TOWN COUNCIL STAFF REPORT

Title: Approval of Appropriations Limit, Investment Policy, Debt Policy, Reserve Policy, and Annual Budget for Fiscal Year 22-23

Meeting Date: June 15, 2022

Prepared by: Dan Holler, Town Manager
Rob Patterson, Administrative Services / Finance Director

RECOMMENDATION:

It is recommended that Council take the following actions:

1. Adopt a resolution establishing the Town of Mammoth Lakes appropriations limit for Fiscal Year 22-23.
2. Adopt a resolution reaffirming the Town of Mammoth Lakes Investment Policy for Fiscal Year 22-23.
3. Adopt a resolution reaffirming the Town of Mammoth Lakes Reserve Policy for Fiscal Year 22-23.
4. Adopt a resolution reaffirming the Town of Mammoth Lakes Debt Policy for Fiscal Year 22-23.
5. Adopt a resolution approving the Annual Budget for the Town of Mammoth Lakes for Fiscal Year 22-32, as presented or with Council directed modifications.

APPROPRIATION LIMIT:

The California Constitution sets limits on the amount of Tax Revenues that may be appropriated by a local government. Each year the Town must adopt a resolution setting the appropriation limit that will be applied in the adoption of the budget. The State provides guidelines for the calculation which allow the limit to be adjusted by defined factors. The Town's limit is adjusted by the combination of the change in the County population and the California per Capita Income. The population of Mono County increased by .61% and California per capita income changed by 7.55% for a combined adjustment of 8.21% for FY22-23. The appropriations limit for the Town increased from $28,245,641 to $30,563,494. The Town's appropriation of tax revenues subject to the limit are under the allowed amount.

INVESTMENT POLICY:

Each year the staff reviews the Town's Investment Policy and has the Council take action to reaffirm the policy and to approve any changes. Over time minor adjustments are made to the policy to better meet the needs of the Town to meet regulatory changes, to adopt best practices or to allow added flexibility in managing the Town's portfolio. This policy has one update for FY22-23 based on activity from the previous year and overall cash on hand. The Town invests any excess cash in Local Agency Investment Fund (LAIF). LAIF is an investment fund offered by the State Treasurer's Office to municipal governments. The Pooled Money Investment Account

(PMIA) offers local agencies the opportunity to participate in a major portfolio with professional investment staff at no additional cost. The Town's current limit per policy is $55M and based on the timing of cash inflow and capital project outflow, the current balance is $58M. The maximum limit allowable for LAIF is $75M and staff is recommending an increase in our policy that matches this limit. No additional changes are necessary for FY22-23.

RESERVE POLICY:

The reserve policy was established several years ago and was based on a percentage of General Fund revenue. Two years ago, when budgeted General Fund revenue was reduced significantly, staff thought it was not prudent to tie reserve to these reduced amounts and established a baseline revenue for the policy. This baseline revenue is reviewed annually based on the growth of General Fund Revenue. For FY22-23 staff has increased the baseline to $27,500,000 and updated the target funding appropriately. While the Operating Reserve was funded to policy during the budget preparation, Reserve for Economic Uncertainty (REU) is under policy by approximately $600,000. As part of the year-end budget to actuals review and ongoing review, staff is recommending full funding of the REU be a priority use of uncommitted fund balance. The elements of the policy are discussed below.

The Reserve for Economic Uncertainty (REU) was established to minimalize the impact to town services in the event of a long-term revenue shortfall from an economic downturn or other localized event that negatively affects the Town's revenue sources. These localized events could be in the form of a natural disaster that affects the town itself or access to the town. The funding target is 20% of baseline revenue or $5,500,000 for FY22-23. Staff included interest earned from the Mono County Investment Pool for FY21-22, increasing the balance to 4,910,554 through two quarters of FY21-22. Staff will look for an opportunity to allocate excess revenues of $600,000 to REU to bring the Town into compliance with the policy.

Operating Reserve (OR) is engaged to weather short-term economic impacts or to take advantage of unanticipated funding needs such as grant opportunities, response to damaged facilities, unanticipated short-term declines in revenue or new state and federal cost mandates. The funding target is 5% of baseline revenue ($27,500,000) or roughly $1,375,000. This element is fully funded and in compliance with the policy.

Debt Reserve (DR) was established to provide funding to cover the Town's debts in the event of a long-term revenue shortfall from an economic downturn or other localized event that negatively affects the town's revenue sources. The funding target is 50% of the annual debt service paid by the General Fund. The two bonds that qualify are the Lease Revenue bond for the Police Facility (2015) and the Taxable Judgement Obligation bond for MLLA settlement refinancing (2017). The target funding based on these two obligations is $1,100,000. This reserve is fully funded and in compliance with the policy.

The fourth element of the reserve policy is funding $100,000 to the contingency fund as part of the budgeting process. The contingency reserve is designed to meet smaller unanticipated costs within the operating budget. It may also be used to meet other shortfalls in funding for capital projects. This item was included in the budget development for FY22-23 and is in compliance with the policy.

DEBT POLICY:

This Debt Management Policy has been developed to provide guidance in the issuance and management of debt by the Town or any other public agency for which the Town Council sits as its legislative body and is intended to comply with Government Code Section 8855(I), effective on January 1, 2017. The main objectives are to establish conditions for the use of debt; to ensure that debt capacity and affordability are adequately considered; to minimize the Town's interest and issuance costs; to maintain the highest possible credit rating; to provide complete financial disclosure and reporting; and to maintain financial flexibility for the Town.

Debt, properly issued and managed, is a critical element in any financial management program. It assists in the Town's effort to allocate limited resources to provide the highest quality of service and facilities to the public. The Town desires to manage its debt program to promote economic growth and enhance the vitality of the Town for its residents and businesses.

Staff does not recommend any adjustments to the Debt Policy for FY21-22. Council may amend the policy, as it deems appropriate from time to time in the prudent management of the debt of the Town.

BACKGROUND:

The Budget: A Policy, Financial, Management and Planning Tool

The budget is the Town's financial plan used to achieve policy goals and the established work program the fiscal year through the allocation of financial resources. The budget reflects directed investment in people, equipment, technology, capital projects and service improvements which are managed to achieve Town priorities and policy objectives. The level and scope of services planned out for the current year, with a look to the future needs of the community. Although it is important to express the budget in monetary terms because of the need for a common denominator, a budget should be looked upon as more than a just a set of numbers for the Fiscal Year.

The budget represents public policy incorporating legislative direction and oversite and administrative and legal controls. Budgeting is the process used for organizing human resources, equipment, materials, and other resources necessary to implement public policy directives, legal mandates, provide for public enjoyment and quality of life and to ensure public safety. The resources provided through the budget process is the means to achieve these objectives. The budget is also a management tool as it supports the work program designed to accomplish organizational objectives. The Strategic Priorities of the Town Council are reflected in the budget as are the ongoing provision of core services and enhanced services and programs for residents and guests..

The financial plan incorporated into the budget supports the current the fiscal year requirements, but also looks to maintain future financial stability and investment. This includes setting and funding reserves, managing ongoing costs, and planning for and incrementally funding capital investments. The process incorporates financial plans for major equipment replacement and to maintain and update operational systems. The Budget reflects planning for the operational costs of new facilities, maintenance of capital improvements, and incremental costs of ongoing services.

The Town's tourism reliant economy requires planning for invest in public amenities and experiences within our natural landscape in partnership with federal agencies and other partners.

Budgetary Basis

The effective period of a budget is one fiscal year: July 1 to June 30. Certain services and activities are required by law and several revenues are restricted for specific purposes. The budget is organized by "fund", as the Town utilizes the principles fund accounting to manage financial resources. A fund is a collection of accounts that record resources together with related requirements for a specific type of activity or objective. The Town maintains hundreds of revenue and expenditure accounts within 40 funds.

The budget may be the most important managerial tool available to local government, given that almost everything local government does is reflected in the budget. Virtually all governmental activities are funded through the budget, and budgeting and financial management is a continuous process. This makes the budget an effective tool for public officials, provides effective resource allocation system, and is used at every level of governmental activity.

The budget is prepared on a line-item (account) basis by fund and department using historical trends, outside agency and consultant information, and management experience. A review of each revenue and expenditure is completed in preparing the budget. The Town's annual operating budget is prepared in conformity with Generally Accepted Accounting Principles (GAAP). The Town's accounting system is organized and operated on a fund basis. As previously mentioned, funds are established for the purpose of carrying on specific activities or attaining certain objectives in accordance with policy direction, special regulations, or legal restrictions.

All governmental funds are accounted for using the modified accrual basis of accounting in which revenues are recognized when they become measurable and available to finance expenditures of the fiscal period. Expenditures, except for un-matured interest on long-term debt, are recognized in the accounting period in which the liability is incurred. For example, sales and use taxes are considered "measurable revenue" when they are received by the Town. Revenues earned in the prior fiscal year are considered measurable and available if received by the Town within 60 days after year-end. The accounting records for enterprise and internal service funds are maintained on a full accrual basis. Accordingly, revenues are recognized in the accounting period earned and expenses are recognized in the period incurred. Trust and agency funds are accounted for on a cash basis (these funds are not included in this presentation).

Town Manager Budget Guidelines and Direction

Fiscal Year 2021-22 was a strong financial year for the Town, following the unknown of lingering impacts of the COVID-19 pandemic. Town returned to near normal operations with a strong surge in visitation and resetting of Town services and programs. Town staffing levels were restored and increases in targeted areas approved.

Department Heads have worked to develop their budgets to reflect the transition back to a healthy financial position and resulting service demands. The budget reflects investments to achieve Town Council Strategic Priorities including funding for the Housing Now! initiative, investments in sustainable recreation partnerships and projects, infrastructure planning and construction,

community facilities, and enhanced municipal services. The budget continues to reflect a conservative approach in current and long-term operational costs. The approach provides for stable levels of service, investment in capital infrastructure, and the ability to invest in creating a more resilient community.

Budget Assumptions and Direction

The following assumptions and direction were used in developing the FY22-23 Budget:

1. The full funding of the Town's Reserve for Economic Uncertainty (REU), and Operating Reserve (OR) are to be fully funded per adopted policy. Funding may be provided from uncommitted fund balance.
2. Base General Fund operating budget includes $16.0 Million in base transient occupancy tax (TOT). This reflects a conservative approach to the budgeting this revenue source to allow for ongoing investment in priority capital programs and current service levels.
3. TOT allocation to Tourism, Transit and Housing remained at 18.08%, 6.54%, and 6.54% respectively for FY22-23. Agencies supported receive a flat amount with additional revenues used to meet defined operational programs, capital requirements and to investment in Town priorities such as the Housing Now! initiative.
4. Programs previously funded through the direct allocation of funding to Mammoth Lakes Tourism are included as part of the Town' budget, including Mammoth Lakes Chamber of Commerce ($300,000). Community/Trail Host program ($100,000), King's Hockey Marketing ($100,000), and fish stocking ($50,000).
5. Continued allocation of $580,000 for Road rehabilitation and related capital projects supported by reserves.
6. Normal employee costs related to merits or other obligated costs are included, with modifications to salary schedules for general employee associations and non-represented employees supporting 2.5% pay adjustment. The Town is in negotiation with Police Officer Association and Police Supervisory Association and no adjustment for pay was included in FY22-23. If any salary adjustments are negotiated, the budget can be updated during 1st quarter budget review.
7. New Office of Outdoor Recreation is funded including two new positions (Manager and Program Coordinator) and current Trails Manager. The office is funded in part by Measure R, Measure U and the General Fund
8. The Measure R budget includes two projects with one-time funding, $100,000 for SHARPS planning (NEPA) and $350,000 for CRC interior improvements.

The budget includes a robust capital program focused on achieving Town Council Strategic Priorities using a mix of revenues sources. Specific areas are noted and discussed in more detail throughout the budget information provided below. These assumptions and Council direction provide the base for preparing the recommended final budget.

Personnel Adjustments

The FY22-23 Budget reflects minor increases in full-time to meet core service staffing levels. Over the past few years strategic steps have been taken to increase full-time staff and reduce reliance on part-time positions. While this has resulted in a net increase in costs, adjustments have minimized the overall cost increases. In FY22-23, 3.7 full time positions were added, and 3.8 full-time equivalent (FTE) were added as part-time staff. These positions reflect our commitment to

efficiency noted above but also the successful implementation of critical Town programs like the CRC. The following narratives provide more information on the 3.7 full-time positions added:

The Recreation Supervisor position was scheduled to be filled in the last quarter of FY21-22 in support of the Community Recreation Center. However, this position was delayed to FY22-23, closer to the opening of the facility. As such, the position represents the .7 increase in full-time staff for FY22-23.

In Public Works one Maintenance Worker position was added bringing our winter staffing levels to 12 plus the manager. The number of part-time positions remained at three. The staffing meets the minimum level of 14 maintenance positions for winter operations. One position is shared with the trails program during the summer.

The creation of the Town's Office of Outdoor Recreation included the manager position in FY21-22. During the last fiscal year, the Sustainable Recreation Coordinator position, one shared with Mono County, was vacated as the employee took a position within the County. Since this position was a county position and supported financially by the Town and Measure U, it did not count on our existing employee list. However, the work is important for our community so to replace this work effort and support the function of the new department, a position of Outdoor Recreation Coordinator was added to the budget for FY22-23. This position will report to the Office of Outdoor Recreation and is partially funded with a contribution of $75,000 from Measure U.

In engineering an intern was hired in FY21-22 to assist in the summer construction season. The position was targeting specific knowledge of Geographic Information System Mapping (GIS) focus. The position proved to be a strong addition to the engineering team, supporting variously projects and departments with this important skillset. The position was converted from part-time to full-time in January 2022. As it was not present in the budget for FY21-22, it has increased our full-time staff by 1 for the budget comparison.

The overall increase of just over 3.8 FTE part-time positions includes a 0.5 position in Community & Economic Development Department for Planning and Building counter help, 1.8 FTE positions in recreation to support enhanced programing at the Community Recreation Center, and 1.7 FTE positions to support the new department, 100-436 Arts & Culture. This new department will support operations at the Edison Theater, providing staffing during operational hours as well as facility cleaning and maintenance.

More detail on specific cost of labor in each category and every department is provided below in the Labor and Staff section of this report.

Total Revenues - All Funds

Category	FY2019-20 Actuals	FY20-21 Actuals	FY21-22 Adopted Budget	FY22-23 Proposed Budget	Prior Budget Variance	%	Budget to Last Full Year Variance	%
Transient Occupancy Tax [1]	$ 16,273,104	$ 16,915,990	$ 14,690,000	$ 16,250,000	$ 1,560,000	10.6%	$ (665,990)	-3.9%
TBID - Pass through	$ 4,423,263	$ 4,450,901	$ 4,802,458	$ 6,449,500	$ 1,647,042	34.3%	$ 1,998,599	44.9%
Property Tax	$ 4,054,115	$ 4,572,245	$ 4,214,850	$ 4,650,000	$ 435,150	10.3%	$ 77,755	1.7%
Capital Projects [2]	$ 4,283,103	$ 1,747,860	$ 23,349,781	$ 11,891,709	$ (11,458,072)	100.0%	$ 10,143,849	580.4%
Sales Tax	$ 2,372,657	$ 2,513,299	$ 2,600,000	$ 2,700,000	$ 100,000	3.8%	$ 186,701	7.4%
Other General Fund Revenue	$ 3,026,205	$ 2,928,513	$ 2,407,899	$ 2,755,890	$ 347,991	14.5%	$ (172,623)	-5.9%
Vehicle Service	$ 1,242,483	$ 1,008,005	$ 2,046,583	$ 2,464,937	$ 418,354	20.4%	$ 1,456,932	144.5%
Gas Tax	$ 2,409,893	$ 2,605,071	$ 1,908,856	$ 2,191,033	$ 282,177	14.8%	$ (414,038)	-15.9%
Airport Operations	$ 709,906	$ 944,099	$ 768,900	$ 882,900	$ 114,000	14.8%	$ (61,199)	-6.5%
Measure R - Sales Tax	$ 1,558,411	$ 1,673,707	$ 1,300,000	$ 1,500,000	$ 200,000	15.4%	$ (173,707)	-10.4%
Assessment Districts	$ 1,685,974	$ 1,325,249	$ 1,411,808	$ 1,445,126	$ 33,318	2.4%	$ 119,877	9.0%
Measure U - Utility Tax	$ 874,528	$ 882,218	$ 870,000	$ 880,000	$ 10,000	1.1%	$ (2,218)	-0.3%
Franchise Fees	$ 851,036	$ 858,936	$ 812,000	$ 900,000	$ 88,000	10.8%	$ 41,064	4.8%
Housing and Community Development	$ 748,137	$ 922,104	$ 570,000	$ 173,000	$ (397,000)	-69.6%	$ (749,104)	-81.2%
Other Revenue	$ 217,274	$ 655,430	$ 474,000	$ 1,800,376	$ 1,326,376	279.8%	$ 1,144,946	174.7%
Solid Waste	$ 286,175	$ 196,460	$ 537,500	$ 250,000	$ (287,500)	-53.5%	$ 53,540	27.3%
Development Impact Fees (DIF)	$ 274,766	$ 376,650	$ 264,985	$ 499,900	$ 234,915	88.7%	$ 123,250	32.7%
Total Revenue	$ 45,291,029	$ 44,576,738	$ 63,029,620	$ 57,684,371	$ (5,345,249)	-12.0%	$ 13,107,633	22.7%

Note

1. TOT revenue includes $16.0M TOT plus Penalties & Interest, Revenue Violations and Penalty & Interest.
2. Includes Capital Projects for the Airport

Total Appropriations - All Funds

Category	FY2019-20 Actuals	FY20-21 Actuals	FY21-22 Adopted Budget	FY22-23 Proposed Budget	Prior Budget Variance	%
Operating Expenses - General Fund	$ 28,763,430	$ 25,967,453	$ 24,037,624	$ 27,630,890	$ 3,593,266	14.9%
Tourism Business Improvement District (TBID)	$ 4,395,226	$ 4,445,936	$ 4,802,458	$ 6,449,500	$ 1,647,042	34.3%
Snow Removal & Roads - Gas Tax	$ 3,940,610	$ 4,100,185	$ 4,922,285	$ 5,282,119	$ 359,834	7.3%
Capital Projects	$ 6,347,071	$ 3,243,288	$ 28,439,866	$ 45,099,091	$ 16,659,225	58.6%
Debt Service / Future Capital	$ 3,146,283	$ 3,499,928	$ 3,239,378	$ 3,143,547	$ (95,831)	-3.0%
Airport Operations	$ 1,116,923	$ 1,462,998	$ 1,086,739	$ 1,353,137	$ 266,398	24.5%
Vehicle Service	$ 1,765,360	$ 1,511,804	$ 2,180,705	$ 1,498,653	$ (682,052)	-31.3%
Assessment Districts	$ 1,532,759	$ 1,386,635	$ 1,604,940	$ 1,962,600	$ 357,660	22.3%
Solid Waste	$ 734,345	$ 304,264	$ 260,350	$ 92,677	$ (167,673)	-64.4%
Measure R - Sales Tax	$ 2,696,654	$ 966,753	$ 1,237,983	$ 1,676,497	$ 438,514	35.4%
Housing & Community Development	$ 842,641	$ 649,538	$ 570,000	$ 8,735,000	$ 8,165,000	1432.5%
Measure R - Trails	$ 428,451	$ 648,352	$ 595,001	$ 250,000	$ (345,001)	-58.0%
COVID-19 Operations	$ 608,362	$ 2,054,286	$ -	$ -	$ -	100.0%
Other Expenditures	$ 268,412	$ 367,371	$ 335,183	$ 335,000	$ (183)	-0.1%
Measure U - Utility Tax	$ 1,333,691	$ 1,801,693	$ 836,070	$ 764,470	$ (71,600)	-8.6%
Development Impact Fees (DIF)	$ 85,967	$ 14,852	$ 97,120	$ 259,996	$ 162,876	167.7%
Total Appropriations	$ 58,006,185	$ 52,425,337	$ 74,245,702	$ 104,533,178	$ 30,287,476	40.8%
Less Transfers Out	$ 16,844,068	$ 12,974,824	$ 8,359,012	$ 13,412,016	$ 5,053,004	60.4%
Less Pass-Thru Expenditures	$ 4,395,226	$ 4,445,936	$ 4,802,458	$ 6,449,500	$ 1,647,042	34.3%
Net total Expenditures	$ 36,766,890	$ 35,004,577	$ 61,084,232	$ 84,671,662	$ 23,587,430	38.6%

Town of Mammoth Lakes - Combined Fund Statement
Fiscal Year 22-23

Fund #	Name	Revenue	Transfer In	Total Resources	Expenditures	Transfer Out	Total Appropriations	Change in Fund Balance
100	General Fund	$ 27,255,890	$ 375,000	$ 27,630,890	$ 20,129,308	$ 7,501,582	$ 27,630,890	$ -
101	Comprehensive Leave	$ 116,000	$ -	$ 116,000	$ -	$ -	$ -	$ 116,000
105	COVID-19	$ 1,254,000	$ -	$ 1,254,000	$ -	$ -	$ -	$ 1,254,000
205	Solid Waste	$ 250,000	$ -	$ 250,000	$ 92,677	$ -	$ 92,677	$ 157,323
210	Gas Tax	$ 2,191,033	$ 3,091,086	$ 5,282,119	$ 4,844,428	$ 437,691	$ 5,282,119	$ -
215	Measure R - Trails	$ -	$ 250,000	$ 250,000	$ 250,000	$ -	$ 250,000	$ -
216	Measure R - Sales Tax	$ 1,500,000	$ -	$ 1,500,000	$ 123,750	$ 1,552,747	$ 1,676,497	$ (176,497)
217	Measure U - Utility Tax	$ 880,000		$ 880,000	$ 664,470	$ 100,000	$ 764,470	$ 115,530
218	Tourism Business Improvement District (TBID)	$ 6,449,500		$ 6,449,500	$ 6,449,500	$ -	$ 6,449,500	$ -
220	Airport Operations	$ 1,327,900	$ 500,000	$ 1,827,900	$ 1,872,767	$ -	$ 1,872,767	$ (44,867)
240	Long Valley Pit	$ 26,000		$ 26,000	$ 3,000	$ -	$ 3,000	$ 23,000
245	Housing & Community Development	$ 173,000	$ 842,232	$ 1,015,232	$ 5,335,000	$ 3,400,000	$ 8,735,000	$ (7,719,768)
250	Local Transit Committee (LTC)	$ 75,000		$ 75,000	$ 75,000	$ -	$ 75,000	$ -
300	Capital Projects	$ 11,446,709	$ 4,187,691	$ 15,634,400	$ 44,579,461	$ -	$ 44,579,461	$ (28,945,061)
830	DIF Admin	$ -	$ 19,996	$ 19,996	$ -	$ -	$ -	$ 19,996
831	DIF General Facilities & Equipment	$ 41,200	$ -	$ 41,200	$ -	$ 1,648	$ 1,648	$ 39,552
832	DIF Law Enforcement	$ 13,400	$ -	$ 13,400	$ -	$ 536	$ 536	$ 12,864
833	DIF Storm Drains	$ 34,200	$ -	$ 34,200	$ -	$ 1,368	$ 1,368	$ 32,832
834	DIF Parks & Recreation	$ 36,800	$ -	$ 36,800	$ -	$ 1,472	$ 1,472	$ 35,328
835	DIF Mono County Office of Education - Library	$ 77,500	$ -	$ 77,500	$ 74,400	$ 3,100	$ 77,500	$ -
836	DIF Streets & Circulation	$ 13,200	$ -	$ 13,200	$ -	$ 528	$ 528	$ 12,672
837	DIF Mono County Office of Education - Child Care	$ 41,600		$ 41,600		$ 1,664	$ 1,664	$ 39,936
838	DIF Fire Facility, Vehicle & Equipment	$ 172,500		$ 172,500	$ 165,600	$ 6,900	$ 172,500	$ -
839	DIF Airport Improvements	$ -	$ -	$ -	$ -	$ -	$ -	$ -
840	DIF Public Art	$ -	$ -	$ -	$ -	$ -	$ -	$ -
841	DIF Transit & Trails	$ 69,500	$ -	$ 69,500	$ -	$ 2,780	$ 2,780	$ 66,720
850	Juniper Ridge	$ 48,000	$ 25,000	$ 73,000	$ 73,700	$ -	$ 73,700	$ (700)
852	Bluffs - Debt	$ -		$ -	$ -	$ -	$ -	$ -
853	Bluffs - Operations	$ 165,900	$ 24,000	$ 189,900	$ 292,695	$ -	$ 292,695	$ (102,795)
854	North Village - CFD	$ 543,396		$ 543,396	$ 689,008	$ -	$ 689,008	$ (145,612)
856	Old Mammoth Road -Budget Assessment District	$ 129,800	$ 26,000	$ 155,800	$ 175,989	$ -	$ 175,989	$ (20,189)
857	North Village - Budget Assessment District	$ 54,260	$ 25,000	$ 79,260	$ 110,538	$ -	$ 110,538	$ (31,278)
858	Fractional Mello-Roos - Community Facility District	$ 489,000	$ 162,000	$ 651,000	$ 612,406	$ -	$ 612,406	$ 38,594
859	InLieu Mello-Roos - Community Facility District	$ 2,470	$ -	$ 2,470	$ 900	$ -	$ 900	$ 1,570
860	Transit Facilities - Community Facility District	$ 7,800	$ -	$ 7,800	$ 2,865	$ -	$ 2,865	$ 4,935
861	Mammoth View - Budget Assessment District	$ 4,500	$ -	$ 4,500	$ 4,500	$ -	$ 4,500	$ -
910	Garage Services	$ 1,498,653	$ -	$ 1,498,653	$ 1,438,653	$ 60,000	$ 1,498,653	$ -
915	Vehicle Replacement	$ 966,284	$ 340,000	$ 1,306,284	$ -	$ -	$ -	$ 1,306,284
930	Employee Insurance Benefits	$ 329,376	$ -	$ 329,376	$ 257,000	$ -	$ 257,000	$ 72,376
990	Capital/ Debt Service	$ -	$ 3,275,141	$ 3,275,141	$ 2,803,547	$ 340,000	$ 3,143,547	$ 131,594
	Reserve Accounts (Operating Reserve)		$ 268,870					
	Total	**$ 57,684,371**	**$ 13,412,016**	**$ 70,827,517**	**$ 91,121,162**	**$ 13,412,016**	**$ 104,533,178**	**$ (33,705,661)**

Labor / Staff Updates

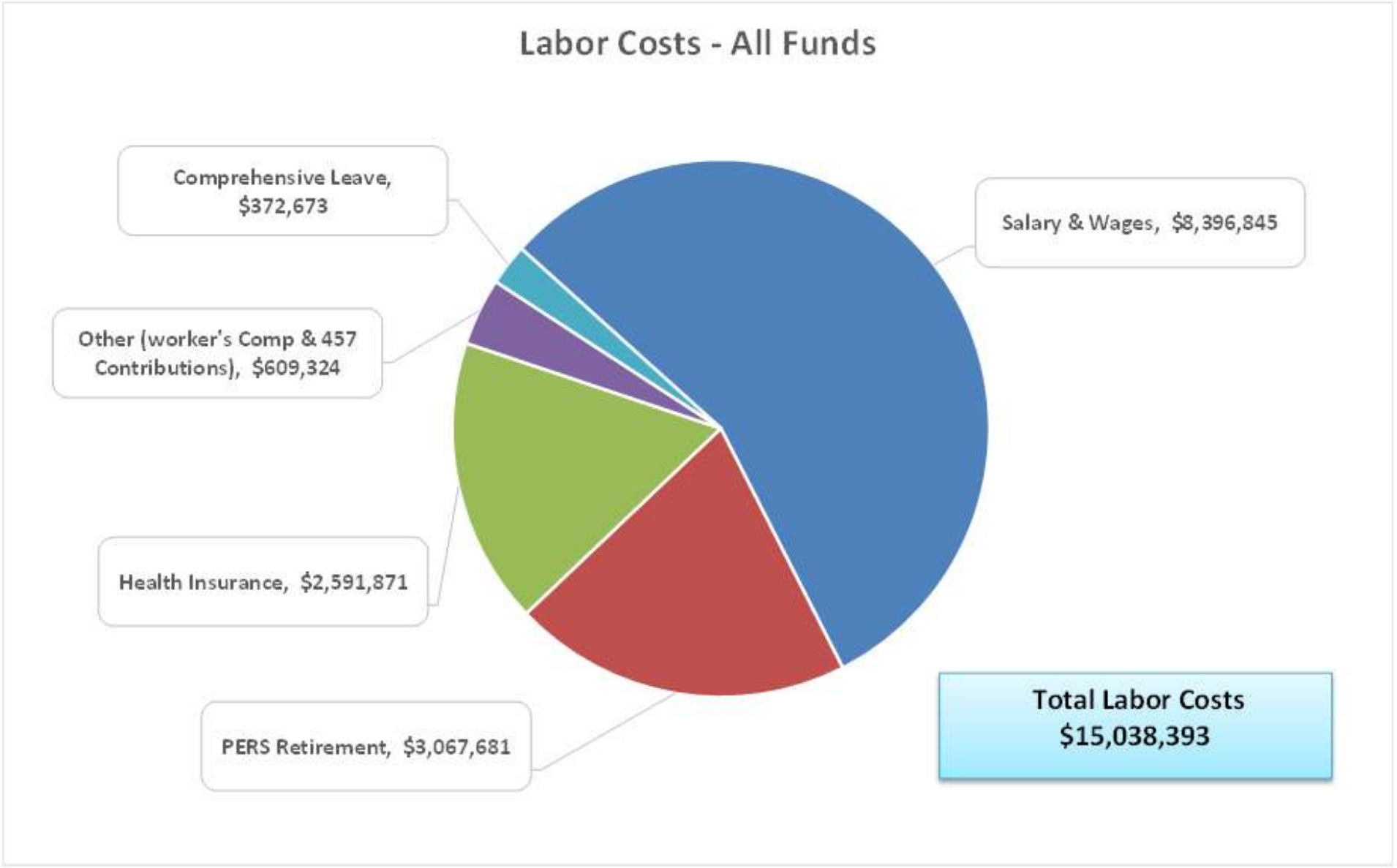
Labor is the largest expense of the Town's budget covering salaries, health insurance, comprehensive leave, and retirement expenses. The Town is currently negotiating with the two public safety bargaining units and has made appropriate adjustments based on expected outcomes. The remaining bargaining units are in the final year of contract with a negotiated contract increase of 2.5% for the final year of the contract. In addition to scheduled salary range increases, some employees earn merit increases, 5% per adjustment, while within the range of their salary. In addition, staff reviews costs increase for certain benefits to make sure anticipated increases are captured during the budget process. All salary adjustments are anticipated and captured within this budget.

In addition to the adjustments noted above, this budget contains funding staff positions that were vacant for most of FY21-22, hired late in fiscal year and new positions requested for service expansion as noted in previous paragraphs on personnel adjustments.

Labor Costs - All Funds

Item		FY22-23 Budget Total		FY21-22 Budget Total	Variance by Item
Salary & Wages	$	8,396,845	$	7,649,643	9.77%
PERS Retirement	$	3,067,681	$	2,863,462	7.13%
Health Insurance	$	2,591,871	$	2,305,296	12.43%
Other (worker's Comp & 457 Contributions)	$	609,324	$	282,336	115.82%
Comprehensive Leave	$	372,673	$	583,426	-36.12%
	$	15,038,393	$	13,684,163	9.90%
		Variance	$	1,354,230	
		%		9.90%	

Employee Statistics	FY22-23 Budget Count	FY21-22 Budget Count
Full Time Employees	88.0	84.3
Part Time Employees - Measured in Full Time Equivalents (FTE)		
Police	0.3	0.3
Recreation Programs	8.4	6.6
Parks Maintenance	1.7	1.6
Finance	0.5	0.5
Arts & Culture	1.4	0.0
Planning & Building	0.5	0.0
Capital Projects	0.8	0.4
Airport Operations	0.9	0.9
Measure R - Trails	1.5	1.7
Roads & Snow Removal	1.4	1.5
Facilities Maintenance	0.3	0.3
Total Part Time Employees (FTE)	17.7	13.9
Total Employee (FTE)	105.7	98.2


Labor Costs - All Funds
Comprehensive Leave, $372,673
Salary & Wages, $8,396,845
Other (worker's Comp & 457 Contributions), $609,324
Health Insurance, $2,591,871
PERS Retirement, $3,067,681
Total Labor Costs
$15,038,393

Full-Time Staff

Account	Department	FTE	Salary	Comp Leave	Health Insurance	457 Contribution	Total Health Ins	Worker's Comp	PERS	Total
100-413	Town Manager	2.0	$ 328,949	$ 18,999	$ 66,419	$ 2,940	$ 69,359	$ 22,396	$ 129,682	$ 569,386
100-414	Town Clerk	2.0	$ 168,153	$ 3,311	$ 68,320	$ 2,400	$ 70,720	$ 11,093	$ 60,797	$ 314,074
100-415	Finance	6.9	$ 600,714	$ 26,682	$ 242,506	$ 8,894	$ 251,400	$ 40,590	$ 203,060	$ 1,122,446
100-417	Personnel	2.0	$ 169,612	$ 12,597	$ 55,433	$ 3,000	$ 58,433	$ 11,788	$ 57,698	$ 310,129
100-420	Police	19.0	$ 2,075,472	$ 90,520	$ 457,890	$ 7,800	$ 465,690	$ 140,108	$ 1,086,721	$ 3,858,511
100-432	Parks & Recreation Programs	3.5	$ 312,587	$ 26,677	$ 86,204	$ 4,800	$ 91,004	$ 21,949	$ 117,725	$ 569,943
100-434	Whitmore Recreation	1.1	$ 78,021	$ 5,051	$ 29,215	$ 1,368	$ 30,583	$ 5,374	$ 27,237	$ 146,267
100-436	Arts & Culture	0.0	$ -	$ -	$ -	$ -		$ -	$ -	$ -
100-438	Parks Maintenance	3.3	$ 225,098	$ 16,388	$ 73,430	$ 3,924	$ 77,354	$ 15,623	$ 84,775	$ 419,238
100-440	Planning	4.6	$ 440,344	$ 25,133	$ 143,523	$ 6,102	$ 149,625	$ 30,114	$ 158,365	$ 803,581
100-442	Building	4.0	$ 310,254	$ 15,026	$ 132,883	$ 4,776	$ 137,659	$ 21,057	$ 115,175	$ 599,170
100-444	Code Compliance	1.0	$ 64,309	$ 1,403	$ 30,298	$ 1,200	$ 31,498	$ 4,251	$ 20,808	$ 122,269
100-445	Housing	1.2	$ 106,083	$ 3,473	$ 40,692	$ 1,482	$ 42,174	$ 7,088	$ 40,449	$ 199,268
100-460	Engineering	5.3	$ 468,072	$ 29,462	$ 131,168	$ 6,862	$ 138,030	$ 32,188	$ 166,384	$ 834,137
100-464	Facilities Maintenance	0.8	$ 48,659	$ 275	$ 13,058	$ 900	$ 13,958	$ 3,166	$ 15,495	$ 81,553
100-467	Office of Outdoor Recreation	3.0	$ 256,497	$ 11,882	$ 114,068	$ 3,600	$ 117,668	$ 17,363	$ 91,294	$ 494,705
100-475	Transit	0.3	$ 21,017	$ 1,535	$ 8,964	$ 312	$ 9,276	$ 1,459	$ 7,834	$ 41,121
General Fund Total		59.9	$ 5,673,842	$ 288,415	$ 1,694,070	$ 60,360	$ 1,754,430	$ 385,609	$ 2,383,501	$ 10,485,797

Full-Time Staff - Continued

Account	Department	FTE	Salary	Comp Leave	Health Insurance	457 Contribution	Total Health Ins	Worker's Comp	PERS	Total
205-490	Solid Waste	0.1	$ 6,073	$ 210	$ 1,901	$ 60	$ 1,961	$ 407	$ 2,354	$ 11,005
Solid Waste		0.1	$ 6,073	$ 210	$ 1,901	$ 60	$ 1,961	$ 407	$ 2,354	$ 11,005
210-450	Maintenance Streets (May-Sept)	5.7	$ 354,578	$ 15,191	$ 158,933	$ 6,852	$ 165,785	$ 23,923	$ 123,213	$ 682,689
210-452	Snow Removal (Oct-	7.5	$ 463,621	$ 20,135	$ 199,771	$ 8,976	$ 208,747	$ 31,297	$ 161,140	$ 884,940
210-456	Facilities Maintenance	0.1	$ 6,488	$ 37	$ 1,741	$ 120	$ 1,861	$ 422	$ 2,066	$ 10,874
Gas Tax		13.3	$ 824,687	$ 35,362	$ 360,445	$ 15,948	$ 376,393	$ 55,642	$ 286,419	$ 1,578,503
215-511	Measure R - Trails	0.3	$ 18,277	$ 479	$ 5,920	$ 408	$ 6,328	$ 1,213	$ 5,939	$ 32,236
Measure R - Trails		0.3	$ 18,277	$ 479	$ 5,920	$ 408	$ 6,328	$ 1,213	$ 5,939	$ 32,236
220-471	Airport	4.6	$ 357,225	$ 17,408	$ 138,170	$ 5,496	$ 143,666	$ 24,237	$ 124,175	$ 666,711
220-531	Airport AIP Capital	0.2	$ 15,532	$ 1,180	$ 4,673	$ 180	$ 4,853	$ 1,081	$ 5,985	$ 28,630
Airport		4.73	$ 372,756	$ 18,588	$ 142,843	$ 5,676	$ 148,519	$ 25,318	$ 130,159	$ 695,341
250-540	LTC	0.0	$ 6,596	$ 595	$ 470	$ 72	$ 542	$ 465	$ 2,694	$ 10,892
Local Transportation Comission		0.04	$ 6,596	$ 595	$ 470	$ 72	$ 542	$ 465	$ 2,694	$ 10,892
300-530	Capital Projects - Streets	0.0	$ 2,325	$ 57	$ 1,054	$ 41	$ 1,095	$ 154	$ 754	$ 4,386
300-531	Capital Projects - Other	0.9	$ 83,741	$ 5,279	$ 26,907	$ 1,171	$ 28,078	$ 5,759	$ 29,356	$ 152,214
Capital Projects		0.95	$ 86,067	$ 5,336	$ 27,961	$ 1,212	$ 29,173	$ 5,913	$ 30,111	$ 156,600
856-452	OMR Assessment Snow Removal	0.4	$ 21,532	$ 1,041	$ 8,375	$ 420	$ 8,795	$ 1,460	$ 7,641	$ 40,470
856-531	OMR Capital	0.0	$ 931	$ 20	$ 174	$ 12	$ 186	$ 62	$ 301	$ 1,500
857-452	OMR Assessment Snow Removal	0.3	$ 18,831	$ 841	$ 7,905	$ 372	$ 8,277	$ 1,273	$ 6,516	$ 35,738
858-436	Fractional MelloRoos	1.5	$ 90,575	$ 6,733	$ 52,512	$ 1,740	$ 54,252	$ 6,295	$ 31,157	$ 189,013
858-438	Fractional Mello Roos CFD - Trails End Park	0.0	$ 0	$ -	$ -	$ -	$ -	$ 0	$ 0	$ 0
Assessment Districts		2.12	$ 131,870	$ 8,635	$ 68,967	$ 2,544	$ 71,511	$ 9,090	$ 45,615	$ 266,720
910-456	Garage Facility Maintenance	6.6	$ 471,322	$ 15,053	$ 176,467	$ 7,920	$ 184,387	$ 31,466	$ 165,025	$ 867,253
Garage Services		6.6	$ 471,322	$ 15,053	$ 176,467	$ 7,920	$ 184,387	$ 31,466	$ 165,025	$ 867,253
Worksheet Total		88.0	$ 7,591,490	$ 372,673	$ 2,479,044	$ 94,200	$ 2,573,244	$ 515,124	$ 3,051,816	$ 14,104,347

Part-Time Staff

Account	Department	Salary	FTE	Health Insurance	PARS	Total
100-410	Town Council	$ 44,739	-	$ 112,827	$ 882	$ 158,449
100-415	Finance	$ 27,808	0.47	$ -	$ 548	$ 28,356
100-420	Police	$ 12,734	0.29	$ -	$ 251	$ 12,985
100-432	Recreation Programs	$ 128,357	3.23	$ -	$ 2,530	$ 130,887
100-434	Whitmore Recreation Area	$ 93,431	2.29	$ -	$ 1,842	$ 95,273
100-436	Arts & Culture	$ 53,683	1.41	$ -	$ 1,058	$ 54,742
100-438	Parks Maintenance	$ 63,850	1.66	$ -	$ 1,259	$ 65,109
100-440	Planning & Building	$ 18,085	0.47	$ -	$ 357	$ 18,441
100-464	Facilities	$ 15,170	0.34	$ -	$ 295	$ 15,464
		$ 457,857	10.16	$ 112,827	$ 9,022	$ 579,706
210-452	Temp Snow Removal	$ 82,142	1.41	$ -	$ 1,619	$ 83,761
215-438	Measure R - Trails	$ 57,718	1.49	$ -	$ 1,138	$ 58,856
220-471	Airport Operations	$ 59,851	0.94	$ -	$ 1,180	$ 61,031
300-530	Capital Projects - Streets	$ 15,077	0.38	$ -	$ 293	$ 15,370
300-531	Capital Projects - Other	$ 15,077	0.38	$ -	$ 293	$ 15,370
		$ 30,153	0.77	$ -	$ 586	$ 30,739
858-436	Fractional MelloRoos	$ 117,633	2.88	$ -	$ 2,319	$ 119,952
		$ 805,355	17.7	$ 112,827	$ 15,864	$ 934,046

Fund 100 - General Fund

Revenue

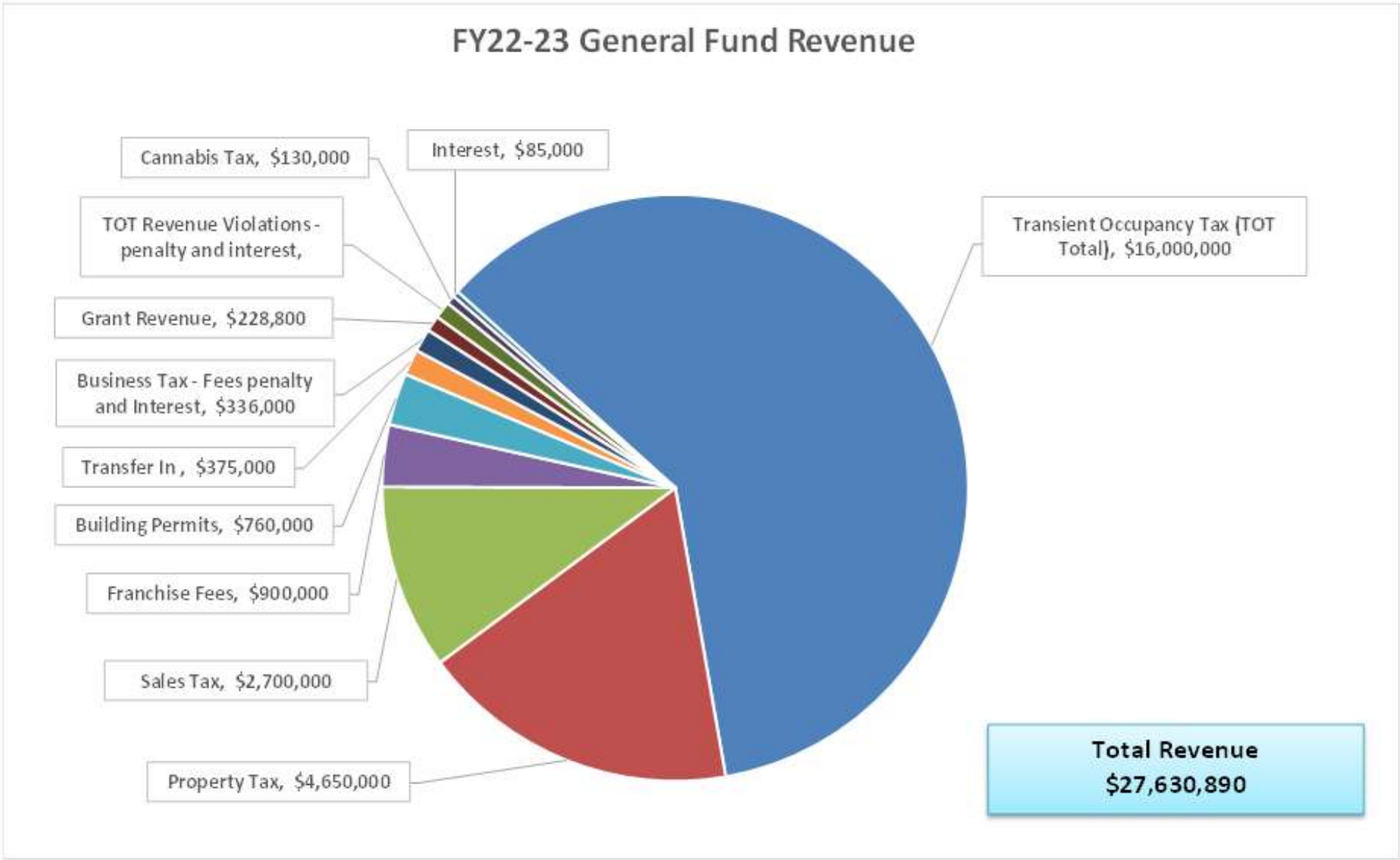
The budget revenue projections presented to Council during the tentative budget presentation in May were finalized and all analysis had been completed. Therefore, no adjustments were made to the General Fund Revenue for FY22-23 and the projected revenue is $27,630,890. Below is a summary of key revenue components for the General Fund.

Key Revenue Components - General Fund

Item		Amount	% of Total Revenue
Transient Occupancy Tax (TOT)	$	16,000,000	57.9%
Property Tax	$	3,775,000	13.7%
Sales Tax	$	2,700,000	9.8%
Community Development Permits	$	954,000	3.5%
Property Tax in Lieu VLF	$	875,000	3.2%
Franchise Fees	$	900,000	3.3%
Business Tax - Fees penalty and Interest	$	504,000	1.8%
Other Revenue	$	518,500	1.9%
Recreation Programs	$	343,000	1.2%
TOT Penalty and Interest	$	250,000	0.9%
Public Safety	$	302,400	1.1%
Transit Fee	$	125,000	0.5%
Interest	$	85,000	0.3%
Charges for Services (TBID Collection, Clerk Duties, Snow Removal Civic Center)	$	198,990	0.7%
Whitemore Pool County Share 50%	$	100,000	0.4%
Total Budgeted Revenue	**$**	**27,630,890**	**100.0%**

Major Revenue Components

Item	FY2019-20 Actual	FY20-21 Actual	FY21-22 Adopted Budget	FY22-23 Proposed Budget	Variance to FY21-22	% of Total Revenue
Transient Occupancy Tax (TOT)	$ 15,911,859	$ 16,599,247	$ 14,500,000	$ 16,000,000	$ 1,500,000	57.9%
TOT Revenue Violations	$ 94,039	$ 148,977	$ 60,000	$ 100,000	$ 40,000	0.4%
TOT Penalty and Interest	$ 267,207	$ 167,766	$ 130,000	$ 150,000	$ 20,000	0.5%
Total TOT Revenue	$ 16,273,104	$ 16,915,990	$ 14,690,000	$ 16,250,000	$ 1,560,000	58.8%
Property Tax	$ 4,054,115	$ 4,572,245	$ 4,214,850	$ 4,650,000	$ 435,150	16.8%
Sales Tax	$ 2,372,657	$ 2,513,299	$ 2,600,000	$ 2,700,000	$ 100,000	9.8%
Franchise Fees	$ 851,036	$ 858,936	$ 812,000	$ 900,000	$ 88,000	3.3%
Other Revenue						
Building Permits	$ 623,387	$ 934,970	$ 700,000	$ 760,000	$ 60,000	2.8%
Business Tax (New, Renewal, and Penalties)	$ 360,535	$ 336,897	$ 338,000	$ 336,000	$ (2,000)	1.2%
Cannabis Tax	$ 160,539	$ 161,553	$ 130,000	$ 130,000	$ -	0.5%
Interest	$ 353,569	$ 150,389	$ 49,670	$ 85,000	$ 35,330	0.3%
Grant Revenue	$ 481,925	$ 380,379	$ 125,000	$ 228,800	$ 103,800	0.8%
Transfer In	$ 1,326,724	$ 623,000	$ 150,000	$ 375,000	$ 225,000	1.4%
Misc Revenue	$ 183,164	$ 1,770,424	$ 1,065,229	$ 1,216,090	$ 150,861	4.4%
Total Budgeted Revenue (General Fund	$ 27,040,754	$ 29,218,082	$ 24,874,749	$ 27,630,890	$ 2,756,141	100.0%


FY22-23 General Fund Revenue
Cannabis Tax, $130,000
Interest, $85,000
TOT Revenue Violations - penalty and interest,
Transient Occupancy Tax (TOT Total), $16,000,000
Grant Revenue, $228,800
Business Tax - Fees penalty and Interest, $336,000
Transfer In , $375,000
Building Permits, $760,000
Franchise Fees, $900,000
Sales Tax, $2,700,000
Property Tax, $4,650,000
Total Revenue
$27,630,890

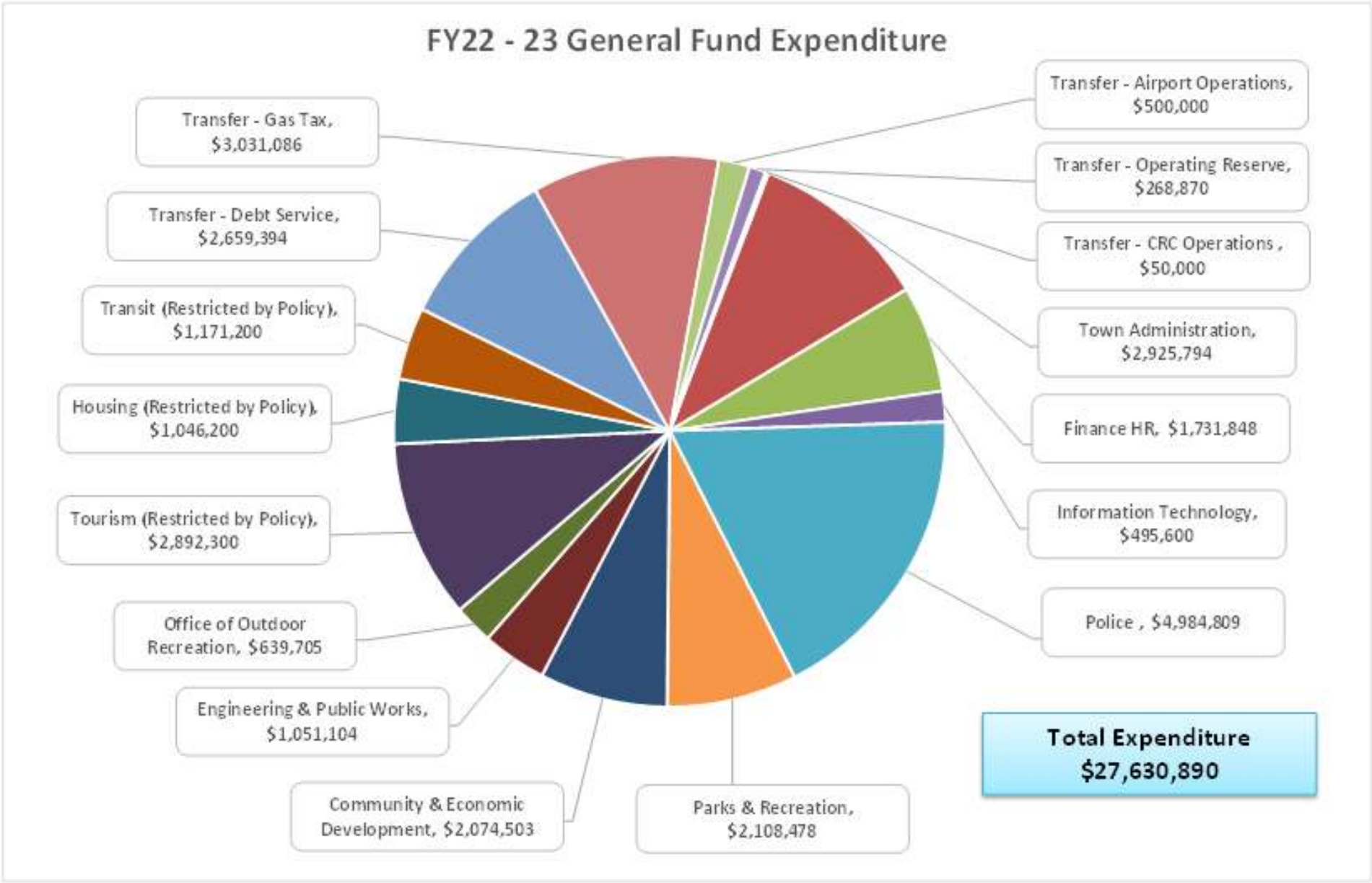
Expenditures

The budget expenditure projections presented to Council during the tentative budget presentation in May were finalized and all analysis had been completed. Therefore, no adjustments were made to the General Fund Expenditures for FY22-23 and the projected expenditure is $27,630,890. Below is Department Expense Summary for the General Fund.

Department Expense Summary

General Fund Expenditures by Department

Department	FY2019-20 Actual	FY20-21 Actual	FY21-22 Budget	FY22-23 Budget	Variance to Prior Year Budget	
DEPT 410 - TOWN COUNCIL	$ 118,017	$ 124,737	$ 171,613	$ 183,449	$ 11,836	6.9%
DEPT 412 - LEGAL SERVICES	$ 106,568	$ 184,795	$ 185,000	$ 190,000	$ 5,000	2.7%
DEPT 413 - TOWN ADMINISTRATION	$ 563,323	$ 509,131	$ 603,874	$ 636,886	$ 33,012	5.5%
DEPT 414 - TOWN CLERK	$ 294,432	$ 314,754	$ 321,853	$ 381,324	$ 59,471	18.5%
DEPT 415 - FINANCE	$ 1,092,313	$ 1,160,340	$ 1,285,930	$ 1,384,719	$ 98,789	7.7%
DEPT 416 - GENERAL SERVICES	$ 1,877,094	$ 1,318,118	$ 1,479,975	$ 1,534,135	$ 54,160	3.7%
DEPT 417 - HUMAN RESOURCES	$ 319,968	$ 341,290	$ 348,185	$ 347,129	$ (1,056)	-0.3%
DEPT 418 - INFORMATION SERVICES	$ 474,367	$ 549,065	$ 475,400	$ 495,600	$ 20,200	4.2%
DEPT 420 - POLICE SERVICES	$ 4,522,510	$ 4,881,253	$ 4,778,579	$ 4,984,809	$ 206,230	4.3%
DEPT 432 - RECREATION PROGRAMS	$ 624,730	$ 574,119	$ 829,791	$ 960,710	$ 149,919	18.1%
DEPT 434 - WHITMORE POOL & REC AREA	$ 205,918	$ 209,019	$ 327,703	$ 378,207	$ 50,504	15.4%
DEPT 436 - ARTS & CULTURE	$ -	$ -	$ -	$ 92,242	$ 92,242	100.0%
DEPT 438 - PARKS, BLDGS & TRAIL MAINT	$ 603,037	$ 644,301	$ 636,313	$ 769,561	$ 133,248	20.9%
DEPT 440 - PLANNING DIVISION	$ 924,409	$ 975,956	$ 812,719	$ 1,032,722	$ 284,767	35.0%
DEPT 442 - BUILDING DIVISION	$ 654,846	$ 541,755	$ 622,061	$ 823,170	$ 201,109	32.3%
DEPT 444 - CODE COMPLIANCE	$ 79,841	$ 109,078	$ 115,795	$ 126,369	$ 10,574	9.1%
DEPT 445 - HOUSING PROGRAMS & PLANNING	$ 969,091	$ 678,308	$ 554,751	$ 1,046,200	$ 491,449	88.6%
DEPT 460 - ENG, PUBLIC WORKS & ADMIN	$ 689,694	$ 478,660	$ 609,785	$ 919,087	$ 309,302	50.7%
DEPT 464 - FACILITIES MAINTENANCE	$ 99,841	$ 130,539	$ 120,094	$ 132,017	$ 11,923	9.9%
DEPT 467 - OFFICE OF OUTDOOR RECREATION	$ -	$ -	$ 396,042	$ 639,705	$ 243,663	100.0%
DEPT 475 - TRANSIT SERVICES	$ 897,668	$ 923,219	$ 1,132,918	$ 1,171,200	$ 38,282	3.4%
DEPT 480 - TOURISM & BUSINESS DEVELOPMENT	$ 2,855,864	$ 2,054,333	$ 2,671,200	$ 2,892,300	$ 221,100	8.3%
Sub-Total	**$ 17,973,534**	**$ 16,702,771**	**$ 18,479,581**	**$ 21,121,540**	**$ 2,725,723**	**14.7%**
Transfer Out	$ 10,789,898	$ 9,264,681	$ 5,954,085	$ 6,509,350	$ 555,265	9.3%
Total General Fund	**$ 28,763,431**	**$ 25,967,452**	**$ 24,433,666**	**$ 27,630,890**	**$ 3,280,988**	**13.4%**


FY22 - 23 General Fund Expenditure
Transfer - Airport Operations, $500,000
Transfer - Operating Reserve, $268,870
Transfer - CRC Operations , $50,000
Town Administration, $2,925,794
Finance HR, $1,731,848
Information Technology, $495,600
Police , $4,984,809
Parks & Recreation, $2,108,478
Community & Economic Development, $2,074,503
Engineering & Public Works, $1,051,104
Office of Outdoor Recreation, $639,705
Tourism (Restricted by Policy), $2,892,300
Housing (Restricted by Policy), $1,046,200
Transit (Restricted by Policy), $1,171,200
Transfer - Debt Service, $2,659,394
Transfer - Gas Tax, $3,031,086
Total Expenditure
$27,630,890

Fund 205 Solid Waste

The Solid Waste Fund accounts for restricted revenues related to providing solid waste related services and programs and was established in FY18-19. The majority of the solid waste programs and services are provided by Mammoth Disposal under a Solid Waste Franchise Agreement. The Fund supports recycling and trash services for Town facilities, Town clean up, and staff time associated with managing the Solid Waste Franchise agreement and services. The renewal of the Solid Waste Franchise Agreement in FY 19-20 adjusted the franchise fees by 4.5% from 5% to 9.5%. Two percent of the increase was retained in the General Fund bringing the total to 7% and 2.5% percent is deposited in the Solid Waste Fund. A previous 2% fee for capital investment was eliminated. The fees deposited here represent an AB939 fee collected under the new franchise agreement and are estimated at $150,000 for FY22-23. AB 939 fees are dedicated to meet recycling mandates by funding facilities and programs to divert waste from landfills and increase recycling efforts.

Fund 210 Gas Tax

Gas Tax was complete during the preliminary budget and therefore had no adjustments from preliminary to final budget.

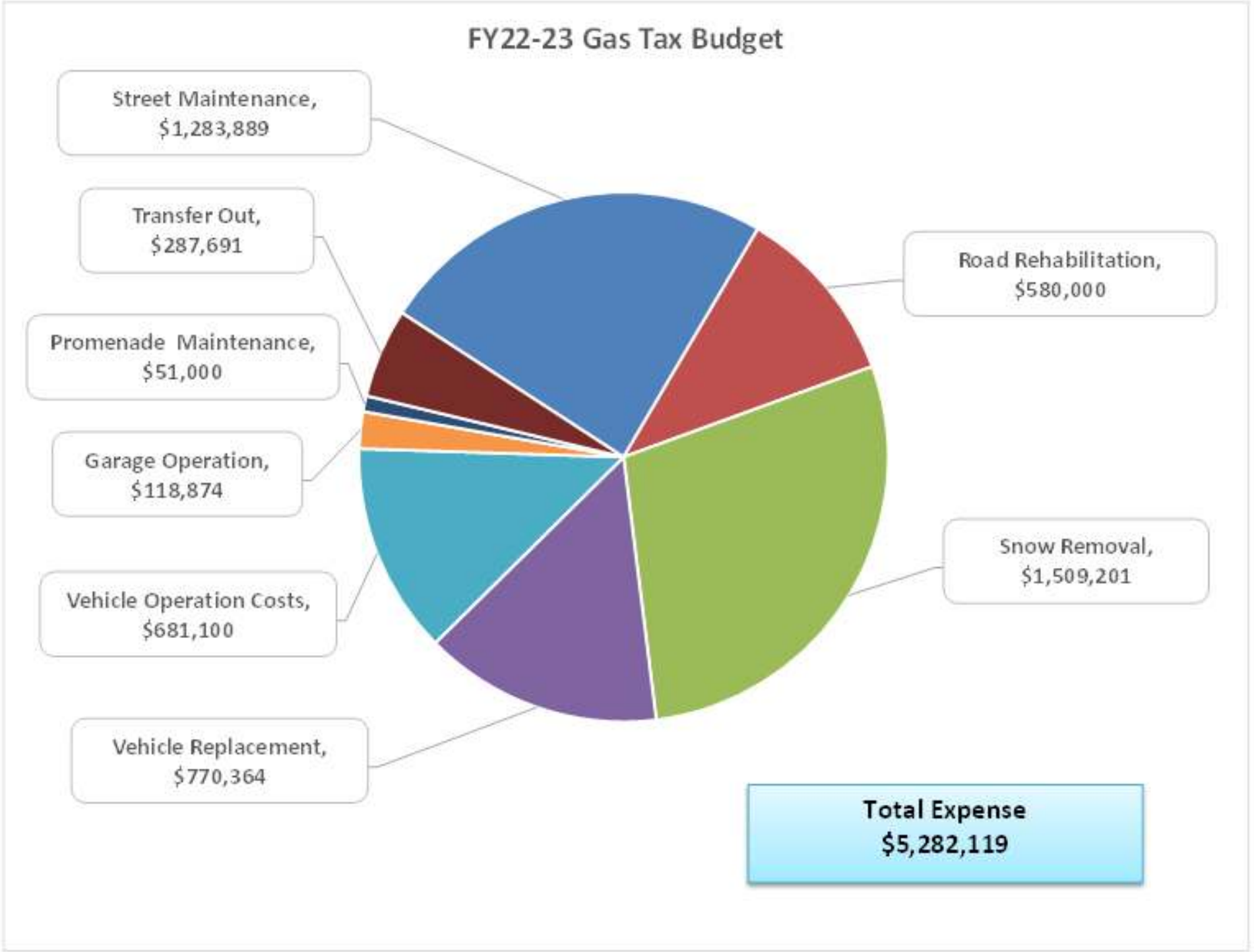
The Gas Tax Fund is the second largest operating fund following the General Fund. The fund provides for road infrastructure maintenance and snow removal. The revenue for FY22-23 includes $2,168,033 in State Gas Tax funds. This includes the reimbursement for snow removal estimated at $1,750,000. This reimbursement is based on prior year snow removal costs and a portion of this reimbursement is transferred to the various assessment districts, estimated at $100,000 in total. Since this revenue is based on prior year actual snow removal cost, Fund 210 will see an increase of 16.7% from prior year snow removal revenue. This annual fluctuation in current year expense and subsequent year revenue requires the Town to fund the excess cost of snow removal in heavy snow years. The Fund is supported by a General Fund and Garage Services transfer of $3,091,086 which is 2.6% higher than prior year.

Gas Tax Fund Revenue by Category

Item	FY2019-20 Actual	FY20-21 Actual	FY21-22 Budget	FY22-23 Budget	Variance to Prior Year Budget	
Gas Tax	$ 206,948	$ 208,821	$ 230,342	$ 230,342	$ -	0.0%
Gas Tax - Snow Removal	$ 1,999,871	$ 2,186,069	$ 1,500,000	$ 1,750,000	$ 250,000	16.7%
Gas Tax - SB1	$ 142,612	$ 139,710	$ 155,514	$ 187,691	$ 32,177	20.7%
Total Gas Tax	$ 2,349,431	$ 2,534,600	$ 1,885,856	$ 2,168,033	$ 282,177	15.0%
Transfer In - General Fund & Garage Services	2,232,652	2,695,390	3,013,428	3,091,086	$ 77,658	2.6%
Misc Revenue	26,567	50,838	23,000	23,000	$ -	0.0%
Total Gas Tax Revenue	**$ 4,608,650**	**$ 5,280,828**	**$ 4,922,284**	**$ 5,282,119**	**$ 359,835**	**7.3%**

Gas Tax Fund Expenditures by Category

Department	FY2019-20 Actual	FY20-21 Actual	FY21-22 Budget	FY22-23 Budget	Variance to Prior Year Budget	
Street Maintenance	$ 899,943	$ 1,082,159	$ 1,197,297	$ 1,283,889	$ 86,592	7.2%
Road Rehabilitation	$ 69,595	$ 99,007	$ 580,000	$ 580,000	$ -	0.0%
Snow Removal	$ 1,120,282	$ 1,180,015	$ 1,400,478	$ 1,509,201	$ 108,723	7.8%
Vehicle Replacement	$ 668,246	$ 815,227	$ 727,317	$ 770,364	$ 43,047	5.9%
Vehicle Operation Costs	$ 650,143	$ 589,140	$ 618,100	$ 681,100	$ 63,000	10.2%
Garage Operation	$ 135,770	$ 150,807	$ 117,579	$ 118,874	$ 1,295	1.1%
Promenade Maintenance	$ 50,796	$ 57,464	$ 51,000	$ 51,000	$ -	0.0%
Operational Costs	**$ 3,594,775**	**$ 3,973,819**	**$ 4,691,771**	**$ 4,994,428**	**$ 302,657**	**6.5%**
Transfer Out - Assessment District Snow	$ 125,000	$ 125,000	$ 125,000	$ 100,000	$ (25,000)	-20.0%
Transfer Out - SB1 & Road funds for Capital Projects	$ 147,021	$ 147,021	$ 147,021	$ 187,691	$ 40,670	27.7%
Total Transfers Outs	**$ 2,203,078**	**$ 2,003,461**	**$ 225,609**	**$ 287,691**	**$ 62,082**	**27.5%**
Total Gas Tax Expenditures	**$ 5,797,853**	**$ 5,977,280**	**$ 4,917,380**	**$ 5,282,119**	**$ 364,739**	**7.4%**


FY22-23 Gas Tax Budget
Street Maintenance, $1,283,889
Transfer Out, $287,691
Promenade Maintenance, $51,000
Garage Operation, $118,874
Vehicle Operation Costs, $681,100
Vehicle Replacement, $770,364
Road Rehabilitation, $580,000
Snow Removal, $1,509,201
Total Expense $5,282,119

Measure R and U – Restricted Funding

Revenues generated from two voter initiatives commonly referred to as Measure R and Measure U are restricted in use by the language of the initiatives. The Town Council has designated Mammoth Lakes Recreation (MLR) to be the body to take public input on the proposed use of these funds and to make recommendations to Council for consideration. The MLR Board met on May 3, 2022 and held a public hearing to receive public comment and review the proposed budget allocations of Measure R and U funds.

The final budget includes the recommendations provided by MLR. This included ongoing expenses to manage the funds and maintain equipment and facilities secured by Measure R and U expenditures, debt payments and community support. An overview of the recommended budgets by MLR is discussed below.

Fund 215 / 216 – Measure R

Measure R (Fund 216) is budgeted to receive $1,500,000 in Transaction and Use Tax (TUT) revenues for FY22-23. The TUT revenues are similar to a sales tax half percent tax rate was approved under Measure R. The fund has operating expenditures of $610,750 for FY22-23 and includes updates to support recreation in our community. The Community Recreation Center (CRC) is planned to begin operations in FY22-23 and the operational plan includes $112,000 in annual support from Measure R. This support helps reduce the required fees to the public and therefore the affordability of the new center. This amount was budgeted in previous years as $75,000 for CRC operations and $37,000 park maintenance (Trails End and Whitmore). The Town is absorbing the additional cost of maintenance at these parks in order to release these funds to support the CRC operations. The budget includes $25,000 in support for the new Outdoor Recreation Manager position. This position is assigned as the primary Town staff support working with Mammoth Lakes Recreation. The budget includes $90,500 for the contract with Mammoth Lakes Recreation to fund operations for FY22-23. The transfer to Fund 215 Trails was decreased by $100,000 to $250,000 in the current budget with $100,000 being transferred to the General Fund in support of the salary and benefit expense of the Trails Manager. In prior years, Fund 215 Trails supported these expenditures and a $350,000 transfer provided funding for that support. With this adjustment, the net support for both Trails and Trail Manager remain the same, but the funding structure has changed for simplification. The remainder are annual ongoing expenses that were previously approved by Mammoth Lakes Recreation as the recommending body for this measure.

In addition to the annual ongoing expenses, staff requested two one-time funding items from Measure R that require a planned use of fund balance. This occurs when the expenditures are budgeted to exceed the revenue for the year, thereby expending existing fund balance to cover those expenditures. Both requests were presented to MLR on 5/3/2022 and were approved for the FY22-23 budget. The first item is $100,000 for Sherwin Area Trails and Trailhead Project. These funds will support environmental work planned in partnership with the Inyo National Forest and for trails and trailheads in the Sherwins. The Forest Service has placed the completion of the NEPA process in their plan of work for the coming Federal Fiscal year. Once complete, the Town will be able to proceed with trail construction in the coming years. The second request is an allocation of $350,000 for CRC interior improvements. Plans for the CRC included minimal funding to complete the interior space. The Town has already supported the improvement with $350,000

from the General Fund. This work includes building out the concession and rental areas, offices, rubberized flooring, and community space/storage.

Measure R - Annual Revenue		
Sales Tax: Measure R	$	1,500,000
Total Annual Revenue	$	1,500,000

Measure R - Annual Expenses		
Transfer to Fund 215 - Trails Construction	$	250,000
Community Recreation Center Support	$	112,000
Transfer to Fund 100 - Trails Manager	$	100,000
MLR Town Agreement - Administration	$	90,500
Special Projects	$	25,000
Recreation Officer - Partial support	$	25,000
Audit Services	$	4,250
Equipment Replacement	$	2,000
Equipment Maintenance	$	2,000
Total Annual Expenses	$	610,750

Measure R - Fund Balance Allocation		
CRC Capital Project - Interior Improvements	$	350,000
SHARPS Planning (NEPA)	$	100,000
Measure R - One-Time Funding	$	450,000

Measure R - Debt Service		
CRC Financing	$	615,747
Measure R - Total Expense	$	1,676,497

Change in Fund Balance	(176,497)

In October 2017, the Town acquired $5.5 million in debt secured by Measure R for construction of a multi-use facility. The annual payment for this 10-year bond is based on a payment schedule and includes $615,747 for FY22-23. This payment is made from Measure R proceeds bringing total expenditures for Measure R Fund 216 to $1,237,983. The budget will show a deficit due to the approved use of fund balance as noted.

Measure R Trails (Fund 215) receives a transfer of $250,000 for trail construction that is allocated staff full-time and part-time trails construction staff, operating expenses, contractual

services and projects. As mentioned earlier, this amount was reduced by $100,000 for FY22-23 as was a transfer of $100,000 that previously came out of the fund. The net funding available for trail construction and planning remains at $250,000.

With the creation of the new General Fund department 467 – Office of Outdoor Recreation, many of the trails administrative expenses have been moved to this new department. The only remaining labor expense in this fund is used primarily for trail construction and planning. This includes an allocation of full-time public works maintenance worker who is allocated for the summer and a crew of part-time employees.

Measure R Trails

Revenue		Amount	Notes
Transfer In - Fund 216	$	250,000	Measure R - Trails Construction support
	$	250,000	
Expenditures			
Staff and Labor	$	91,092	Trail Construction Labor
Contractual Services	$	142,308	Funds available for contract trails production
Misc Expenses	$	16,600	
	$	250,000	
Change in Fund Balance	$	-	

Fund 217 – Measure U

Measure U is projected to receive $880,000 in Utility User Tax charges for FY22-23. This increase ($10,000) from the revenue budgeted for FY21-22. The breakdown in revenue is as follows:

Measure U - Annual Revenue		
Utility Tax: Telephone	$	75,000
Utility Tax: Electricity	$	485,000
Utility Tax: Gas	$	320,000
Interest on Investments	$	-
Total Annual Revenue	$	880,000

Operating expenses for FY22-23 are estimated at $364,470. The budget for transit services increased by $5,000 due to higher operating costs. Previous allocations of $8,400 in unused programming funds were returned to Measure U and are included in the operating budget. These funds are being used to support arts and culture programming, in addition to the $11,600 that was not allocated in FY21-22, resulting in the FY22-23 programming amount to be increased from

$166,000 to $186,000. The allocation of $300,000 for future MACC expenses continues to be reflected in the budget analysis. The draft expenses include $15,000 to assist with the reopening of Edison Hall. The Town is in discussions with the Mammoth Lakes Foundation to provide the necessary support to have Edison Hall reopened for Summer 2022 programming. The funding will offset a portion of the costs to be incurred by the Town in leasing and managing the facility for community use and production of arts and cultural programming.

Previous funding of $75,000 for the Eastern Sierra Sustainable Recreation Coordinator position is retained in the budget to support a similar position within the Office of Outdoor Recreation. As a Town only position (previous position was shared with Mono County) the compensation for the position will be adjusted, reflecting the loss of county funding and modified job duties. These funds would be transferred to the General Fund in support of the Office of Outdoor Recreation and this position is anticipated to be filled in July 2022. The General Fund will continue to support a portion of the Outdoor Recreation Coordinator position. An amount of $25,000 is again requested to support the Outdoor Recreation Manager position which was filled as of June 6, 2022. The special project allocation is funded at $25,000 to match prior years. For the past couple of years, the planned operational funding of $300,000 for the future Mammoth Arts and Cultural Center (MACC) has been set aside to represent the anticipated operations costs incurred once the facility is operational. Funds have been used to support other one-time projects. Measure U has also committed $2.5M of fund balance for the construction of the facility. The MLR Board was previously presented a revised MACC facility focused on bringing project costs down. The new concept is being vetted with local user groups and based on input received the plan will need to be revised and reviewed one more time before additional design work is started. An additional funding amount of $100,000 is requested to revise the plan with additional detail to develop a new construction cost estimate and timeline. The Mammoth Lakes Foundation (MLF) is taking the lead on this work. Measure U is projected to generate available fund balance of $115,530 from annual revenue over expenditures.

Measure U - Annual Expenses FY22-23		
Programming	$	186,000
Office of Outdoor Rec Coordinator	$	75,000
Office of Outdoor Rec Manager	$	25,000
Special Projects	$	25,000
Transit Services	$	25,000
Edison Hall Operations	$	15,000
Event Contracts Processing	$	7,220
Audit Services	$	4,250
Equipment Replacement	$	2,000
Total Annual Expenses	$	364,470

Measure U - One-Time Expenses FY22-23		
MACC Concept Revision and Update	$	100,000
Total One-time Expenses	$	100,000

MACC Operating - Set aside future expense	$	300,000
Change in Fund Balance		115,530

Fund 218 – Tourism Business Improvement District (TBID)

The TBID fund projections include revenues of $6,449,500 for FY22-23. These numbers were calculated in conjunction with Mammoth Lakes Tourism analysis on years prior to the pandemic. The TBID account is a pass-through account, and the majority of these funds are transferred to Mammoth Lakes Tourism for marketing, advertising, promotion and MLT administration costs. The Town is budgeted to receive 2% of the revenue for collection and administration costs ($128,990). The revenue performance will be slightly less than the current fiscal year, mainly due to Average Daily Rates in the lodging category, similar to the TOT performance. The fund is not expected to reach the high levels achieved prior to the new agreement and TBID master plan which excludes TBID for the sales of annual passes. Ski lift tickets and ski school revenue are still included in the TBID revenue expectations for Ski Area category.

Airport Operational Fund (220)

The Airport continues to work on expansion of charter service and other expansion opportunities after the commercial service was moved to Bishop in December of 2021. Advanced Air had a successful initial season of scheduled charter flights, and the Town looks to expand on these services through strategic planning on routes and coverage. The charter service does not provide as much revenue opportunities for the airport and the core airport leadership team is working on expanded revenue opportunities. For FY22-23, the Town continues to rely on FAA CARES grant

funding to support operations, with a shift to greater contribution from the General Fund in order to reduce reliance on these operational grants in the near future. By contributing more from General Fund, staff will extend the grant period while slowly reintroducing the support needs to the General Fund budget.

The expenditure budget for FY22-23 has some increases based on core management team and changes to leadership structure. The airport now has a deputy airport manager full time which is an increase over our previous management charging 50% of time to the airport and 50% to capital projects, primarily housing. In addition to the labor costs, the core team is working with a consultant to develop staff and improve operational excellence in meeting FAA requirements. This consultant will help in the strategy and vision of the airport as it transitions into the next phase of programming and development. Below is the planned expenditure which should increase as capital projects costs are applied.

Staff received notification from the FAA that our ARFF / SRE building had been approved for FAA entitlement funding for FY22-23. Staff has adjusted both revenue and expenditures to reflect the inclusion of this project in work plans for FY22-23. This adjustment increased expense by $461,000 and increased revenue by $445,000 with the difference reflective of match requirements. The result of this change is a planned use of fund balance (Airport Capital) of $44,867.

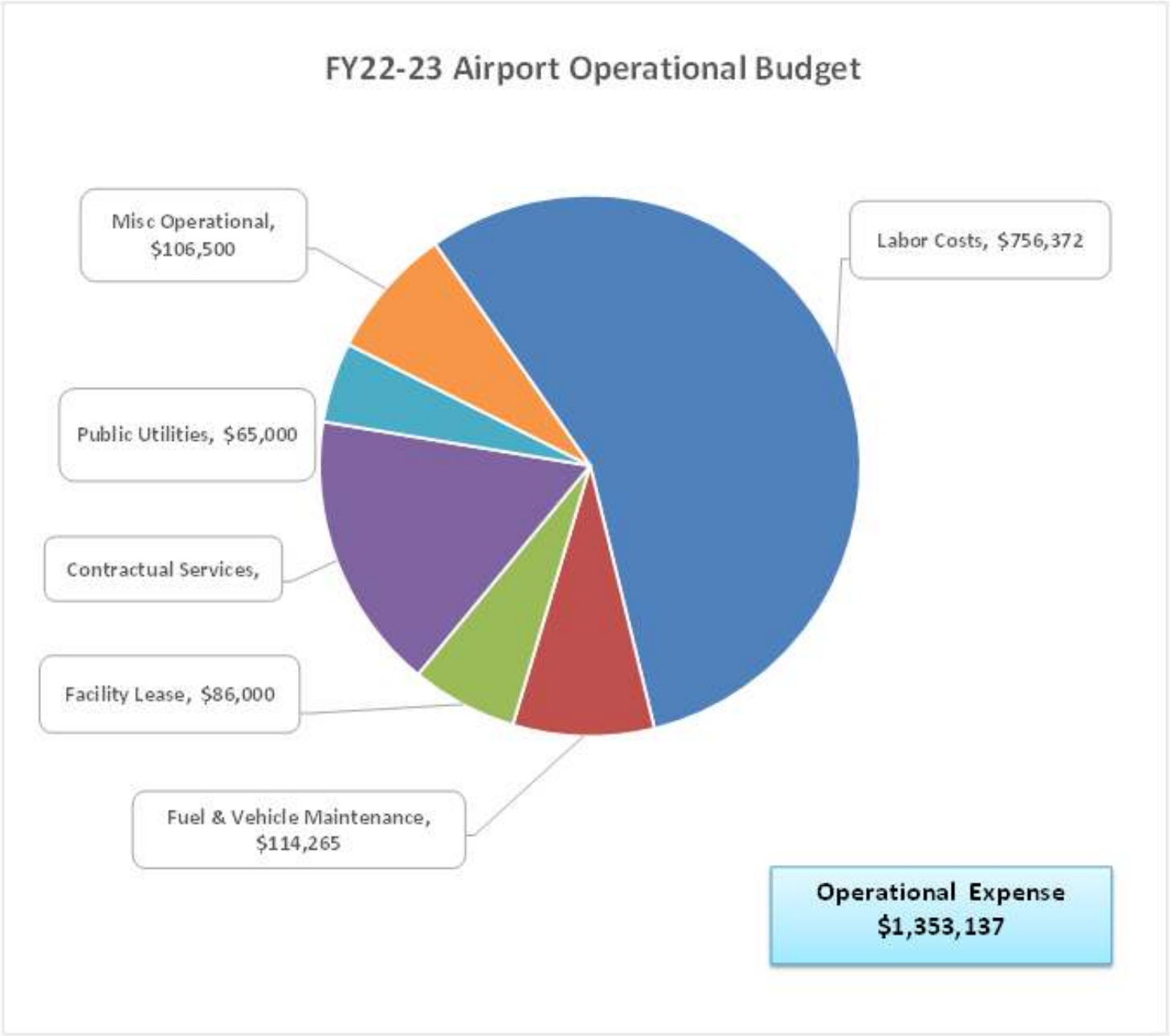
Airport Fund Revenue by Category

Item	FY2019-20	FY20-21	FY21-22	FY22-23	Variance to Prior Year Budget	
Airport Passenger Facility Fee	$ 9,060	$ -	$ -	$ -	$ -	0.0%
Car Rental Fee	$ 110,510	$ 25,226	$ 20,000	$ 45,000	$ 25,000	125.0%
Commercial Terminal Rent	$ 113,749	$ -	$ -	$ -	$ -	0.0%
Hanger Ground Lease	$ 97,524	$ 100,914	$ 85,000	$ 110,000	$ 25,000	29.4%
FAA: ACIP Grant Entitlements	$ -	$ -	$ -	$ 445,000	$ 445,000	100.0%
FAA: Operations Grant (ACRGP)			$ 600,000	$ 275,000	$ (325,000)	-54.2%
FAA: Operations Grant (ACRGP)	$ -	$ -	$ -	$ 400,000		
Other Revenues	$ 44,607	$ 32,828	$ 39,900	$ 52,900	$ 13,000	32.6%
Total Airport Revenue	**$ 375,450**	**$ 158,968**	**$ 744,900**	**$ 1,327,900**	**$ 183,000**	**24.6%**
Transfer In - General Fund	291,274	100,000	321,049	500,000	$ 178,951	100.0%
Total Airport Revenues	**$ 666,724**	**$ 258,968**	**$ 1,065,949**	**$ 1,827,900**	**$ 361,951**	**34.0%**

Airport Fund Expenditures by Category

Department	FY2019-20	FY20-21	FY21-22	FY22-23	Variance to Prior Year Budget	
Labor Costs	$ 496,757	$ 782,185	$ 571,913	$ 756,372	$ 184,459	32.3%
Fuel & Vehicle Maintenance	$ 75,048	$ 67,667	$ 99,126	$ 114,265	$ 15,139	15.3%
Facility Lease	$ 46,579	$ 54,665	$ 84,000	$ 86,000	$ 2,000	2.4%
Contractual Services	$ 109,587	$ 195,960	$ 175,000	$ 225,000	$ 50,000	28.6%
Public Utilities	$ 59,583	$ 60,580	$ 60,000	$ 65,000	$ 5,000	8.3%
Misc Operational	$ 82,027	$ 65,399	$ 63,750	$ 106,500	$ 42,750	67.1%
Operational Costs	**$ 869,582**	**$ 1,226,457**	**$ 1,053,789**	**$ 1,353,137**	**$ 299,348**	28.4%
Labor Costs - Capital Projects	$ 23,401	$ 27,064	$ 136,344	$ 28,630	$ (107,714)	100.0%
Contractual Services - Capital Projects	$ 442,487	$ 191,302	$ 4,118,741	$ 491,000	$ (3,627,741)	-88.1%
Capital Project Costs	**$ 465,888**	**$ 218,366**	**$ 4,255,085**	**$ 519,630**	**$ (3,735,455)**	-87.8%
Total Airport Expenditures	**$ 1,335,470**	**$ 1,444,824**	**$ 5,308,874**	**$ 1,872,767**	**$ (3,436,107)**	-64.7%

Projected change in Airport Fund Balance **$ (44,867)**


FY22-23 Airport Operational Budget
Misc Operational, $106,500
Labor Costs, $756,372
Public Utilities, $65,000
Contractual Services,
Facility Lease, $86,000
Fuel & Vehicle Maintenance, $114,265
Operational Expense
$1,353,137

Fund 240 – Long Valley

This is a small fund and receives minimal revenue from private use of the "pit" for disposal of clean fill material. The pit is located near the Airport and receives clean fill material used to rehabilitate the site, as it was previously a site from which material was removed. The Town has also been working with the Forest Service on the removal and use of old asphalt grindings that were placed in the pit. The removal of this material assists with remediation of the site. Revenues are budgeted at $26,000 with expenditures of $3,000.

Fund 245 – Housing Programs

The Housing Program fund has been used for several years to track grant funding for first time buyers and Mammoth Lakes Housing buy back program for deed restricted properties. In FY20-21, staff adjusted the fund to include other housing programs and has recommended that all housing related allocations be transferred to this fund for better tracking. Staff and Town Council have focused on transferring all available resources to this fund in support of our Housing Now! initiative. This is usually done during the quarterly budget presentation and is therefore not a part of the budgeted revenue for the account. Staff has included $842,232 as a transfer in from Tourism and Housing TOT allocation. As the budgets were developed for Fund 100-445 – Housing Programs, and 100-480 – Tourism, staff allocated TOT revenue to these funds at the normal rates of 6.58% and 18.08% respectively. Expenses for the department were set based on contractual obligations, as established by Town Council, some staff allocation and minor customary expenses. The remaining revenues were committed to the Housing Now! initiative and transferred into Fund 245. Staff expects future contributions to this fund if the Town continues to see revenues in excess of budget for ongoing housing programs.

There are a number of housing projects and programs planned for the coming year. The majority of these programs are outlined in the capital improvement plan under Affordable Housing (AF) as project ID. Since the funds to support these programs are being accumulated in fund 245, they will either be appropriated directly from the fund or transferred to capital projects to support construction. The budget for FY22-23 reflects a planned use of fund balance as these projects are funded by funds accumulated FY21-22 or prior. In total, planned expenditures for fund 245 are $8,735,000 reflecting a planned use of fund balance of $7,719,768 for housing programs.

Fund 250 – Local Transportation Commission – LTC

This fund is used to account for revenues and work program as approved by the Local Transportation Commission. The Town anticipates receiving $75,000 in revenues and has appropriated the full amount to implement the approved LTC work program for FY22-23. This commission can be instrumental in securing funds for larger projects within the region.

Capital Projects Fund (300)

The Town of Mammoth Lakes Public Works Department currently has several capital improvement projects underway. Funds to support those projects come from a variety of state and local sources. It has been described that the Town does not have a typical approach to funding our CIP and MMP work. As an example, we have no annual General Fund source for CIP projects. The work is pursued based on fund availability as it changes every year. A stated goal of the Department is to do enough work that should funding become available, we are prepared to

proceed expeditiously. The Town does typically budget approximately $580,000 each year to improve our roads and infrastructure. This is sometimes carried over to a future year to enable the design and construction of a larger project. Below is a summary of the planned FY22-23 projects as presented with the 5-year CIP presentation on May 4, 2022.

Capital Project Recap - FY22-23

Fund 300

Description	Previous Funding	FY22-23 Funding	Total Project Cost	Status	Funding Source
Affordable Housing					
TOML - MLH Partnership (238 Sierra Manor Road/Homekey/Loan Fund)	$ 3,250,000		$ 3,250,000	Funding - Design	Grants and Various Town Funds
60 Joaquin Affordable Housing Project	$ 2,700,000		$ 2,700,000	Construction	Various Town Funds
IIG Parcel Infrastructure (Town Infrastructure)	$ 7,500,000	$ 3,500,000	$ 20,000,000	Funding - Design	Infill Infrastructure Grant (IIG)
Parcel Phase 2		$ 5,032,000	$ 5,032,000	New - Planning	General Fund
Creative Housing Initiative - Bridge Program		$ 1,400,000	$ 1,400,000	New - Planning	General Fund
Private Sector Partnerships		$ 1,000,000	$ 1,000,000	New - Planning	General Fund
General Facilities					
Fuel Island Replacement	$ 600,000		$ 600,000	Construction	General Fund
Communications System	$ 1,250,000	$ 125,000	$ 1,375,000	Funding - Design	General Fund
Mammoth Arts and Cultural Center (MACC)	$ 70,000	$ 1,000,000	$ 2,570,000	Design Work	Measure U
Edison Theater Improvements		$ 100,000	$ 100,000	Maintenance & Improvements	General Fund
Foundation Child Care Facility		$ 1,650,000	$ 1,650,000	New Project - Design & Development	General Fund
Snow Pit Improvements		$ 50,000	$ 50,000	New Project - Design & Development	General Fund
Civic Center - Town Hall		$ 1,900,000	$ 21,500,000	New Project - Design & Development	American Rescue Plan Act (ARPA)
Parcel Child Care Facility Support - Indoor Improvements		$ 160,000	$ 160,000	New Project - Design & Development	Development Impact Fees (DIF)
Parcel Child Care Facility Support - Outdoor & Playground Improvements		$ 250,000	$ 250,000	New Project - Design & Development	General Fund
Parks and Recreation					
Community Recreation Center	$ 15,165,041		$ 15,165,041	Construction	Various
Community Recreation Center Mob Hub	$ 1,680,020		$ 1,680,020	Construction	Various
Community Recreation Center Interior Improvements	$ 700,000		$ 700,000	Construction	General Fund & Measure R
Parks Maintenance & Improvements		$ 100,000	$ 100,000	Maintenance & Improvements	General Fund
Dog Park	$ 150,000	$ 50,000	$ 200,000	New Project - Design & Development	General Fund & Grant
Dog Park Parking / Ped / Water / Shade		$ 400,000	$ 400,000	New Project - Design & Development	General Fund
Park at the Parcel	$ 268,000		$ 968,000	New Project - Design & Development	Grant & General Fund (Uncommitted)

Capital Project Recap - FY22-23

Fund 300 - Continued

Description	Previous Funding	FY22-23 Funding	Total Project Cost	Status	Funding Source
Streetscape and Signage					
Old Mammoth Road Beautification		$ 500,000	$ 500,000	Construction	Assessment District
Main Street Landscaping		$ 250,000	$ 250,000	Construction	General Fund
Winter Animation and Decorations (Program Expansion)	$ 65,000		$ 170,000	Funding - Design	Tourism Reserve & General Fund
Streets					
2021 Streets and Multi-Use Path Rehabilitation	$ 2,700,000		$ 2,700,000	Construction	State Transportation Improvement Program (STIP)
Bluffs Assessment District Maintenance Project - Slurry Seal		$ 91,000	$ 91,000	Construction	Assessment District
Chapparal Road Extension		$ 1,600,000	$ 1,600,000	Construction	SB1 - State Funds
Sidewalks					
Laurel Mountain Sidewalks/Street Rehab		$ 2,485,000	$ 2,485,000	Construction	STIP / IIG / SB1
Trails					
Minaret Multi-Use Path (SR203 to OMR)	$ 250,000		$ 250,000	Design	STIP
Main Street South Side Multi-Use Path Gap Closure (Town Loop)	$ 250,000		$ 250,000	Design	STIP
Lakes Basin Connector Trails	$ 50,000		$ 50,000	Construction	Measure R
Shady Rest / Inyo Craters OHV Planning	$ 200,000		$ 200,000	Planning	Grant
Transit & Mobility					
Village Parking and Pedestrian Improvements		$ 3,250,000	$ 3,250,000	Future Project	Unfunded
SR203 (Main Street) Pedestrian Beacons (HSIP Grant)		$ 241,400	$ 241,400	Design & Development	HSIP Grant & SB1
Parking at Parcel (50+ Spaces)		$ 150,000	$ 150,000	Design & Development	Road Rehab Fund 210
Fund 300 Total	$ 36,848,061	$ 25,284,400	$ 93,037,461		
Budget - Fund 300	$ 28,945,061	$ 15,634,400	$ 44,579,461	$ 28,945,061	Planned use of Fund Balance

TOML – MLH Partnership Projects (AF2)

The Town has four partnership programs with Mammoth Lakes Housing (MLH). MLH serves as a subrecipient of Town awarded CDBG or HOME Funds used for down payment assistance. The Town has as Deed Restriction Preservation program currently funded at $600,000 to be used by MLH or the Town to buy back deed restricted units should a qualified buyer not be found within the allowed time frames. The program is funded primarily from in-lieu fees collected from new development projects. Staff is recommending program funding be increased to $750,000 in FY22-23 using current in-lieu fees. Mono County also sets aside $300,000 for this program. The increase in funding is reflective of efforts to increase the number of deed restricted ownership units. The Town has committed $1.5 million to support the 11-unit affordable housing Access Apartment Project located at 238 Sierra Manor Road. Under the State's Homekey program, the Town has committed $1 million to a local project to create 15 units of affordable housing. The Town is also the co-applicant on grants to support these projects. Mono County also committed funds to the Homekey project.

Revolving Loan Fund (Deed Restriction Preservation FY21-22 Allocation	$600,000
Requested Allocation Increase for FY22-23 (In-lieu fees)	$150,000
Total (funds are held in trust and agency account):	$750,000
Access Apartments (238 Sierra Manor Road) FY21-22 Budget Allocation:	$1,500,000
Homekey Project FY21-22 Budget Allocation	$1,000,000

60 Joaquin Rd – Four New Housing Units (AF3)

Town acquired the vacant 0.20-acre site at 60 Joaquin Road in the Sierra Valley Sites in summer-2021. The Town Council authorized a contract with the selected Design-Build entity, MMI Consulting LLC, in April 2022 and the Town is looking forward to kicking off the project in Spring 2022. The project will provide four (4) for-sale units in two (2) duplex buildings that will be available to households earning up to 120% of the area median income (AMI). Per the schedule provided by the Design-Build entity, construction is scheduled to begin in late Summer 2022 and be completed in late Summer 2023. A rendering of the project as proposed is below. The final design is subject to the Town's typical entitlement process.

Carryover Budget Allocation for 60 Joaquin FY21-22: $2,700,000



Parcel Infrastructure Grant (AF4)

The Town and the Parcel Development Partner (Pacific West Communities) were awarded a $20.6 million Infill Infrastructure Grant (IIG) from the California Department of Housing and Community Development. The use of these funds will extend over several years as the Parcel is built out. The funding will be used for public and private infrastructure to support this affordable housing project. Build out is planned to include a minimum of 450 housing units. Phase I (81 units) is under construction and Phase II is in the approval process (see details below). The Capital Budget carries the grant funding over time and actual use of the funds will depend on construction schedules. The FY21-22 budget allocated $7.5 million with remaining funds extending out over the 5-year capital plan.

Carryover Budget FY21-22:$7,500,000

Budget Allocation FY22-23:$3,500,000

Parcel Phase 2 (AF7)

Staff and the development team at Pacific West Communities have completed preliminary design work on the second phase of the Parcel. At this time, the project is envisioned to include 146 affordable units consisting of a mix of studio, 1 bedroom, 2 bedroom, and 3-bedroom rental units, plus 2 manager units (148 total units). The project is in the entitlement process with the intention of having it ready to submit for grant funding summer 2022. The probable funding sources are well known, and an estimate of the Town's contribution has been based on these opportunities. The current estimated Town participation for Phase II is $5,032,000 million. The Town has been set aside $2.2M and $1.4M will be in the form of a long-term note for land purchase. Over the course of FY22-23 and the close out of FY21-22, additional funds of $1,432,000 will be identified to fully fund the commitment.



Creative Housing Initiative – Five Workforce Housing Units/Two Town Units (AF8)
Under the Town's Bridge program five housing units were purchased for the purpose of making the units available to households earning up to 120% of the area median income (AMI). The funding provides a "bridge" for our local workforce to move from renting to homeownership. This program has the added benefit of previous rental units being available. A four-bedroom unit in San Joaquin Villas complex and a three-bedroom room unit in the Meridian Court complex are set to close escrow in FY21-22. A two-bedroom unit in LaVista Blanc and two 1-bedroom units in the Meridian Court complex have been purchased and are available for purchase by qualifying households. The Town also provided down payment assistance for the two units in escrow. Down payment assistance is provided from miscellaneous funding within the Housing Now! initiative program. Proceeds from the sale of these units are placed back in the program. Over time these funds will be diminished due to the affordable selling price. The Town has also acquired two-studio units to assist Town and other agency partners in transitioning employees to the region. The Town owns a one-bedroom unit and two, two-bedroom units used to assist employees moving to the area. The goal of the program is to provide 8-10 households with affordable home ownership.
Bridge Program Allocation FY22-23 $1,400,000.

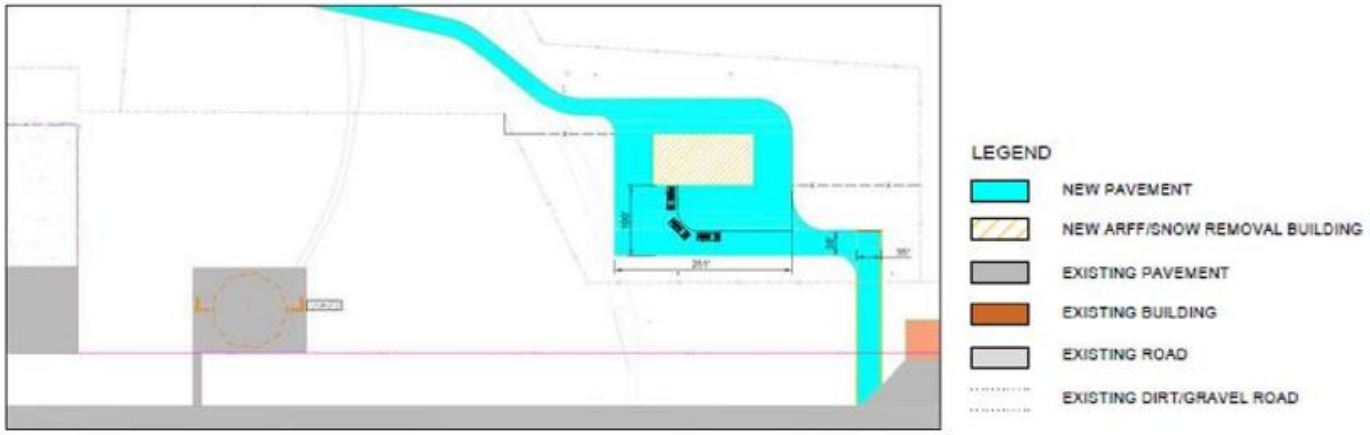
Private Sector Partnership (AF9)
The Town is in active discussions with private sector partners on the development of a six-unit condo complex. The complex would be restricted to local workforce tenants. The concept is to structure the housing with a lease(s) to local employers to support the financing of the project along with a Town grant. A regulatory agreement will be in place to cap maximum lease amounts and to address the potential future sale of the units. Employers may further subsidize rents to secure housing for their employees. If the partners and agreements are satisfactory to all, the project could proceed to construction in FY22-23 with a 16 +/- month construction schedule. Total funding is recommended at $1,000,000.

Aircraft Rescue & Fire Fighting (ARFF)/Snow Removal Equipment Building (AP2)

Mammoth Yosemite Airport currently leases a hangar from the Fixed Based Operator to house its ARFF and snow removal equipment. The hangar does not have adequate space to house all of the equipment and therefore much of the equipment is stored outside. The project will provide adequate storage for equipment and will enhance airport safety by providing adequate ARFF support rooms and increase ease of access and response times to any airport incident. This project includes a new 7-bay equipment building with apron for vehicles and an access road. NEPA and CEQA have both been completed for the proposed project. The Town requested a FY2022 Airport Improvement Program (AIP) Grant for design and plans. This work will facilitate a request for a construction grant in FY2023 to use AIP and discretionary funds. The town also plans to use airport capital improvement plan funds to fund one of the bays that is not AIP eligible. The cost estimate for design is $491,000 and construction is $7,254,000. Construction is dependent on receiving AIP funding.

Budget Allocation of FAA Grant and Airport Construction Reserves for ARFF Building FY22-23: $491,000

AIP Grant Funding request for 23/24: $6,904,000



Town Public Works Yard Fuel Island Upgrade/Replacement (GF6)

The future upgrade and replacement of the Town's fueling system at the Public Works Yard (or Corporation Yard) is scheduled to be upgraded and relocated to improve overall use and circulation with the Yard. The first phase is the purchase and placement of above ground fuel tanks. The existing underground tanks will be removed as part of a future project along with the relocation of the Fuel Island. The current fuel island will continue to be used for the interim period of time. The projected project cost for Phase 1 is $600,000 with funding set aside in FY21-22. The project work will be initiated in FY22-23, however ordering of new tanks may be completed in FY21-22. Total project costs will be higher and additional funding will need to be allocated.

Budget Allocation for Fuel Island Upgrade FY22-23: $600,000



Communication System (GF8)
The Town of Mammoth Lakes is working with regional partners to upgrade the 30-year-old communications system. The Town is setting aside funding to support the implementation of a new system. The final cost of a new system is expected to cost upwards of $1.5M. Currently $1,250,000 has been set aside for the project. Setting aside funding when available to the Town will mitigate the financial impact of upgrading the system. Staff is recommending an additional $125,000 be set aside with the potential need for additional funding of $125,000 for full project. The current analysis supports integration of communication systems with the planned State system. The California Radio Interoperable System (CRIS) Program was established in 2019 as part of a strategic effort to leverage the more advanced radio technology available on the market today and to put a more robust and effective communication tool at the disposal of California's first responder community. The key features of the CRIS will be a Project 25 compliant trunked radio system which interfaces to similar local systems throughout the state of California. When fully developed the CRIS will provide radio coverage to over 90% of the State's population and over 60% of the State's geographic footprint.
Current Budget Communication System FY21-22: $1,250,000
Budget Addition for FY22-23: $125,000

Mammoth Arts and Cultural Center (MACC) (GF9)
The establishment of the Mammoth Arts and Cultural Center (MACC) in the Town of Mammoth Lakes has been under consideration for several years. The plan concept plan has included a performing arts theatre, a smaller outdoor amphitheater, use of Edison Hall (theatre),

storage/workshop space, parking, and other ancillary uses. The concept plans have gone through several iterations. The location for the MACC is on property (Approx. 8 acres) owned by the Mammoth Lakes Foundation (MLF). Aligning the scope of the project with realistic funding availability has been challenging. Over the past year Town staff have re-engaged with the Mammoth Lakes Foundation to evaluate options to achieve a viable project and take advantage of new opportunities. This process has been under discussion in different forms for several years. The concept design for a new performing arts auditorium integrated with the existing Edison Hall was prepared. The concept achieved a more realistic project that is being refined to ensure the facility will meet the existing and expansion needs of most current users and serve new opportunities. Accordingly, the concept plan will need funding for additional refinement a request of $100,000 from Measure U is recommended for FY22-23. The design includes the addition of separate 1,000+/- square foot workshop/storage building. The has committed up to $300,000 annually for operation and maintenance funding from Measure U. The design and construction of the facility will be managed by the Mammoth Lakes Foundation.

Funding sources for the new Performing Arts Auditorium and Edison Renovation project include:
Measure U Capital funding reserves of $2.5 M. Funding is split between FY22-23 and FY23-24 ($1M and $1.5M)
Measure U Design Update Funding FY22-23: $100,000 – Included in Fund 217 Operating Budget
Non-Town capital funding includes:

Kern Community College District (local bond measure) funding of $7,500,000
Private donor funding commitments in excess of $2,000,000 supporting arts and culture
The project will require additional funding with estimated costs to be refined as part of the final concept design work.



Edison Hall Improvements (GF11)
Mammoth Lakes Foundation (MLF) is proceeding with needed improvements to Edison Hall. The Town and MLF looking at options to partner with the Town to take on operational support to meet the goal of opening the Edison Hall for summer 2022 programming. Staff requested $100,000 to support access updates to parking for ADA, minor parking lot maintenance and design work for future storage/workshop space and any minor improvements to the facility needed for operations.
Budget for Edison Hall FY22-23: $100,000

Foundation Childcare Facility (GF12)
Several factors have come together creating an opportunity to provide expanded childcare services. The need for expanded childcare and early child education services has been expressed by individuals, businesses, and local service agencies. With relocation of the IMACA preschool to the Parcel and Mono County Office of Education (MCOE) taking on operations and the obligated removal of IMACA facility at the High School, new opportunities for childcare were presented. Staff has reached out to Mammoth Unified School District (MUSD) regarding the repurposing of portable classrooms that are to be disposed of by MUSD as part of the High School Remodel. Staff is looking at 6+/- buildings to create a childcare early child education facility on the MLF property. The project is time constrained due to the need remove the modular buildings at the High School by end of June 2023. One additional modulars is planned to be used for the workshop/storage building to support the performing arts auditorium. The final product will be dependent on budget and costs but will need to include an appropriate outdoor play area. The funding set aside will be used to cover design, permits, building relocation, foundation construction, inside improvements and limited outside improvements. Funding will be used to complete CEQA work for all project associated with the Mammoth Lakes Foundation projects. Staff has initiated a request for qualifications for an architectural firm to allow the project to move forward timely.
Budget for Childcare Facility FY22-23: $1,650,000

Snow Storage Improvements (GF13)
The Town currently manages a Use Permit with USFS for snow storage. The terms of this permit are not favorable to the Town and costs associated with contracting services are unsustainable. The Town will continue to work with the Inyo National Forest on the use of land for snow storage. The need for adequate snow storage continues to be a critical factor in managing snow for public safety and keeping the Town open during storm events. The need for the larger Forest Service site will continue and the Town will keep the use permit in place. Town staff has been looking at less costly alternatives for snow storage, as higher costs are ultimately passed on to local businesses and residents. The availability of private land in the Town for this purpose is very limited. Vacant land owned by MLF has the potential to be used on a short-term basis for a limited snow storage area (5+/- acres). The longer-term vision for the property is for housing. The terms of the contract on the use of the site will provide a lower cost option to the Town, while maintaining service for the community. The vacant acreage will accommodate much of the Town's snow storage demand. The requested funding would be used to develop secure access to the site. The use of the site is subject to completing agreements and the environmental analysis.

Budget for Snow Storage Access Improvements FY22-23: $50,000

Civic Center – Town Hall (GF14)
Staff have recently reported that the costs of leasing the current town offices have increased significantly. Staff is investigating constructing a new Town Hall. The Town owns the land on the NE corner of Tavern and Sierra Park. This property was acquired for the purpose of building a civic center including a Town Hall and other municipal functions. A courthouse, police station, and County administrative building have already been completed. The proposed budget set aside will cover the initial programming and design work needed to understand the costs of the facility. An RFQ/RFP has been issued to qualified architects to assist in the development of these documents. Staff anticipates completing this work in late summer in order to provide Council with an accurate picture of the costs to construct a new facility and the financial plan. The proposed funding source is American Rescue Plan Act (ARPA) funding. Funding for new Town Offices would be through a debt issuance. The project will proceed in measured steps, with the first step to develop a space needs plan, a general facility, plan, a rough cost estimate and timeline. Use of funding allocation is $150,000 for initial work.
Budget allocation for Town Hall FY22-23: $1,900,000

Parcel Childcare and Park at the Parcel (GF16(a) and PR12)
Phase I of the Parcel includes approximately 2700 square feet of space for childcare and 0.8 acres of space for a public park. The park is split between dedicated childcare space and community park area. The childcare space is being designed to include the pre-school services which will be relocated from the current High School site. The childcare space is planned to be in use year-round. The space will accommodate 25-30 children. The funding for the outdoor area and tenant improvements includes a Town contribution of $250,000 and the use of childcare DIF revenue of $160,000 for total funding of $410,000. The final cost of improvements has not been determined, with additional funding necessary. The community park has initial funding of $268,000 from a CARES Act CDBG grant to purchase playground and other equipment. The full build out of the community park will require additional funding estimated at $700,000.
Budget Allocation for FY22-23 Childcare (GF16a): $250,000
Recommended us of Childcare DIF Revenue (GF16): $160,000
Community Park Grant Funding Allocation (PR12): $268,000

Community Recreation Center (CRC) & Mobility Hub (PR1, PR1a, PR2)
Located at Mammoth Creek Park the proposed Community Recreation Center or CRC will be a fabric tensile structure enclosing an Olympic size ice rink that will operate from November to April, and in the summer, durable sport tiles are envisioned to cover the rink area creating a 20,000 sq. foot Mammoth RecZone. Combined with community driven and professionally branded programming, the year-round community recreation center will be the recreation destination that the entire community and our many visitors to Mammoth Lakes will enjoy. The project will include an expanded parking area with 118 spaces. Mobility elements such as a transit pull-out and shelter, clean air and electric vehicle parking, and bike parking will be included in the new lot. On February 17, 2021, the Town Council

awarded the construction contract to Hamel Contractors Inc. At the same meeting the Council authorized staff to purchase the Sprung Structure, Chiller, and other appearances. Finally budget adjustments were authorized to complete the associated parking lot and mobility elements.
Current CRC Budget: $15,659,421
Mobility Hub Budget Allocation: $1,580,000
Interior Improvements Allocation: $700,000



Parks Deferred Maintenance and Improvements (PR3)
For the past few years Council has allocated up to $300,000 per year to address deferred maintenance projects within our parks and recreation amenities. The FY21-22 funding will be used to update ballfields at Whitmore Park. With the construction of new CRC facility, the current agreement with Mammoth Unified School District (MUSD) requires the current Ice Rink and associated improvements to be removed and the site remediated. The funding allocation of $100,000 under Parks Maintenance and Improvements is planned to be used for this purpose, with an option to use the funding to repurpose the space for other passive recreational uses. A request has been made to the MUSD board to amend the existing lease agreement to allow for the old ice rink slab to be converted into

2 pickle ball courts,1 tennis court, and other passive uses. Decommissioning elements of the ice rink has commenced. Pending a new agreement with the MUSD the old rink will be removed or repurposed for ongoing recreational uses.
Budget for Parks Deferred Maintenance (Ice Rink) FY22-23: $100,000

Dog Park and Expanded Parking (PR7 & PR7a)
The Town is also looking at locations for the development of a Dog Park. Currently, the Town does not have places that are designed for off-leash dog play areas. Our local parks and sports fields have become used for this purpose resulting in several gallons of dog waste being removed from these facilities. Dogs are also often allowed to run off leash within the park and sprots fields in violation of Town code. Having a dedicated space for this purpose meets community need for a place allowing dogs to run/play off leash, socialize and increases the norm for users of the dog park to pick up after their pets. The Town has received a $50,000 T-Mobil grant and previously allocated an additional $100,000 for a dog park. The current plan is to use a portion of MLF vacant property for a temporary dog park location. The long-term land use plan for the site is for housing. Property is also available for expanded parking of 40+/- spaces to support other uses such as the Theatre, Dog Park, area MUPs, future amphitheater space and long-term housing. Parking area may include EV charging stations..
Budget allocation for Dog Park FY21-22: $150,000
Budget request for Dog Park FY22-23: $50,000
Budget request for expanded parking FY22-23: $400,000

Old Mammoth Road Landscaping (SS1)
This project includes rehabilitation of existing irrigation and installation of new drip irrigation where necessary, installation of pavers and concrete in existing dirt strips to reduce overall planting area, installation of drought-resistant plantings at select locations (primarily at intersections), and placement of serval annual planter boxes along the length of the road. These planter boxes will be removed and stored for the winter. Estimated total project cost is $1,300,000, to be split between phases. Total current available funding is $630,000. Phase 1 involves all irrigation work and select planting areas and a portion of the planter boxes, with an estimated cost of $500,000. Funding is from the Old Mammoth Road Benefit Assessment District. Additional funding will be necessary to complete Phase 2. Plantings will be in accordance with water restrictions.
Budget Allocation for Old Mammoth Road Landscaping Budget FY22-23: $500,000

West Side



East Side



Main Street Landscaping (SS2)

This project includes rehabilitation of existing irrigation and installation of new drip irrigation where necessary, and installation of seed mix and drought-resistant plantings along both sides of Main Street from Mountain Blvd to just past Old Mammoth Road. Estimated project cost for phase 1 construction is $250,000. Due to anticipated water restrictions, the project will be phased to reduce quantity of plantings and water demand, with a limited number of drought resistant, native plants planned for the fall.

Main Street Landscaping Budget FY21-22: $200,000

Additional Funding for FY22-23: $50,000

North Side



South Side



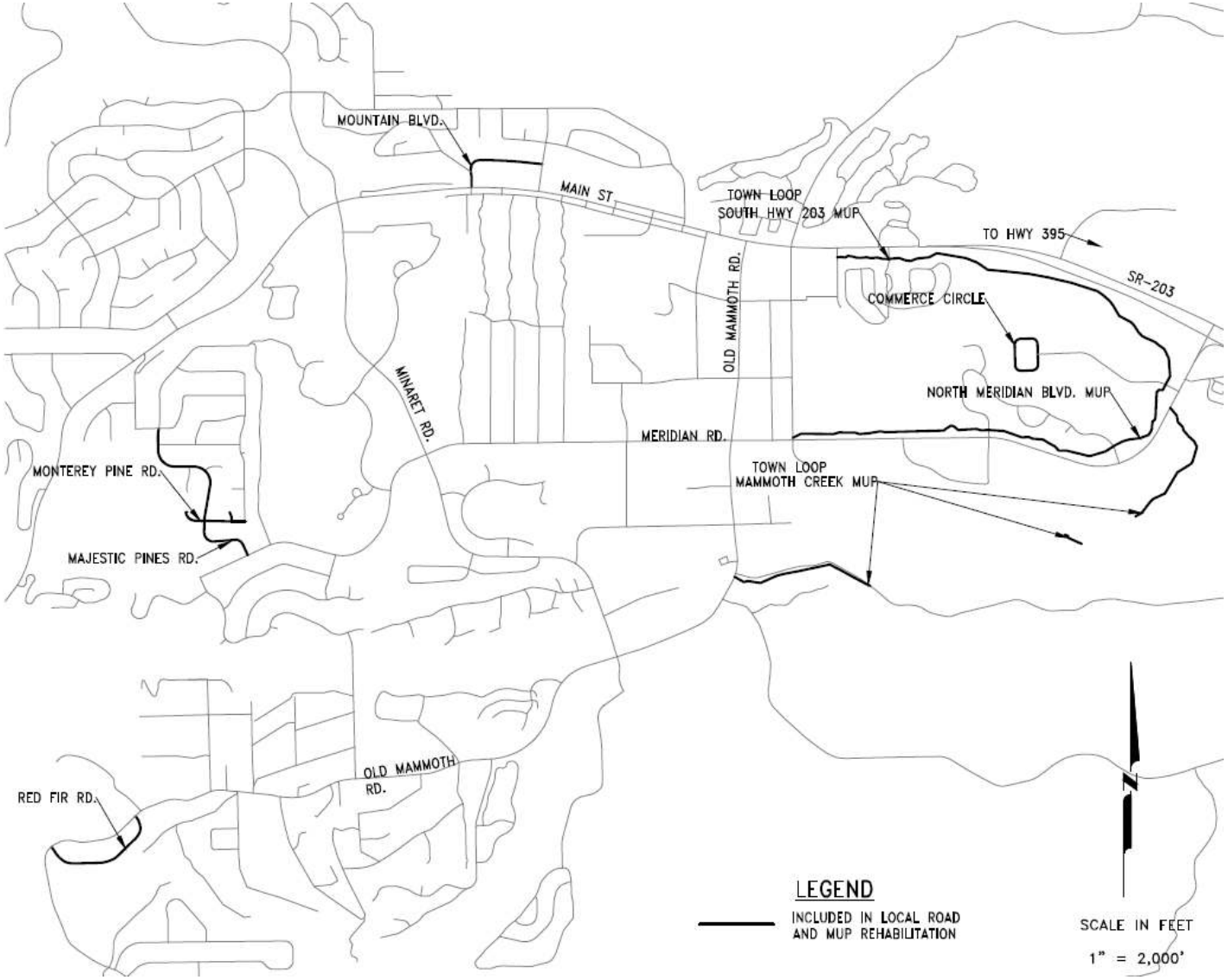
Trail and Municipal Signage (SS3)
The updating, repair and installation of new signage is an ongoing program of work. The Capital Budget allocates $25,000 for the program. This level of work is not generally a defined capital project, but the program provides ongoing dedicated maintenance funding as a priority. The program is coordinated between the Office of Outdoor Recreation and Public Works. While noted in the CIP the funding is allocated in the Office of Outdoor Recreation.
Budget Allocation Trail & Municipal Signage FY22-23: $25,000

Winter Animation and Decorations (SS4)
In 2019, the Town worked with a holiday decoration company to produce and install a sample of 3-foot and 5-foot snowflakes along Old Mammoth Road and Main Street. This served as a test to ensure that the snowflakes would withstand the harsh weather and fulfill the Town's vision. The test was successful, and therefore expansion of this program is proposed. The scope includes installation/removal of snowflakes by a contactor each year and the purchase of additional 5-foot snowflakes in fiscal year 2022/23.
Budget Carry-over from 21-22: $65,000

2021 Street and MUP Rehabilitation Project (ST1)
The 2021 Street and MUP Rehabilitation Project Includes rehabilitation of the numerous roads and MUP's. The locations were determined using data collected and entered into the Town's Street Saver Database. This software evaluates the Towns Pavement Condition Index for each and identifies the best treatment options to improve the overall condition index for the Town. These outputs are evaluated and confirmed with field visits from the Street Maintenance Department. Staff is working with utility companies to provide an opportunity to make repairs/upgrades while the road is open. The following road segments are scheduled to receive treatments.

Road / MUP	Segment	Treatment
Mountain Blvd	Sierra to Main Street	Pulverize 10” AC pavement/native w/ cement powder and recompact, HMA 3.5”
Commerce Circle	Complete Loop	Cold plane 2.5”-3.5” and recompact base, HMA 5.5”
Majestic Pines Rd	Meridian Blvd to Kelly Rd	Pulverize 10” AC pavement/native w/ cement powder and recompact, HMA 3.5”
Monterey Pines Rd	Southerly E-W section	Cold plane 3.5” AC Pavement, crack seal & crack membrane. HMA 3.5”
Red Fir Rd	Entire Length	Cold plane 3.5” AC Pavement, crack seal & crack membrane. HMA 3.5”
North Meridian Blvd. MUP	As shown on map	Complete Reconstruction
Town Loop MUP Segments	As shown on map	Complete Reconstruction

Work on the project began in late summer of 2021. Work on Majestic & Monterey Pines, Mountain Blvd and Red Fir will continue in July of 2023 as well as some punch list work on the MUPs.



2021 STREET AND MUPS REHABILITATION PROJECT LOCATION MAP

Bluffs Slurry Seal Project (ST11)
This project is funded by the Bluffs Assessment District. The placement of a slurry seal on the roads within the district will extend the life of the payment. The project was bid in FY21-22 will be completed based upon weather and access to materials.
Budget for Bluffs Slurry Seal (STIP Funds) FY21-22: $91,000

Chaparral Road Extension (ST13)
This project will extend Chaparral Road into the Parcel connecting it with the Parcel Phase 1 street network to allow for flow of traffic, transit, and pedestrians. The project includes underground utilities, sidewalks, MUPs, transit stops and related infrastructure for a complete street. The projected cost is $1,600,000. The cost estimate will be refined with final design. The project is planned to go to bid in 4th quarter FY21-22, with construction starting FY22-23. Funding for the project is from the Mono County allotment of SB1 Funds.
Budget Allocation of SB1 Funds provided to the Town for FY22-23: $1,600,000



Laurel Mountain Infrastructure (Street Rehab, Sidewalks, Storm Drain, Streetlights) (SW1)
Project is located on Laurel Mountain Rd in the Town of Mammoth Lakes. The project limits are Main Street (SR203) and Sierra Nevada Road, with the southerly 575 feet to be constructed by a private developer. Improvements include sidewalk on the east side of the road, streetlights, curb and gutter, bike lanes, storm drain, sewer extension, pedestrian flashing beacon, and pavement reconstruction. This project

will serve the new Parcel development and the existing residents. The project will be designed to work with and complement the new development at the Parcel, recently constructed Main Street sidewalks, the new transit shelter across from Laurel Mountain Rd on Main Street, and the Highway Safety Improvement Program (HSIP) crosswalk upgrades. The project has a mix of funding sources, and estimated cost for the Town's portion of the project is $2,485,000. This will be a multi-year and phased project.
Budget Allocation Laurel Mountain Infrastructure FY22-23: $2,485,000

Minaret Road Multi-Use Path (TR1)
The proposed Minaret Road multi-use path (MUP) will be located on the west side on Minaret Road from Lake Mary Road to Old Mammoth Road. The proposed 7200 LF The proposed Minaret Road multi-use path (MUP) will be located on the west side on Minaret Road from Lake Mary Road to Old Mammoth Road. The proposed 7200 LF of path will connect the Old Mammoth Road MUP to the Lakes Basin Path MUP along Minaret Rd and other existing and future pedestrian and bicycle facilities. The Minaret Road MUP Project will construct a Class I MUP that is physically separated from the roadway and provides for additional non-motorized modes of travel. The project will include signage and wayfinding, drainage improvements, and intersection lighting as needed. The alignment of the MUP may require additional intersection improvements at Minaret and Meridian. A round-a-bout is being looked at as a solution to remedy pedestrian, bicycle, and golf cart conflicts at the intersection. Design for project will have an estimated cost of $250,000 and is funded by a State Transportation Improvement program (STIP) grant. The planning and design work will be completed early FY22-23. Construction is dependent on identification of funding.
Budget Allocation for Minaret MUP (STIP Funds) Project Study Report: FY21-22: $250,000

Main Street Multi-Use Path (TR2)
The Main Street MUP will close a gap between the Lakes Basin Path MUP and the Town Loop MUP located at Callahan Way. The project is located on the south side of Main Street/SR203 within the Caltrans ROW. The project includes 1700LF of separated ADA compliant asphalt multi-use path, drainage improvements, slope protection, transit improvements, lighting, signage and wayfinding, and other supporting infrastructure. The project provides better connectivity, continuity, and mobility for non-motorized users. The project provides a significantly safer option than the existing conditions. The project will include design of trail wayfinding signage that will extend into the existing Main Street sidewalk project as recommended by the Trails Manager. Design for the project will have an estimated cost of $250,000 and is funded by a STIP grant. The planning and design work will be completed late FY22-23. Construction is dependent on identification of funding.
Budget Allocation Main Street South Side MUP (STIP Funds) Project Study Report: FY21-22: $250,000

Lakes Basin Connector Trails (TR4)
Town of Mammoth Lakes proposes to construct approximately 2.5 miles of multi-use, nonmotorized U.S. Forest Service system trail(s) to provide additional recreation opportunities and connect users to popular destination features and facilities in the Lakes Basin cirque. These

soft surface trails will help to mitigate existing improvised use trails. The new trails will be supported by appropriate signage and wayfinding. The project is funded by a $50,000 allocation from the Trails Program Fund Balance, with $35,000 remaining for FY22-23.
Budget Allocation Lakes Basin Connector Trails (MTC-Trails) FY22-23: $50,000

Shady Rest / Inyo Craters OHV Planning (TR6)
In an effort to engage with OHV users and opportunities in the Shady Rest Inyo Craters sub-region, TOML applied for and was awarded a three-year planning grant from the California State Parks Off-Highway Motor Vehicle Division Grant Program in 2020. The TOML, in partnership with Inyo National Forest – Mammoth Ranger District and Mono County, is using the California OHV planning grant funds for on-the-ground planning and environmental review (NEPA/CEQA) in order to optimize existing OHV trail facilities that serve a wide spectrum of user groups and to consider enhanced opportunities for trails and sustainable recreation in the Shady Rest Inyo Craters sub-region. Total budget for the project is $200,000 funded by OHV Green Sticker grant. This is a multiyear project. The project not currently in the Inyo National Forest Program of Work, and no funding is allocated for FY22-23.

Village Area Pedestrian and Transit Improvements (TT7)
The Town was approached by the Limelight Hotel developers of the property on the south side of the Westin regarding the previously planned pedestrian bridge connecting across Canyon Blvd to the Village (Gondola building). The bridge would allow a safe pedestrian connection or hotel guests, nearby condo guest and to the Town parking area by reducing the number of pedestrians crossing at street level. The transit stops on the west side of Canyon Blvd (near the stair access to the Westin) is also in need of adjustment to improve operations and a transit shelter. Integrating these potential projects together will improve the existing transit stop, reduce potential pedestrian conflicts crossing Canyon Blvd and enhanced pedestrian connection between hotel/residential/parking area with shopping and dining in the Village. Additional parking will provide visitors and locals with parking options when visiting this core commercial area. The cost estimates are very preliminary. If authorized as a capital project design and cost estimates will be prepared for consideration.
Budget request for Pedestrian Bridge and Transit Improvements FY22-23: $3,250,000
(Funding: $800,000 CFD, $250,000 Gen Fund; $2,000,000 debt)

SR203 (Main Street) Pedestrian Beacons - HSIP Grant (TT8)
The Town of Mammoth Lakes submitted and was awarded a $191,400 Highway Safety Improvement Grant (HSIP) to upgrade crosswalks along SR203. The grant provides funding to upgrade two pedestrian activated crosswalk beacons (Laurel Mountain and Post Office) with RRFD signalization. A third new RRFD beacon will be installed at Mountain Blvd. The project is located within the Town of Mammoth Lakes along Main Street (SR203). Design work began in FY21-22 with construction scheduled for FY22-23. This work will be coordinated with other design and construction efforts in the area. An additional $50,000 is proposed to be added to the budget. Funding will come from SB1 which was approved by resolution by the Town Council.
Allocated Budget for SR203 Crosswalk Upgrades (Grant Funds) FY21-22: $191,400
Budget for FY22-23: $50,000

Additional Parking Lot in the Parcel (TT9)

This project will add approximately 50 parking spaces within the Parcel to assist with parking management plans. The added spaces are designed to meet specific needs of residents of the Parcel and is not intended as a public lot. As parking management plans are implemented throughout the Parcel the site may be converted in the future to housing units. The rough estimate for this project is $150,000. Funding is recommended from the Gas Tax/Road Fund reserves. The final location and design will be completed along with Phase II planning of the Parcel project. The work will be start in FY22-23.

Budget of Road Fund Reserves for FY22-23: $150,000

Development Impact Fees Fund (830 - 841)

The fees are restricted to capital projects and as fees come in and an appropriate project is moving forward, the budget will be amended based on actual funds received and passed through upon request from the proper agencies. The Town retains 4% of all funds received for administrative purposes. The fees for FY22-23 have increased by approximately 13.4% based on the increases in the California Construction Cost Increases (CCCI) realized in the last year. Currently 10 of the funds have anticipated revenues and expenditures see chart below:

Fund Balance - DIF Accounts

As of June 30,2022

The Development Impact Fees have been adopted to defray the cost of new development impacts on existing infrastructure that cannot be accommodated by the existing community. The fees are only for the reasonable incremental cost of new facilities that are required as the result of new development.		
Developmental Impact Fees	**Estimated Fund Balance (Year End)**	**FY2022/23 Budgeted Revenue**
Fund 830 - DIF Town Admin Overhead	$ 59,829	$ 19,996
Purpose - This fee covers the cost of general administration of the article and any resolution adopted pursuant hereto. Administrative overhead includes, but is not limited to, performance of accounting tasks associated herewith, supervision and handling of funds, preparation and/or updating of master facilities plans, capital financing plans, justification reports and special studies related to development impact fee funded projects.		
Fund 831 - DIF General Facilities & Equipment	$ 176,589	$ 41,200
Purpose - A development impact fee is established for general facilities, vehicles, equipment, and new town administrative offices.		
Fund 832 - DIF Law Enforcement	$ 69,856	$ 13,400
Purpose - A development impact fee is hereby established for police facilities, vehicles, and equipment.		
Fund 833 - DIF Storm Drains	$ 147,388	$ 34,200
Purpose - A development impact fee is established for storm drainage facilities.		
Fund 834 - DIF Parks and Recreation	$ 97,331	$ 36,800
Purpose - A development impact fee is established for park land, parks, and recreation facilities.		
Fund 835 - DIF MCOE - Library	$ 167,273	$ 77,500
Purpose - The Town collects the fees on behalf of the MCOE and the Town does not have jurisdiction over the amount or use of the fee.		
Fund 836 - DIF Streets & Circulation	$ 62,626	$ 13,200
Purpose - This fee is the pro-rata share for new development for street infrastructure projects to maintain a circulation level LOS D for streets and intersections as described in the General Plan EIR.		

Developmental Impact Fees	Estimated Fund Balance (Year End)	FY2022/23 Budgeted Revenue
Fund 837 - DIF MCOE Childcare	$ 215,395	$ 41,600
Purpose - The Town collects the fees on behalf of the MCOE and the Town does not have jurisdiction over the amount or use of the fee.		
Fund 838 - DIF Fire Facilities, Vehicles & Equipment	$ 555,925	$ 172,500
Purpose - This fee is for new apparatus and Fire Station. The Town collects the fee on behalf of the Mammoth Lakes Fire Protection District and the Town does not have jurisdiction over the amount or use of the fee.		
Fund 841 - DIF Transit & Trails	$ 333,601	$ 69,500
Purpose - A development impact fee is established for trail construction and transit facilities.		

Budget Assessment Districts Fund (850 - 861)

There are a number of assessment districts within the Town. The District provides and ensures the continued maintenance, servicing, administration, and operation of various improvements and associated appurtenances located within the public right-of-way. The improvements include the installation, upgrade, construction, or reconstruction of irrigation and landscaping, street lighting, streets, sidewalks and driveways, curb and gutter, drainage facilities, and snowmelt tubing systems.

The Town contracts with NBS to perform annual Engineer's reports on each of the assessment districts. These reports outline current fund balance against anticipated maintenance and capital improvement projects. If a variance exists between available funds and anticipated needs, a district assessment is recommended.

Fund Balance - Assessment Districts

As of June 30,2022

Assessment District			FY22-23 Assessment Rates
Fund 850 - Juniper Ridge	**$**	**132,008**	**$ 1,200 - Per Lot**
Purpose - Maintenance of landscaping, ornamental street lighting, street signs, snow stakes , and the decorative walls at the entrance.			
Budget - Total Budget $73,700 for FY22-23 with Town contributing $25,000 for Snow Removal leaving $48,700 remaining. Total of 40 lots within the district with a maximum assessment per lot of $1,200 totaling $48,000. This will leave a remaining $700 which is a planned use of fund balance.			
Fund 853 - Bluffs Maintenance	**$**	**221,930**	**$ 2,100 - Per Lot**
Purpose - Roadway, drainage, sewer, power, street light, telephone, television cable and gas line improvements on streets within the Bluff's subdivision and between subdivision entrances.			
Budget - Total Budget $292,695 for FY22-23 with Town contributing $24,000 for Snow Removal with planned projects and snow removal expense leaving $268,695 remaining. There is a planned use of fund balance of $102,795 for FY22-23. Maximum assessment per lot is $2,100 charged to 79 residential lots.			
Fund 854 - North Village	**$**	**604,877**	**Avg $1,097 per parcel**
Purpose - Debt Service for the District improvements include the installation, upgrade, construction, or reconstruction of irrigation and landscaping, street lighting, streets, sidewalks and driveways, curb and gutter, drainage facilities, and snowmelt tubing systems and appurtenant facilities.			
Budget - Debt Service payment for FY22-23 is $514,136, snow removal of $40,000 and capital projects of $134,872 bring the total budget to $689,008 for FY22-23. Revenue includes a $25,000 transfer for snow removal and assessment of $1,097 per parcel will generate $568,396 in tax assessment. The budget includes a planned use of fund balance of $120,612. Total 518 units in the district.			
Fund 856 - Old Mammoth Road	**$**	**626,750**	**$17.56 - Per Linear Foot**
Purpose - Maintenance of irrigation and landscaping, street lighting, streets, sidewalks and driveways, curb and gutter, drainage facilities, and snowmelt tubing systems and limited appurtenant services.			
Budget - Total Budget $175,989 for FY22-23 with Town contributing $26,000 for Snow Removal leaving $149,898 remaining. Total District linier front footage is 7,390.210 resulting in a charge of $17.56 per linear foot.			

Assessment District			FY22-23 Assessment Rates
Fund 857 - Village Benefit	**$**	**815,975**	**Various Rates see in Budget**
Purpose - Maintenance of irrigation and landscaping, street lighting, streets, sidewalks and driveways, curb and gutter, drainage facilities, and snowmelt tubing systems and appurtenant facilities.			
Budget - Total Budget $110,538 for FY22-23 with Town contributing $25,000 for Snow Removal leaving $85,538 remaining. Total of 532 parcels in the district with the following rates: Condominium - $70.27 - $117.12 per unit, Commercial / Gondola - $.09 per square foot, Apartment and Hotel - $70.27 per room. In addition to snow removal, there is some maintenance and repair planned for FY22-23 and overall there is a planned use of fund balance of $31,278 in the budget.			
Fund 858 - CFD 2004-01 (Fractional Use)	**$**	**49,392**	**Avg - $752 per parcel**
Purpose - Finance the costs and expenses of providing enhanced services and facilities to the Town including police protection services, criminal justice, recreation program operations and maintenance, library services, museums, cultural facilities, parks, parkways and various other facilities and equipment.			
Budget - Total Budget $612,406 for contribution Incremental Town Services for FY22-23, as the CRC is slated to open. Total district parcels is 286 with 266 units with a levy amount from $571.44 - 1,142.88 for a average of $752 per parcel Total tax assessment is $175,080. The CRC is expected to generate $304,000 in revenue with another $162,000 transferred in from Measure R and General Fund.			
Fund 859 - DIF in Lieu Mello Roos Tax	**$**	**21,097**	**$2,634 - per one parcel**
Purpose - Developer's have the option to pay an annual assessment rather than pay Development Impact Fees upfront. These fees may be used for public benefit facilities. The Town currently has one property within this assessment district.			
Budget - Total Budget $2,470 for FY22-23. Total of 1 parcel in the district			
Fund 860 - Transit Facilities	**$**	**21,552**	**Avg $80 per parcel**
Purpose - Contributes to the town-wide transit system.			
Budget - Total Budget $7,800 for FY22-23. Estimate of total units in the district is 97.			
Fund 861 - Mammoth View	**$**	**82,686**	**$13.78 - Per Special Benefit Point**
Purpose - The improvements maintained by the District include Viewpoint Road, the Viewpoint condominium emergency access area located to the north of the Viewpoint condominiums, sidewalks fronting the District along Main Street, Mountain Boulevard, and Alpine Circle, and appurtenant facilities.			
Budget - Total Budget $4,500 for FY22-23. Total of 326.41 Special Benefit Points for a total of $13.78 per Special Benefit Point			

Fractional Mello Roos Fund (858)

The district was created to provide enhanced levels of service for designated Town Services. FY04-05 services are used as a baseline for service, meaning these funds cannot be used for services below the baseline. Due to the reduction of service areas following the MLLA legal settlement, these funds are not available for use in most service areas. The one exception has been recreation where new amenities have been constructed providing levels of service beyond the baseline and therefore an opportunity to use the funds. The tax revenue is received from fractional ownership projects and was put in place to offset the loss of TOT revenue from such projects. This Fund has $651,000 in anticipated revenues for FY22-23 generated by charges for estimated tax revenue ($185,000), facility fees ($303,750), transfer-in ($162,000) and interest ($250). The Transfer-In is an allocation from Measure R and General Fund to support CRC operations. The opening of the CRC, anticipated in the winter of FY22-23 has increased both revenue and expenditure expectations for this fund. The transfer in from Measure R was increased this year by $37,000 to $112,000. This was achieved by removing Measure R support for both Whitmore and Trails End Park maintenance. These expenses have been absorbed by the General Fund. The General Fund has also contributed $50,000 to the operating expenses for FY22-23.

Fund 910 – Garage Services

The Vehicle Service Fund, also referred to as the Garage, is used to track cost of maintenance for our vehicle fleet. The garage staff is comprised of four mechanics, two mechanic trainees, and one fleet superintendent. The staff maintains all vehicles in the Town's fleet, including most repairs, fuel, and periodic maintenance. When work is performed on a vehicle, the department where that vehicle is assigned will be charged the cost of repair including staff time. This type of an account is known as internal service fund where expenses are covered by work performed for other departments. The list of estimated charges, within the FY22-23 budget are listed below:

Garage Services

Budgeted Fuel and Repairs

Fund / Department	Description		Garage Services
100-416	General Fund - General Services	$	35,000
100-420	General Fund - Police	$	95,000
100-434	General Fund - Whitmore Rec Area	$	22,000
100-438	General Fund - Parks Maintenance	$	58,000
210-454	Gas Tax - Summer Equipment	$	80,000
210-455	Gas Tax - Winter Equipment	$	160,000
220-471	Airport - Operations	$	45,000
858-436	Fractional - Parks & Rec		
		$	495,000

In addition to internal service, this department services outside entities that use our repair and fuel services. These outside agencies include Eastern Sierra Transit Authority, Schools, Fire, and some county vehicles. The fund has projected revenues of $1,187,952 and expenditure of $1,498,653 for

FY22-23. These expenditures include a transfer out to Gas Tax of $60,000 to cover 50% of maintenance for the garage facility. Staff reviewed the revenue projections and has balanced the fund for FY22-23. However, a review of actual performance at each quarter is recommended for possible adjustment. This fund used to also contain the vehicle replacement program and some funding for that program may have masked the discrepancies between revenue and the expense to deliver services. If billing proves insufficient to cover expenses, additional funds will be transferred from General Fund to cover the shortfall and a thorough review of staff and billing practices will determine the root cause.

Fund 915 – Vehicle Replacement

The vehicle replacement fund was new for FY21-22, separating vehicle replacement from garage services. This change was made to separate two diverse but equally important motor pool functions and provide clarity into the cost of operations for the unit. The vehicle replacement portion supports the purchase of a replacement vehicle once the existing piece of equipment is all used up. This is accomplished using a calculation to estimate required annual set aside to cover future replacement costs based on expected lifespan, original vehicle costs and annual CPI increases. The vehicle is assigned to a division which is charged to specific funds and departments who use the vehicle.

The vehicle replacement fund contains both cash and debt as it was used as part of the stabilization of the Town's finances after the MLLA settlement agreement. The General Fund makes an annual payment of $340,000 to pay back the internal loan which should be paid off in the next couple of years as the repayment process has been accelerated. The difference between accrued fund balance and available cash is the unpaid loan. Below is a list of charges for the FY22-23 budget by operating department:

Vehicle Replacement

Budgeted Replacement Cost

Fund / Department	Description		Vehicle Replacement
100-416	General Fund - General Services	$	30,308
100-420	General Fund - Police	$	57,525
100-434	General Fund - Whitmore Rec Area	$	24,917
100-438	General Fund - Parks Maintenance	$	73,714
210-454	Gas Tax - Summer Equipment	$	179,737
210-455	Gas Tax - Winter Equipment	$	590,627
220-471	Airport - Operations	$	4,265
858-436	Fractional - Parks & Rec	$	5,191
		$	966,284

Vehicle Replacement Fund

Division / Description	7/1/2022 Set Aside Fund Balance	(Gas Tax) 7/1/2022 Restricted Available Balance	7/1/2022 Unrestricted Available Balance	Total Cash	Funded Ratio	Outstanding Loan Balance
		Restricted CASH	Unrestricted CASH			
Division 1 - Public Works - Summer / Winter	$ 5,674,136	$ 1,927,440	$ 3,412,370	$ 5,339,811	94.1%	$ 334,325
Division 2 - Parks Maintenance	$ 614,425	$ -	$ 476,016	$ 476,016	77.5%	$ 138,409
Division 4 - Police Vehicles	$ 526,274	$ -	$ 526,274	$ 526,274	100.0%	$ -
Division 5 - Administration	$ 242,674	$ -	$ 242,674	$ 242,674	100.0%	$ -
Division 6 - Airport	$ 4,126	$ -	$ 4,126	$ 4,126	100.0%	$ -
Division 7 - Summer Roads	$ 633,141	$ 65,692	$ 212,890	$ 278,581	44.0%	$ 354,560
Division 8 - Winter Roads	$ 2,958,000	$ 1,190,182	$ 1,432,251	$ 2,622,433	88.7%	$ 335,567
Division 18 - Transit Services	$ 785,798	$ -	$ 754,146	$ 754,146	96.0%	$ 31,652
Fuel Tank Replacement Fund	$ 85,436		$ 8,742	$ 8,742	10.2%	$ 76,693
Total Vehicle Replacement	$ 11,524,010	$ 3,183,314	$ 7,069,489	$ 10,252,803	89.0%	$ 1,271,207
		Outstanding Balance of Loan		$ 1,271,207		

Debt Service / Future Capital Fund (990)

The Town has a variety of debt including the bond for the police station, and the bond payment for the MLLA settlement, and inter-fund loan between the General Fund and the Vehicle Replacement Fund. The Town has been accelerating the repayment of the internal loan and expects to have this debt paid off in FY23-24 with a current outstanding balance of $1,271,207. The chart below reflects the debt payments made to external entities. The 2004 Bluff's development funding, paid for by assessments on property tax in the Bluffs was fully paid in FY21-22 and is no longer a part of our debt schedule. This adjustment is noted in fund 990 for debt payments as well as Fund 852 where the assessment revenue and expenditures are noted. A summary of the Town's operating debt service is as follows:

Town of Mammoth Lakes - Debt Schedule

DEBT	PURPOSE	INITIAL DEBT AMOUNT	Current Balance	ANNUAL PAYMENT FY22-23	TERM	END DATE	INTEREST RATE	SOURCE OF PAYMENT
Lease Revenue Bond (2015)	Refinance COP and Police Facility Funding	$ 3,550,000	$ 2,179,000	$ 314,394	15 Years	FY2029-30	3.51%	General Fund Fund 100
Installment Sales Agreement (2017)	Multi Use Facility	$ 5,500,000	$ 3,445,000	$ 615,747	10 Years	FY2027-28	2.23%	Measure R Fund 216
Taxable Judgment Obligation Bonds (2017)	MLLA Debt	$ 23,995,000	$ 19,830,000	$ 1,868,406	18 Years	FY2035-36	1.750% increasing 0.25% each Year to a maximum interest rate of 4.375%	General Fund Fund 100
Vehicle Replacement - Internal Loan	Operating Cash during econocmic crisis 2012	$ 4,369,207	$ 1,271,207	$340,000 accelerated to $820,000	No Term	Est. FY23-24	0.00%	General Fund Fund 100
CFD 2001-1 Refunding Bonds, (2016)	North Village Development	$ 6,626,919	$ 5,066,352	$ 514,136	17 Years	FY2033-34	3.31%	North Village Assessment District Fund 854
Total		**$ 44,041,126**		**$ 3,652,684**				
	General Fund Debt			**$ 2,522,801**				
	Measure R Debt			**$ 615,747**				
	Assessment District Debt			**$ 514,136**				

This fund also includes future capital component for technology improvement or minor facility improvements. Staff is also recommending a return to prior practice of transferring the full $2M payment for MLLA settlement and allowing excess funds to accumulate for future capital projects. The difference between the $2M allocation and actual debt payment will provide $131,594 in funding for a future capital project.

CONCLUSION

This concludes our annual budget process for FY22-23. In total, the Town's budget is comprised of $70,827,517 in total resources (Revenue and Transfer In) and $104,533,178 in total appropriations leaving a negative change in fund balance of $33,705,661 across 40 Funds. Staff is committed to working within the Towns' financial limits and the policy direction provided by Town Council as we provide services to our community. Attached to the staff report is a line-item detail of the proposed budget. Staff has put considerable effort in delivering a thorough and thoughtful budget through a collaborative process including Town leadership as well as Council direction. Once a final budget is adopted, staff will begin work on a budget book to aid in public understanding of our budget details along with department goals and objectives for FY22-23.