

**Buda Economic Development Corporation  
Budget**

|                                             |                                              | <u>EDC Budget 18-19</u> | <u>NOTES</u>                                                                         |
|---------------------------------------------|----------------------------------------------|-------------------------|--------------------------------------------------------------------------------------|
| <b>Income</b>                               |                                              |                         |                                                                                      |
|                                             | <b>Sales Tax Receipts</b>                    |                         |                                                                                      |
|                                             | General                                      | 1,600,000.00            |                                                                                      |
|                                             | Cabela's TIRZ                                | 300,000.00              |                                                                                      |
|                                             | Park 35 South                                | 125,000.00              |                                                                                      |
|                                             | 2428 Partners                                | 75,000.00               | Estimated based on current FY17-18                                                   |
|                                             | BMG Property                                 | 10,000.00               | Actuals                                                                              |
|                                             | Program Income                               | 1,000.00                |                                                                                      |
|                                             | <b>Interest Income</b>                       | <u>35,000.00</u>        |                                                                                      |
| <b>Total Income</b>                         |                                              | <b>2,146,000.00</b>     |                                                                                      |
| <b>Contractual Payouts</b>                  |                                              |                         |                                                                                      |
|                                             | 2428 Partners Sales Tax                      | 37,500.00               | Percentage of Revenue                                                                |
|                                             | Cabela's LGC                                 | 255,000.00              | Percentage of Revenue                                                                |
|                                             | BMG Property                                 | 3,000.00                | Percentage of Revenue                                                                |
|                                             | Principal Payments                           | 205,000.00              | Required payment                                                                     |
|                                             | Interest Payments                            | 58,000.00               | Required payment                                                                     |
| <b>Total Contractual Payouts</b>            |                                              | <u>558,500.00</u>       |                                                                                      |
| <b>Net Income After Contractual Payouts</b> |                                              | <b>1,587,500.00</b>     | Revenue available after all contractual payments                                     |
| <b>Capital Expenditures</b>                 |                                              |                         |                                                                                      |
|                                             | Infrastructure Projects - Wastewater Project | 250,000.00              | Development of WW Line to serve RSL/South Loop 4 - study conducted during FY 17-18   |
|                                             | City of Buda - Sportsplex Finish Out         | 400,000.00              | Funds to match Hotel Occupancy Tax used to complete Sportsplex                       |
|                                             | Computers & Equipment                        | 6,000.00                | Retail Position Computer and Equipment                                               |
| <b>Total Capital Expenditures</b>           |                                              | <u>656,000.00</u>       | Portion of these expenditures will be funded from reserves                           |
| <b>Salaries / Benefits</b>                  |                                              |                         |                                                                                      |
|                                             | <b>Director</b>                              |                         |                                                                                      |
|                                             | Salary                                       | 120,750.00              | Increase to be determined by Board                                                   |
|                                             | Auto Expense                                 | 7,500.00                | \$625/month                                                                          |
|                                             | Retirement                                   | 15,697.50               | Percentage of Salary                                                                 |
|                                             | <b>Finance</b>                               |                         |                                                                                      |
|                                             | Salary                                       | 52,000.00               | Increase to be determined by Board                                                   |
|                                             | Cell Phone                                   | 900.00                  | \$75/month                                                                           |
|                                             | Retirement                                   | 6,760.00                | Percentage of Salary                                                                 |
|                                             | <b>Planning</b>                              |                         |                                                                                      |
|                                             | Salary                                       | 57,000.00               | Increase to be determined by Board                                                   |
|                                             | Cell Phone                                   | 900.00                  | \$75/month                                                                           |
|                                             | Retirement                                   | 7,410.00                | Percentage of Salary                                                                 |
|                                             | <b>Retail Marketing</b>                      |                         |                                                                                      |
|                                             | Salary                                       | 56,375.00               |                                                                                      |
|                                             | Cell Phone                                   | 900.00                  | \$75/month                                                                           |
|                                             | Retirement                                   | 7,328.75                | Percentage of Salary                                                                 |
|                                             | <b>Health Insurance</b>                      | 48,000.00               | Estimate                                                                             |
|                                             | <b>Health Insurance Reimbursements</b>       | 15,000.00               | Estimate                                                                             |
|                                             | <b>FICA/Medicare</b>                         | 21,888.56               | Percentage of Salary                                                                 |
| <b>Total Salaries / Benefits</b>            |                                              | <u>418,409.81</u>       |                                                                                      |
| <b>Insurance</b>                            |                                              |                         |                                                                                      |
|                                             | Workers Comp                                 | 750.00                  |                                                                                      |
|                                             | Liability                                    | 1,000.00                |                                                                                      |
|                                             | Property Insurance                           | 50.00                   |                                                                                      |
|                                             | D & O                                        | 1,600.00                |                                                                                      |
| <b>Total Insurance</b>                      |                                              | <u>3,400.00</u>         |                                                                                      |
| <b>Operations</b>                           |                                              |                         |                                                                                      |
|                                             | Cell Phone                                   | 1,500.00                | Director's Cell Phone                                                                |
|                                             | City of Buda - Office Rental & M/O           | 41,000.00               | Payment to City of Buda for EDC offices and maintenance                              |
|                                             | Mileage / Parking                            | 3,500.00                | Mileage/Parking Reimbursements                                                       |
|                                             | Cleaning Service                             | 3,500.00                | EDC office Cleaning                                                                  |
|                                             | Subscriptions                                | 500.00                  | Magazine/Professional Publication Subscriptions                                      |
|                                             | City of Buda - Admin & Audit                 | 13,600.00               | Payment to City of Buda for Payroll Admin and Audit Services                         |
|                                             | Postage/Mailing Supplies                     | 1,500.00                | Postage/Mailing                                                                      |
|                                             | Office Supplies                              | 6,000.00                | General Office Supplies                                                              |
|                                             | Copier/Printing Supplies                     | 3,200.00                | Copier Maintenance and Printing Supplies                                             |
|                                             | Legal                                        | 7,500.00                | Estimated Legal Fees                                                                 |
|                                             | Accounting                                   | 7,500.00                | Accounting Services                                                                  |
|                                             | IT                                           | 500.00                  | IT Services                                                                          |
|                                             | CoStar                                       | 8,760.00                | Property Database Subscription and Service                                           |
|                                             | Impact Data                                  | 5,500.00                | Economic Impact Report Service                                                       |
|                                             | Zoom Prospecter                              | 8,750.00                | BudaTXInfo Website Services                                                          |
|                                             | Planning/Strategic Services                  | 7,500.00                | Follow up services from ED Strategic Plan                                            |
|                                             | Retail Lease Trac                            | 1,000.00                | Retail Prospecting Tool                                                              |
|                                             | CRM Software                                 | 2,000.00                | Customer Relationship Tracking Software                                              |
|                                             | Adobe Creative Suite                         | 2,000.00                | Design Software Subscriptions                                                        |
|                                             | Other Professional Services                  | 5,000.00                | Other Prof. Services need i.e. engineering, research,                                |
| <b>Total Operations</b>                     |                                              | <u>130,310.00</u>       |                                                                                      |
| <b>Marketing</b>                            |                                              |                         |                                                                                      |
|                                             | <b>Retail Recruitment</b>                    |                         |                                                                                      |
|                                             | ICSC Conferences & Travel                    | 12,500.00               | Primary retail recruitment conferences and travel                                    |
|                                             | Other Retail Recruitment                     | 2,500.00                | Other retail recruitment and travel                                                  |
|                                             | Promotional Items & Printing                 | 2,000.00                | Retail recruitment printing and promotional items                                    |
|                                             | Other Programs/Services                      | 2,500.00                | Misc.                                                                                |
|                                             | <b>Website / Communications/Video</b>        |                         |                                                                                      |
|                                             | Website                                      | 2,000.00                | Hosting and Website Services                                                         |
|                                             | Software                                     | 500.00                  | Video Software                                                                       |
|                                             | Equipment                                    | 1,500.00                | Video Equipment etc.                                                                 |
|                                             | Social Media Archive                         | 2,500.00                | Archive Social Subscription                                                          |
|                                             | Newsletter & Social Media Services           | 2,500.00                | Newsletter and Other Social Media Management Services                                |
|                                             | <b>General Marketing Supplies/Materials</b>  |                         |                                                                                      |
|                                             | Supplies/Materials                           | 2,500.00                | General EDC Marketing Supplies/Materials                                             |
|                                             | Promotional Items & Printing                 | 1,500.00                | General EDC Promo Items/Printed Materials                                            |
|                                             | Tradeshaw Display                            | 3,000.00                | New EDC Tradeshaw Display                                                            |
|                                             | <b>Traditional Economic Development</b>      |                         |                                                                                      |
|                                             | Tradeshows/Conference/Recruitment Activities | 4,000.00                | Traditional Economic Development Recruitment Activities                              |
|                                             | Austin Chamber/Team Texas Activities         | 5,000.00                | Recruitment Activities/Conferences                                                   |
|                                             | TEDC Activities                              | 2,000.00                | Includes Retail and Trad. ED Activities                                              |
|                                             | Site Visits                                  | 4,000.00                | Company Site Visits - Recruitment                                                    |
|                                             | Business Appreciation Activities             | 7,500.00                | Recognition of Buda's existing businesses & economic impact                          |
|                                             | Promotional Items & Printing                 | 2,500.00                | Promotional Items & printing - trad. Economic Development                            |
|                                             | Real Estate Exchange/Summit                  | 6,000.00                | Commercial Exchange Events                                                           |
|                                             | <b>Planning</b>                              |                         |                                                                                      |
|                                             | Education/Outreach                           | 2,500.00                | Meetings/Seminars about how to develop in Buda                                       |
|                                             | Printing/Materials                           | 1,000.00                | Brochures and printed materials                                                      |
|                                             | <b>Community Events/Activities</b>           | 2,500.00                | Chamber gala and other community events                                              |
|                                             | <b>Business &amp; Industry Mixers</b>        | 5,250.00                | Quarterly business mixers                                                            |
|                                             | <b>Community Outreach</b>                    |                         |                                                                                      |
|                                             | Coffee Chats                                 | 1,000.00                | ED Coffee Chats                                                                      |
|                                             | Shop Buda                                    | 1,000.00                | Shop Buda Campaign Materials                                                         |
|                                             | Economic Development Week Activities         | 1,500.00                | Economic Development Week Activities                                                 |
|                                             | <b>ED Summit &amp; Business Recognition</b>  | 6,000.00                | Annual Event to Award Existing Businesses and Spotlight Economic Development in Buda |
|                                             | <b>Advertising</b>                           |                         |                                                                                      |
|                                             | Media Advertising                            | 3,000.00                | Traditional Media Advertising                                                        |
|                                             | Social Media Advertising                     | 1,500.00                | Social Media Advertising                                                             |

|                                       |                                                             |                     |                                                                                |
|---------------------------------------|-------------------------------------------------------------|---------------------|--------------------------------------------------------------------------------|
|                                       | City of Buda - Trail Of Lights Sponsorship                  | 5,000.00            | Trail of Lights Event Sponsorship                                              |
|                                       | City of Buda -Legislative Day                               | 2,500.00            | Legislative Day 2019                                                           |
|                                       | Trail of Lights Display                                     | 2,500.00            | Addition to Buda EDC's ToL Display                                             |
| <b>Professional Memberships</b>       |                                                             |                     |                                                                                |
|                                       | Team Texas                                                  | 3,000.00            | Membership dues                                                                |
|                                       | Opportunity Austin                                          | 2,500.00            | Membership dues                                                                |
|                                       | SEDC/IEDC/TEDC/ICSC                                         | 2,500.00            | Membership dues                                                                |
|                                       | Community Orgs.                                             | 500.00              | Membership dues                                                                |
|                                       | Chamber Memberships for PA Companies                        | 3,000.00            | EDC Projects - Chamber Dues                                                    |
| <b>Research</b>                       |                                                             | 2,500.00            | Cost of Living and Other data subscriptions                                    |
| <b>Market Trends/Education</b>        |                                                             | 1,250.00            | Webinars and Other Education Opportunities                                     |
| <b>Total Marketing</b>                |                                                             | <b>117,000.00</b>   |                                                                                |
| <b>Professional Development</b>       |                                                             |                     |                                                                                |
|                                       | <b>Continuing Education</b>                                 |                     |                                                                                |
|                                       | Retail/Marketing Training/Certification                     | 3,000.00            |                                                                                |
|                                       | Travel                                                      | 2,000.00            |                                                                                |
|                                       | ED Training/Recertification                                 | 3,000.00            | Professional Development Training                                              |
|                                       | Travel                                                      | 2,000.00            | Registration and Travel for Each                                               |
|                                       | Finance/Operations Training Recertification                 | 3,000.00            | Position as part of Ind. Professional                                          |
|                                       | Travel                                                      | 2,000.00            | Development Plans. Unused fund                                                 |
|                                       | Planner Training/Certification                              | 3,000.00            | from one position can be transferred                                           |
|                                       | Travel                                                      | 2,000.00            | to another position.                                                           |
|                                       | Leadership Training                                         | 2,000.00            | EDC Staff Leadership Training                                                  |
|                                       | EDC Required Training                                       | 900.00              | EDC Staff/Board Sales Tax Training                                             |
| <b>Total Professional Development</b> |                                                             | <b>22,900.00</b>    |                                                                                |
| <b>Programs / Services</b>            |                                                             |                     |                                                                                |
|                                       | City of Buda - Main Street Grant Program Funding            | 30,000.00           | Payment to City of Buda for Main Street Grant Program                          |
|                                       | Small Business Programs & Grants                            | 150,000.00          | ED Strategic Plan - replaces grant/reimbursement programs for small businesses |
|                                       | Large Business Incentives                                   | 250,000.00          | Traditional Economic Development Incentives                                    |
|                                       | Business Programming                                        | 15,000.00           | Assistance with creating business/hr groups and trainings/business resources   |
|                                       | Education Seminars                                          | 3,000.00            | Partnership with CoC to provide leadership/business education seminars         |
|                                       | Business Retention & Expansion Programs & Services          | 15,000.00           | Existing Business outreach and services                                        |
|                                       | City of Buda - Sportsplex Maintenance                       | 40,000.00           | Payment to City of Buda for Sportsplex Maintenance                             |
| <b>Total Programs / Services</b>      |                                                             | <b>503,000.00</b>   |                                                                                |
|                                       | <b>Depreciation Expenses</b>                                | 1,500.00            | Depreciation of Office Equipment/Furniture                                     |
| <b>Total Expenses</b>                 |                                                             | <b>1,852,519.81</b> |                                                                                |
| <b>Net Income</b>                     |                                                             | <b>-265,019.81</b>  | Will be funded out of Reserves                                                 |
| <b>Other Financial Items</b>          |                                                             |                     |                                                                                |
|                                       | Reallocation of Reserve Funds to Restricted Project Account | 180,000.00          | Transfer from unrestricted reserves to restricted reserves.                    |