

**El Paso Downtown Management District
Budget Comparison
Current FY Oct 2023 - Sept 2024**

vs.

Proposed FY Oct 2024 - Sept 2025

8/15/24 10:32 AM

Presentation to DMD Board

	CURRENT FY Oct 23 - Sep 24 Budget	Anticipated P & L EOFY Oct 2023 - Sept 2024 (excludes Grant Programs' accounting)	Proposed FY OCT 2024 - SEPT 2025 Budget	\$ Amt. Variance Current vs. PROPOSED FY Budget	Compare Budgets % Change	Item(s) included in Proposed Budget Line Item / Notes / Comments
Ordinary Income/Expense						
Income						
20000 Assessment Income	487,395	527,872	568,925	81,530	17%	98.5% of EP CAD projected total certified property values
20010 Gen Sanit Cleanup Svcs	1,500	38	500	(1,000)	-67%	Contracted services provided post events
20100 Interlocal Agreem Revenue						
20120 Commerc Façade Imprv Prog	2,500	0	2,500	0	0%	City funded façade grant program administration fee per Interlocal Agreement
20125 Grant Programs-TIRZ5	84,954	0	81,218	(3,736)	-4%	Executed TIRZ 5 Grant Program agreements (current 4 year average @ 75%)
20130 Sanitation Services	309,037	312,037	312,037	3,000	1%	City Environmental Services Dept. funding per Interlocal Agreement
20150 Spec Priv Permit Program	14,950	14,300	16,900	1,950	13%	City Development funding per Interlocal Agreement - annual fee + \$650 per event over 10 in fiscal year
20180 Spec Priv St. Banner Prog	12,500	21,903	18,000	5,500	44%	Light pole banner display rentals
20190 Wayfinding Program	1,000	596	1,000	0	0%	Wayfinding Kiosk promotional panel sponsorships
20195 Wayfinding Project	0	0	0	0	0%	City reimbursed panel upgrade costs for Wayfinding Kiosks
Total 20100 Interlocal Agreem Revenue	424,941	375,776	431,655	6,714	1.58%	
20200 DMD Generated Revenue						
20225 Digital Fundraisg Platform	3,250		2,000	(1,250)	-38%	Text messaging blast service offered
20230 Downtown Hotel Tour	4,500	1,077	0	(4,500)	-100%	Tour of downtown hotel or residential complexes
20235 Downtown Barstool Open	19,920	26,184	20,000	80	0%	Tour of downtown bars coupled with miniature golf contest
20240 DTEP Tasting Tour	27,000	26,388	27,000	0	0%	Tours of downtown restaurants
20243 Coffee Lover's Market			1,500		NEW	Activations
20245 Salsa Making Competition			6,750		NEW	Activations
Total 20200 DMD Generated Revenue	54,670	55,295	57,250	2,580	5%	Product/ticket sales generated by DMD & DMD hosted events
20300 Grant Reimburse Revenue						
20350 EPA Brownfields	167,000	24,341	167,000	0	0%	Grant administration, contractor expense reimbursement
Total 20300 Grant Reimburse Revenue	167,000	24,341	167,000		0%	
Total Income	1,135,506	983,321	1,225,330	89,824	8%	

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Expense						
3000 Administrative Staff						
3010 Benefits-Health/Dent Insur	32,267	28,316	36,554	4,287	13%	Employee group health/dental insurance premium (net), 4 employee participation
3015 Benefits-Unemploy Claims	500	0	500	0	0%	
3020 Payroll Taxes	45,121	45,121	48,774	3,653	8%	Employer portion of social security & medicare taxes
Total 3000 Administrative Staff	77,888	73,437	85,828	7,940	10%	

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3100 Staff Salary Allocation						
Total 3100a ADMIN Staff Salary Alloc	346,659	346,659	368,554	21,895	6%	5 existing full time employees
3159b Sanit Part Time 100% - Other	84,112	70,629	84,672	560	1%	4 part time sanitation team members
Total 3159 SANIT Prog Crew Salaries	151,030	151,030	158,413	7,383	5%	3 full time employees
Total 3100 Staff Salary Allocation	581,801	568,761	611,639	29,838	5%	

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3500 Contracted Svcs (Admin)						
3525 Accounting	8,000	8,467	8,600	600	8%	Annual audit
3540 Legal	6,000	1,183	5,000	(1,000)	-17%	Legal consultation / review services
Total 3500 Contracted Svcs (Admin)	14,000	9,650	13,600	(400)	-3%	

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4000 Office Administration						
4010 Copier Rental/Maint	189	745	2,556	2,367	1252%	Office copier maintenance agreement
4020 Insurance Expense						
4022 Directors Bond	0	0	0	0	0%	Required insurance (discounted 3 year renewal paid in advance)
4024 Prof Liab (E & O) Ins	3,084	3,085	3,086	2	0%	Professional liability insurance premium
4026 Gen-Auto Liab, WkrComp Ins	19,033	18,222	20,304	1,271	7%	General, auto liability, worker's compensation insurance premiums
4028 Railrd Protective Liab Ins	3,463	3,410	3,750	287	8%	Required liability insurance for banner installation work along streetcar route
Total 4020 Insurance Expense	25,580	24,717	27,140	1,560	6%	
4045 Office Equipment	2,639	1,472	4,000	1,361	52%	
4055 Office Supplies	1,600	2,793	3,000	1,400	88%	
4060 Parking						
4062 Committee/Guest	300	300	500	200	67%	Parking validation stamps
4064 Employee Parking	3,900	4,235	4,000	100	3%	Employee parking fees
Total 4060 Parking	4,200	4,535	4,500	300	7%	
4080 Phone / IT Svcs	10,300	10,111	13,900	3,600	35%	Office phone, IT services
4081 Staff Cell Phones	5,000	4,270	5,000	0	0%	Staff cell phones
4082 Postage & Delivery	300	216	300	0	0%	
4085 Office Rent	3,950	4,711	4,560	610	15%	DMD office lease
4090 Service Charges/Misc Fees	3,200	2,439	2,800	(400)	-13%	Bank, payroll service, city tax collection, other misc. fees
4095 Training & Dues	8,272	6,522	9,195	923	11%	Education, PFIA required training, seminars, memberships
4098 Travel	11,600	8,407	10,700	(900)	-8%	Business travel - education, seminars
Total 4000 Office Administration	76,830	70,938	87,651	10,821	14%	

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5000 Economic Develop/Promotion						
5010 Grant Programs-DMD	30,250	0	23,888	(6,362)	-21%	Executed DMD Grant Program agreements (current 4 yr. avg. @ 75%)
5015 Interlocal Grant Programs	84,954	0	81,218	(3,736)	-4%	Executed TIRZ 5 Grant Program agreements (current 4 yr. avg. @ 75%)
5020 Grant Programs Promotion	500	500	500	0	0%	
5035 Downtown Research	3,000	2,500	14,000	11,000	367%	Strategic Downtown plan
5045 Professional/Consult Fees	144,698	21,120	144,698	0	0%	Stantec EPA grant program related services rendered
Total 5000 Economic Develop/Promotion	263,402	23,560	264,304	902	0%	

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6000 Marketing						
6015 Marketing & PR Svcs Implem	11,720	9,921	11,000	(720)	-6%	Web hosting/maintenance services, creative software
6017 DMD Event / Promotion						
6017b Downtown Hotel Tour	9,500	0	0	(9,500)	-100%	Tour of hotels
6017c DTEP Barstool Open	24,648	28,759	25,000	352	1%	Tour of downtown bars coupled with mini golf contest
6017d DTEP Tasting Tour	35,000	25,436	35,000	0	0%	Restaurant tours
6017e DTEP Networking	1,000	0	1,000	0	0%	Business contact networking events
6017i DT Employee Appreciation	12,000	12,000	15,000	3,000	25%	DTEP promotion to benefit downtown employees
6017j DTEP Fiesta Latina	16,250	3,669	15,000	(1,250)	-8%	Street festival
6017k Power Hour Luncheons	1,500	1,500	1,750	250	17%	
6017L DTEP Restaurant Week	5,000	1,270	4,000	(1,000)	-20%	Designated week, restaurants offer specialty menus
6017m DTEP Food Truck Fiesta	1,000	2,365	0	(1,000)	-100%	Gathering of food trucks
6017n Coffee Lover's Market			3,000			NEW
6017o Salsa Making Competition			8,000			NEW
6017 DMD Event / Promotion - Other	2,500	1,178	2,500	0	0%	Misc. DMD events
Total 6017 DMD Event / Promotion	108,398	78,474	110,250	1,852	2%	
6020 Advertising/Promotion						
6025 Banner Program	2,500	3,504	5,000	2,500	100%	Light pole banner display development, pole hardware maintenance
6035 Downtown Event Support						
6035b Back To Sch/Tax Free Wkd	500	0	0	(500)	-100%	Tax free weekend promotions
6035 Downtown Event Support - Other	500	0	1,000	500	100%	Misc. partner event support
Total 6035 Downtown Event Support	1,000	0	1,000	0	0%	
6020 Advertising/Promotion - Other	3,300	592	7,800	4,500	136%	Advertising, brand campaign, promotion
Total 6020 Advertising/Promotion	6,800	4,096	13,800	7,000	103%	
Total 6000 Marketing	126,918	92,491	135,050	8,132	6%	

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7000 Sanitation						
7015 Equip Rental/Maintenance	2,000	932	3,500	1,500	75%	Power washer, equip., etc. maint.
7020 Program Oper/Supplies	26,000	9,013	27,900	1,900	7%	Various sanitation program operational supplies
7025 Fuel	20,000	20,748	20,500	500	3%	
7040 Vehicle Maintenance						
7040a 1999 Ford Truck	1,500	1,642	2,000	500	33%	
7040b 2000 GMC Truck	1,000	1,508	1,500	500	50%	
7040c 2003 Ford Van	1,000	244	3,000	2,000	200%	
7040e 2016 Chev Truck	2,500	5,052	0	(2,500)	-100%	
7040f 2023 Ford Truck	500	2,677	1,000	500	100%	
7040g 2025 Ford Truck			1,000		NEW	
7040k Trailers			2,000		NEW	
7040 Total Vehicle Maintenance	6,500	11,123	10,500	4,000	62%	
Total 7000 Sanitation	54,500	61,427	62,400	7,900	14%	

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7300 Infrastructure/Security						
7310 Security Program	8,000	7,975	8,000	0	0%	Security patrol services
7315 Pedestrian Amenities	500	525	500	0	0%	Holiday decorations, public art, Bike Rack Program. planters
Total 7300 Infrastructure/Security	8,500	8,500	8,500	0	0%	

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7500 Community Proj & Programs						
7505 Ambassador Program	14,000	14,000	27,622	13,622	97%	
7525 Wayfinding Project	0	0	0	0	0%	City reimbursed panel replacement costs for Wayfinding Kiosks
7500 Community Proj & Programs - Other	1,000	646	2,000	1,000	100%	Support of outside events, programs, services
Total 7500 Community Proj & Programs	15,000	14,646	29,622	14,622	97%	

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7800 Depreciation Expense	10,000	0	12,000			
7810 Lease Amortization	30,150	32,791	29,800	(350)	-1%	Gov't accounting requirement to account for all leases
9000 Interest - Finance Lease	12,200	8,930	9,000	(3,200)	-26%	Gov't accounting requirement to account for all leases
Total Expense	<u>1,271,189</u>	<u>965,131</u>	<u>1,349,394</u>	78,205	6%	
Net Ordinary Income	(135,683)	18,190	(124,064)	11,619	-9%	

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Other Income/Expense						
Other Income						
8005 Sponsorships/Donations						
8005a Power Hour Luncheons	2,500	2,500	2,500	0	0%	
8005b Downtown Hotel Tour	6,600	3,000	0	(6,600)	-100%	
8005c DTEP Barstool Open	18,600	19,750	19,500	900	5%	
8005d DTEP Tasting Tour	7,500	1,000	6,000	(1,500)	-20%	
8005e DTEP Networking	1,000	0	4,000	3,000	300%	
8005i DT Employee Appreciation	15,000	13,000	15,000	0	0%	
8005j DTEP Fiesta Latina	18,300	12,000	21,000	2,700	15%	
8005k DTEP Restaurant Week	7,500	2,000	4,000	(3,500)	-47%	
8005l DTEP Food Truck Fiesta	6,400	2,832	0	(6,400)	-100%	
8005m DTEP Coffee Lover's Market			4,500			NEW
8005n DTEP Salsa-Making Compet			11,500			NEW
8005 Sponsorships/Donations - Other	0	12,500	7,500	7,500		NEW
Total 8005 Sponsorships/Donations	83,400	68,582	95,500	12,100	15%	
8008 Gain/Loss on Asset	0					
8011 Gov't Auction Misc Sales	0					
8050 Interest Income						
8052 TexPool Interest	12,000	31,779	16,000	4,000	33%	
8056 Checking Interest	79	111	68	(11)	-14%	
Total 8050 Interest Income	12,079	31,890	16,068	3,989	33%	
Total Other Income	95,479	103,331	111,568	16,089	17%	
Net Other Income	95,479	103,331	111,568	16,089	17%	
Net Income	(40,207)	121,521	(12,496)	27,711	-69%	
Balance Sheet Item Incorporated in BUDGET Net Income:						
Capital Purchase Fund - Sanitation	15,000	15,000	30,000	15,000	0%	Vehicle replacement
Grant Contribution - Econ Devel / Promotion	25,000	25,000	25,000	0	0%	
	(80,207)	81,521	(67,496)	12,711	-16%	