

FY21-22 Budget Presentation

Fourth Quarter Update

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Administrative Services / Finance Director

September 7, 2022



Mammoth Lakes™

CALIFORNIA

Transient Occupancy Tax

Transient Occupancy Tax

Through June 30, 2022

Item	Amount
Adopted Budget FY21-22	\$ 14,500,000
Budget Adjustment - Quarter 1	\$ -
Budget Adjustment - Quarter 2	\$ 3,250,000
Budget Adjustment - Quarter 3	\$ 5,100,000
Modified Budget	\$ 22,850,000
Actual Through June 30, 2022	\$ 26,612,484
Recommended Budget Increase 4th Qtr FY21-22	\$ 3,760,000
Total Amended TOT Budget	\$ 26,610,000

Reserve Components	Amount
Tourism Reserve - 2.35 Points or 18.0769% of TOT	\$ 679,692
Transit Reserve - .85 Points or 6.5385% of TOT	\$ 245,846
Housing Reserve - .85 Points or 6.5385% of TOT	\$ 245,846
	\$ 1,171,385

General Fund - Revenue

Transient Occupancy Tax and Enforcement

Through June 30, 2022

Item	Current Budget	Requested Change	Amended Budget
TOT: Current Year	\$ 22,850,000	\$ 3,760,000	\$ 26,610,000
TOT: Certificates	\$ 7,000	\$ 4,500	\$ 11,500
TOT: Penalties & Interest	\$ 100,000	\$ 50,200	\$ 150,200
TOT: Revenue Violations	\$ 60,000	\$ 141,200	\$ 201,200
TOT: Revenue Violations Penalty & Interest	\$ 30,000	\$ 60,000	\$ 90,000
TOT: Zoning Violations	\$ 15,000	\$ (12,700)	\$ 2,300
TOT: Zoning Violations Penalty & Interest	\$ 15,000	\$ (3,300)	\$ 11,700
Total Transient Occupancy Tax and Enforcement adjustments		\$ 3,999,900	
	TOT Tax Amount	\$ 3,760,000	
	TOT Related Enforcement Items	\$ 239,900	

General Fund - Revenue

Property Tax

Through June 30, 2022

Item	Current Budget	Requested Change	Amended Budget
Property Tax Unsecured	\$ 220,000	\$ (33,300)	\$ 186,700
Prior Secured & Escapes	\$ 30,000	\$ (6,000)	\$ 24,000
Documentary Transfer Tax	\$ 175,000	\$ 117,600	\$ 292,600
Current Supplemental Tax	\$ 115,000	\$ (4,200)	\$ 110,800
Homeowners Exemption	\$ 80,000	\$ (2,000)	\$ 78,000
Property Tax-In Lieu VLF	\$ 820,000	\$ 196,100	\$ 1,016,100
ERAF Excess	\$ 170,000	\$ (78,100)	\$ 91,900
Total Property Tax adjustments		\$ 190,100	

Sales Tax

Through June 30, 2022

Item	Current Budget	Requested Change	Amended Budget
Sales Tax	\$ 2,600,000	\$ 315,000	\$ 2,915,000
Total Sales Tax adjustments		\$ 315,000	

General Fund - Revenue

Business Tax

Through June 30, 2022

Item	Current Budget	Requested Change	Amended Budget
Business Tax	\$ 320,000	\$ 16,000	\$ 336,000
Cannabis Tax	\$ 130,000	\$ 16,200	\$ 146,200
Bus Tax Penalties & Interest	\$ 6,000	\$ 31,400	\$ 37,400
Business Lic Application Fee	\$ 12,000	\$ 8,500	\$ 20,500
Cannabis Business Registration	\$ 18,000	\$ (12,000)	\$ 6,000
Business Lic Renewal Fee	\$ 20,000	\$ 4,200	\$ 24,200
Total Business Tax adjustments		\$ 64,300	

Franchise Fee

Through June 30, 2022

Item	Current Budget	Requested Change	Amended Budget
Franchise Fee: Solid Waste	\$ 252,000	\$ -	\$ 252,000
Franchise Fee: Electricity	\$ 210,000	\$ 52,300	\$ 262,300
Franchise Fee: Gas	\$ 125,000	\$ 32,500	\$ 157,500
Franchise Fee: Cable	\$ 225,000	\$ 15,000	\$ 240,000
Total Franchise Fee adjustments		\$ 99,800	

General Fund - Revenue

Other Revenue

Through June 30, 2022

Item	Current Budget	Requested Change	Amended Budget
Building Permits	\$ 700,000	\$ 450,000	\$ 1,150,000
Planning & Zoning Applications	\$ 95,000	\$ 290,000	\$ 385,000
Engineering Fees	\$ 10,000	\$ 24,000	\$ 34,000
Credit Card Service Fee	\$ 14,000	\$ 9,200	\$ 23,200
Facility Rental	\$ 165,000	\$ 27,600	\$ 192,600
P&R Facility Rental	\$ -	\$ 11,000	\$ 11,000
Recreation Contract Fee	\$ -	\$ 8,000	\$ 8,000
Special Events Charges	\$ -	\$ 300	\$ 300
Archival Storage Fee	\$ 7,500	\$ 8,700	\$ 16,200
Fingerprint Service	\$ 12,000	\$ 11,200	\$ 23,200
Civil Penalties:Municipal Code	\$ 30,000	\$ 138,400	\$ 168,400
Municipal Court Fines	\$ 8,000	\$ 6,400	\$ 14,400
State Grants: Misc	\$ 15,624	\$ 8,800	\$ 24,424
COPS-OPTION Public Safety	\$ 100,000	\$ 45,300	\$ 145,300
Officer Training Reimb	\$ 5,000	\$ 7,400	\$ 12,400
Vehicle License Fee in Excess	\$ 6,000	\$ 3,500	\$ 9,500
Interest on Investments	\$ 29,670	\$ 5,200	\$ 34,870
Interest from County	\$ 20,000	\$ 6,500	\$ 26,500
Total Other Revenue adjustments		\$ 1,061,500	

General Fund - Expenditure

Town Council - Dept 410

Item	Current	Budget	Requested Change	Amended Budget
Temporary Wages	\$	46,305	\$ (3,700)	\$ 42,605
Training, Ed, Conf & Mtgs	\$	22,000	\$ (20,000)	\$ 2,000
Total Expenditure Adjustments			\$ (23,700)	

Legal Services - Dept 412

Item	Current	Budget	Requested Change	Amended Budget
Contractual Services	\$	185,000	\$ 75,000	\$ 260,000
Total Expenditure Adjustments			\$ 75,000	

Town Manager - Dept 413

Item	Current	Budget	Requested Change	Amended Budget
Special Operational	\$	15,000	\$ (6,600)	\$ 8,400
Contractual Services	\$	42,500	\$ (10,700)	\$ 31,800
Advertising & Legal Notices	\$	4,500	\$ 8,500	\$ 13,000
Training, Ed, Conf & Mtgs	\$	10,000	\$ (6,100)	\$ 3,900
Emergency Preparedness	\$	5,000	\$ (5,000)	\$ -
Total Expenditure Adjustments			\$ (19,900)	

General Fund - Expenditure

Finance - Dept 415

Item	Current	Budget	Requested Change	Amended Budget
Contractual Services	\$	88,000	\$ (13,000)	\$ 75,000
Total Expenditure Adjustments			\$ (13,000)	

General Services - Dept 416

Item	Current	Budget	Requested Change	Amended Budget
Contingency	\$	100,000	\$ (100,000)	\$ -
Equipment Lease	\$	37,000	\$ (26,000)	\$ 11,000
Total Expenditure Adjustments			\$ (126,000)	

Human Resources - Dept 417

Item	Current	Budget	Requested Change	Amended Budget
Regular Salaries	\$	184,752	\$ (53,000)	\$ 131,752
Health Ins Premiums	\$	63,828	\$ (23,000)	\$ 40,828
Total Expenditure Adjustments			\$ (76,000)	

Information Services - Dept 418

Item	Current	Budget	Requested Change	Amended Budget
Computer Software - Capital	\$	3,300	\$ 53,300	\$ 56,600
Total Expenditure Adjustments			\$ 53,300	

General Fund - Expenditure

Police Services - Dept 420

Item	Current	Budget	Requested Change	Amended Budget
Regular Salaries	\$	1,943,593	\$ (30,000)	\$ 1,913,593
Temporary Wages	\$	29,200	\$ (29,000)	\$ 200
Overtime Wages	\$	100,000	\$ 60,000	\$ 160,000
Police Holiday Pay	\$	91,273	\$ (5,400)	\$ 85,873
Comprehensive Leave	\$	75,638	\$ (75,600)	\$ 38
Health Ins Premiums	\$	483,636	\$ (30,000)	\$ 453,636
Workers Comp Insurance	\$	139,378	\$ (40,000)	\$ 99,378
Unemployment Assessment	\$	5,000	\$ (4,600)	\$ 400
ICMA VantageCare	\$	62,000	\$ (3,800)	\$ 58,200
PERS (Retirement)	\$	1,044,683	\$ (113,000)	\$ 931,683
Contractual Services	\$	80,000	\$ 14,000	\$ 94,000
Printing & Reproduction	\$	7,500	\$ (4,900)	\$ 2,600
Total Expenditure Adjustments			\$ (262,300)	

Recreation Programs - Dept 432

Item	Current	Budget	Requested Change	Amended Budget
Regular Salaries	\$	296,310	\$ 20,500	\$ 316,810
Temporary Wages	\$	96,296	\$ (39,000)	\$ 57,296
Overtime Wages	\$	6,000	\$ (4,500)	\$ 1,500
Comprehensive Leave	\$	25,292	\$ (25,200)	\$ 92
Health Ins Premiums	\$	101,880	\$ (5,500)	\$ 96,380
Total Expenditure Adjustments			\$ (53,700)	

General Fund - Expenditure

Whitmore Pool & Rec Area - Dept 434

Item	Current	Budget	Requested Change	Amended Budget
Regular Salaries	\$	63,719	\$ (10,200)	\$ 53,519
Temporary Wages	\$	94,584	\$ (29,800)	\$ 64,784
Health Ins Premiums	\$	30,943	\$ (31,000)	\$ (57)
Pool Supplies	\$	5,500	\$ 2,800	\$ 8,300
Total Expenditure Adjustments			\$ (68,200)	

Planning Division - Dept 440

Item	Current	Budget	Requested Change	Amended Budget
Regular Salaries	\$	429,592	\$ 35,800	\$ 465,392
Temporary Wages	\$	11,000	\$ 11,600	\$ 22,600
Total Expenditure Adjustments			\$ 47,400	

Building Division - Dept 442

Item	Current	Budget	Requested Change	Amended Budget
Regular Salaries	\$	201,096	\$ 80,000	\$ 281,096
Health Ins Premiums	\$	103,840	\$ (30,200)	\$ 73,640
Workers Comp Insurance	\$	20,846	\$ 6,900	\$ 27,746
PERS (Retirement)	\$	109,259	\$ (4,500)	\$ 104,759
Comprehensive Leave	\$	9,160	\$ (9,100)	\$ 60
Contractual Services	\$	180,000	\$ 16,800	\$ 196,800
Total Expenditure Adjustments			\$ 59,900	

General Fund - Expenditure

Code Compliance - Dept 444

Item	Current	Budget	Requested Change	Amended Budget
Workers Comp Insurance	\$	3,982	\$ (1,200)	\$ 2,782
Advertising & Legal Notices	\$	1,200	\$ (1,200)	\$ -
Training, Ed, Conf & Mtgs	\$	3,100	\$ (3,100)	\$ -
Total Expenditure Adjustments			\$ (5,500)	

Engineering & Public Works Admin - Dept 460

Item	Current	Budget	Requested Change	Amended Budget
Regular Salaries	\$	345,595	\$ (96,600)	\$ 248,995
Health Ins Premiums	\$	78,689	\$ (4,200)	\$ 74,489
Total Expenditure Adjustments			\$ (100,800)	

Office of Outdoor Recreation - Dept 467

Item	Current	Budget	Requested Change	Amended Budget
Regular Salaries	\$	213,226	\$ (94,500)	\$ 118,726
Temporary Wages	\$	-	\$ 3,100	\$ 3,100
Comprehensive Leave	\$	13,421	\$ (13,400)	\$ 21
Health Ins Premiums	\$	70,656	\$ (31,500)	\$ 39,156
Workers Comp Insurance	\$	14,842	\$ (4,700)	\$ 10,142
PERS (Retirement)	\$	76,397	\$ (3,700)	\$ 72,697
Maintenance Supplies	\$	5,000	\$ (5,000)	\$ -
Contractual Services	\$	5,000	\$ (5,000)	\$ -
Mem'ships, Dues, Subscr, Publi	\$	1,500	\$ (1,500)	\$ -
Training, Ed, Conf & Mtgs	\$	5,000	\$ (5,000)	\$ -
Public Utilities	\$	-	\$ 1,700	\$ 1,700
Total Expenditure Adjustments			\$ (159,500)	

General Fund – Summary

Fourth Quarter Summary - General Fund

Description	Amount
Revenue Adjustments	
Transient Occupancy Tax	\$ 3,760,000
Transient Occupancy Tax - Enforcement	\$ 239,900
Property Tax	\$ 190,100
Sales Tax	\$ 315,000
Business Tax and Enforcement	\$ 64,300
Franchise Fee	\$ 99,800
Other Revenue	\$ 1,061,500
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	\$ 5,730,600
Expenditure Adjustments	
Town Council - Dept 410	\$ (23,700)
Legal Services - Dept 412	\$ 75,000
Town Manager - Dept 413	\$ (19,900)
Finance - Dept 415	\$ (13,000)
General Services - Dept 416	\$ (126,000)
Human Resources - Dept 417	\$ (76,000)
Information Services - Dept 418	\$ 53,300
Police Services - Dept 420	\$ (262,300)
Recreation Programs - Dept 432	\$ (53,700)
Whitmore Pool & Rec Area - Dept 434	\$ (68,200)
Planning Division - Dept 440	\$ 47,400
Building Division - Dept 442	\$ 59,900
Code Compliance - Dept 444	\$ (5,500)
Engineering & Public Works Admin - Dept 460	\$ (100,800)
Office of Outdoor Recreation - Dept 467	\$ (159,500)
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	\$ (673,000)
Funds Available for Allocation	<hr/>
	\$ 6,403,600



General Fund – Staff Recommendations



Parcel Phase II - (\$1,642,000) Target is \$5.1M with \$1.19M non cash support. Staff allocated \$1.0M in second quarter, \$1.2M in the third quarter, leaving \$1,642,000 to fully fund the cash obligation.



Future Capital / Construction Contingency (\$1,000,000) set aside additional capital to support current construction or New Civic Center cash contribution to construction and soft costs



Housing NOW! Programs - (\$800,000) Continuing funding for the bridge program, purchasing available units to resale as deed restricted units at a below market price to residents up to 120% AMI



Reserve for Economic Uncertainty (\$600,000). This contribution will increase the REU to \$5.5M and bring us in compliance with our reserve policy.

General Fund – Staff Recommendations



Capital Project - Park at the Parcel (\$400,000) To complete funding needs to construct .8 acre park within the Parcel Project. Combined with CDBG grant this will provide installation, pathways, amenities, and fencing.



Canyon Blvd / Village Mobility Improvements (\$200,000) Primary design and cost estimate for a pedestrian bridge to connect the Village to hotels and parking. This project also includes transit improvements to Canyon Blvd.



Tennis Court Maintenance (\$175,000) Modular tile overlay for courts 5 & 6 and repair of underlying asphalt to return playability and expand usage of the courts.



Communication System Upgrade (\$150,000) Brings total funding to \$1,525,000 for implementation of the State's CRIS system. This will improve communication infrastructure across the county.

General Fund – Staff Recommendations



Whitmore Park (\$75,000) Ball field rehabilitation project that will address issues with all ball fields, expand perimeter fencing to secure outer field area for multitude of recreation uses. (Soccer, Dog agility etc)



Airport Operations (\$75,000) Funding necessary for operational shortfall for FY21-22 and to provide funding for improvements to the Terminal in preparation of Winter 22-23 charter flights.



Updated AED (\$60,000) Replace aging units we are unable to service due parts delays or availability. All Town facilities and overall program for future maintenance.



Addition to Fleet - Recreation Vehicle (\$50,000) Purchase an AWD Ford Expedition for camp programs (summer and winter). Flexibility on driver requirements and reduce impact on admin pool vehicles.

General Fund – Staff Recommendations

Staff Recommendations		Amount
Parcel Phase II	\$	1,642,000
Future Capital - Construction Contingency	\$	1,000,000
Housing NOW! Initiatives	\$	800,000
REU - Reserve to Policy	\$	600,000
Capital Project - Complete Park at the Parcel	\$	400,000
Canyon Blvd / Village Mobility Improvements	\$	200,000
Tennis Court Maintenance	\$	175,000
Communication System Updates	\$	150,000
Whitmore Park - Fencing	\$	75,000
Airport Operations Support / Staff Recommendations	\$	75,000
Upgrade - Automated External Defibrillator (AED)	\$	60,000
Addition to the Fleet - Expedition for Camps	\$	50,000
Total Staff Recommendations	\$	5,227,000

General Fund – Summary

General Fund Recap

Additional Revenue	\$	5,730,600
Expenditure Savings	\$	673,000
Available Funding	\$	6,403,600
Reserve Commitments	\$	1,171,385
Staff Recommendations	\$	5,227,000
Undesignated General Fund Balance	\$	5,215

Fund 210 – Gas Tax – Summary

Summary Gas Tax Fund Revenue

Item	Amount
Charges for Services	\$ 138,900
Gas Tax	\$ 2,900
Interest	\$ 3,800
Refunds and Rebates	\$ 26,000
	<u>\$ 171,600</u>

Summary Gas Tax Fund Expenditures

Item	Amount
Dept 450 - Street Maintenance	\$ 290,100
Dept 452 - Snow Removal	\$ (306,500)
Dept 454 - Summer Equipment Garage	\$ 30,600
Dept 455 - Winter Equipment Garage	\$ 22,400
Dept 456 - Garage Operations	\$ 56,000
Dept 457 - Promenade Maintenance	\$ (72,500)
	<u>\$ 20,100</u>
Change in Fund Balance	\$ 151,500

Fund 220 – Airport Operations – Summary

Operational Revenue

Item	Current	Budget	Requested Change	Amended Budget
Car Rental Fee	\$	20,000	\$ 43,500	\$ 63,500
Vehicle Parking: Overnight	\$	3,000	\$ 600	\$ 3,600
Aviation Fuel	\$	14,000	\$ 11,300	\$ 25,300
Non-Aviation Fuel	\$	4,000	\$ 2,400	\$ 6,400
Commercial Terminal Rent	\$	-	\$ 1,700	\$ 1,700
Hanger Ground Lease	\$	85,000	\$ 32,300	\$ 117,300
AIP-45 ACRGP	\$	600,000	\$ 24,100	\$ 624,100
Total Revenue Adjustments			\$ 115,900	

Operational Expense

Item	Current	Budget	Requested Change	Amended Budget
Regular Salaries	\$	273,859	\$ 114,300	\$ 388,159
Temporary Wages	\$	53,868	\$ 7,300	\$ 61,168
Overtime Wages	\$	-	\$ 7,400	\$ 7,400
Comprehensive Leave	\$	10,841	\$ (10,800)	\$ 41
Health Ins Premiums	\$	118,325	\$ 19,600	\$ 137,925
Workers Comp Insurance	\$	18,979	\$ (2,000)	\$ 16,979
PERS (Retirement)	\$	94,979	\$ 21,000	\$ 115,979
Uniforms & Personal Equip	\$	8,000	\$ (5,100)	\$ 2,900
Maintenance Supplies	\$	55,000	\$ (4,500)	\$ 50,500
Gasoline & Diesel	\$	30,000	\$ 10,900	\$ 40,900
Vehicle Maintenance Parts	\$	25,000	\$ 8,500	\$ 33,500
Contractual Services	\$	175,000	\$ (25,000)	\$ 150,000
Garage Vehicle Service	\$	40,000	\$ (21,000)	\$ 19,000
Insurance Premiums	\$	14,000	\$ 1,400	\$ 15,400
Training, Ed, Conf & Mtgs	\$	8,000	\$ 2,700	\$ 10,700
Public Utilities	\$	60,000	\$ 13,900	\$ 73,900
Taxes & Fees	\$	5,000	\$ (2,600)	\$ 2,400
Facility Lease	\$	84,000	\$ 28,000	\$ 112,000
Equipment Lease	\$	-	\$ 3,000	\$ 3,000
Total Expenditure Adjustments			\$ 167,000	

Staff Recommendations

Item	Current	Budget	Requested Change	Amended Budget
Terminal and Airport Improvements	\$	-	\$ 23,900	\$ 23,900
Additional GF Contribution to support operations / Staff Recommendations			\$ 75,000	

