

RESOLUTION 2023-04-02

RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ADOPTING THE FISCAL YEAR 2023-2024 ADMINISTRATIVE BUDGET FOR THE DOWNTOWN INVESTMENT AUTHORITY, ATTACHED HERETO AS EXHIBIT A; REQUESTING A BUDGET ENHANCEMENT, ATTACHED HERETO AS EXHIBIT B; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City requested tentative budget submissions from all Departments by April 28; and

WHEREAS, Departmental requests for increases in budgets or personnel cannot be entered into the accounting software as part of such submission but must be presented separately to the Mayor’s Budget Review Committee in June; and

WHEREAS, DIA staff has proposed a tentative administrative budget in accordance with the administrative direction from the City Budget Office that the budget is to remain flat from the current year; and

WHEREAS, the Finance and Budget Committee of DIA held a public meeting April 17, 2023, at which they recommended that the DIA Board approve the DIA Administrative Budget attached hereto as Exhibit A as submitted by staff; and

WHEREAS, the Finance and Budget Committee of DIA further recommended to the DIA Board, the Budget Enhancement request described on Exhibit B attached hereto; and

WHEREAS, in order to promote economic development, private capital investment and otherwise fulfill the DIA’s purposes, the attached budget for Fiscal Year 2023-2024 and the Budget Enhancement request are to be submitted by the DIA’s Chief Executive Officer for consideration by the Mayor’s Budget Review Committee and the Jacksonville City Council,

NOW THEREFORE, BE IT RESOLVED, by the Downtown Investment Authority:

Section 1. The DIA Administrative budget for Fiscal Year 2023-2024 attached hereto as Exhibit ‘A’ is hereby adopted by the DIA.


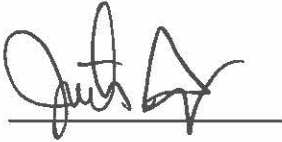
Section 2. The DIA Budget Enhancement request attached hereto as Exhibit B is hereby recommended by the DIA Board.

Section 3. The CEO is authorized to submit this budget and make necessary changes thereto as required by the Budget Office to reflect supervisory cost allocations and other internal allocations as determined by the City without further Board approval.

Section 4. This Resolution shall become effective on the date it is signed by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY



Carol Worsham, Chair

4/19/23
Date

VOTE: In Favor: 7 Opposed: 0 Abstained: 0

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EXHIBIT 'A'

BUDGET CURRENT LEVEL
FY 22-23

BUDGET DEPARTMENT
REQUEST FY 23-24

599902:Supervision Allocated*	\$	(1,407,104)	\$	(1,340,000)
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DEPARTMENT REQUESTED EXPENSE BUDGETS

548010:Advertising and Promotion	\$	35,000	\$	35,000
549021:Event Contribution	\$	125,000	\$	125,000
552060:Food**	\$	750	\$	750
554001:Dues and Subscriptions**	\$	9,135	\$	10,175
555001:Employee Training Expenses	\$	10,725	\$	10,725
531090:Other Professional Services	\$	390,000	\$	390,000
540020:Travel Expense	\$	7,950	\$	7,950

BUDGETS AS DETERMINED BY FINANCE AND ADMINISTRATION

NOTE: FY 23-24 TBD

512010:Permanent and Probationary Salaries***	\$	1,061,479	\$	1,114,372
513060:Salaries Part Time 514010:Salaries Overtime 515010.Special Pay	\$	1	\$	1
515010:Special Pay	\$	1,200	\$	1,200
515100:Lump Sum Payment - Not Pensionable	\$	-	\$	-
515110:Special Pay - Pensionable	\$	2,887	\$	3,140
521020:Medicare Tax	\$	15,505	\$	16,261
522010:Pension Contribution	\$	5,008	\$	-
522011:GEPP DB Unfunded Liability	\$	24,922	\$	-
522070:Disability Trust Fund-ER	\$	2,960	\$	3,283
522130:GEPP Defined Contribution DC-ER	\$	115,470	\$	128,054
523010:Group Dental Plan	\$	1,572	\$	1,800
523030:Group Life Insurance	\$	3,746	\$	3,956
523040:Group Hospitalization Insurance	\$	85,458	\$	89,268
524001:City Employees Worker's Compensation	\$	1,869	\$	1,869
545020:General Liability Insurance	\$	4,916	\$	4,916
549040:Miscellaneous Services & Charges	\$	3,000	\$	3,000
549504:ISA-Building Cost Allocation - St James	\$	48,867	\$	48,867
549510:ISA-Computer Sys Maint&Security	\$	79,653	\$	79,653
549511:ISA-Copier Consolidation	\$	3,783	\$	3,783
549512:ISA-Copy Center	\$	3,689	\$	3,689
549527:ISA-ITD Replacements	\$	100,096	\$	100,096
549529:ISA-Mailroom Charge	\$	4,346	\$	4,346
549532:ISA-OGC Legal	\$	352,556	\$	352,556
551010:Office Supplies - Other	\$	5,000	\$	5,000
551040:Office Supplies - Printers&Copiers	\$	1,500	\$	1,500
552080:Furniture & Equipment Under \$1,000	\$	-	\$	-
563020:Capital Improvements Other Than Building	\$	1	\$	1
564030:Office Equipment	\$	1	\$	1

TOTAL EXPENSE BUDGET:	\$	2,508,045	\$	2,550,211
TOTAL EXPENSE BUDGET LESS SUPERVISION ALLOCATED:	\$	1,100,941	\$	1,210,211

*FY 22-23 Supervision Allocated by CRA per Ordinance 2022-504 (COJ Budget Ordinance) is \$948,527 (Northbank) and \$338,093 (Southside) which combined is less than the \$1,407,104 noted in the Supervision Allocated budget; FY 23-24 estimate based on formula as provided by the Budget Office

**See Exhibit 'B' to Resolution 2023-04-02 for Enhancement Requests.

***DIA and Budget Office calculated budget, includes anticipated increase in October 2022

Note: Not shown is the Enhancement Request identified on Exhibit 'B' to Resolution 2023-04-02 in the amount of \$100,000 for office buildout improvements for the approved and funded additional staff positions

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EXHIBIT B

Enhancement Requests

Department:

Budget Request	Dept Rank(*)	Justification / Description
\$100,000	1	Office Buildout Improvements to include additional office space for new employees
\$547	2	DIA Redevelopment Coordinator's American Planning Association Membership
\$250	3	Additional funds needed for Lunch & Learn w/ City Council and other misc. meetings