

Port Credit BIA - MINUTES	
	Board Meeting March 27, 6:30pm The Shores of Port Credit
Board Members	John Pappas, Brenda McGarrell, James Shipp, Ryan Long, Lucie Zima, Marlene Baur
Regrets	Councillor Stephen Dasko
Absent	n/a
Guests	n/a
Staff	Kelly Ralston, Stacey Oliver
Minutes by	Stacey Oliver
Item #	Item Description
1	Call to Order: 6:40pm
2	Declaration of any Conflict of Interest: None stated
3	<p>Acceptance of Minutes from Board Meeting held on February 28, 2024</p> <p>Moved by: Ryan Long Second by: James Shipp Approved</p> <p>Discussion – Brenda requested that the previous Minutes be amended to include details of the asset write off. 60% of the assets on the books will be reduced, writing off \$13,170.</p> <p>Discussion – Lucie requested clarification on new tree lights. Kelly noted that the Park does not want to leave the lights on the trees around the skate trail, so they will be used on trees along Lakeshore.</p>
4	<p>Additions to and approval of Agenda</p> <p>Moved by: Lucie Zima Second by: James Shipp Approved</p>
5	<p>Chair’s Overview – John Pappas</p> <ul style="list-style-type: none"> • John congratulated Kelly on doing a great job with #WinterINthePort. There was excellent feedback. • Looking forward to #CountryINthePort. • Patio season is coming up. Working with local businesses to promote consistent patios and offer assistance with applications. • New board members to be added. Kelly created a skills matrix to identify gaps in the board. • The Coffee & Community Networking meeting will take place on April 4 at 8am at the Crooked Cue. The Honourable Rechie Valdez, Minister of Small Business, will be speaking at the meeting. Want a strong showing of BIA members.

<p>6</p>	<p>Treasurer’s Report – Brenda McGarrell (report attached)</p> <ul style="list-style-type: none"> • Brenda reviewed the budget vs actuals for February and year-to-date. • The HST rebate has been received with an accumulating total. • The accruing KPMG bill is noted on the balance sheet (\$225/month). • For the Community Gift Card program, some businesses were experiencing difficulties redeeming cards. Kelly created a workaround and the businesses that want to continue participating have been sent a reference guide with a link to manually redeem. Edenshaw will assist in distributing the remaining cards to get them into the Port. • John and Brenda met with Scotiabank on March 14th. Signed to have smaller GIC which matured on March 11 deposited into the Scotiabank account. The larger GIC will mature on April 29. • The aged receivables are being monitored and Kelly provided an updated list on March 26. Melanie sent out a Statement of Account to businesses in arrears and monies are coming in. Many have been received, including from Tourism Mississauga. • Not currently requesting the levy as there are enough funds in the account. • Brenda advising City to hold the levy to deposit in new bank account. • Kelly recommends Stacey to create a matrix comparing bank fees, rates and interest for RBC and CIBC business platforms. • John, Brenda, Melanie and Kelly to meet on April 4 to review financial processes. • Brenda noted that we are in good financial standing with sufficient funds to fulfill BIA mandates.
<p>7</p>	<p>Executive Director’s Report – Kelly Ralston</p> <ul style="list-style-type: none"> • <u>City & PCBIA</u> – Kelly requested a meeting with Ben Phillips, Project Manager with Mississauga Official Plan Review. Reviewing plan page by page to ensure there is not an official plan for Connecting Communities in Port Credit. If anyone would like to attend, please let Kelly know. • <u>Peel Water Main Plan</u> – presentation was sent out to everyone; the timeline has changed and may no longer be digging up Elmwood lot this year. Discussion: should Farmers Market remain in Elmwood or move to the Library? It was decided to move to the Library this season and expand the market. • <u>Connecting Communities</u> – Kelly and John to meet with Lakeshore Transportation Studies on April 8 to review current status and future plans for pilot program. Marlene highlighted that Oakville has a very successful downtown environment. It was noted that we cannot change the infrastructure; ideas were discussed for a seasonal summer plan (ex: paint temporary bike lanes on seasonally) since commuter traffic is less in the summer. Marlene - logistically, High Street could be made one way. More information will be available by the next board meeting. Stephen has said this will not happen until the pedestrian bridge is complete.

	<ul style="list-style-type: none"> • <u>Main Street Grant - Illuminate the Port</u> <p><u>Lakeshore</u> -Kelly applying for Main Street Grant; reimbursable grant - requires quotes up front; must show it will benefit the community and businesses. Requesting as a community activator to light up the Port in the winter. More lights will bring more people into the community and create a safer environment for women working in the Port. Warm white lights on trees from Maple through Beechwood. Applicants can request 25% upfront; Grant is reimbursed.</p> <p><u>Pole Mounts</u> – add seasonal lighting displays on poles as an event activation. Reviewed various options online including a lighthouse and a ship. Kelly to gather average cost and the Board can then choose.</p> <p><u>LED Swings Activation</u> – the swings were a big hit. Lucie requested taller, adult sized swings for future activations. Kelly will inquire.</p> <p><u>Skate Trail/Christmas Tree</u> – A 25’ lit up Christmas Tree to be part of the Building Community along with activation around skate trail. The launch event to include the lighting of the Christmas tree, the Lighthouse, a Christmas market, skate rentals, NorthFire Circus and Frog in Hand along Lakeshore as the local artist for the employment component. Money from the Grant must be used by December 31.</p> <p><u>January/February</u> – will reach out to other sponsors for Winter 2025 event. Kelly noted this is a very competitive grant and Celebration Square has applied. Kelly has escalated to liaison.</p>
<p>8</p>	<p>Committees Overview</p> <p><u>Sponsorship</u></p> <ul style="list-style-type: none"> • Deadline is March 31. Kelly will review applications and present to Committee in April. <p><u>Beautification</u></p> <ul style="list-style-type: none"> • Ambassadors applying. Hiring from Options. Thriveability working as volunteers. Kelly noted that it is a high level of work and the Streetscape Supervisor, Peter Manthei, is the standard. • Planters have arrived at the garden centre and planting is in progress by Sure Green. • Street Clean – Kelly doing a walk-through with the company that was awarded the RFP for power washing. Will identify areas on which to focus when cleaning and which areas are private property. To be done prior to OBIAA conference as there will be a Port Credit mobile. • Patio Program - Kelly setting up virtual meeting with the City regarding the patio strategy. Encouraging businesses to follow specs for consistent patios. PCBIA will look at incentivizing (ex: patios that follow plan will have landscaping from Sure Green).

	<p><u>Marketing</u></p> <ul style="list-style-type: none"> • Kelly and James to meet to create wireframe for new website. • Branding colours – reached out to Freestyle Signs for a quote on entry signs to Port Credit with new logo. • Kelly requesting 3 quotes for painting light poles. • Going with the new blue planters on main street and the old blue on Port Street. • Benches – have Port Credit BIA embedded in them so that will have to be removed if they are to be sold. Another idea is to try for the Accessibility Grant to include a middle arm. Bench replacement is not in our current budget. • Garbage cans/recycling – the City owns the silver garbage containers. The PCBIA bins are put out seasonally. • Banners – PCBIA banner – Kelly and James to discuss. Overhead banner “welcome to Port Credit”. 50th Anniversary banners will be provided by the City and the BIA only has to pay for the install. • Farmers Market – to meet on April 1 to discuss strategy. Kelly to touch base with Stephen to get permit. • Kelly meeting with Brightwater to discuss promoting new businesses. <p><u>Safety & Security</u></p> <ul style="list-style-type: none"> • Paid Duty will begin in June without an extension of the program into the Fall. • A reminder that each call to the police counts towards our stats and no call is too small. • Lucie – can Ryan’s Whatsapp group be used for reporting? Ryan keeps all data. • Kelly – more lighting will help with safety. Port Credit will be part of the CIRT program with additional police presence. Kelly discussing enforcement with liaison. • Ryan – there has been an increase in graffiti after 3:30am but a decrease in other types of vandalism. <p><u>Advocacy</u></p> <ul style="list-style-type: none"> • John - Community Outreach programs have made a positive difference in unhoused individuals in Port Credit. <p><u>BR&E</u></p> <ul style="list-style-type: none"> • Kelly to meet with Brightwater. James suggested to ask Brightwater for prospectus. Marlene – wants to know how much they are charging per square foot and what incentives they are offering. • Welcome booklet will be created after branding along Lakeshore is completed. • Kelly and James to discuss BR&E during Marketing meeting.
<p>9</p>	<p>Other Business</p> <p><u>Staffing</u></p> <ul style="list-style-type: none"> • Have requested 2 positions under the Canada Summer Jobs Grant - a data coordinator and an events coordinator.

	<ul style="list-style-type: none"> • Kelly – staffing needs to come from the office and the right person is necessary as a good fit is important. A posting for a Marketing position will be put out a couple of weeks after confirmation of Canada Summer Jobs funding. <p><u>Skills Matrix</u></p> <ul style="list-style-type: none"> • Need to identify the skills and representation gaps within the board. Each board member to fill out the matrix with the skill set they personally bring to the board. <p><u>Resignation</u></p> <ul style="list-style-type: none"> • Dani Habbal resigned from the Board. <p><u>Legal Cases</u></p> <ul style="list-style-type: none"> • 2 legal issues have been finalized.
10	<p>Action Items</p> <p>Kelly - set up virtual meeting with the City regarding the patio strategy.</p> <p>Kelly - a package will be created detailing the application process for new board members.</p> <p>Kelly – put out posting for new Marketing position.</p> <p>Kelly – to gather quotes on lighting displays for poles.</p>
11	<p>Motion to Adjourn</p> <p>Moved by: Ryan Long</p> <p>Second by: James Shipp</p> <p>Adjournment: 8:32</p>
Dates	<p>Next Meeting: Wednesday, April 24, 6:30 pm, The Shores of Port Credit</p>

From: Brenda L. McGarrell

SUBJECT: Treasurer Report – ending February 29, 2024

Attached: Ending February 29, 2024

Balance Sheet – 2 Pages

Budget vs Actuals February – plus Column % of Annual Budget – 4 Pages

Budget vs Actuals - To-date – plus Column % of Annual Budget – 4 Pages

The new added column of accruing Budget Levy will now be monthly.

Balance Sheet #10000 – see Scotia Bank balance 187,537K

Balance Sheet pg.2 – Receiver General Suspense back to Zero, having received the HST rebate.

Note: The #22000 HST payable is increasing until next request for Rebate is completed twice per year.

Since there was a question on Gift Cards...Balance Sheet #20150 has only the Gift cards amount and each month a KPMG accrual of their set annual fee pre-calculated at \$225.00 per month. For February 29th/2024 \$18,246.69 less \$450.00 (2 months) = \$ 17,796.69. Gives Board a snapshot each month end. Monies were spent in March on the WinterIn the Port Gift draws; which a current figure was provided.

John & I attended the Scotia Bank March 14th – signed papers to have GIC which matured Marh 11, 2024, & was deposited into Account.

One GIC remains maturing April 29, 2024. \$239,412.58 - To keep Scotia Bank account open.

Board Discussion: If decision is to move to RBC bank – suggest to set up a Bank account now?, the Bank service platform can change to suit our needs, but having an account; A suggestion: can give Notice to City allows Levy receipt to new Bank. (avoids transferring such a large sum, any delay, & poss. fees).

Monitoring Aged Receivables: Keeping up with Momentum

Statement Reminders were sent to aged 91 days + Invoices.

Minister of Heritage, Sport, Tourism & Culture, is being looked into.

Received some current WinterIn the Port Sponsors – Balance remaining owing \$23,500.

This concludes my Report. If any questions on any topic Financial; kindly advise, I will have reviewed and return answers.

Thank you,



Brenda L. McGarrell
Treasurer PCBIA

PCBIA – 105 Lakeshore Rd. W. Port Credit, ON L5H 1E9 – 905-278-7742

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**Port Credit BIA
Balance Sheet
As of February 29, 2024**

	Total
Assets	
Current Assets	
Cash and Cash Equivalent	
CASH	
1000 C.I.B.C. Current Account	0.00
10000 Scotiabank	187,537.39
10200 Petty Cash (General)	513.40
10220 Petty Cash (Farmers Market)	0.00
Total CASH	\$ 188,050.79
14990 *Undeposited Funds	0.00
Total Cash and Cash Equivalent	\$ 188,050.79
Accounts Receivable (A/R)	
Accounts receivable total	
12000 Accounts Receivable	271,336.55
12001 Interest Receivable	10,857.54
Total Accounts receivable total	\$ 282,194.09
Total Accounts Receivable (A/R)	\$ 282,194.09
Investment	
1010 G.I.C.	268,513.76
17655 Other current assets	1.69
Total Investment	\$ 268,515.45
Total Current Assets	\$ 738,760.33
Non-current Assets	
Property, plant and equipment	
17500 Machine & Equipment	37,620.10
17510 Acc. Amortization Machine & Eqp	-34,355.89
17520 Accum. Amortization - Planters	-42,637.82
17530 Accumulated Amortization - Sign	-4,581.61
17540 Accum amortization - Furniture	-20,665.64
17550 Accum Amortization - Leasehold	-19,359.04
17560 Office Furniture	21,837.76
17570 Leasehold improvements-	0.00
17580 Accum Amort. - Benches	-19,939.85
17590 Accumulated Amort - Decorations	-118,963.73
17595 Accumulated Amortization Light Poles	-2,340.01
17600 Capital Assets - Planters	42,454.78
17650 Sign Panel	4,581.61
17660 Banners	74,494.77
17670 Lighthouse Renovation 2019	22,775.00
17680 Benches / Muskoka Chair	22,265.89
17700 Accumulated Depn - Banners	-57,904.65

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17710 Decorations	157,280.31
17720 Light poles	3,510.00
Total Property, plant and equipment	\$ 66,071.98
13000 Prepaid Expense	21,986.30
Total Non Current Assets	\$ 88,058.28
Total Assets	\$ 826,818.61
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable (A/P)	
20000 Accounts Payable	21,144.95
Total Accounts Payable (A/P)	\$ 21,144.95
Credit Card	
20050 Scotiabank Visa	1,186.16
Total Credit Card	\$ 1,186.16
20100 Accounts Payable Other	0.00
20150 Accrued Liabilities	18,246.69
20150A Step up rent liability	2,781.19
2100 Payroll Liabilities	0.00
2110 E.I. Payable	0.00
2120 CPP Payable	0.00
2130 Income Tax Payable	0.00
Total 2100 Payroll Liabilities	\$ 0.00
22000 HST Payable	-15,338.53
2315 Deferred Income	0.00
Receiver General Suspense	0.00
Total Current Liabilities	\$ 28,020.46
Non-current Liabilities	
20200 Due to the City of Mississauga	4,892.41
Total Non-current Liabilities	\$ 4,892.41
Total Liabilities	\$ 32,912.87
Equity	
24500 Opening Bal Equity	0.00
24700 Reserve	0.00
Retained Earnings	664,978.99
Profit for the year	128,926.75
Total Equity	\$ 793,905.74
Total Liabilities and Equity	\$ 826,818.61

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Port Credit BIA
Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L
February 2024

	Actual	2024 Budget	Total over Budget	% of Budget
Income				
30000 Special Municipal Levy	86,582.09	1,038,985.00	-952,402.91	8.33%
30010 Under levy repayment	-2,166.67	-26,000.00	23,833.33	8.33%
Total 30000 Special Municipal Levy	\$ 84,415.42	\$ 1,012,985.00	-\$ 928,569.58	8.33%
80000 Interest Income	1,953.47	22,952.00	-20,998.53	8.51%
Fundraising			0.00	
30050 Membership Dues	1,000.00	2,000.00	-1,000.00	50.00%
3006 Miscellaneous BIA Income		750.00	-750.00	0.00%
30060 Vendor Fees		22,500.00	-22,500.00	0.00%
Sponsorship and Grants			0.00	
Events			0.00	
30038 WinterIN the Port	97,500.00	15,000.00	82,500.00	650.00%
December 2023 Program		15,000.00	-15,000.00	0.00%
Total 30038 WinterIN the Port	\$ 97,500.00	\$ 30,000.00	\$ 67,500.00	325.00%
30064 SpringIN the Port		7,500.00	-7,500.00	0.00%
Total Events	\$ 97,500.00	\$ 37,500.00	\$ 60,000.00	260.00%
Grants			0.00	
30020 Student Grant		7,000.00	-7,000.00	0.00%
3008 Grant Revenue		10,000.00	-10,000.00	0.00%
Total Grants	\$ 0.00	\$ 17,000.00	-\$ 17,000.00	0.00%
Sponsorships			0.00	
3017 Misc Sponsored Projects		9,000.00	-9,000.00	0.00%
Total Sponsorships	\$ 0.00	\$ 9,000.00	-\$ 9,000.00	0.00%
Total Sponsorship and Grants	\$ 97,500.00	\$ 63,500.00	\$ 34,000.00	153.54%
Total Fundraising	\$ 98,500.00	\$ 88,750.00	\$ 9,750.00	110.99%
Total Income	\$ 184,868.89	\$ 1,124,687.00	-\$ 939,818.11	16.44%
Gross Profit	\$ 184,868.89	\$ 1,124,687.00	-\$ 939,818.11	16.44%
Expenses				

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40000 Salaries and Benefits				0.00	
40001 Salaries	10,384.62	215,000.00	-204,615.38	4.83%	
40003 Benefits	346.14	5,000.00	-4,653.86	6.92%	
40004 Payroll Deductions	946.94	14,000.00	-13,053.06	6.76%	
40005 WSIB	95.63	1,100.00	-1,004.37	8.69%	
Additional Wages		45,000.00	-45,000.00	0.00%	
Ambassadors	732.36		732.36		
Event Wages	505.09		505.09		
Student Wages	362.96		362.96		
Total Additional Wages	\$ 1,600.41	\$ 45,000.00	-\$ 43,399.59	3.56%	
Total 40000 Salaries and Benefits	\$ 13,373.74	\$ 280,100.00	-\$ 266,726.26	4.77%	
41004 Repair, Maintenance		2,500.00	-2,500.00	0.00%	
41012 General IT Expense	615.85	13,000.00	-12,384.15	4.74%	
46000 Advertising and Promotion			0.00		
46001 Media Marketing		21,050.00	-21,050.00	0.00%	
46002 Promotional Materials		13,200.00	-13,200.00	0.00%	
46003 Signage		13,100.00	-13,100.00	0.00%	
46004 Website-hosting and maintance		20,000.00	-20,000.00	0.00%	
46006 Training & Conferences	1,766.00	10,000.00	-8,234.00	17.66%	
4607 Events and Campaigns		5,000.00	-5,000.00	0.00%	
Total 46000 Advertising and Promotion	\$ 1,766.00	\$ 82,350.00	-\$ 80,584.00	2.14%	
47000 Project Expenses			0.00		
4626 Security			0.00		
4626-2 Duty Police		45,000.00	-45,000.00	0.00%	
Total 4626 Security	\$ 0.00	\$ 45,000.00	-\$ 45,000.00	0.00%	
47001 Farmers Market		54,000.00	-54,000.00	0.00%	
47002 WinterIN the Port	66,857.91	35,000.00	31,857.91	191.02%	
47003 SpringIN the Port		12,000.00	-12,000.00	0.00%	
47006 Halloween IN the Port	421.20	12,000.00	-11,578.80	3.51%	
47009 Classic Cars		25,000.00	-25,000.00	0.00%	
47011 Support the Port		2,000.00	-2,000.00	0.00%	
Total 47000 Project Expenses	\$ 67,279.11	\$ 185,000.00	-\$ 117,720.89	36.37%	
48000 Sponsorships			0.00		
47008 Walk of Fame.		3,000.00	-3,000.00	0.00%	

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48001 Busker Fest		15,250.00	-15,250.00	0.00%
48004 Canada Day - PTR		20,000.00	-20,000.00	0.00%
48006 Southside Shuffle		20,350.00	-20,350.00	0.00%
48009 History & Heritage		5,000.00	-5,000.00	0.00%
Misc. Sponsorship Requests		6,800.00	-6,800.00	0.00%
Total 48000 Sponsorships	\$ 0.00	\$ 70,400.00	-\$ 70,400.00	0.00%
Beautification & Maintenance			0.00	
45001 Streetscape Maint. and Decor	1,430.48	103,470.00	-102,039.52	1.38%
45002 Landscaping		205,750.00	-205,750.00	0.00%
45004 Banners		15,000.00	-15,000.00	0.00%
45005 Other Beautification		10,000.00	-10,000.00	0.00%
Total Beautification & Maintenance	\$ 1,430.48	\$ 334,220.00	-\$ 332,789.52	0.43%
Business Development			0.00	
6000 Business Development			0.00	
6001 Other Business Development		3,000.00	-3,000.00	0.00%
6002 Networking Meetings		5,000.00	-5,000.00	0.00%
Total 6000 Business Development	\$ 0.00	\$ 8,000.00	-\$ 8,000.00	0.00%
Total Business Development	\$ 0.00	\$ 8,000.00	-\$ 8,000.00	0.00%
Office and General Expenses			0.00	
41001 Rent	1,326.42	17,467.00	-16,140.58	7.59%
41002 Phones, Fax, Mobile,Internet	405.95	5,500.00	-5,094.05	7.38%
41003 Insurance	752.49	11,000.00	-10,247.51	6.84%
41005 General Office Supplies	429.72	5,000.00	-4,570.28	8.59%
41006 Travel		700.00	-700.00	0.00%
41007 Board Meeting Expense		6,000.00	-6,000.00	0.00%
41009 Memberships	499.99	5,000.00	-4,500.01	10.00%
41011 Office Cleaning	400.00	3,000.00	-2,600.00	13.33%
42000 Professional Services			0.00	
42001 Professional Fees	663.41	7,500.00	-6,836.59	8.85%
42002 Bookkeeping Services	900.00	13,000.00	-12,100.00	6.92%
Total 42000 Professional Services	\$ 1,563.41	\$ 20,500.00	-\$ 18,936.59	7.63%
43000 Finance Fee			0.00	
43001 Bank Charges	43.25	1,500.00	-1,456.75	2.88%
Total 43000 Finance Fee	\$ 43.25	\$ 1,500.00	-\$ 1,456.75	2.88%

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44000 Audit				0.00
44001 Audit	225.00	2,700.00	-2,475.00	8.33%
Total 44000 Audit	\$ 225.00	\$ 2,700.00	-\$ 2,475.00	8.33%
60000 Misc out of pocket expense		750.00	-750.00	0.00%
Total Office and General Expenses	\$ 5,646.23	\$ 79,117.00	-\$ 73,470.77	7.14%
Total Expenses	\$ 90,111.41	\$ 1,054,687.00	-\$ 964,575.59	8.54%
Net Operating Income	\$ 94,757.48	\$ 70,000.00	\$ 24,757.48	135.37%
Other Expenses				
50000 Amortization	5,590.65	70,000.00	-64,409.35	7.99%
Total Other Expenses	\$ 5,590.65	\$ 70,000.00	-\$ 64,409.35	7.99%
Net Other Income	-\$ 5,590.65	-\$ 70,000.00	\$ 64,409.35	7.99%
Net Income	\$ 89,166.83	\$ 0.00	\$ 89,166.83	

Monday, Mar. 18, 2024 11:43:45 a.m. GMT-7 - Accrual Basis

Port Credit BIA
Budget vs. Actuals: Budget_FY24_P&L - FY24 P&L
 January - February, 2024

YTD. 1/4

	Actual Jan & Feb	2024 Budget	Total over Budget	% of Budget
Income				
30000 Special Municipal Levy	173,164.18	1,038,985.00	-865,820.82	16.67%
30010 Under levy repayment	-4,333.34	-26,000.00	21,666.66	16.67%
Total 30000 Special Municipal Levy	\$ 168,830.84	\$ 1,012,985.00	-\$ 844,154.16	16.67%
80000 Interest Income	3,404.89	22,952.00	-19,547.11	14.83%
Fundraising				
			0.00	
30050 Membership Dues	1,000.00	2,000.00	-1,000.00	50.00%
3006 Miscellaneous BIA Income	45.00	750.00	-705.00	6.00%
30060 Vendor Fees		22,500.00	-22,500.00	0.00%
Sponsorship and Grants				
			0.00	
Events				
			0.00	
30038 WinterIN the Port	97,500.00	15,000.00	82,500.00	650.00%
December 2023 Program		15,000.00	-15,000.00	0.00%
Total 30038 WinterIN the Port	\$ 97,500.00	\$ 30,000.00	\$ 67,500.00	325.00%
30064 SpringIN the Port		7,500.00	-7,500.00	0.00%
Total Events	\$ 97,500.00	\$ 37,500.00	\$ 60,000.00	260.00%
Grants				
			0.00	
30020 Student Grant		7,000.00	-7,000.00	0.00%
3008 Grant Revenue		10,000.00	-10,000.00	0.00%
Total Grants	\$ 0.00	\$ 17,000.00	-\$ 17,000.00	0.00%
Sponsorships				
			0.00	
3017 Misc Sponsored Projects		9,000.00	-9,000.00	0.00%
Total Sponsorships	\$ 0.00	\$ 9,000.00	-\$ 9,000.00	0.00%
Total Sponsorship and Grants	\$ 97,500.00	\$ 63,500.00	\$ 34,000.00	153.54%
Total Fundraising	\$ 98,545.00	\$ 88,750.00	\$ 9,795.00	111.04%
Total Income	\$ 270,780.73	\$ 1,124,687.00	-\$ 853,906.27	24.08%
Gross Profit	\$ 270,780.73	\$ 1,124,687.00	-\$ 853,906.27	24.08%
Expenses				

YTD 2/4

40000 Salaries and Benefits				0.00	
40001 Salaries	20,769.24	215,000.00	-194,230.76	9.66%	
40003 Benefits	692.28	5,000.00	-4,307.72	13.85%	
40004 Payroll Deductions	1,828.15	14,000.00	-12,171.85	13.06%	
40005 WSIB	158.29	1,100.00	-941.71	14.39%	
Additional Wages		45,000.00	-45,000.00	0.00%	
Ambassadors	1,060.00		1,060.00		
Event Wages	616.82		616.82		
Student Wages	584.47		584.47		
Total Additional Wages	\$ 2,261.29	\$ 45,000.00	-\$ 42,738.71	5.03%	
Total 40000 Salaries and Benefits	\$ 25,709.25	\$ 280,100.00	-\$ 254,390.75	9.18%	
41004 Repair, Maintenance		2,500.00	-2,500.00	0.00%	
41012 General IT Expense	1,907.04	13,000.00	-11,092.96	14.67%	
46000 Advertising and Promotion			0.00		
46001 Media Marketing		21,050.00	-21,050.00	0.00%	
46002 Promotional Materials		13,200.00	-13,200.00	0.00%	
46003 Signage		13,100.00	-13,100.00	0.00%	
46004 Website-hosting and maintance		20,000.00	-20,000.00	0.00%	
46006 Training & Conferences	1,766.00	10,000.00	-8,234.00	17.66%	
4607 Events and Campaigns		5,000.00	-5,000.00	0.00%	
Total 46000 Advertising and Promotion	\$ 1,766.00	\$ 82,350.00	-\$ 80,584.00	2.14%	
47000 Project Expenses			0.00		
4626 Security			0.00		
4626-2 Duty Police		45,000.00	-45,000.00	0.00%	
Total 4626 Security	\$ 0.00	\$ 45,000.00	-\$ 45,000.00	0.00%	
47001 Farmers Market		54,000.00	-54,000.00	0.00%	
47002 WinterIN the Port	74,236.91	35,000.00	39,236.91	212.11%	
47003 SpringIN the Port		12,000.00	-12,000.00	0.00%	
47006 Halloween IN the Port	421.20	12,000.00	-11,578.80	3.51%	
47009 Classic Cars		25,000.00	-25,000.00	0.00%	
47011 Support the Port	150.00	2,000.00	-1,850.00	7.50%	
Total 47000 Project Expenses	\$ 74,808.11	\$ 185,000.00	-\$ 110,191.89	40.44%	
48000 Sponsorships			0.00		
47008 Walk of Fame.		3,000.00	-3,000.00	0.00%	

YTD 3/4

48001 Busker Fest		15,250.00	-15,250.00	0.00%
48004 Canada Day - PTR		20,000.00	-20,000.00	0.00%
48006 Southside Shuffle		20,350.00	-20,350.00	0.00%
48009 History & Heritage		5,000.00	-5,000.00	0.00%
Misc. Sponsorship Requests		6,800.00	-6,800.00	0.00%
Total 48000 Sponsorships	\$ 0.00	\$ 70,400.00	-\$ 70,400.00	0.00%
Beautification & Maintenance			0.00	
45001 Streetscape Maint. and Decor	9,624.44	103,470.00	-93,845.56	9.30%
45002 Landscaping	4,800.00	205,750.00	-200,950.00	2.33%
45004 Banners		15,000.00	-15,000.00	0.00%
45005 Other Beautification		10,000.00	-10,000.00	0.00%
Total Beautification & Maintenance	\$ 14,424.44	\$ 334,220.00	-\$ 319,795.56	4.32%
Business Development			0.00	
6000 Business Development			0.00	
6001 Other Business Development		3,000.00	-3,000.00	0.00%
6002 Networking Meetings	120.00	5,000.00	-4,880.00	2.40%
Total 6000 Business Development	\$ 120.00	\$ 8,000.00	-\$ 7,880.00	1.50%
Total Business Development	\$ 120.00	\$ 8,000.00	-\$ 7,880.00	1.50%
Office and General Expenses			0.00	
41001 Rent	2,652.84	17,467.00	-14,814.16	15.19%
41002 Phones, Fax, Mobile,Internet	786.90	5,500.00	-4,713.10	14.31%
41003 Insurance	1,504.98	11,000.00	-9,495.02	13.68%
41005 General Office Supplies	549.13	5,000.00	-4,450.87	10.98%
41006 Travel	47.04	700.00	-652.96	6.72%
41007 Board Meeting Expense	175.22	6,000.00	-5,824.78	2.92%
41009 Memberships	2,461.57	5,000.00	-2,538.43	49.23%
41011 Office Cleaning	700.00	3,000.00	-2,300.00	23.33%
42000 Professional Services			0.00	
42001 Professional Fees	714.55	7,500.00	-6,785.45	9.53%
42002 Bookkeeping Services	1,800.00	13,000.00	-11,200.00	13.85%
Total 42000 Professional Services	\$ 2,514.55	\$ 20,500.00	-\$ 17,985.45	12.27%
43000 Finance Fee			0.00	
43001 Bank Charges	95.61	1,500.00	-1,404.39	6.37%
Total 43000 Finance Fee	\$ 95.61	\$ 1,500.00	-\$ 1,404.39	6.37%

YTD 4/4

44000 Audit			0.00		
44001 Audit	450.00	2,700.00	-2,250.00	16.67%	
Total 44000 Audit	\$ 450.00	\$ 2,700.00	-\$ 2,250.00	16.67%	
60000 Misc out of pocket expense		750.00	-750.00	0.00%	
Total Office and General Expenses	\$ 11,937.84	\$ 79,117.00	-\$ 67,179.16	15.09%	
Total Expenses	\$ 130,672.68	\$ 1,054,687.00	-\$ 924,014.32	12.39%	
Net Operating Income	\$ 140,108.05	\$ 70,000.00	\$ 70,108.05	200.15%	
Other Expenses					
50000 Amortization	11,181.30	70,000.00	-58,818.70	15.97%	
Total Other Expenses	\$ 11,181.30	\$ 70,000.00	-\$ 58,818.70	15.97%	
Net Other Income	-\$ 11,181.30	-\$ 70,000.00	\$ 58,818.70	15.97%	
Net Income	\$ 128,926.75	\$ 0.00	\$ 128,926.75		

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**Port Credit BIA
A/R Aging Summary
As of February 29, 2024**

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total	
Bank of Nova Scotia		1,004.61	-722.78		10,575.71	10,857.54	GIC Interest
Brightwater	10,000.00					10,000.00	
Brixen Developments (Lakeview) Inc.	2,500.00					2,500.00	
Canvas Art Bar					1,000.00	1,000.00	
City of Mississauga.	84,415.42	84,415.42				168,830.84	Levy
Don Rowing Club of Mississauga	1,000.00					1,000.00	
Kilmer Group	5,000.00					5,000.00	<i>Reed.</i>
Meltwich Food Co					500.00	500.00	
Minister of Heritage, Sport, Tourism and Culture					1,505.71	1,505.71	
Port Credit Community Foundation	10,000.00					10,000.00	<i>Reed.</i>
Queenscorp Construction Inc.	7,500.00					7,500.00	
Spice Lounge and Tapas					500.00	500.00	
The Shores of Port Credit.	2,500.00					2,500.00	
Tomars Diner					500.00	500.00	
Tourism Mississauga	60,000.00					60,000.00	<i>Reed</i>
TOTAL	\$ 182,915.42	\$ 85,420.03	-\$ 722.78	\$ 0.00	\$ 14,581.42	\$ 282,194.09	

*WIP 83500.
Bal. 23500.*

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