



Finance Committee Meeting

May 12, 2020

4:30pm

J. Earle Bowden Bldg., Room 1

AGENDA

- 1) Call to Order
 - a) Meeting was properly noticed
 - b) Approval of April 14, 2020 minutes
 - c) Approval of May 12, 2020 Agenda

- 2) New Business
 - a) April DIB financials
 - b) April DPMD financials
 - c) DPMD Loan status
 - d) 2020 DPMD City budget reforecast request
 - e) 2021 DPMD City budget request

- 3) On-Going Business

- 4) Public Comment

- 5) Adjournment

- 6) On Hold

**Minutes of the
Finance Committee
Tuesday, April 14, 2020**

Attendance: Mambwe Mutanuka, Malcolm Ballinger, Adam Cobb, John Hodgdon and Lissa Dees

- I. Call to Order – Mr. Cobb called the meeting to order at 4:36 pm.
 - a) Mr. Cobb confirmed the meeting was properly noticed.
 - b) There was a motion and a second to approve the April 14, 2020 agenda.
 - c) There was a motion and a second to approve the March 10, 2020 minutes.

- II. On-Going Business
 - a) The committee unanimously approved the March DIB financials.
 - b) The committee unanimously approved the March DPMD financials
 - c) Mrs. Dees provided an update on COVID-19 financial impacts and actions taken with staff and operating overhead precautions, as well as estimated longevity and sustainability of both DIB and DPMD.
 - d) The committee discussed at length the plan to cover expenses for DPMD operations and committed repairs to the Jefferson Garage. Mrs. Dees stated that DPMD can cover operating expenses for approximately 1.5 months and suggested to assist in sustaining DPMD by deferring the monthly overhead reimbursements until parking is operational. Mr. Cobb requested that Mrs. Dees verify with DIB attorney that this is legal option.
 - e) After further discussion, Mrs. Mutanuka made a motion to borrow the \$245K to cover the garage repairs as a means of keeping everything separate, sustainable and simple. Mr. Hodgdon seconded, and the motion was approved unanimously.
 - f) Mr. Cobb confirmed there was no public participation on the call and closed the meeting.

- III. New Business

None

- IV. Public Comment

None

- V. Adjournment the meeting was adjourned at 5:20 p.m.

Treasurer's Report - DIB & DPMD

MEMORANDUM

To: DIB Board

From: Lissa Dees, Executive Director

Subject: Treasurer's Report

Date: May

Following this Memo is the April Income Statement and Balance Sheet.

Total Income DIB April: \$77,807.46

Total Expense DIB April: \$63,452.57

Total Income DPMD April: \$16,495.12

Total Expense DPMD April: \$59,779.63

Notes:

DIB - April

<u>Code</u>	<u>Description</u>	<u>DIB Notes</u>
Income	<i>Overview</i>	<i>\$16K under targeted budget</i>
4030	Palafox Market	\$7K under budget - Market Closed in March
4060	DPMD Overhead Reimb.	\$8k under budget - due to reduction in DPMD Staff
Expense		
Expense	<i>Overview</i>	<i>\$25K under projected expenses</i>
5001	Salaries, Benefits & Taxes	\$12K under budget
5023	Marketing	\$1k over budget
5027	Economic Development	\$3k over budget - Puppy Park project
5028	Arts and Culture	\$4k under budget - timing of art work in Alley
6000	Palafox Market	\$3k under budget - Market suspended and manager laid-off
7000	Ambassador Program	\$2k over budget

DOWNTOWN IMPROVEMENT BOARD
Balance Sheet - For Management Use Only

As of April 30, 2020

	Apr 30, 20
ASSETS	
Current Assets	
Checking/Savings	
101 · Cash - Coastal- 0237 Operating	
101.1 · BP Funds for Beautification	68,146.07
101.2 · LEAP Funds for Sign Maintenance	5,000.00
101 · Cash - Coastal- 0237 Operating - Other	353,027.93
Total 101 · Cash - Coastal- 0237 Operating	426,174.00
Total Checking/Savings	426,174.00
Accounts Receivable	
140.4 · A/R-Property Assessments	169,425.52
Total Accounts Receivable	169,425.52
Other Current Assets	
161 · Prepaid Expenses	1,430.00
169 · Deposit Holiday Lights	60,000.00
140.5 · Due from Friends of Downtown	6,889.50
140.7 · Due from Holiday Lights	1,070.53
140.11 · Due from Parking Fund	9,566.27
162 · City of P-Clean Up Deposit/Perm	1,000.00
164 · Prepaid Insurance	1,773.98
Total Other Current Assets	81,730.28
Total Current Assets	677,329.80
Fixed Assets	
240 · Equipment	135,717.17
260 · Furniture & Fixtures	4,541.23
275 · Website Capitalized	10,850.00
300 · Less Accumulated Depreciation	-111,590.00
Total Fixed Assets	39,518.40
TOTAL ASSETS	716,848.20
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
450 · Accounts Payable	1,430.00
452 · Compensated Absences	1,888.67
Total Accounts Payable	3,318.67
Other Current Liabilities	
Accrued Salaries	12,870.25
485 · Prepaid OH Reimbursement	632.00
2110 · Direct Deposit Liabilities	-1,474.80
453 · 403(b) Employer Contribution	2,393.90
457 · Child Support W/H	162.70
458 · Due to 403(b) - Employee Contr	2,348.78
471 · Payroll Liabilities	5,060.37
4849 · Deferred Revenue Sign Maint	5,000.00
490 · Deferred Revenue-Prop Taxes	270,413.48
Total Other Current Liabilities	297,406.68
Total Current Liabilities	300,725.35
Long Term Liabilities	
N/P - DLL Financial Solutions	
Deferred Interest	-189.90
N/P - DLL Financial Solutions - Other	4,202.52

DOWNTOWN IMPROVEMENT BOARD
Balance Sheet - For Management Use Only
As of April 30, 2020

	Apr 30, 20
Total N/P - DLL Financial Solutions	4,012.62
Total Long Term Liabilities	4,012.62
Total Liabilities	304,737.97
Equity	
32000 · Unrestricted Net Assets	401,658.68
587 · Fund Balance	-83,708.00
Net Income	94,159.55
Total Equity	412,110.23
TOTAL LIABILITIES & EQUITY	716,848.20

DOWNTOWN IMPROVEMENT BOARD Profit & Loss Budget Performance- For Mgmt Use Only

April 2020

	Apr 20	Budget	\$ Over Budget	Oct '19 - Apr 20	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
4085 - LTU - Sidewalk Pressure Washing	0.00			6,500.00	6,500.00	0.00	6,500.00
4000 - Misc Income	0.00			4,732.00	0.00	4,732.00	0.00
4010 - Ad Valorem Revenue	45,068.92	45,068.92	0.00	270,413.52	315,482.40	-45,068.88	540,827.00
4015 - CRA Interlocal Income	0.00			380,550.71	380,551.00	-0.29	380,551.00
4020 - Website Membership and Map Program Revenue	0.00	70.00	-70.00	600.00	470.00	130.00	500.00
4030 - Palatfox Market Vendor Payments	805.00	8,154.50	-7,349.50	52,860.25	57,081.50	-4,221.25	97,854.00
Total Program Revenue	805.00	8,154.50	-7,349.50	52,860.25	57,081.50	-4,221.25	97,854.00
4060 - DMPD OverHd Reimbursement							
4060.60 - Other OH Reimbursement	46.45	0.00	46.45	3,752.50	0.00	3,752.50	0.00
4060.51 - 403(b) Employer OH Reimb - Amba	1,050.24	0.00	1,050.24	5,596.29	0.00	5,596.29	0.00
4060.50 - Salaries OH Reimb - Ambassadors	7,471.79	0.00	7,471.79	75,915.32	0.00	75,915.32	0.00
4060.10 - Bookkeeping OH Reimb	350.00	0.00	350.00	4,180.00	0.00	4,180.00	0.00
4060.20 - Legal Fees OH Reimb	924.75	0.00	924.75	6,351.50	0.00	6,351.50	0.00
4060.30 - Marketing OH Reimb	1,400.00	0.00	1,400.00	9,645.14	0.00	9,645.14	0.00
4060.40 - Salaries OH Reimb	9,407.07	0.00	9,407.07	61,717.78	0.00	61,717.78	0.00
4060 - DMPD OverHd Reimbursement - Other	11,283.24	40,202.84	-28,919.60	78,982.68	281,419.80	-202,437.12	482,434.00
Total 4060 - DMPD OverHd Reimbursement	31,933.54	40,202.84	-8,269.30	246,141.21	281,419.80	-35,278.59	482,434.00
4080 - Ballard Rentals	0.00	0.00	0.00	1,200.00	1,500.00	-300.00	1,500.00
4900 - Sales Tax Collected	0.00	0.00	0.00	-3,524.11	0.00	-3,524.11	0.00
Total Income	77,807.46	93,496.26	-15,688.80	959,473.58	1,043,004.70	-83,531.12	1,510,166.00
Expense							
6012 - Market Security	0.00	500.00	-500.00	0.00	3,500.00	-3,500.00	6,000.00
6011 - Market App Program Fee	0.00	166.67	-166.67	0.00	1,166.65	-1,166.65	2,000.00
5005 - Workers Comp Insurance	0.00	166.67	-166.67	715.00	1,166.65	-451.65	2,000.00
5004 - Insurance Expense-Other	1,077.08	2,000.00	-922.92	11,075.99	14,000.00	-2,924.01	24,000.00
5000 - CRA Interlocal Payment	0.00			380,550.71	380,551.00	-0.29	380,551.00
5001 - Salaries, Benefits & Taxes	1,050.24	0.00	1,050.24	5,596.29	0.00	5,596.29	0.00
5003.51 - 403(b) Employer Cont - Ambassad	7,471.79	27,283.92	-19,812.13	75,915.32	190,987.40	-115,072.08	327,407.00
5001.11 - Ambassador Salary Expense	260.18	0.00	260.18	4,045.69	0.00	4,045.69	0.00
5003.5 - 403(b) Employer Contribution							

DOWNTOWN IMPROVEMENT BOARD Profit & Loss Budget Performance- For Mgmt Use Only

April 2020

	Apr 20	Budget	\$ Over Budget	Oct '19 - Apr 20	YTD Budget	\$ Over Budget	Annual Budget
5001.9 · Payroll Admin Fees	0.00	300.00	-300.00	0.00	2,100.00	-2,100.00	3,600.00
5001 · Salaries, Benefits & Taxes - Other	13,371.64	7,023.42	6,348.22	102,946.17	49,163.90	53,782.27	84,281.00
Total 5001 · Salaries, Benefits & Taxes	22,153.85	34,607.34	-12,453.49	188,503.47	242,251.30	-53,747.83	415,288.00
5006 · Board Meetings	445.00	541.67	-96.67	2,665.77	3,791.65	-1,125.88	6,500.00
5007 · Annual Meeting	0.00	2,000.00	-2,000.00	0.00	2,000.00	-2,000.00	2,000.00
5008 · Committee Meetings	0.00	225.00	-225.00	0.00	1,575.00	-1,575.00	2,700.00
5009 · Bank Charges	66.00	452.00	-386.00	591.00	3,164.00	-2,573.00	5,424.00
5010 · Bank Direct Deposit Fee	0.00	10.42	-10.42	0.00	72.90	-72.90	125.00
5011 · Interest Expense	23.75	16.67	7.08	182.06	116.65	65.41	200.00
5012 · Office Rent	1,201.67	1,202.75	-1.08	8,411.69	8,419.25	-7.56	14,433.00
5013 · Office Supplies	247.25	266.67	-19.42	1,413.21	1,866.65	-453.44	3,200.00
5014 · Office Equipment/Software	229.85	416.67	-186.82	3,236.74	2,916.65	320.09	5,000.00
5015 · Postage	34.73	83.34	-48.61	104.58	583.30	-478.72	1,000.00
5016 · Telecommunications	1,045.50	1,125.00	-79.50	6,608.64	7,875.00	-1,266.36	13,500.00
5017 · Website Support	962.50	583.34	379.16	3,468.25	4,083.30	-615.05	7,000.00
5018 · Website Hosting	0.00			57.51	0.00	57.51	0.00
5018.40 · Website-Godaddy	0.00	166.67	-166.67	455.76	1,166.65	-710.89	2,000.00
Total 5018 · Website Hosting	0.00	166.67	-166.67	513.27	1,166.65	-653.38	2,000.00
5019 · Computer Support/Email Leasing	103.39	208.34	-104.95	1,617.96	1,458.30	159.66	2,500.00
5020 · Dues, Subscriptions, Publicatio	110.21	375.00	-264.79	1,683.76	2,625.00	-941.24	4,500.00
5021 · Travel Entertainment & Educ.	277.22	416.67	-139.45	2,443.65	2,916.65	-473.00	5,000.00
5023 · Marketing Consultants	7,618.75	6,666.67	952.08	61,476.55	46,666.65	14,809.90	80,000.00
5024 · Bookkeeping	1,130.00	2,083.34	-953.34	11,430.00	14,583.30	-3,153.30	25,000.00
5025 · Audit	0.00			7,475.00	18,000.00	-10,525.00	18,000.00
5026 · Legal Counsel	0.00	1,416.67	-1,416.67	7,434.31	9,916.65	-2,482.34	17,000.00
5027 · Economic Development	7,711.56	5,083.34	2,628.22	12,961.56	35,583.30	-22,621.74	61,000.00
5028 · Arts and Culture	0.00	4,166.67	-4,166.67	8,000.00	29,166.65	-21,166.65	50,000.00
5029 · Donation to Friends of Downtow	0.00	0.00	0.00	15,000.00	0.00	15,000.00	75,000.00
5225 · Direct Parking staff support	0.00	2,500.00	-2,500.00	0.00	17,500.00	-17,500.00	30,000.00
6000 · Palatof Market							
6001 · Palatof Market Project Mgmt	1,508.00	5,012.84	-3,504.84	22,167.38	35,089.80	-12,922.42	60,154.00
6003 · Permits / Street Closure	0.00	0.00	0.00	0.00	0.00	0.00	1,200.00
6004 · Portable Toilet Rental	395.00	1,291.67	-896.67	9,875.00	9,041.65	833.35	15,500.00

DOWNTOWN IMPROVEMENT BOARD Profit & Loss Budget Performance- For Mgmt Use Only

April 2020

	Apr 20	Budget	\$ Over Budget	Oct '19 - Apr 20	YTD Budget	\$ Over Budget	Annual Budget
6006 - Farm Visit- Mileage Reimburseme	0.00	0.00	0.00	0.00	135.00	-135.00	500.00
6007 - Marketing	1,937.50	500.00	1,437.50	4,218.75	3,500.00	718.75	6,000.00
6008 - PMkt Credit Card Fees	146.18	125.00	21.18	555.71	875.00	-319.29	1,500.00
6010 - Sales Tax Interest	0.00	416.67	-416.67	0.00	2,916.65	-2,916.65	5,000.00
6000 - Palafox Market - Other	130.34	0.00	130.34	3,894.76	0.00	3,894.76	0.00
Total 6000 - Palafox Market	4,117.02	7,346.18	-3,229.16	40,711.60	51,558.10	-10,846.50	89,854.00
7000 - Ambassador Program							
7001 - Ambassador Program Labor	0.00	13,282.59	-13,282.59	0.00	92,978.05	-92,978.05	159,391.00
7003 - Communications	0.00	0.00	0.00	476.38	0.00	476.38	0.00
7004 - Equipment - Capital	300.18	0.00	300.18	2,101.26	0.00	2,101.26	0.00
7005 - Equipment R & M	242.04	0.00	242.04	242.04	0.00	242.04	0.00
7000 - Ambassador Program - Other	14,355.02	0.00	14,355.02	86,828.51	0.00	86,828.51	0.00
Total 7000 - Ambassador Program	14,897.24	13,282.59	1,614.65	89,648.19	92,978.05	-3,329.86	159,391.00
Total Expense	63,452.57	88,076.35	-24,623.78	867,922.96	1,003,219.25	-135,296.29	1,510,166.00
Net Ordinary Income	14,354.89	5,419.91	8,934.98	91,550.62	39,785.45	51,765.17	0.00
Other Income/Expense							
Other Income	0.00			2,504.81			
FL UC Reimbursement	17.54	0.00	17.54	107.12	0.00	107.12	0.00
4980 - Sales Tax Collection Allowance	17.54	0.00	17.54	2,608.93	0.00	2,608.93	0.00
Total Other Income	17.54	0.00	17.54	2,608.93	0.00	2,608.93	0.00
Net Other Income	14,372.43	5,419.91	8,952.52	94,159.55	39,785.45	54,374.10	0.00
Net Income							

DPMD - April

<u>Code</u>	<u>Description</u>	<u>DPMD Notes</u>
Revenue	Overview	\$68k under budgeted revenue
11-00	North Palafox	\$2k under budgeted revenue
12-00	Tarragona Lot	\$2k under budgeted revenue
13-00	Trash Co -Op	\$2k under budgeted revenue
20-00	Intendencia	\$2k under budgeted revenue
21-00	JSG	\$37k under budgeted revenue
23-00	Meter/Pay Station	\$19k under budgeted revenue
23-03	On street Platform	\$4k under budgeted revenue
24-00	Parking Fines	\$1k over budgeted revenue
Expense		
Expense	Overview	\$23K under budgeted expenses
30-00	Trash Co -Op	\$2k under budgeted expenses
40-00	Shared Expenses	\$5k over budgeted expenses - payment of 1st qtr revenue share with County and City
50-12	Marketing/ Printing / Research	\$1k under budgeted expenses
50-14	Overhead Reimbursement	\$8k under budgeted expenses
50-16	Facility R&M	\$4k under projected expenses
50-21	Pay Station Parkeon	\$2k under projected expenses - timing of invoice
50-24	Enforcement Special Event	\$1k under projected expenses
50-25	Security	\$2k under budgeted expenses
50-26	Meter Equipment	\$5k under projected expenses
50-28	Street / Landscape Improvements	\$2k under projected expenses

**Downtown Parking Management District
Balance Sheet- For Management Use Only**

As of April 30, 2020

	Apr 30, 20
ASSETS	
Current Assets	
Checking/Savings	
112 · Synovus - Securities	51.50
111 · Synovus - 3 Mo CD	50,000.00
110 · Synovus - 6 Mo CD	50,000.00
103 · Parking Reserve Trust	11,666.69
100 · Petty Cash-Jefferson Garage	1,717.20
101 · Cash-Coastal -514-8	119,981.40
102 · Cash-Wells Fargo -9358	3,718.93
	237,135.72
Accounts Receivable	
140.4 · Parking Fees & Fines	157,080.00
145.4 · Allowance for Doubtful Accounts	-122,276.15
	34,803.85
Other Current Assets	
165 · Prepaid OH Reimburse	632.00
164 · Prepaid Expense	5,970.09
	6,602.09
Total Current Assets	278,541.66
Fixed Assets	
245 · Signage	8,828.37
241 · Equipment	504,061.05
290 · Improvements	377,314.00
300 · Accumulated Depreciation	-335,774.14
	554,429.28
TOTAL ASSETS	832,970.94
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
461 · Parking Res Trust	11,666.69
Compensated Absences	1,255.42
Accrued Salaries	5,793.62
455 · Due to City of Pensacola	8,678.00
24000 · Payroll Liabilities	546.13
404 · N/P-CB & T-Pay Stations-Current	2,611.66
452 · Due to D.I.B.	9,566.27
460 · Restricted Fund	1,000.00
	41,117.79
Total Current Liabilities	41,117.79
Total Liabilities	41,117.79
Equity	
32000 · Unrestricted Net Assets	606,871.39
32100 · Investment in Capital Assets	182,358.00
Net Income	2,623.76
	791,853.15
TOTAL LIABILITIES & EQUITY	832,970.94

Downtown Parking Management District Profit & Loss Budget Performance - For Mgmt Use Only

April 2020

Ordinary Income/Expense	Apr 20	Budget	\$ Over Budget	Oct '19 - Apr 20	YTD Budget	\$ Over Budget	Annual Budget
Income							
23-03 · Onstreet Platform	150.26	3,712.00	-3,561.74	26,023.69	25,984.00	39.69	44,544.00
10-00 · Judicial Center Lot	91.40	0.00	91.40	91.40	0.00	91.40	0.00
11-00 · North Palatfox Lot	4.00	2,134.00	-2,130.00	18,430.98	14,938.00	3,492.98	25,608.00
12-00 · Tarragona Street Lot	36.25	1,994.17	-1,957.92	45,116.95	13,959.15	31,157.80	23,930.00
13-00 · Trash	4,297.58	6,573.34	-2,275.76	42,150.25	46,013.30	-3,863.05	78,880.00
20-00 · Intendencia Garage	0.00	2,306.00	-2,306.00	15,782.00	16,142.00	-360.00	27,672.00
21-00 · Jefferson Street Garage	-3,779.25	33,385.00	-37,164.25	227,894.61	233,695.00	-5,800.39	400,620.00
23-01 · Paystations	144.88	18,514.17	-18,369.29	68,080.23	129,599.15	-61,518.92	222,170.00
23-02 · Single Space Meters	0.00	850.00	-850.00	5,958.56	5,950.00	8.56	10,200.00
24-00 · Parking Fines	15,520.00	14,528.00	992.00	209,208.00	101,696.00	107,512.00	174,336.00
25-00 · OnStreet Dumpster Placement Fee	30.00	66.67	-36.67	1,110.00	466.65	643.35	800.00
26-00 · Residential Parking Permits	0.00	0.00	0.00	774.00	0.00	774.00	0.00
29-01 · Sales Tax Collected	0.00	0.00	0.00	-28,231.85	0.00	-28,231.85	0.00
Total Income	16,495.12	84,063.35	-67,568.23	632,388.82	588,443.25	43,945.57	1,008,760.00
Expense							
50-30 · Parking Reserve Fund Expense	1,666.67	1,666.67	0.00	11,666.69	11,666.65	0.04	20,000.00
5034 · Sales Tax	0.00	67.00	-67.00	0.00	469.00	-469.00	804.00
30-00 · DPMD Trash Expense	3,749.73	5,573.34	-1,823.61	34,154.13	39,013.30	-4,859.17	66,880.00
40-00 · DPMD Shared Expenses							
40-01 · Intendencia Revenue share w/Co	2,470.00	785.00	1,685.00	5,508.00	5,495.00	13.00	9,420.00
40-03 · P.F. Less Rev Share PPD/Airport	3,570.68	402.00	3,168.68	19,361.00	2,814.00	16,547.00	4,824.00
40-04 · Tarragona Lot Rev Share	1,600.00	1,600.00	0.00	11,200.00	11,200.00	0.00	19,200.00
Total 40-00 · DPMD Shared Expenses	7,640.68	2,787.00	4,853.68	36,069.00	19,509.00	16,560.00	33,444.00
50-00 · DPMD Operating Expenses							
50-29 · Insurance - Garage Keeper	1,482.01	1,349.25	132.76	12,196.80	9,444.75	2,752.05	16,191.00
50-04 · Jefferson Garage CC Fees	418.62	369.00	49.62	3,089.75	2,583.00	506.75	4,428.00
50-05 · Parking Meter CC Fees	2,923.49	2,050.00	873.49	25,427.39	14,350.00	11,077.39	24,600.00
50-06 · Auto	56.33	458.34	-402.01	3,763.18	3,308.30	454.88	5,700.00
50-08 · Bank Charges	1.45	15.00	-13.55	1,034.75	105.00	929.75	180.00
50-11 · Dues & Subscriptions	25.00	16.67	8.33	25.00	116.65	-91.65	200.00
50-12 · Marketing / Printing / Research	3,795.75	5,208.00	-1,412.25	17,610.43	36,456.00	-18,845.57	62,496.00

Downtown Parking Management District Profit & Loss Budget Performance - For Mgmt Use Only

April 2020

	Apr 20	Budget	\$ Over Budget	Oct '19 - Apr 20	YTD Budget	\$ Over Budget	Annual Budget
50-13 · Office Supplies	0.00	25.00	-25.00	1,508.02	175.00	1,333.02	300.00
50-14 · Overhead Reimbursement	32,208.54	40,202.84	-7,994.30	246,168.71	281,419.80	-35,251.09	482,434.00
50-15 · Professional Services	0.00			7,775.00	12,100.00	-4,325.00	12,100.00
50-16 · Facility Repair & Maintenance	3,452.14	7,379.59	-3,927.45	85,706.32	51,657.05	34,049.27	88,555.00
50-17 · Signage & Striping	815.71	1,333.34	-517.63	4,601.26	9,333.30	-4,732.04	16,000.00
50-18 · Utilities	1,073.95	841.00	232.95	9,274.17	5,887.00	3,387.17	10,092.00
50-19 · Travel Entertainment & Educ	95.39	416.67	-321.28	1,086.87	2,916.65	-1,829.78	5,000.00
50-20 · Management Contracts	0.00	0.00	0.00	1,300.62	0.00	1,300.62	0.00
50-21 · Paystation Parkeon \$1456/mo	0.00	2,320.50	-2,320.50	13,387.43	16,243.50	-2,856.07	27,946.00
50-22 · Paystation Repairs	350.00	666.67	-316.67	1,649.66	4,666.65	-3,016.99	8,000.00
50-24 · Enforcement Spec Events Pkg	0.00	1,255.00	-1,255.00	18,129.79	8,785.00	9,344.79	15,060.00
50-25 · Security	0.00	2,500.00	-2,500.00	285.23	17,500.00	-17,214.77	30,000.00
50-26 · Meter Equipment	0.00	4,870.84	-4,870.84	42,946.77	34,095.80	8,850.97	58,450.00
50-27 · Jefferson Garage Maintenance	0.00	0.00	0.00	1,558.76	0.00	1,558.76	0.00
50-28 · Street / Landscape Improvements	0.00	1,666.67	-1,666.67	2,016.13	11,666.65	-9,650.52	20,000.00
50-00 · DPMD Operating Expenses - Other	24.17			47,863.04			
Total 50-00 · DPMD Operating Expenses	46,722.55	72,944.38	-26,221.83	548,405.08	522,810.10	25,594.98	887,632.00
Total Expense	59,779.63	83,038.39	-23,258.76	630,294.90	593,468.05	36,826.85	1,008,760.00
Net Ordinary Income	-43,284.51	1,024.96	-44,309.47	2,093.92	-5,024.80	7,118.72	0.00
Other Income/Expense							
Other Income							
Interest Income	0.03	0.00	0.03	10.92	0.00	10.92	0.00
60-00 · Other Income	70.42	0.00	70.42	563.42	0.00	563.42	0.00
Total Other Income	70.45	0.00	70.45	574.34	0.00	574.34	0.00
Other Expense							
50-31 · Interest	0.00	0.00	0.00	44.50	0.00	44.50	0.00
Total Other Expense	0.00	0.00	0.00	44.50	0.00	44.50	0.00
Net Other Income	70.45	0.00	70.45	529.84	0.00	529.84	0.00
Net Income	-43,214.06	1,024.96	-44,239.02	2,623.76	-5,024.80	7,648.56	0.00

**Downtown Parking Management District
Operational Budget**

FY2018/19	FY2019/20		Notes
	Original Budget	Re-forecast	
00-00 Garage Maintenance Loan	\$ -	\$ 250,000	
11-00 - North Palafox Lot	\$ 25,608	\$ 27,620	
12-00 - Tarragona Street Lot	\$ 23,930	\$ 67,622	
DPMD Parking Lot Revenue	\$ 49,538	\$ 345,241	
20-00 - Intendencia Garage	\$ 27,672	\$ 23,673	
21-00 - Jefferson Garage	\$ 400,620	\$ 345,309	
22-00 - Judicial Center Garage	\$ -	\$ -	
DPMD Parking Garage Revenue	\$ 428,292	\$ 368,982	
23-01- Paystations	\$ 222,170	\$ 101,924	
23-02 -Single Space Meters	\$ 10,200	\$ 5,958	
23-03 - On street Platform	\$ 44,544	\$ 38,810	
24-00 - Parking Fines	\$ 174,336	\$ 250,500	
25-00 - On Street Dumpster Placement Fee	\$ 800	\$ 2,000	
DPMD Parking Meter / Fines Revenue	\$ 452,050	\$ 399,192	
DPMD Parking Revenue	\$ 929,880	\$1,113,415	
13-01 - Co-Op Participation	\$ 61,880	\$ 33,605	
13-01.5 - Overages	\$ 5,000	\$ -	
13-02 - Compactor Loan Re-payment	\$ 12,000	\$ 10,556	
13-00 - Trash Revenue	\$ 78,880	\$ 44,161	
30-01 - Republic - Dumpster Service	\$ 58,260	\$ 42,618	
30-01.5 Overage	\$ 5,000	\$ -	
30-04 - Security	\$ 3,000	\$ 1,011	
30-06 - Compactor Construction	\$ -	\$ -	
30-07 Compactor Utilities	\$ 620	\$ 532	
30-00 - Trash Expense	\$ 66,880	\$ 44,161	
40-01 - Revenue Share w/ County	\$ 9,420	\$ 3,038	
40-03 Revenue Share w/ PPD/Airport	\$ 4,824	\$ 18,422	
40-04 Revenue Share w/ UWFHT	\$ 19,200	\$ 19,200	
40-00 Revenue Share Expense	\$ 33,444	\$ 40,660	
50-04 - Jefferson Garage CC Fees	\$ 4,428	\$ 3,116	
50-05 - Parking Meter CC Fees	\$ 24,600	\$ 26,255	
DPMD Credit Card / Fees Expense	\$ 29,028	\$ 29,371	
50-06.2 -Auto Insurance	\$ 100	\$ 284	
50-06.4 - Auto Tag & Licenses	\$ 100	\$ 100	
50-06.6 - Auto Repair and Maintenance	\$ 5,000	\$ 3,500	
50-06 - Auto Other	\$ 500	\$ 1,000	
Auto Expense	\$ 5,700	\$ 4,884	
50-00.1 - Maintenance Loan Payment	\$ -	\$ 37,000	4% for 3-year term (\$7,400 per month)
50-08 - Bank Charges	\$ 180	\$ 1,200	
50-11 - Dues & Subscriptions	\$ 200	\$ -	
50-12 - Marketing/Printing/Research	\$ 62,496	\$ 62,496	
50-13 - Office Supplies (parking only paper supplies)	\$ 300	\$ 1,600	
50-14 - Overhead Reimbursement	\$ 157,549	\$ 142,700	
50-14 -1 Overhead Reimbursement Salaries Benefits and Taxes	\$ 324,885	\$ 226,491	
50-15.1 - Annual Audit	\$ 12,100	\$ 12,100	
50-16 - Facility Repairs & Maintenance	\$ 88,555	\$ 300,000	\$250K / 3-year loan to cover garage repairs

**Downtown Parking Management District
Operational Budget**

FY2018/19	FY2019/20 Original Budget	FY 2019/20 Re-forecast	Notes
50-17 - Signage & Striping	\$ 16,000	\$ 10,000	
50-18 - Utilities	\$ 10,092	\$ 16,234	
50-19 - Travel & Education	\$ 5,000	\$ 1,000	
50-20 - Management Contracts	\$ -	\$ -	
50-21 - Paystations Parkeon \$55.25/month/per unit	\$ 27,846	\$ 27,846	
50-22 - Paystations repairs	\$ 8,000	\$ 4,000	
50-23 - Contract Parking Enforcement Services	\$ -	\$ 65,000	
50-24 - Enforcement Special Event Parking	\$ 15,060	\$ 21,152	
50-25 - Security/PPD	\$ 30,000	\$ 30,000	
50-26.2 - Meter/Paystations Purchase	\$ 58,450	\$ 42,887	
50-28 - Street/Landscape Improvements	\$ 20,000	\$ 10,000	
50-29 - Insurance - Garage Keeper	\$ 16,191	\$ 16,191	
50-30 - Parking Reserve Fund	\$ 20,000	\$ 10,000	
60-10 - Sales Tax	\$ 804	\$ 603	
DPMD Operating Expense	\$ 873,708	\$1,038,500	

DPMD Operating Expense Total

\$ 1,008,760 \$1,157,576

Original

FY2019-2020

Tot Revenues - Total Revenues	\$ 1,008,760
Tot Expenses - Total Expenses	\$ 1,008,760
Tot Variance	\$ -
% of budget	\$ -

**Downtown Parking Management District
Operational Budget
FY2020/21**

FY 2020/21
Re-forecast

Notes

11-00 - North Palafox Lot	\$	36,826	
12-00 - Tarragona Street Lot	\$	90,162	
DPMD Parking Lot Revenue	\$	126,988	
20-00 - Intendencia Garage	\$	31,564	
21-00 - Jefferson Garage	\$	460,412	
22-00 - Judicial Center Garage	\$	-	
DPMD Parking Garage Revenue	\$	491,976	
23-01- Paystations	\$	135,898	
23-03 - On street Platform	\$	51,746	
24-00 - Parking Fines	\$	387,376	
25-00 - On Street Dumpster Placement Fee	\$	1,500	
DPMD Parking Meter / Fines Revenue	\$	576,520	
DPMD Parking Revenue	\$	1,195,484	
13-01 - Co-Op Participation	\$	57,610	
13-01.5 - Overages	\$	-	
13-02 - Compactor Loan Re-payment	\$	6,000	
13-00 - Trash Revenue	\$	63,610	
30-01 - Republic - Dumpster Service	\$	59,299	
30-01.5 Overage	\$	-	
30-04 - Security	\$	3,500	
30-06 - Compactor Construction	\$	-	
30-07 Compactor Utilities	\$	811	
30-00 - Trash Expense	\$	63,610	
40-01 - Revenue Share w/ County	\$	6,076	
40-03 Revenue Share w/ PPD/Airport	\$	31,580	
40-04 Revenue Share w/ UWFHT	\$	19,200	
40-00 Revenue Share Expense	\$	56,856	
50-04 - Jefferson Garage CC Fees	\$	5,500	
50-05 - Parking Meter CC Fees	\$	45,008	
DPMD Credit Card / Fees Expense	\$	50,508	
50-06.2 -Auto Insurance	\$	5,700	
50-06.4 - Auto Tag & Licenses	\$	100	
50-06.6 - Auto Repair and Maintenance	\$	3,500	
50-06 - Auto Other	\$	1,000	
Auto Expense	\$	10,300	
50-00.1 - Maintenance Loan Payment	\$	88,800	3-year laon (\$7,400 per month)
50-08 - Bank Charges	\$	2,046	
50-11 - Dues & Subscriptions	\$	500	
50-12 - Marketing/Printing/Research	\$	58,000	
50-13 - Office Supplies (parking only paper supplies)	\$	1,450	
50-14 - Overhead Reimbursement	\$	158,899	
50-14 -1 Overhead Reimbursement Salaries Benefits and Taxes	\$	330,340	
50-15.1 - Annual Audit	\$	12,100	
50-16 - Facility Repairs & Maintenance	\$	165,000	
50-17 - Signage & Striping	\$	20,000	
50-18 - Utilities	\$	16,234	

**Downtown Parking Management District
Operational Budget
FY2020/21**

FY 2020/21
Re-forecast

Notes

50-19 - Travel & Education	\$	3,000
50-21 - Paystations Parkeon \$75.00/month/ 41 units	\$	3,300
50-22 - Paystations repairs	\$	1,500
50-23 - Contract Parking Enforcement Services	\$	62,000
50-24 - Enforcement Special Event Parking	\$	35,350
50-25 - Security/PPD	\$	30,000
50-26.2 - Meter/Paystations Purchase	\$	22,500
50-28 - Street/Landscape Improvements	\$	30,000
50-29 - Insurance - Garage Keeper	\$	16,191
50-30 - Parking Reserve Fund	\$	20,000
60-10 - Sales Tax	\$	603
DPMD Operating Expense	\$	1,077,820

DPMD Operating Expense Total

\$ 1,259,094