

Racine, WI
Racine Civic Centre
May 2013

	May-13 Actual	May-12 Actual	May-13 Budget	2013 YTD Actual	2012 YTD Actual	2013 YTD Budget	2013 Budget
Ordinary Income/Expense							
Income							
4000 - Building Rent	14,537.34	11,068.05	19,175.00	42,359.73	47,920.50	55,580.00	137,380.00
4002 - Co-Promotions	0.00	13,863.28	0.00	3,107.23	16,674.00	0.00	0.00
4005 - Facility Fees Revenue/Rebate	3,844.60	2,950.00	3,500.00	7,106.26	5,048.51	4,950.00	14,045.00
4008 - Concessions F & B	704.46	2,282.41	200.00	1,644.21	3,298.61	975.00	1,269.00
4010 - Merchandise	299.71	1,094.20	0.00	421.50	1,236.52	0.00	0.00
4012A - Catering - Internal	2,628.00	2,554.94	3,800.00	13,044.59	14,314.44	12,000.00	35,720.00
4012B - Catering- External	2,394.67	2,454.90	0.00	2,394.67	3,774.90	0.00	0.00
4012 - Catering - Outside Catering - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 4012 - Catering - Outside Catering	5,022.67	5,009.84	3,800.00	15,439.26	18,089.34	12,000.00	35,720.00
4014 - Reimbursed Labor	8,722.39	12,868.52	9,225.00	22,591.93	31,720.30	20,200.00	48,975.00
4015 - Reimbursed Pipe/Drape	150.00	150.00	0.00	6,160.00	6,760.00	0.00	0.00
4016 - Reimbursed Outside Vendor Labor	3,475.00	4,530.00	1,350.00	6,222.50	8,356.58	2,650.00	6,950.00
4018 - Reimbursed Outside Expenses							
4018a - Reimb Pkg Meter Bags	630.00	277.00	0.00	1,430.00	577.00	0.00	0.00
4018b - Reimb Linens	566.07	1,540.90	0.00	4,275.44	4,372.05	0.00	0.00
4018d - Reimb Outside Rentals	3,800.00	5,700.00	0.00	3,800.00	6,250.00	0.00	0.00
4018e - Reimb Outside Service	0.00	0.00	0.00	0.00	400.00	0.00	0.00
4018 - Reimbursed Outside Expenses - Other	0.00	2,293.44	0.00	400.00	3,143.29	1,050.00	6,789.00
Total 4018 - Reimbursed Outside Expenses	4,996.07	9,811.34	0.00	9,905.44	14,742.34	1,050.00	6,789.00
4020 - In-House Equipment	300.00	3,600.00	3,750.00	2,484.00	5,174.00	13,990.00	18,380.00
4021 - Reimbursed Box Office	30.00	0.00	0.00	92.10	102.65	10,000.00	14,000.00
4022 - Reimbursed Utilities							
4022 - Reimbursed Utilities - Other	0.00	600.00	0.00	850.00	1,450.00	300.00	300.00
Total 4022 - Reimbursed Utilities	0.00	600.00	0.00	850.00	1,450.00	300.00	300.00
4026 - Reimbursed Event Insurance	211.00	827.00	1,125.00	698.50	947.00	2,250.00	8,550.00
4028 - Reimb Marketing & Advertising	0.00	2,111.03	0.00	118.45	6,282.83	3,000.00	3,000.00
4040 - Self Promotions	12,428.63	0.00	0.00	18,949.21	0.00	0.00	0.00
4042 - ATM Income	0.00	0.00	0.00	146.00	89.50	0.00	0.00
4045 - Misc. Income	0.00	1.51	0.00	0.00	7.91	0.00	0.00
4050 - Interest	0.00	268.24	0.00	0.00	1,958.32	0.00	0.00
4500 - Food and Beverage Sales							
4500a - Vending Income	248.37	423.95	0.00	1,201.13	861.20	0.00	0.00
4500e - Soda Income	1,087.12	954.71	1,925.00	4,110.13	1,747.71	4,367.00	13,271.50
4500f - N/A Beverage Income	0.00	157.94	0.00	0.00	644.00	0.00	0.00
4500h - Draft Beer Income	370.00	5,647.86	2,450.00	1,110.00	7,927.58	5,558.00	16,891.00
4500i - Bottled Beer Income	5,238.92	5,397.24	3,675.00	13,269.49	10,038.47	8,337.00	25,336.50

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4500j - Wine Income	3,512.28	2,628.87	2,275.00	6,540.72	3,827.31	5,161.00	15,684.50
4500k - Liquor Income	1,932.92	5,498.39	7,175.00	9,407.29	10,084.07	16,277.00	49,466.50
4500 - Food and Beverage Sales - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 4500 - Food and Beverage Sales	12,389.61	20,708.96	17,500.00	35,638.76	35,130.34	39,700.00	120,650.00
49900 - Uncategorized Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	67,111.48	91,744.38	59,625.00	173,935.08	204,989.25	166,645.00	416,008.00
Cost of Goods Sold							
5000 - Cost of Goods Sold							
5000e - COGS - Soda	438.89	94.00	683.00	1,485.36	1,570.38	1,549.00	4,707.00
5000f - COGS - N/A Beverages	0.00	0.00	0.00	0.00	649.59	0.00	0.00
5000h - COGS - Draft Beer	152.00	4,178.80	263.00	636.00	5,201.80	597.00	1,813.00
5000i - COGS - Bottled Beer	1,609.76	203.43	1,575.00	3,695.20	1,668.28	3,573.00	10,859.00
5000j - COGS - Wine	468.65	496.90	525.00	1,184.58	1,026.37	1,191.00	3,620.00
5000k - COGS - Liquor	282.53	372.87	1,943.00	2,528.26	1,439.34	4,408.00	13,396.00
5000l - COGS - Other Supplies	0.00	0.00	263.00	0.00	711.68	597.00	1,813.00
5000 - Cost of Goods Sold - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 5000 - Cost of Goods Sold	2,951.83	5,346.00	5,252.00	9,529.40	12,267.44	11,915.00	36,208.00
Total COGS	2,951.83	5,346.00	5,252.00	9,529.40	12,267.44	11,915.00	36,208.00
Gross Profit	64,159.65	86,398.38	54,373.00	164,405.68	192,721.81	154,730.00	379,800.00
Expense							
6000 - Services/Events							
6002 - Contract Labor - Event	4,247.94	4,351.09	1,350.00	7,115.78	9,618.80	2,650.00	6,950.00
6006 - Sound Equip Rental - Event	0.00	2,550.00	0.00	0.00	3,220.00	0.00	0.00
6008 - Co-Promotions	200.00	5,000.00	0.00	200.00	5,625.94	3,000.00	6,000.00
6010 - Outside Expense							
6010b - Linens	535.80	1,229.05	0.00	3,348.37	3,141.67	0.00	0.00
6010d - Outside Rentals	3,187.59	4,258.92	0.00	4,309.59	5,315.92	0.00	0.00
6010 - Outside Expense - Other	0.00	0.00	0.00	0.00	0.00	1,050.00	6,789.00
Total 6010 - Outside Expense	3,723.39	5,487.97	0.00	7,657.96	8,457.59	1,050.00	6,789.00
6012 - Event Insurance	398.00	0.00	1,125.00	927.00	149.00	2,250.00	8,550.00
6014 - Bar Expense/Equipment	2.00	820.98	30.00	832.85	1,334.54	146.00	191.00
6018 - Beverage Waste	154.91	61.87	0.00	398.98	200.61	0.00	0.00
6020 - Catering Expense	166.08	15.75	380.00	565.97	2,533.27	1,200.00	3,572.00
6000 - Services/Events - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 6000 - Services/Events	8,892.32	18,287.66	2,885.00	17,698.54	31,139.75	10,296.00	32,052.00
7000 - Personnel Services							
7001 - Full Time Staff	17,931.55	18,953.54	16,750.00	87,501.49	85,757.04	83,750.00	213,750.00

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7005 - Support Staff Labor/non-reimb.	4,288.82	3,869.00	2,750.00	18,054.15	12,540.78	13,750.00	33,000.00
7007 - Event Staff Labor/reimb.	5,845.82	7,283.42	7,380.00	19,817.80	22,982.26	16,160.00	39,180.00
7009 - Bartender wages - non-reimb.	1,271.72	1,322.94	0.00	2,863.94	2,448.59	0.00	0.00
7010 - Taxes and Benefits	7,225.17	7,396.12	8,500.00	38,325.76	35,302.74	42,500.00	102,000.00
7000 - Personnel Services - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 7000 - Personnel Services	36,563.08	38,825.02	35,380.00	166,563.14	159,031.41	156,160.00	387,930.00
8000 - General and Administrative							
8001 - Postage	0.00	94.58	60.00	15.30	153.58	300.00	720.00
8003 - Office Supplies	50.07	166.41	300.00	540.49	1,905.30	1,548.00	3,648.00
8006 - Office Equipment & Repair	0.00	0.00	0.00	15.75	221.44	0.00	0.00
8009 - Printing / Copier	148.52	281.48	125.00	644.99	677.03	625.00	1,500.00
8015 - Subscriptions/Dues/Memberships	16.00	57.91	100.00	330.00	1,445.31	500.00	1,200.00
8020 - Licenses & Permits	430.00	440.00	50.00	430.00	520.00	250.00	600.00
8024 - Employee Training	0.00	41.87	250.00	60.00	624.26	1,250.00	3,000.00
8000 - General and Administrative - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 8000 - General and Administrative	644.59	1,082.25	885.00	2,036.53	5,546.92	4,473.00	10,668.00
8100 - Occupancy							
8102 - Parking	225.22	251.48	250.00	525.22	1,245.19	1,250.00	3,000.00
8104 - Telephone	554.13	138.23	600.00	2,622.78	1,311.04	3,000.00	7,200.00
8106 - Utilities							
8106a - Sewer	0.00	0.00	285.00	307.98	457.15	1,710.00	3,960.00
8106b - Water	426.00	426.00	475.00	900.68	955.96	2,850.00	6,600.00
8106c - Gas	1,069.44	188.99	1,805.00	15,444.68	12,675.98	10,830.00	25,080.00
8106d - Electric	6,002.70	6,258.39	6,460.00	32,645.76	32,039.89	38,760.00	89,760.00
8106e - Waste	150.66	147.69	475.00	543.82	680.06	2,850.00	6,600.00
8106 - Utilities - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 8106 - Utilities	7,648.80	7,021.07	9,500.00	49,842.92	46,809.04	57,000.00	132,000.00
8108 - HVAC R&M - DPW	0.00	1,666.67	0.00	0.00	8,333.33	0.00	0.00
8110 - Equipment R&M	2,230.79	799.57	500.00	2,554.99	-761.82	2,500.00	6,000.00
8114 - Building Maintenance	0.00	0.00	0.00	1,293.07	69.55	0.00	0.00
8116 - Service Contracts							
8116b - Maintenance Supplies	1,029.55	888.78	0.00	2,114.13	2,874.73	0.00	0.00
8116c - Pest control	0.00	45.83	0.00	0.00	210.81	0.00	0.00
8116d - Security control of Festival Ha	146.92	139.26	0.00	734.60	696.30	0.00	0.00
8116 - Service Contracts - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 8116 - Service Contracts	1,176.47	1,073.87	0.00	2,848.73	3,781.84	0.00	0.00
8118 - Grounds Maintenance	0.00	2,106.93	1,500.00	1,212.37	1,135.60	8,750.00	21,000.00
8120 - Building Insurance	905.58	547.75	1,000.00	4,527.90	2,738.75	5,000.00	12,000.00

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8100 - Occupancy - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 8100 - Occupancy	12,740.99	13,605.57	13,350.00	65,427.98	64,662.52	77,500.00	181,200.00
8200 - Travel & Motor Vehicle							
8202 - Travel	1,139.10	863.78	1,500.00	2,344.84	4,042.20	1,500.00	5,500.00
8204 - Motor Vehicle	187.50	225.25	0.00	1,122.65	955.71	0.00	0.00
8200 - Travel & Motor Vehicle - Other	0.00	0.00	0.00	0.00	616.72	0.00	0.00
Total 8200 - Travel & Motor Vehicle	1,326.60	1,089.03	1,500.00	3,467.49	5,614.63	1,500.00	5,500.00
8300 - Services / Operations							
8302 - Professional Fees	270.52	3,924.26	250.00	1,338.98	9,021.23	1,250.00	3,000.00
8304 - Contract Labor	840.80	370.79	0.00	1,996.90	1,972.68	0.00	0.00
8310 - License, Permit & Insp.Fees	106.67	104.16	0.00	533.35	520.80	0.00	0.00
8312 - Supplies & Materials	2,011.60	13.02	900.00	2,607.49	1,186.14	4,500.00	10,800.00
8314 - Outside Rental Expense	0.00	509.74	0.00	0.00	509.74	0.00	0.00
8318 - Employee Related Equip/Uniforms							
8318b - Uniforms	0.00	0.00	100.00	109.00	0.00	500.00	1,200.00
8318 - Employee Related Equip/Uniforms - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 8318 - Employee Related Equip/Uniforms	0.00	0.00	100.00	109.00	0.00	500.00	1,200.00
8319 - Staff Recognition	0.00	100.00	50.00	0.00	100.00	450.00	1,250.00
8324 - Vending Expense	0.00	0.00	0.00	0.00	18.00	0.00	0.00
8330 - Management Training	0.00	190.00	0.00	667.00	250.00	0.00	0.00
8331 - Hospitality/M & E	185.18	37.80	0.00	914.13	581.91	0.00	0.00
8332 - Marketing & Advertising	2,795.23	822.51	850.00	4,401.63	5,931.72	7,250.00	13,200.00
8334 - Computers	0.00	83.33	100.00	27.98	561.30	500.00	1,200.00
8336 - Credit Card Fees	138.17	100.95	100.00	368.23	230.79	500.00	1,200.00
8338 - Banking/Service Fees	26.66	39.00	50.00	216.79	237.50	250.00	600.00
8340 - Banking / Bad Debt	0.01	0.00	0.00	-33.09	208.57	0.00	0.00
8342 - Cash Over / (Short)	15.25	-50.77	0.00	62.89	-121.77	0.00	0.00
8300 - Services / Operations - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 8300 - Services / Operations	6,390.09	6,244.79	2,400.00	13,211.28	21,208.61	15,200.00	32,450.00
9000 - Voided/Ruined Checks	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	66,557.67	79,134.32	56,400.00	268,404.96	287,203.84	265,129.00	649,800.00
Net Ordinary Income	-2,398.02	7,264.06	-2,027.00	-103,999.28	-94,482.03	-110,399.00	-270,000.00
Other Income/Expense							
Other Income							
4060 - City Subsidy	22,500.00	25,500.00	22,500.00	112,500.00	127,500.00	112,500.00	270,000.00
Total Other Income	22,500.00	25,500.00	22,500.00	112,500.00	127,500.00	112,500.00	270,000.00
Other Expense							

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8900 - City Subsidy Refund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Other Income	22,500.00	25,500.00	22,500.00	112,500.00	127,500.00	112,500.00	270,000.00
Net Income	20,101.98	32,764.06	20,473.00	8,500.72	33,017.97	2,101.00	0.00

Racine Civic Centre
Balance Sheet
As of May 31, 2013

	<u>May 31, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
1025 · Operations Account	228,842.57
1030 · Box Office Account	1,502.76
Total Checking/Savings	<u>230,345.33</u>
Accounts Receivable	
1200 · Accounts Receivable	61,629.29
Total Accounts Receivable	<u>61,629.29</u>
Other Current Assets	
1010 · Event Bank	4,230.00
1015 · Petty Cash	250.00
1208 · A/R City of Racine	188.13
1499 · Undeposited Funds	1,380.00
1500 · Concession Inventory	
1500e · Inventory - Soda	495.38
1500h · Inventory - Draft Beer	121.00
1500i · Inventory - Bottled Beer	981.11
1500j · Inventory - Wine	894.04
1500k · Inventory - Liquor	5,249.19
Total 1500 · Concession Inventory	<u>7,740.72</u>
1625 · Prepaid Expenses	3,297.51
1630 · Prepaid Advertising	307.50
Total Other Current Assets	<u>17,393.86</u>
Total Current Assets	<u>309,368.48</u>
TOTAL ASSETS	<u><u>309,368.48</u></u>

Racine Civic Centre
Balance Sheet
As of May 31, 2013

May 31, 13

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 - Accounts Payable 32,811.82

Total Accounts Payable 32,811.82

Other Current Liabilities

2200 - Sales Tax Payable 1,826.85

3028 - Unearned City Subsidy 112,500.00

3039 - Building Deposits 61,128.97

3050 - Event Marketing Fund 7,106.04

Total Other Current Liabilities 182,561.86

Total Current Liabilities 215,373.68

Total Liabilities 215,373.68

Equity

3900 - Retained Earnings 85,494.08

Net Income 8,500.72

Total Equity 93,994.80

TOTAL LIABILITIES & EQUITY 309,368.48