

**RESOLUTION  
NO. 18-38**

**A RESOLUTION  
TO BE ENTITLED:**

**A RESOLUTION ADOPTING A TENTATIVE BUDGET  
FOR THE CITY OF PENSACOLA DOWNTOWN  
IMPROVEMENT BOARD FOR THE FISCAL YEAR  
BEGINNING OCTOBER 1, 2018; PROVIDING AN  
EFFECTIVE DATE.**

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

**SECTION 1.** That the following summary of the expenses and income of the City of Pensacola Downtown Improvement Board, as submitted by the Downtown Improvement Board to-wit:

**GENERAL FUND**

<b>INCOME</b>	<b>BUDGETED</b>
<b>REVENUES</b>	
Ad Valorem Revenue	\$ 405,531
CRA Interlocal Income	251,528
Website Membership	400
Palafox Market Vendor Payments	74,355
DPMD O/H Reimbursement	149,246
DPMD Loan Repayment	40,000
Bollard Rental	1,500
LTU - Sidewalk Pressure Washing	6,500
<b>TOTAL REVENUES</b>	<b>\$ 929,060</b>
<b>EXPENSES</b>	<b>BUDGETED</b>
<b>EXPENSES</b>	
CRA Interlocal Payment	\$ 251,528
Salaries Benefits & Taxes	147,000
Payroll Administration	3,600
Liability Insurance/Other	16,000
Workers Compensation	2,000
Board Meetings	2,700
Annual Meeting	2,000
Committee meetings	2,700
Bank Charges	4,200
Bank Direct Deposit Fees	125
Interest	200
Office Rent	12,360
Office Supplies	3,200
Office Equipment	6,500
Postage	1,000
Telecommunications	13,936

**GENERAL FUND (Continued)**

<b>EXPENSES</b>	<b>BUDGETED</b>
Website Support	3,000
Website Hosting	2,200
Computer Support / Email Leasing	2,500
Dues Subscriptions & Publications	4,596
Travel & Education	5,000
Repair & Maintenance	7,500
Marketing Consultants	76,000
Bookkeeping	16,800
Audit	18,000
Legal Counsel	17,000
Economic Development	61,000
Arts and Culture	50,000
<b>Palafox Market Expense</b>	
Palafox Market Management	35,360
Permits / Street Closures	1,400
Portable Toilet Rental	17,595
Market Anniversary Celebration	2,500
Farm Visit - Mileage Reimbursement	1,500
Marketing	6,000
PMkt Credit Card Fees	3,000
Sales Tax Interest	5,000
Market Other/Miscellaneous	2,000
<b>Ambassador Program Expense</b>	
Ambassador Program Labor	87,360
Uniforms	4,500
Communications	3,200
Equipment - Capital	15,000
Equipment R&M	7,000
Janitorial Supplies	5,000
<b>TOTAL EXPENSES</b>	<b>\$ 929,060</b>

**PARKING FUND**

<b>INCOME</b>	<b>BUDGETED</b>
<b>REVENUES</b>	
North Palafox Lot	\$ 27,000
Tarragona Street Lot	23,000
<b>Sub-Total DPMD Parking Lot Revenue</b>	<b>50,000</b>
Jefferson Garage	395,000
<b>Sub-Total DPMD Parking Garage Revenue</b>	<b>395,000</b>
Paystations	167,000
Single Space Meters	55,800
Parking Fines	180,000
On Street Dumpster Placement Fee	1,000
Residential Parking Permits	1,800
<b>Sub-Total DPMD Parking Meter / Fines Revenue</b>	<b>405,600</b>
Co-Op Participation	70,365
Compactor Loan Re-Payment	12,000
<b>Sub-Total Trash Revenue</b>	<b>82,365</b>
<b>TOTAL DPMD OPERATING REVENUE</b>	<b>\$ 932,965</b>

# **PARKING FUND (Continued)**

<b>EXPENSES</b>	<b>BUDGETED</b>
EXPENSES	
Republic - Dumpster Service	\$ 47,054
Landfill Fees	1,287
Security Fees	3,000
Special Events Dumpsters	6,204
<b>Sub-Total Trash Expense</b>	<b>57,545</b>
Jefferson Garage CC Fees	9,000
Parking Meter CC Fees	12,000
<b>Sub-Total DPMD Credit Card / Fees Expense</b>	<b>21,000</b>
Bad Debt Expense	8,000
Bank Charges	300
Sales Tax	59,000
Debt Service - DIB Loan	40,000
Dues & Subscriptions	2,000
Marketing/Printing/Research	33,000
Office Supplies	300
Overhead Reimbursement	149,246
Annual Audit	12,100
Facility Repairs & Maintenance	85,000
Signage & Striping	14,000
Utilities	15,000
Travel & Education	6,000
Management Contracts	192,886
Paystation Parkeon	25,000
Paystation repairs	5,000
Contract Parking Enforcement Services	97,200
Meter Equipment Purchase	48,513
Meter Equipment Maintenance	5,000
Street/Landscape Improvements	36,000
Reserved	20,875
<b>Sub-Total DPMD G&amp;A</b>	<b>854,420</b>
<b>TOTAL DPMD OPERATING EXPENSE</b>	<b>\$ 932,965</b>

is hereby adopted and approved as the tentative budget for the Downtown Improvement Board for the fiscal year beginning October 1, 2018.

**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