

# DOWNTOWN IMPROVEMENT BOARD

## Profit & Loss Budget Performance- For Mgmt Use Only

Accrual Basis

August 2021

	Aug 21	Budget	\$ Over Budget	Oct '20 - Aug 21	YTD Budget	\$ Over Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
1301 · Co-Op Participation	4,442.30	4,800.84	-358.54	49,087.77	52,809.16	-3,721.39	57,610.00
1302 · Compactor Construction Re-Paymt	1,091.00	500.00	591.00	15,447.00	5,500.00	9,947.00	6,000.00
4085 · LTU - Sidewalk Pressure Washing	0.00	541.66	-541.66	0.00	5,958.34	-5,958.34	6,500.00
4000 · Misc Income	0.00	0.00	0.00	1,060.82	0.00	1,060.82	0.00
4010 · Ad Valorem Revenue	49,219.09	49,219.09	0.00	548,779.35	541,409.91	7,369.44	590,629.00
4015 · CRA Interlocal Income	0.00	0.00	0.00	326,478.72	326,479.00	-0.28	326,479.00
4020 · Website Membership and Map	0.00	50.00	-50.00	720.00	550.00	170.00	600.00
<b>Program Revenue</b>							
4030 · Palafox Market Vendor Payments	9,845.00	6,725.00	3,120.00	77,939.99	73,975.00	3,964.99	80,700.00
<b>Total Program Revenue</b>	9,845.00	6,725.00	3,120.00	77,939.99	73,975.00	3,964.99	80,700.00
4040 · DPMD Cleaning Reimbursement	5,073.30	6,641.34	-1,568.04	54,011.93	73,054.66	-19,042.73	79,696.00
4900 · Sales Tax Collected	-644.07	0.00	-644.07	-5,097.58	0.00	-5,097.58	0.00
<b>Total Income</b>	69,026.62	68,477.93	548.69	1,068,428.00	1,079,736.07	-11,308.07	1,148,214.00
<b>Gross Profit</b>	69,026.62	68,477.93	548.69	1,068,428.00	1,079,736.07	-11,308.07	1,148,214.00
<b>Expense</b>							
3001 · Compactor - Waste Services	5,892.18	4,441.59	1,450.59	46,204.48	48,857.41	-2,652.93	53,299.00
3002 · City Compactor Build Repayment	1,500.00	500.00	1,000.00	6,000.00	5,500.00	500.00	6,000.00
3004 · Compactor - Security Fees	87.84	291.66	-203.82	2,307.83	3,208.34	-900.51	3,500.00
3005 · Compactor - Repair	1,012.00			1,012.00			
3007 · Compactor - Electric	54.78	67.59	-12.81	579.76	743.41	-163.65	811.00
5227 · PPD Security	0.00	5,000.00	-5,000.00	45,000.00	55,000.00	-10,000.00	60,000.00
5005 · Workers Comp Insurance	0.00	166.66	-166.66	0.00	1,833.34	-1,833.34	2,000.00
5000 · CRA Interlocal Payment	0.00	0.00	0.00	426,478.72	426,479.00	-0.28	426,479.00
5001 · Salaries, Benefits & Taxes							
5003.5 · 403(b) Employer Contribution	323.66	0.00	323.66	6,364.34	0.00	6,364.34	0.00
5001 · Salaries, Benefits & Taxes - Other	7,353.43	8,519.75	-1,166.32	95,538.99	93,717.25	1,821.74	102,237.00
<b>Total 5001 · Salaries, Benefits &amp; Taxes</b>	7,677.09	8,519.75	-842.66	101,903.33	93,717.25	8,186.08	102,237.00
5006 · Board Meetings	0.00	541.66	-541.66	521.00	5,958.34	-5,437.34	6,500.00
5007 · Annual Meeting	0.00	83.34	-83.34	0.00	916.66	-916.66	1,000.00
5009 · Bank Charges	0.00	41.66	-41.66	443.90	458.34	-14.44	500.00
5004 · Insurance Expense-Other	834.17	1,404.16	-569.99	9,055.87	15,445.84	-6,389.97	16,850.00
5011 · Interest Expense	0.00	29.16	-29.16	0.00	320.84	-320.84	350.00
5012 · Office Rent	1,237.72	1,238.41	-0.69	14,852.64	13,622.59	1,230.05	14,861.00
5013 · Office Supplies	0.00	125.00	-125.00	654.35	1,375.00	-720.65	1,500.00
5014 · Office Equipment/Software	50.60	449.50	-398.90	3,645.75	4,944.50	-1,298.75	5,394.00
5015 · Postage	154.01	16.66	137.35	353.36	183.34	170.02	200.00
5016 · Telecommunications	450.14	871.00	-420.86	6,722.45	9,581.00	-2,858.55	10,452.00
5017 · Website Support	206.00	416.66	-210.66	3,208.50	4,583.34	-1,374.84	5,000.00
5018 · Website Hosting	0.00	333.34	-333.34	748.56	3,666.66	-2,918.10	4,000.00
5019 · Computer Support/Email Leasing	209.64	208.34	1.30	2,769.78	2,291.66	478.12	2,500.00
5020 · Dues, Subscriptions, Publicatio	9.99	208.34	-198.35	1,712.91	2,291.66	-578.75	2,500.00
5021 · Travel Entertainment & Educ.	0.00	99.16	-99.16	292.00	1,090.84	-798.84	1,190.00
5022 · Repair & Maintenance	0.00			10.00	0.00	10.00	0.00
5023 · Marketing Consultants	3,386.00	3,500.00	-114.00	46,313.50	38,500.00	7,813.50	42,000.00
5024 · Bookkeeping	650.00	1,041.66	-391.66	9,345.00	11,458.34	-2,113.34	12,500.00
5025 · Audit	0.00	0.00	0.00	8,850.00	18,000.00	-9,150.00	18,000.00
5026 · Legal Counsel	650.00	708.34	-58.34	5,205.60	7,791.66	-2,586.06	8,500.00
5027 · Economic Development	0.00	2,083.34	-2,083.34	6,468.15	22,916.66	-16,448.51	25,000.00
5029 · Donation to Friends of Downtown	75,000.00	0.00	75,000.00	75,000.00	75,000.00	0.00	75,000.00
5080 · Florida Unemployment	0.00			3,551.93			
<b>6000 · Palafox Market</b>							
6001 · Palafox Market Project Mgmt	1,730.78	3,333.34	-1,602.56	26,308.00	36,666.66	-10,358.66	40,000.00
6003 · Permits / Street Closure	0.00	100.00	-100.00	0.00	1,100.00	-1,100.00	1,200.00
6004 · Portable Toilet Rental	520.00	1,645.84	-1,125.84	13,700.00	18,104.16	-4,404.16	19,750.00
6006 · Farm Visit- Mileage Reimburseme	0.00	20.84	-20.84	0.00	229.16	-229.16	250.00
6007 · Marketing	771.25	500.00	271.25	11,749.19	5,500.00	6,249.19	6,000.00
6008 · PMkt Credit Card Fees	0.00	41.66	-41.66	0.00	458.34	-458.34	500.00
6010 · Sales Tax Interest	0.00	416.66	-416.66	0.00	4,583.34	-4,583.34	5,000.00
6011 · Market App Program Fee	0.00	166.66	-166.66	1,033.43	1,833.34	-799.91	2,000.00
6012 · Market Security	643.50	500.00	143.50	4,347.45	5,500.00	-1,152.55	6,000.00

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

Accrual Basis

August 2021

	Aug 21	Budget	\$ Over Budget	Oct '20 - Aug 21	YTD Budget	\$ Over Budget	Annual Budget
6013 · Palafox Market Event	0.00			211.71			
6000 · Palafox Market - Other	0.00	0.00	0.00	1,188.00	0.00	1,188.00	0.00
<b>Total 6000 · Palafox Market</b>	<b>3,665.53</b>	<b>6,725.00</b>	<b>-3,059.47</b>	<b>58,537.78</b>	<b>73,975.00</b>	<b>-15,437.22</b>	<b>80,700.00</b>
7000 · Ambassador Program							
7001 · Ambassador Program Labor	10,550.76	13,282.59	-2,731.83	118,574.36	146,108.41	-27,534.05	159,391.00
<b>Total 7000 · Ambassador Program</b>	<b>10,550.76</b>	<b>13,282.59</b>	<b>-2,731.83</b>	<b>118,574.36</b>	<b>146,108.41</b>	<b>-27,534.05</b>	<b>159,391.00</b>
<b>Total Expense</b>	<b>113,278.45</b>	<b>52,394.57</b>	<b>60,883.88</b>	<b>1,006,323.51</b>	<b>1,095,819.43</b>	<b>-89,495.92</b>	<b>1,148,214.00</b>
<b>Net Ordinary Income</b>	<b>-44,251.83</b>	<b>16,083.36</b>	<b>-60,335.19</b>	<b>62,104.49</b>	<b>-16,083.36</b>	<b>78,187.85</b>	<b>0.00</b>
<b>Other Income/Expense</b>							
<b>Other Income</b>							
4980 · Sales Tax Collection Allowance	18.67	0.00	18.67	111.80	0.00	111.80	0.00
<b>Total Other Income</b>	<b>18.67</b>	<b>0.00</b>	<b>18.67</b>	<b>111.80</b>	<b>0.00</b>	<b>111.80</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>18.67</b>	<b>0.00</b>	<b>18.67</b>	<b>111.80</b>	<b>0.00</b>	<b>111.80</b>	<b>0.00</b>
<b>Net Income</b>	<b>-44,233.16</b>	<b>16,083.36</b>	<b>-60,316.52</b>	<b>62,216.29</b>	<b>-16,083.36</b>	<b>78,299.65</b>	<b>0.00</b>

**DOWNTOWN IMPROVEMENT BOARD**  
**Balance Sheet - For Management Use Only**  
As of August 31, 2021

	Aug 31, 21
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
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	289,754.02
<b>Total 101 · Cash - Coastal- 0237 Operating</b>	362,900.09
<b>Total Checking/Savings</b>	362,900.09
<b>Other Current Assets</b>	
140.9 · Due from Downtown Pens Alliance	1,261.25
140.5 · Due from Friends of Downtown	1,091.30
162 · City of P-Clean Up Deposit/Perm	1,000.00
164 · Prepaid Insurance	834.13
<b>Total Other Current Assets</b>	4,186.68
<b>Total Current Assets</b>	367,086.77
<b>Fixed Assets</b>	
Puppy Pit Stop Project	72,745.00
240 · Equipment	168,473.57
260 · Furniture & Fixtures	4,541.23
275 · Website Capitalized	10,850.00
300 · Less Accumulated Depreciation	-118,225.58
<b>Total Fixed Assets</b>	138,384.22
<b>TOTAL ASSETS</b>	<b>505,470.99</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
450 · Accounts Payable	650.00
<b>Total Accounts Payable</b>	650.00
<b>Other Current Liabilities</b>	
481 · Sales Tax Payable	644.07
2110 · Direct Deposit Liabilities	-3,380.38
453 · 403(b) Employer Contribution	323.66
471 · Payroll Liabilities	1,203.32
4849 · Deferred Revenue Sign Maint	5,000.00
490 · Deferred Revenue-Prop Taxes	49,219.00
<b>Total Other Current Liabilities</b>	53,009.67
<b>Total Current Liabilities</b>	53,659.67
<b>Total Liabilities</b>	53,659.67
<b>Equity</b>	
32000 · Unrestricted Net Assets	410,241.59
587 · Fund Balance	
302-001 · Audit Reclass	39,018.00
587 · Fund Balance - Other	-115,563.00
<b>Total 587 · Fund Balance</b>	-76,545.00
589 · Add'l Paid in Capital	55,898.44
Net Income	62,216.29
<b>Total Equity</b>	451,811.32
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>505,470.99</b>

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

Accrual Basis

August 2021

	Aug 21	Budget	\$ Over Budget	Oct '20 - Aug 21	YTD Budget	\$ Over Budget	Annual Budget
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>Program Revenue</b>							
4030 · Palafox Market Vendor Payments	9,845.00	6,725.00	3,120.00	77,939.99	73,975.00	3,964.99	80,700.00
<b>Total Program Revenue</b>	9,845.00	6,725.00	3,120.00	77,939.99	73,975.00	3,964.99	80,700.00
<b>Total Income</b>	9,845.00	6,725.00	3,120.00	77,939.99	73,975.00	3,964.99	80,700.00
<b>Gross Profit</b>	9,845.00	6,725.00	3,120.00	77,939.99	73,975.00	3,964.99	80,700.00
<b>Expense</b>							
6000 · Palafox Market							
6001 · Palafox Market Project Mgmt	1,730.78	3,333.34	-1,602.56	26,308.00	36,666.66	-10,358.66	40,000.00
6003 · Permits / Street Closure	0.00	100.00	-100.00	0.00	1,100.00	-1,100.00	1,200.00
6004 · Portable Toilet Rental	520.00	1,645.84	-1,125.84	13,700.00	18,104.16	-4,404.16	19,750.00
6006 · Farm Visit- Mileage Reimburseme	0.00	20.84	-20.84	0.00	229.16	-229.16	250.00
6007 · Marketing	771.25	500.00	271.25	11,749.19	5,500.00	6,249.19	6,000.00
6008 · PMkt Credit Card Fees	0.00	41.66	-41.66	0.00	458.34	-458.34	500.00
6010 · Sales Tax Interest	0.00	416.66	-416.66	0.00	4,583.34	-4,583.34	5,000.00
6011 · Market App Program Fee	0.00	166.66	-166.66	1,033.43	1,833.34	-799.91	2,000.00
6012 · Market Security	643.50	500.00	143.50	4,347.45	5,500.00	-1,152.55	6,000.00
6013 · Palafox Market Event	0.00			211.71			
<b>Total 6000 · Palafox Market</b>	3,665.53	6,725.00	-3,059.47	57,349.78	73,975.00	-16,625.22	80,700.00
<b>Total Expense</b>	3,665.53	6,725.00	-3,059.47	57,349.78	73,975.00	-16,625.22	80,700.00
<b>Net Ordinary Income</b>	6,179.47	0.00	6,179.47	20,590.21	0.00	20,590.21	0.00
<b>Net Income</b>	<b>6,179.47</b>	<b>0.00</b>	<b>6,179.47</b>	<b>20,590.21</b>	<b>0.00</b>	<b>20,590.21</b>	<b>0.00</b>

## DOWNTOWN IMPROVEMENT BOARD

### Transaction Detail By Account

August 2021

Program Revenue		Type	Date	Memo	Split	Amount		Monthly	As of Mar 2021 Cummulative
<b>4030 · Palafox Market Vendor Payments</b>									
	Application Fees	Deposit	08/11/2021	Application Fees	101 · Cash - Coastal- 0237 Operating	25.00	App Fees	480	\$ 5,182.50
	Application Fees	Deposit	08/15/2021	Application Fees	101 · Cash - Coastal- 0237 Operating	245.00	Late Fees	45	\$ 85.00
	Application Fees	Deposit	08/31/2021	Application Fees	101 · Cash - Coastal- 0237 Operating	210.00	Dec-20	0	\$ 286.00
	August 2021	Deposit	08/11/2021	August 2021	101 · Cash - Coastal- 0237 Operating	990.61	Jan-21	0	\$ 843.00
	August 2021	Deposit	08/11/2021	August 2021	101 · Cash - Coastal- 0237 Operating	530.00	Feb-21	0	\$ 1,516.40
	August 2021	Deposit	08/15/2021	August 2021	101 · Cash - Coastal- 0237 Operating	2,041.20	Mar-21	0	\$ 4,460.00
	August 2021	Deposit	08/26/2021	August 2021	101 · Cash - Coastal- 0237 Operating	120.00	Apr-21	0	\$ 3,989.40
	August 2021	Deposit	08/31/2021	August 2021	101 · Cash - Coastal- 0237 Operating	142.00	May-21	0	\$ 5,602.20
	August 2021	Deposit	08/31/2021	August 2021	101 · Cash - Coastal- 0237 Operating	820.00	Jun-21	80	\$ 6,884.78
	August 2021	Deposit	08/31/2021	August 2021	101 · Cash - Coastal- 0237 Operating	840.00	Jul-21	806	\$ 9,615.02
	December 2021	Deposit	08/11/2021	December 2021	101 · Cash - Coastal- 0237 Operating	147.43	Aug-21	5483.81	\$ 7,871.17
	December 2021	Deposit	08/15/2021	December 2021	101 · Cash - Coastal- 0237 Operating	67.20	Sep-21	1392.82	\$ 2,814.61
	December 2021	Deposit	08/31/2021	December 2021	101 · Cash - Coastal- 0237 Operating	36.00	Oct-21	679.93	\$ 1,623.13
	February 2022	Deposit	08/11/2021	February 2022	101 · Cash - Coastal- 0237 Operating	129.24	Nov-21	268.82	\$ 720.42
	January 2022	Deposit	08/11/2021	January 2022	101 · Cash - Coastal- 0237 Operating	161.55	Dec-21	250.63	\$ 436.63
	January 2022	Deposit	08/15/2021	January 2022	101 · Cash - Coastal- 0237 Operating	67.20	Jan-22	228.75	\$ 295.95
	July 2021	Deposit	08/11/2021	July 2021	101 · Cash - Coastal- 0237 Operating	286.00	Feb-22	129.24	\$ 129.24
	July 2021	Deposit	08/11/2021	July 2021	101 · Cash - Coastal- 0237 Operating	280.00		<b>9845</b>	<b>\$ 52,355.45</b>
	July 2021	Deposit	08/15/2021	July 2021	101 · Cash - Coastal- 0237 Operating	180.00			
	July 2021	Deposit	08/26/2021	July 2021	101 · Cash - Coastal- 0237 Operating	60.00			
	June 2021	Deposit	08/11/2021	June 2021	101 · Cash - Coastal- 0237 Operating	40.00			
	June 2021	Deposit	08/11/2021	June 2021	101 · Cash - Coastal- 0237 Operating	40.00			
	Late Fees	Deposit	08/15/2021	Late Fees	101 · Cash - Coastal- 0237 Operating	25.00			
	Late Fees	Deposit	08/31/2021	Late Fees	101 · Cash - Coastal- 0237 Operating	15.00			
	Late Feesq	Deposit	08/26/2021	Late Feesq	101 · Cash - Coastal- 0237 Operating	5.00			
	November 2021	Deposit	08/11/2021	November 2021	101 · Cash - Coastal- 0237 Operating	165.62			
	November 2021	Deposit	08/15/2021	November 2021	101 · Cash - Coastal- 0237 Operating	67.20			
	November 2021	Deposit	08/31/2021	November 2021	101 · Cash - Coastal- 0237 Operating	36.00			
	October 2021	Deposit	08/11/2021	October 2021	101 · Cash - Coastal- 0237 Operating	197.93			
	October 2021	Deposit	08/15/2021	October 2021	101 · Cash - Coastal- 0237 Operating	156.00			
	October 2021	Deposit	08/31/2021	October 2021	101 · Cash - Coastal- 0237 Operating	326.00			
	September 2021	Deposit	08/11/2021	September 2021	101 · Cash - Coastal- 0237 Operating	291.62			
	September 2021	Deposit	08/11/2021	September 2021	101 · Cash - Coastal- 0237 Operating	20.00			
	September 2021	Deposit	08/15/2021	September 2021	101 · Cash - Coastal- 0237 Operating	301.20			
	September 2021	Deposit	08/31/2021	September 2021	101 · Cash - Coastal- 0237 Operating	660.00			
	September 2021	Deposit	08/31/2021	September 2021	101 · Cash - Coastal- 0237 Operating	120.00			
Total 4030 · Palafox Market Vendor Payments						9,845.00			

**DOWNTOWN IMPROVEMENT BOARD**  
**Transaction Detail By Account**  
August 2021

Type	Date	Memo	Split	Amount
Total Program Revenue				9,845.00
<b>TOTAL</b>				<b>9,845.00</b>

**DIB - Aug**

<u>Code</u>	<u>Description</u>	<u>DIB Notes</u>
Income	<i>Overview</i>	<i>\$500 Over Budget</i>
1301	Co-Op Participation	\$350 Under Budget
4030	Palafox Market	\$3,100 over Budget
4040	DPMD Reimbursement	\$1,500 Under Budget
Expense		
Expense	<i>Overview</i>	<i>\$60k Over Budget (Christmas Lights Donation)</i>
5001	Salaries, Benefits & Taxes	\$800 Under Budget
5023	Marketing	\$100 Under Budget
5027	Economic Development	\$2,000 Under Budget
6000	Palafox Market	\$3,000 Under Budget
7000	Ambassador Program	\$2,700 Under budget

# Treasurer's Report - DIB

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## MEMORANDUM

**To:** DIB Board

**From:** Walker Wilson, Executive Director

**Subject:** Treasurer's Report

**Date:** August

Total Income DIB August: \$62,026.62

Total Expense DIB August: \$113,278.42

Notes: