

HIGHLANDS BUSINESS IMPROVEMENT DISTRICT
Highlands Business Partnership, Inc.
January 1, 2003 – December 31, 2003
Budget

PROGRAM BUDGET	EXPENSES
Visual Improvement	10,000.00
• Parking/Beautification	
• Maintenance	
• Design	
Special Events Committee	
• Event Expenses before Vendor Fee Income	10,000.00
Marketing & Communications before Sponsorship Income	30,000.00
• Regional consumer merchandising	
• Event Calendar Creation	
• Image/customer building ad campaigns (Destination Highlands)	
Website Design & Marketing Materials	6,000.00
• Creation of Visitor Guides, Maps, Brochures & Coupons	
• Maintain Website including updates, modifications, postings etc.	
Economic Development	
• Business Recruitment/Retention Program	
• Create Business Guide for Recruitment of new business	
• Grant Applications	
• Create a Vision for waterfront redevelopment using the Atlantic Group Report and/or re-development tools from Office of State Planning.	8,700.00
ADMINISTRATIVE BUDGET	
Administration	18,000.00
Legal	1,500.00
Audit	1,800.00
Insurance/Supplies	4,000.00
	TOTAL \$90,000.00

*This Budget must be sent to entire membership prior to HBP Annual Meeting on March 10, 2003 for approval. The fiscal year of the District and the management corporation is Dec 31. Ordinance # 0-99-06 Section 8, states the management corporation shall submit no later than December 1 of each year a detailed annual budget for the following year for approval by the Mayor and Council. The budget shall be processed and adopted by the Borough on or before April 1st of each year in accordance with the procedures set forth in N.J.S.A. 40:56-84. Please note as per attached resolution #R-02-82, the line items have changed, but the allocations have not per requirement of the resolution.