

August 4, 2017

Mayor Barker & Members of the City Council
City of Hattiesburg
PO Box 1898
Hattiesburg, MS 39403-1898

Dear Mayor and Council Members:

Greetings from the Hattiesburg Convention Commission. Following, you will find the proposed Hattiesburg Convention Commission's Fiscal Year Ending 2017 Amended Budget. In accordance with governmental accounting practices and guidance from our auditors, the Commission seeks your approval of this amended budget which addresses four changes from the budget approved prior to the start of this fiscal year.

FISCAL YEAR ENDING 2017 AMENDED BUDGET

Estimated Beginning Cash

We anticipated having expended more on the Eureka Phase IV and Zoo projects by the end of Fiscal Year 2016, thus we budgeted lower on Estimated Beginning Cash. However, payments for Eureka Phase IV and Zoo projects overlapped into the 2017 Fiscal Year leaving us with larger than planned Estimated Beginning Cash. We propose to amend the FY2017 Budget to reflect the actual beginning cash reported in the Fiscal Year 2016 Audit.

Special Projects

Bond Money – State and/or Local

We projected to receive \$340,000 from State Bond monies for early development work on the proposed Science Center. Those funds were not approved by the Mississippi Bond Commission and as a result we did not receive the funds.

Expenditures

The proposed expenditures that did not occur in the prior fiscal year as it relates to the Eureka School Museum Project came in during this year, as well as our starting Phase V of the project. As a result, our expenditures occurring in the 2017 Fiscal Year were beyond our anticipation and thus, budgeted figures. We project expending \$1.5 million during the 2017 Fiscal Year on the Eureka School project.

In addition, we took on the Oseola McCarty House museum project after the budget year began and outside of the budget. This project was worthwhile and so the Commission seized the opportunity. This necessitates a budget addition of \$75,000.

We would seek your approval of these amendments to the current year's budget.

Sincerely,

FOR THE COMMISSION


Richard Taylor
Executive Director

attachment

**Hattiesburg Convention Commission
Fiscal Year 2017
Budget Analysis for All Funds**

			BUDGET			
Classification	Category	FYE 2017 Totals	FYE 2017 A Totals	\$\$\$ Variation	% Variation	FYE 2017A % of Totals
Income & Beginning Cash	Estimated Beginning Cash (Includes Reserves)	\$3,164,799	\$6,022,740	\$2,857,941	90.3%	45.55%
	Special Sales Tax (2% Food & Beverage Tax Revenue)	\$4,749,520	\$4,749,520	\$0	0.0%	35.92%
	Saenger Theater/ Convention Center / USO / Zoo Revenue	\$1,504,552	\$1,504,552	\$0	0.0%	11.38%
	F&B Revenue	\$940,500	\$940,500	\$0	0.0%	7.11%
	Interest	\$3,665	\$3,665	\$0	0.0%	0.03%
	Estimated Total Income & Beginning Cash	\$10,363,036	\$13,220,977	\$2,857,941	27.6%	100.00%
Expenditures	Facilities Operations					
Convention Center	Electricity, Natural Gas, Telecommunications, Janitorial Supplies,	\$2,080,463	\$2,080,463	\$0	0.0%	28.96%
Visitors Center	Safety Equipment, Training, Contracted Services, Animal Feed					
Saenger Theater						
USO	Repairs, Refurbishment, Fixed Assets					
Eureka	Refurbishment of Facilities/ Replacement of Equipment, Fixtures	\$420,756	\$420,756	\$0	0.0%	5.86%
Zoo						
	Insurance, Professional Services, Marketing					
	Trustee Fees, Insurance, Surety Bonds, Audit, Legal Fees, Saenger Talent Buying, Marketing, Show Production, etc.	\$700,800	\$700,800	\$0	0.0%	9.75%
	Staffing Costs (including benefits)					
	Full-time + benefits, Part-time & Event Based Staff	\$3,983,039	\$3,983,039	\$0	0.0%	55.44%
	Sub-total Estimated Expenditures	\$7,185,058	\$7,185,058	\$0	0.0%	100.00%
Sub-total Cash - All Funds		\$3,177,978	\$6,035,919			
	Bond Money on Hand	(\$700,000)	(\$700,000)	(Designated for Zoo)		
	Bond Money - State and/or Local	(\$645,000)	(\$305,000)	(Designated for Zoo)		
	Special Projects Grants Income (Zoo & Eureka)	(\$15,000)	(\$15,000)	(Keith's Superstores)		
Project Expenses						
	Historic USO Club & Museum Development	\$10,000	\$10,000	(Exhibits)		
	Historic Eureka School Museum Renovation/Development	\$500,000	\$1,500,000	(100% Completion of Eureka)		
	Saenger Theater	\$50,000	\$50,000	(Annex, Plaster Repair, 2 AC Units)		
	Trolleys	\$0	\$0			
	Zoo	\$700,000	\$700,000	(Hoofstock Barn Expansion, Hyena Compound, etc.)		
	Science Exploration Center Project	\$200,000	\$200,000	(Project Consulting)		
	City Partnership for Hwy 49 Landscaping Improvements	\$25,000	\$25,000			
	HWY 49 Beautification	\$40,000	\$40,000			
	Oseola McCarty House	\$0	\$75,000			
	Sub-total Estimated Ending Position	\$3,012,978	\$4,455,919			
Designated Reserve Fund (All Facilities)		\$3,012,978	\$4,455,919	*Includes Reserves and Restricted Funds.		

NOTES:

(Designated for Zoo)
(Designated for Zoo)
(Keith's Superstores)
(Exhibits)
(100% Completion of Eureka)
(Annex, Plaster Repair, 2 AC Units)
(Hoofstock Barn Expansion, Hyena Compound, etc.)
(Project Consulting)