

**THE CITY OF PENSACOLA DOWNTOWNN IMPROVEMENT BOARD
SEPTEMBER 2017 SUPPLEMENTAL BUDGET RESOLUTION NO. 17- 52**

FUND	AMOUNT	DESCRIPTION
A. GENERAL FUND		
Estimated Revenues:		
Holiday Lights - Visit Pensacola	100,000	Appropriate estimated revenue from Holiday Lights - Visit Pensacola
Parking Management Reimbursement	53,000	Increase estimated revenue from Parking Management Reimbursement
Holiday Lights - Escambia County	50,000	Appropriate estimated revenue from Holiday Lights - Escambia County
Property Assessments	30,623	Increase estimated revenue from Property Assessments
Palfox Market	25,000	Increase estimated revenue from Palafox Market
Holiday Lights - City of Pensacola	25,000	Appropriate estimated revenue from Holiday Lights - City of Pensacola
Trick or Treat	500	Increase estimated revenue from Trick or Treat
Membership in Website and Map	(1,850)	Decrease estimated revenue from Membership in Website and Map
Palafox Market Sponsorship	(2,500)	Decrease estimated revenue from Palafox Market Sponsorship
Quarterly Event	(10,000)	Decrease estimated revenue from Quarterly Event
Total Revenues	269,773	
Appropriations:		
Holiday Lights	199,160	Appropriate funding for Holiday Lights
Salaries, Benefits & Taxes	68,500	Increase appropriatoin for Salaries, Benefits & Taxes
Palafox Market	37,500	Increase appropriation for Palafox Market
Direct Parking Staff Support	9,000	Increase appropriation for Direct Parking Staff Support
Travel, Entertainment & Education	3,863	Increase appropriation for Travel, Entertainment & Education
Telecommunications	2,500	Increase appropriation for Telecommunications
Computer Software Support & Email Leasing	2,500	Increase appropriation for Computer Software Support & Email Leasing
Trick or Treat	1,750	Increase appropriation for Trick or Treat
Monthly Bookkeeping	1,600	Increase appropriation for Monthly Bookkeeping
Quarterly Activity	1,500	Increase appropriatoin for Quarterly Activity
Legal	1,500	Increase appropriation for Legal
Bank Charges	1,300	Increase appropriation for Bank Charges
Insurance Expense - Liability	1,000	Increase appropriation for Insurance Expense - Liability
Dues, Subscriptions & Publications	700	Increase appropriation for Dues, Subscriptions & Publications
Office Rent	500	Increase appropriation for Office Rent
Insurance Expense - Workers Comp	500	Increase appropriation for Insurance Expense - Workers Comp
Committee Meetings	150	Increase appropriation for Committee Meetings
Bank Direct Deposit Fee	(25)	Decrease appropriation for Bank Direct Deposit Fee
Interest Expense	(200)	Decrease appropriation for Interest Expense
Postage	(300)	Decrease appropriation for Postage
Board Meetings	(350)	Decrease appropriation for Board Meetings
Repairs and Maintenance	(400)	Decrease appropriation for Repairs and Maintenance
Undefined Programs	(475)	Decrease appropriation for Undefined Programs
Palafox Market Project Management	(1,500)	Decrease appropriation for Palafox Market Project Management
Trick or Treat Project Management	(2,000)	Decrease appropriation for Trick or Treat Project Management
Insurance Expense - Other	(2,000)	Decrease appropriation for Insurance Expense - Other
Research	(2,500)	Decrease appropriation for Research
Monthly Project Management	(5,000)	Decrease appropriation for Monthly Project Management
Boundary Expansion	(5,000)	Decrease appropriation for Boundary Expansion

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FUND	AMOUNT	DESCRIPTION
Audit Fees	(5,500)	Decrease appropriation for Audit Fees
Monthly Activity	(6,000)	Decrease appropriation for Monthly Activity
Quarterly Project Management	(7,500)	Decrease appropriation for Quarterly Project Management
Discretionary Pool	(25,000)	Decrease appropriation for Discretionary Pool
Total Appropriations	<u>269,773</u>	

**RESOLUTION
NO. 17-52**

A RESOLUTION
TO BE ENTITLED:

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE
DOWNTOWN IMPROVEMENT BOARD FOR THE FISCAL YEAR ENDING SEPTEMBER 30,
2017; PROVIDING FOR AN EFFECTIVE DATE.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PENSACOLA, FLORIDA

SECTION 1. The following appropriations from funds on hand in the fund accounts stated below for the Downtown Improvement Board, not heretofore appropriated, and transfer from funds on hand in the various accounts and funds stated below, heretofore appropriated, be, and the same are hereby made, directed and approved to-wit:

A. GENERAL FUND

To:	Holiday Lights - Visit Pensacola	100,000
To:	Holiday Lights - Escambia County	50,000
To:	Holiday Lights - City of Pensacola	25,000
As Reads: Amended	Parking Management Reimbursement	75,000
To Read	Parking Management Reimbursement	128,000
As Reads: Amended	Property Assessments	354,200
To Read	Property Assessments	384,823
As Reads: Amended	Palafox Market	70,000
To Read	Palafox Market	95,000
As Reads: Amended	Trick or Treat	2,500
To Read	Trick or Treat	3,000
As Reads: Amended	Membership in Website and Map	2,500
To Read	Membership in Website and Map	650
As Reads: Amended	Palafox Market Sponsorship	2,500
To Read	Palafox Market Sponsorship	0
As Reads: Amended	Quarterly Event	10,000
To Read	Quarterly Event	0

To:	Holiday Lights	199,160
As Reads:	Salaries, Benefits & Taxes	115,500
Amended		
To Read	Salaries, Benefits & Taxes	184,000
As Reads:	Palafox Market	17,500
Amended		
To Read	Palafox Market	55,000
As Reads:	Direct Parking Staff Support	27,000
Amended		
To Read	Direct Parking Staff Support	36,000
As Reads:	Travel, Entertainment & Education	1,250
Amended		
To Read	Travel, Entertainment & Education	5,113
As Reads:	Telecommunications	11,500
Amended		
To Read	Telecommunications	14,000
As Reads:	Computer Software Support & Email Leasing	3,500
Amended		
To Read	Computer Software Support & Email Leasing	6,000
As Reads:	Trick or Treat	1,250
Amended		
To Read	Trick or Treat	3,000
As Reads:	Monthly Bookkeeping	14,400
Amended		
To Read	Monthly Bookkeeping	16,000
As Reads:	Quarterly Activity	10,000
Amended		
To Read	Quarterly Activity	11,500
As Reads:	Legal	500
Amended		
To Read	Legal	2,000
As Reads:	Bank Charges	5,000
Amended		
To Read	Bank Charges	6,300
As Reads:	Insurance Expense - Liability	18,000
Amended		
To Read	Insurance Expense - Liability	19,000
As Reads:	Dues, Subscriptions & Publications	2,500
Amended		
To Read	Dues, Subscriptions & Publications	3,200
As Reads:	Office Rent	2,000
Amended		
To Read	Office Rent	2,500

As Reads: Amended To Read	Insurance Expense - Workers Comp	10,000
	Insurance Expense - Workers Comp	10,500
As Reads: Amended To Read	Committee Meetings	250
	Committee Meetings	400
As Reads: Amended To Read	Bank Direct Deposit Fee	125
	Bank Direct Deposit Fee	100
As Reads: Amended To Read	Interest Expense	200
	Interest Expense	0
As Reads: Amended To Read	Postage	1,000
	Postage	700
As Reads: Amended To Read	Board Meetings	750
	Board Meetings	400
As Reads: Amended To Read	Repairs and Maintenance	1,000
	Repairs and Maintenance	600
As Reads: Amended To Read	Undefined Programs	475
	Undefined Programs	0
As Reads: Amended To Read	Palafox Market Project Management	37,500
	Palafox Market Project Management	36,000
As Reads: Amended To Read	Trick or Treat Project Management	2,000
	Trick or Treat Project Management	0
As Reads: Amended To Read	Insurance Expense - Other	2,000
	Insurance Expense - Other	0
As Reads: Amended To Read	Research	2,500
	Research	0
As Reads: Amended To Read	Monthly Project Management	5,000
	Monthly Project Management	0
As Reads: Amended To Read	Boundary Expansion	5,000
	Boundary Expansion	0
As Reads: Amended To Read	Audit Fees	18,000
	Audit Fees	12,500

As Reads: Amended To Read	Monthly Activity	6,000
As Reads: Amended To Read	Monthly Activity	0
As Reads: Amended To Read	Quarterly Project Management	7,500
As Reads: Amended To Read	Quarterly Project Management	0
As Reads: Amended To Read	Discretionary Pool	25,000
As Reads: Amended To Read	Discretionary Pool	0

SECTION 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 3. This resolution shall become effective on the fifth business day after adoption, unless otherwise provided pursuant to Section 4.03(d) of the City Charter of the City of Pensacola.

Adopted: _____

Approved: _____
President of City Council

Attest:

City Clerk



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 17-52

City Council

9/14/2017

LEGISLATIVE ACTION ITEM

SPONSOR: Ashton J. Hayward, III, Mayor

SUBJECT:

SUPPLEMENTAL BUDGET RESOLUTION NO. 17-52 - AMENDING THE FISCAL YEAR 2017 BUDGET FOR THE DOWNTOWN IMPROVEMENT BOARD

RECOMMENDATION:

That City Council adopt Supplemental Budget Resolution No. 17-52.

A RESOLUTION AUTHORIZING AND MAKING REVISIONS AND APPROPRIATIONS FOR THE DOWNTOWN IMPROVEMENT BOARD FOR THE FISCAL YEAR ENDING SEPTEMBER 30, 2017; PROVIDING FOR AN EFFECTIVE DATE.

HEARING REQUIRED: No Hearing Required

SUMMARY:

The Downtown Improvement District is a dependent special district within the City of Pensacola and is governed by the Downtown Improvement Board. Florida Statutes 189.012 mandates that a dependent special district must have a budget that requires approval by the governing body of a single municipality. Each year the Downtown Improvement Board's Budget is adopted by City Council at the mandated public hearings as part of the budget process. In order to maintain a balanced budget, supplemental budget resolutions require approval by City Council during the course of a fiscal year. The attached resolution includes budget adjustments for the Downtown Improvement Board's Fiscal Year 2017 that require Council Action.

The largest adjustment is related to the Holiday Lights program which recognizes an additional \$175,000 in revenue from the City of Pensacola, Escambia County and Visit Pensacola. Other General Fund related budget adjustments include increases or decreases in estimated revenues from various sources which results in a net increase in estimated revenues. Offsetting the increase in revenues are appropriations to fund the aforementioned Holiday Lights as well as adjustments in various expenditure categories.

PRIOR ACTION:

September 24, 2016 - City Council formally adopted a beginning FY 2017 Budget for the Downtown

Improvement Board.

FUNDING:

N/A

FINANCIAL IMPACT:

All appropriations of funds in the supplemental budget resolution for the Downtown Improvement Board are covered by shifts in expenses or changes in revenues. Approval of the supplemental budget resolution provides for a balanced budget for the Downtown Improvement Board for Fiscal Year 2017.

CITY ATTORNEY REVIEW: Yes

9/5/2017

STAFF CONTACT:

Eric W. Olson, City Administrator
Richard Barker, Jr., Chief Financial Officer

ATTACHMENTS:

- 1) Supplemental Budget Resolution No. 17-52
- 2) Supplemental Budget Explanation No. 17-52

PRESENTATION: No