

**CRDA Special Improvement District Division Budget  
2023 Budget**

**Draft 8/30/2022**

	(A)	(B)	(A) - (B)	(C)	(A) - (C)
	2023 Proposed Budget	2022 Approved Budget	Increase (Decrease)	2022 Projected Actual	Increase (Decrease)
<b>REVENUE:</b>					
1 SID Assessment	\$ 1,218,700	\$ 1,221,800	\$ (3,100)	\$ 1,218,700	\$ -
2 Tourism District Subsidy	\$ 8,067,305	\$ 8,070,204	\$ (2,899)	\$ 8,070,204	\$ (2,899)
3 Interest Income	\$ 6,000	\$ 2,000	\$ 4,000	\$ 6,000	\$ -
4 Other Revenue	\$ 63,000	\$ 83,400	\$ (20,400)	\$ 227,500	\$ (164,500)
<b>Total Revenue</b>	\$ 9,355,005	\$ 9,377,404	\$ (22,399)	\$ 9,522,404	\$ (167,399)
<b>EXPENSE:</b>					
5 Salaries	\$ 2,406,019	\$ 2,298,574	\$ 107,445	\$ 2,510,000	\$ (103,981)
6 Benefits	\$ 1,503,283	\$ 1,463,907	\$ 39,376	\$ 1,382,000	\$ 121,283
<b>Total Salaries &amp; Benefits</b>	\$ 3,909,302	\$ 3,762,481	\$ 146,821	\$ 3,892,000	\$ 17,302
7 Classified Advertising Expense (legal notices)	\$ 1,000	\$ 1,000	\$ -	\$ 800	\$ 200
8 Continuing Education / Training	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ -
9 Equipment / Tools Expense	\$ 23,000	\$ 21,000	\$ 2,000	\$ 21,000	\$ 2,000
10 Equipment Rental	\$ 15,000	\$ 15,000	\$ -	\$ 15,000	\$ -
11 Fuel	\$ 52,000	\$ 52,000	\$ -	\$ 52,000	\$ -
12 Insurance	\$ 158,000	\$ 150,000	\$ 8,000	\$ 155,500	\$ 2,500
13 Warehouse Lease	\$ 194,420	\$ 200,426	\$ (6,006)	\$ 192,420	\$ 2,000
14 Office Expense	\$ 12,000	\$ 26,000	\$ (14,000)	\$ 12,000	\$ -
15 Outside Services	\$ 2,633,384	\$ 2,518,297	\$ 115,087	\$ 2,485,000	\$ 148,384
16 Professional Services	\$ 1,250,000	\$ 1,250,000	\$ -	\$ 1,125,000	\$ -
17 Postage	\$ 500	\$ 500	\$ -	\$ 500	\$ -
18 Licenses: Software & Support	\$ 9,700	\$ 34,000	\$ (24,300)	\$ 32,600	\$ (22,900)
19 Repairs & Maintenance	\$ 60,000	\$ 53,000	\$ 7,000	\$ 60,000	\$ -
20 Supplies - Operating	\$ 335,000	\$ 379,000	\$ (44,000)	\$ 333,000	\$ 2,000
21 Telephone / Communications	\$ 41,500	\$ 45,000	\$ (3,500)	\$ 40,500	\$ 1,000
22 Tourism District Maintenance	\$ 90,000	\$ 90,000	\$ -	\$ 77,900	\$ 12,100
23 Trash Removal	\$ 70,000	\$ 70,000	\$ -	\$ 71,000	\$ (1,000)
24 Uniforms	\$ 55,000	\$ 50,000	\$ 5,000	\$ 53,500	\$ 1,500
25 Utilities	\$ 62,200	\$ 62,200	\$ -	\$ 59,200	\$ 3,000
26 Payroll Processing	\$ 20,000	\$ 18,000	\$ 2,000	\$ 20,000	\$ -
<b>Total General &amp; Administrative Expense</b>	\$ 5,084,204	\$ 5,036,923	\$ 47,281	\$ 4,808,420	\$ 275,784
<b>Total Expenses</b>	\$ 8,993,505	\$ 8,799,404	\$ 194,101	\$ 8,700,420	\$ 293,085
<b>Excess Revenue over Expense</b>	\$ 361,500	\$ 578,000	\$ (216,500)	\$ 821,984	\$ (460,484)
27 Fixed Asset Purchases	\$ 321,500	\$ 538,000	\$ (216,500)	\$ 274,647	\$ 46,853
28 Boardwalk Trash Cans / Lids	\$ 40,000	\$ 40,000	\$ -	\$ 40,000	\$ -
<b>Excess Revenue over Uses</b>	\$ 0	\$ 0	\$ 0	\$ 507,337	\$ (507,337)

( See Footnotes below corresponding to each line item )

**Footnotes:**

	<i>Budget</i>	<i>Budget</i>	<i>Projected</i>
	<u>2023</u>	<u>2022</u>	<u>2022</u>
1 <u>SID Assessment</u>	\$ 1,218,700	\$ 1,221,800	\$ 1,218,700

Based on most current assessed values of property located in the Tourism District as provided by the City of Atlantic City.

	<i>Budget</i>	<i>Budget</i>	<i>Projected</i>
	<u>2023</u>	<u>2022</u>	<u>2022</u>
2 <u>Tourism District Subsidy</u>	\$ 8,067,305	\$ 8,070,204	\$ 8,070,204

Up until 2011, businesses in the SID contributed approximately \$4.5 million to the SID budget. CRDA decided to maintain the all time low assessment rate of .00038 at the time of the SID merger in 2011 to help keep costs down for the business owners in the district. As assessed values in the district continued to fall, CRDA elected to subsidize the SID operating budget to make up for declining assessment revenue.

	<i>Budget</i>	<i>Budget</i>	<i>Projected</i>
	<u>2023</u>	<u>2022</u>	<u>2022</u>
3 <u>Interest Income</u>	\$ 6,000	\$ 2,000	\$ 6,000
Earned on assessment money collected			

	<i>Budget</i>	<i>Budget</i>	<i>Projected</i>
	<u>2023</u>	<u>2022</u>	<u>2022</u>
4 <u>Other Revenue</u>			
Banner Revenue	\$ 35,000	\$ 35,000	\$ 35,000.00
Convention Center Landscape Maintenance	\$ 28,000	\$ 28,000	\$ 28,000.00
City of Atlantic City - COVID	\$ -	\$ -	\$ 164,500.00
McClinton Park (County) Landscape Maintenance	\$ -	\$ 20,400	\$ -
	<u>\$ 63,000</u>	<u>\$ 83,400</u>	<u>\$ 227,500.00</u>

Revenue from hanging of convention banners and maintenance of landscaped areas at the convention center. The contract with the County ended on December 31, 2022 and was not renewed due to staffing limitations. The City provided CRDA with \$164,500 in funds for a one time payment of \$3,500 to employees who physically worked on site, at their own health risk, during the pandemic.

	<i>Budget</i>	<i>Budget</i>	<i>Projected</i>
	<u>2023</u>	<u>2022</u>	<u>2022</u>
5 <u>Salaries</u>	\$ 2,406,019	\$ 2,298,574	\$ 2,510,000
6 <u>Benefits</u>	\$ 1,503,283	\$ 1,463,907	\$ 1,382,000
<u>Total</u>	<u>\$ 3,909,302</u>	<u>\$ 3,762,481</u>	<u>\$ 3,892,000</u>

68 total employees were budgeted for the SID Division in 2022: 50 general maintenance workers, 2 mechanics, 8 supervisors, 3 assistant managers, 1 manager and 4 administrative. Currently there are 25 full time general maintenance workers and 25 that work a six month season with no benefits. The 2023 budget includes 28 ( 3 additional ) full time general maintenance workers and 19 ( 6 less) seasonal maintenance workers for a total of 65 employees. The savings from eliminating 6 seasonal workers offsets the cost of adding 3 full time workers. The 3 new full time workers will be hired effective April 1, 2023. A wage increase was budgeted at 4% for 2023 for all full time employees. Seasonal maintenance workers are not eligible for an increase under current contract terms. 2022 projections include a COVID payment of \$3,500 paid to 47 employees who worked throughout the pandemic (\$164,500). Benefits include: health, prescription, dental, vision, pension, disability, workers comp, unemployment and payroll taxes.

	<i>Budget</i>	<i>Budget</i>	<i>Projected</i>
	<u>2023</u>	<u>2022</u>	<u>2022</u>
7 <u>Classified Advertising Expense (legal notices)</u>	\$ 1,000	\$ 1,000	\$ 800

Publication of bid packages, job openings, annual budgets, assessment roll and any other activities requiring legal notification of the public.

	<i>Budget</i>	<i>Budget</i>	<i>Projected</i>
	<u>2023</u>	<u>2022</u>	<u>2022</u>
8 <u>Continuing Education / Training</u>	\$ 1,500	\$ 1,500	\$ 1,500

Education of staff with respect to safe handling of materials and operation of equipment. Regular training helps reduce the number of accidents, thereby keeping insurance costs down. Pesticide training is required to maintain licenses.

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
9 <u>Equipment / Tools Expense</u>	\$	23,000	\$ 21,000	\$	21,000

On-going replacement of commercial mowers, trimmers, blowers, augers, chain saws, power tools and assorted manual tools such as rakes and shovels.

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
10 <u>Equipment Rental</u>	\$	15,000	\$ 15,000	\$	15,000

Rental of equipment for special / seasonal projects such as irrigation blow outs, snow removal and holiday décor

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
11 <u>Fuel</u>	\$	52,000	\$ 52,000	\$	52,000

Purchase of gasoline and diesel fuel under contract with the ACUA.

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
12 <u>Insurance</u>					
Auto	\$	120,000	\$ 118,000	\$	118,000
Flood	\$	30,000	\$ 24,000	\$	30,000
Inland Marine	\$	8,000	\$ 8,000	\$	7,500
	\$	158,000	\$ 150,000	\$	155,500

Allocation of company insurance costs to the SID Division.

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
13 <u>Warehouse Lease</u>					
Somerset Realty - Warehouse (\$6,535.46 mo.)	\$	78,420	\$ 78,426	\$	78,420
Somerset Realty - Grainger side (\$6,000 mo.)	\$	72,000	\$ 72,000	\$	72,000
Somerset Realty - Taxes	\$	44,000	\$ 50,000	\$	42,000
	\$	194,420	\$ 200,426	\$	192,420

Lease with Somerset Realty for warehouse is triple net with CRDA paying taxes, utilities, insurance and maintenance. Warehouse lease expired in 2020 and has been renewed on a month to month basis.

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
14 <u>Office Expense</u>					
General office supplies for SID Division.	\$	12,000	\$ 26,000	\$	12,000

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
15 <u>Outside Services</u>					
Ambassador Program	\$	1,797,845	\$ 1,674,501	\$	1,650,000
Boardwalk Restroom Cleaners	\$	815,538	\$ 818,796	\$	815,000
All Other	\$	20,000	\$ 25,000	\$	20,000
	\$	2,633,384	\$ 2,518,297	\$	2,485,000

CRDA solicited bids for outside contractors to provide ambassador and Boardwalk restroom cleaning services. Includes 30 ambassadors and 16 rest room cleaners. Rest rooms are cleaned in compliance with Covid-19 requirements. Ambassador program projected under budget in 2022 due to reduction in hours resulting from staffing shortages. Other includes employment drug screening and background checks, locksmith services, alarm services, Health med testing, foreign language translation and any other miscellaneous services.

	<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
	<u>2023</u>	<u>2022</u>		<u>2022</u>
16 <u>Professional Services</u>				
Class II Police Officer Program	\$ 1,250,000	\$ 1,250,000	\$	1,125,000

The cost of Class II officers will be funded with \$1,250,000 from the SID Division budget and the remaining \$250,000 from the Atlantic City Tourism District Community Development Fund. Only \$1,125,000 was billed in 2022 due to shortage of Class II officers.

	<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
	<u>2023</u>	<u>2022</u>		<u>2022</u>
17 <u>Postage</u>	\$ 500	\$ 500	\$	500
Assessment mailings to business owners.				

	<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
	<u>2023</u>	<u>2022</u>		<u>2022</u>
18 <u>Licenses: Software &amp; Support</u>				
Edmunds tax assessment / billing software	\$ 6,100	\$ 6,000	\$	6,100
Tenna Vehicle Tracking	\$ 1,100	\$ 1,000	\$	1,000
Work Order Tracking Software	\$ 3,600	\$ 27,000	\$	26,500
	<u>\$ 9,700</u>	<u>\$ 34,000</u>	<u>\$</u>	<u>32,600</u>

Work order software was purchased in 2022. 2023 is just software maintenance / consulting.

	<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
	<u>2023</u>	<u>2022</u>		<u>2022</u>
19 <u>Repairs &amp; Maintenance</u>				
Estimates based on current year's usage.	\$ 60,000	\$ 53,000	\$	60,000

	<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
	<u>2023</u>	<u>2022</u>		<u>2022</u>
20 <u>Supplies - Operating</u>				
Landscape Materials	\$ 150,000	\$ 150,000	\$	150,000
Irrigation Parts	\$ 14,000	\$ 12,000	\$	13,000
Fertilizers / Chemicals	\$ 18,000	\$ 15,000	\$	17,000
Mechanics' Supplies / Parts	\$ 75,000	\$ 65,000	\$	75,000
Janitorial Supplies	\$ 75,000	\$ 135,000	\$	75,000
Other	\$ 3,000	\$ 2,000	\$	3,000
	<u>\$ 335,000</u>	<u>\$ 379,000</u>	<u>\$</u>	<u>333,000</u>

Landscape materials such as trees, shrubs, annuals, flower bulbs, grass seed, irrigation parts, top soil, mulch, fertilizers, pesticides, herbicides, banners, flags, fence, hardscape materials, and janitorial supplies for use throughout the Tourism District.

Mechanic parts and supplies to maintain 68 vehicles.

	<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
	<u>2023</u>	<u>2022</u>		<u>2022</u>
21 <u>Telephone / Communications</u>	\$ 41,500	\$ 45,000	\$	40,500

Cell phones used by staff throughout the district on a daily basis to monitor staff, report issues, assign work orders and document conditions.

	<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
	<u>2023</u>	<u>2022</u>		<u>2022</u>
22 <u>Tourism District Maintenance</u>	\$ 90,000	\$ 90,000	\$	77,900.00
Bus Shelters - Replacement	\$ 13,000	\$ 12,000	\$	-
Spraying of CRDA owned vacant lots	\$ 21,000	\$ 18,000	\$	20,900
Concrete: Tree Pits / Sidewalks	\$ 24,000	\$ 24,000	\$	31,000
Tree Removal	\$ 20,000	\$ 21,000	\$	20,000
CRDA owned / maintained buildings / property	\$ 12,000	\$ 15,000	\$	6,000

Cost for Tourism District wide as-needed maintenance projects such a tree removal, sidewalk repairs, large landscape projects that historically are not part of the SID routine maintenance budget.

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
23 <u>Trash Removal</u>	\$	70,000	\$ 70,000	\$	71,000

Fees for disposal of trash collected from public spaces throughout the Tourism District based on an inter-governmental agreement negotiated with the ACUA.

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
24 <u>Uniforms</u>	\$	55,000	\$ 50,000	\$	53,500

Purchase of replacement uniforms for staff as dictated by need and collective bargaining agreements.

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
25 <u>Utilities</u>					
Electric	\$	31,000	\$ 31,500	\$	30,000
Gas	\$	13,000	\$ 9,500	\$	12,000
Water & Sewer	\$	17,000	\$ 20,000	\$	16,000
Comcast	\$	1,200	\$ 1,200	\$	1,200
	\$	<u>62,200</u>	<u>\$ 62,200</u>	\$	<u>59,200</u>

Utilities are for SID warehouse and water usage for landscaping throughout the Tourism District.

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
26 <u>Payroll Processing</u>					
ADP	\$	20,000	\$ 18,000	\$	20,000

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
27 <u>Fixed Asset Purchases</u>					
Crew Cab Pickups ( 6 @ \$35,500 )	\$	216,000	\$ 68,000	\$	67,035
Beach Matting	\$	6,500	\$ 5,000		
Kubota Utility Vehicles			\$ 56,000	\$	28,650
Holiday Décor	\$	40,000	\$ 65,000	\$	27,822
Ride On Pesticide Spreader / Sprayer	\$	11,000			
Fork Lift	\$	43,000			
Stake Body Landscape Truck			\$ 54,000	\$	88,763
Warehouse Generator			\$ 150,000		
Diesel Compaction Trash Truck			\$ 113,000		
Skid Steer Tracks				\$	5,558
9 Computers / switch / wiring			\$ 27,000	\$	24,412
Snow Plows and salt spreader				\$	32,408
Kaivac Restroom Cleaning Unit	\$	5,000			
	\$	<u>321,500</u>	<u>\$ 538,000</u>	\$	<u>274,647</u>

		<i>Budget</i>	<i>Budget</i>		<i>Projected</i>
		<u>2023</u>	<u>2022</u>		<u>2022</u>
28 <u>Boardwalk Trash Cans / Lids</u>	\$	40,000	\$ 40,000	\$	40,000

CRDA initially purchased and placed 950 trash and recycling cans throughout the Tourism District in 2012. Funds will be used to replace approximately 20 cans each year as cans are damaged beyond repair through accidents.

\* **NOTE: 2023 budget does not factor in 1) the cost of purchasing a new warehouse and cost of moving from the old to the new or 2) any additional revenue from increasing the assessment rate.**