$342,094	\$384,595

PQG USDA-RD- \$790/yr (Total near

Gain (Loss)

	(\$41,546)	(\$67,489)	(\$26,791)
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loss covered by reserves

Investment in Fixed Assets

Computer Purchases	\$600	\$0	\$800
TOTAL:	\$600	\$0	\$800