TOWN COUNCIL STAFF REPORT

Subject: Presentation on budget performance through the fourth quarter of FY20-21.

Meeting Date: August 18, 2021

Written by: Rob Patterson – Administrative Services / Finance Director

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RECOMMENDATION:

Staff recommends the Town Council receive the fourth quarter budget review for Fiscal Year 20-21 and adopt the resolution amending the FY20-21 budget as recommended on Attachment A and the FY21-22 budget as recommended in Attachment B

BACKGROUND:

Proper administration of any fiscal budget requires regular scheduled review of performance. The Town of Mammoth Lakes has committed to providing Town Council with the opportunity to review our financial performance at the close of each quarter. The report reflects the fourth quarter performance and other specific events, which have affected our results. The purpose of this report and related requests are to clean up budget issues for a more seamless operation of the town. This review and frequent adjustment is a critical part of any budget that is highly variable and fiscally conservative.

The fourth quarter does not usually have large adjustments as most of the major swings were captured in the third quarter review. With this year's unpredictable visitation, we remained conservative in the third quarter providing a large adjustment you see within these reports. The fourth quarter is the time when fine tuning of both revenue and expenditures take place. For this analysis, staff captured only adjustments greater than $10,000 by individual line item.

ANALYSIS/DISCUSSION:

The primary focus of this review is the General Fund. This is the source of revenue for the majority of the town's operating budget. As we set the budget for the current year, we had many scenarios on how the COVID-19 health emergency would impact our tourist economy. We reduced expectations on the most impacted revenue streams and decided on a modest budget that would require expense reduction and creative funding to sustain the year. While the beginning of the year was challenging, the last few months of the fiscal year have been very strong.

The primary revenue driver for the General Fund is Transient Occupancy Tax (TOT) and this has been a rollercoaster of a year. This revenue stream started off with record months during last summer as we opened our community to visitors after our spring closures. The response was tremendous as people were tired of the health emergency lockdowns. This was quickly followed by nearly two months of fire impacts, forest closures, and other items negative to our business model. In early December as we were just starting into our most important season, we had a surge in the virus and statewide shutdown of the economy. This resulted in the lowest December on record, producing just 10% of normal revenue for the month. As we progressed into January and slight easing of restrictions, we did see a bit of rebound as January was nearly double December in revenue but far below normal expectations. In February, more of the economy opened and visitors were again welcomed into or community, with lodging at 70% of capacity, February TOT came in near a record even with some restrictions still in place. As March arrived, visitation was on high allowing both March and April to beat prior records if only slightly. In

May and June those TOT records were shattered with May exceeding the previous record by 16.5% at $902,134 and June exceeding the previous record by 38.1% and $1,517,977.

Through June 30, TOT revenue is $16.564M, or $2.5M above the adjusted revenue projected during the third quarter analysis. With only minor adjustments anticipated for the year-end process, staff is recommending an increase of TOT budget to $16,564,000, an increase of $2.564M for the quarter.

Transient Occupancy Tax

Through June 30, 2021

Item		Amount
Adopted Budget FY20-21	$	11,200,000
Budget Adjustments (Quarter 1 & 2)	$	-
Budget Adjustment (Quarter 3)	$	2,800,000
Modified Budget	$	14,000,000
Actual Through June 30, 2021	$	16,564,000
Total Expected TOT	$	16,564,000
Recommended Budget Increase 4th Qtr FY20-21	$	2,564,000
Total Amended TOT Budget	$	16,564,000

In addition to Transient Occupancy Tax, revenue violations and penalty and interest accounts are far above normal revenue due to the significant enforcement work done during FY20-21. The addition of part time staff to work on the enforcement activity has proven beneficial in identifying new cases and converting those illegal operators to legal. Combined revenue violations, penalties and interest are $130,000 over budget for the year. Below is a recap of all TOT related accounts:

Transient Occupancy Tax

Through June 30, 2021

Account	Description		Budget		Adjustment		Modified Budget
100-000-30604	TOT: CURRENT YEAR	$	14,000,000	$	2,564,000	$	16,564,000
100-000-30660	TOT: REVENUE VIOLATIONS	$	60,000	$	85,000	$	145,000
100-000-30661	TOT: REV VIOL PEN & INTEREST	$	30,000	$	45,000	$	75,000
		$	14,090,000	$	2,694,000	$	16,784,000

Property Tax

Town Staff relies on information provided by Mono County to determine the property tax estimates used in our budget process. Staff did not believe property tax would be negatively impacted within the first year of the pandemic. Staff also did not anticipate the real estate boom that would come from a strong desire to live outside of urban environments and the work from home approach that was developed. The result is a strong property tax for the year. These revenue amounts were adjusted in the third quarter and an additional increase in overall revenue of $182,200 recommended for the fourth quarter.

Property Taxes

Through June 30, 2021

Account	Description	Budget	Adjustment	Modified Budget
100-000-30202	PROPERTY TAX SECURED	$ 2,652,000	$ 38,000	$ 2,690,000
100-000-30210	PRIOR SECURED & ESCAPES	$ 30,000	$ 24,200	$ 54,200
100-000-30230	DOCUMENTARY TRANSFER TAX	$ 365,000	$ 90,000	$ 455,000
100-000-30234	CURRENT SUPPLEMENTAL TAX	$ 15,000	$ 30,000	$ 45,000
100-000-30250	HOMEOWNERS EXEMPTION	$ 20,000	$ (20,000)	$ -
100-000-30270	ERAF EXCESS	$ 70,000	$ 20,000	$ 90,000
		$ 3,152,000	$ 182,200	$ 3,334,200

Franchise Fee

The Town receives franchise fees for Solid Waste, Electricity, Gas and Cable. This revenue stream has been difficult to budget in the last few years due to changes in agreements, both rate and allowable items. This revenue is also affected by visitation and was expected to have a drop in FY20-21. The new agreement with solid waste was a wildcard for the year and our conservative estimate was easily exceeded and staff is recommending an additional $123,000 for the year. Other utilities had minor adjustments realized in the fourth quarter. The Town also upgraded some technology in suite Z that would allow for better video and audio presentations for the viewing public. Those upgrades were funded by public, educational, or governmental access (PEG) funds and that revenue item is listed below. The amount of revenue listed below is equal to the expenditures spent on upgrades

Franchise Fee

Through June 30, 2021

Account	Description	Budget	Adjustment	Modified Budget
100-000-31204	FRANCHISE FEE: SOLID WASTE	$ 245,000	$ 123,000	$ 368,000
100-000-31206	FRANCHISE FEE: ELECTRICITY	$ 200,000	$ 30,000	$ 230,000
100-000-31208	FRANCHISE FEE: GAS	$ 125,000	$ (15,500)	$ 109,500
100-000-31210	FRANCHISE FEE: CABLE	$ 225,000	$ (40,000)	$ 185,000
100-000-31212	FRANCHISE FEE: CABLE PEG	$ -	$ 44,500	$ 44,500
		$ 795,000	$ 142,000	$ 937,000

Other Revenue

Several individual revenue items required adjustments to clean up the budgets in the fourth quarter. The strongest of these revenues is building permits which had a $40,000 increase in the third quarter and $184,000 in the fourth quarter. Charges for services, civil penalties, public safety grants and Cannabis tax also had a stronger than expected year. Business tax was reduced this year as several businesses closed during the pandemic causing a slight reduction in this revenue stream. Interest on investments also failed to meet expectations as the interest rates have dropped significantly in the last year. Overall, this other revenue category increased revenue by $328,200 with the details in the cart below:

Other Revenue

Through June 30, 2021

Account	Description	Budget	Adjustment	Modified Budget
100-000-30802	BUSINESS TAX	$ 320,000	$ (17,300)	$ 302,700
100-000-30803	CANNABIS TAX	$ 130,000	$ 16,300	$ 146,300
100-000-31420	BUILDING PERMITS	$ 750,000	$ 184,000	$ 934,000
100-000-31602	CHARGES FOR SERVICES	$ 65,124	$ 86,000	$ 151,124
100-000-32860	CIVIL PENALTIES:MUNICIPAL CODE	$ 60,000	$ 50,000	$ 110,000
100-000-35220	COPS-OPTION PUBLIC SAFETY	$ 100,000	$ 54,000	$ 154,000
100-000-37002	INTEREST ON INVESTMENTS	$ 120,000	$ (27,500)	$ 92,500
100-000-37100	REFUNDS AND REBATES	$ 30,000	$ (17,300)	$ 12,700
		$ 1,575,124	$ 328,200	$ 1,903,324

The combined increase to General Fund revenue is $3,346,400 for the fourth quarter budget review.

Summary of General Fund Revenue

Description	Amount
Property Taxes	**$ 182,200**
Transient Occupancy Tax	**$ 2,694,000**
Franchise Fee	**$ 142,000**
Other Revenue	**$ 328,200**
	$ 3,346,400

General Fund - Expenditures

The fourth quarter budget review is where fine tuning of the budget occurs. In addition to fine tuning, it is also the quarter most of the normal, non-seasonal, adjustments present themselves. An analysis of the general fund expenditures does show trends in cost for the Town and are largely predictable and understandable. In several departments the Town is seeing an increase in cost of public utilities. The cost of the Town's facility leases also increased mid-year as we increased the size of the rental space to accommodate our needs. In some cases, there were staffing adjustments made during the year that affected either regular salaries or part time. The most significant adjustment involves how the Town is accounting for staff time on the Parcel project. Rather than charge staff time to the project, the Town is absorbing those costs within the planning division. This is evident as the planning department has a significant budget shortfall while other departments like building and engineering have budget surplus. In total the general fund expenditure adjustments resulted in additional cost of $178,500 realized in the fourth quarter. The chart below shows the adjustments by account:

Expenditure

Account	Description	Budget	Adjustment	Modified Budget
General Services				
100-416-43404	PUBLIC UTILITIES	$ 55,000	$ 23,000	$ 78,000
100-416-45010	FACILITY LEASE	$ 350,515	$ 57,200	$ 407,715
		$ 405,515	$ 80,200	$ 485,715
Human Resources				
100-417-40000	REGULAR SALARIES	$ 166,628	$ 19,800	$ 186,428
100-417-43140	RECRUITING & OTHER HR	$ 10,500	$ 10,500	$ 21,000
		$ 177,128	$ 30,300	$ 207,428
Information Systems				
100-418-43404	PUBLIC UTILITIES	$ 19,000	$ 24,500	$ 43,500
100-418-45050	EQUIPMENT MAINT AGREEMENTS	$ 102,395	$ 47,400	$ 149,795
100-418-48801	PEG PURCHASES	$ -	$ 44,500	$ 44,500
100-418-48900	COMPUTER SOFTWARE - CAPITAL	$ 38,800	$ (16,200)	$ 22,600
		$ 160,195	$ 100,200	$ 260,395
Police Services				
100-420-40000	REGULAR SALARIES	$ 1,874,012	$ 63,300	$ 1,937,312
100-420-40111	TEMPORARY WAGES	$ 39,372	$ (33,100)	$ 6,272
100-420-40113	OVERTIME WAGES	$ 119,803	$ (46,100)	$ 73,703
100-420-40130	COMPREHENSIVE LEAVE	$ 56,346	$ (34,100)	$ 22,246
100-420-41002	HEALTH INS PREMIUMS	$ 444,853	$ (27,000)	$ 417,853
100-420-41020	PERS (RETIREMENT)	$ 1,107,763	$ 13,100	$ 1,120,863
100-420-43031	CONTRACTUAL SERVICES	$ 70,000	$ 19,300	$ 89,300
100-420-43404	PUBLIC UTILITIES	$ 30,000	$ 16,400	$ 46,400
100-420-46200	MACHINERY & EQUIP - NON CAP	$ -	$ 83,600	$ 83,600
		$ 3,742,149	$ 55,400	$ 3,797,549

Account	Description	Budget	Adjustment	Modified Budget
Recreation Programs				
100-432-40000	REGULAR SALARIES	$ 172,151	$ 57,800	$ 229,951
100-432-40111	TEMPORARY WAGES	$ 51,167	$ (41,500)	$ 9,667
100-432-40130	COMPREHENSIVE LEAVE	$ 14,744	$ (14,700)	$ 44
		$ 238,062	$ 1,600	$ 239,662
Whitmore Pool & Rec Area				
100-434-40111	TEMPORARY WAGES	$ 66,850	$ (24,500)	$ 42,350
100-434-41002	HEALTH INS PREMIUMS	$ 69,258	$ (69,200)	$ 58
		$ 136,108	$ (93,700)	$ 42,408
Parks, Building & Trails Maint				
100-438-40000	REGULAR SALARIES	$ 162,817	$ 35,900	$ 198,717
100-438-40111	TEMPORARY WAGES	$ 83,852	$ (37,600)	$ 46,252
100-438-40130	COMPREHENSIVE LEAVE	$ 11,109	$ (11,100)	$ 9
100-438-43404	PUBLIC UTILITIES	$ 50,000	$ 19,100	$ 69,100
100-438-45081	SIGNAGE MAINTENANCE	$ 14,218	$ (12,600)	$ 1,618
		$ 321,996	$ (6,300)	$ 244,978
Planning Division				
100-440-40000	REGULAR SALARIES	$ 316,512	$ 146,800	$ 463,312
100-440-41002	HEALTH INS PREMIUMS	$ 105,506	$ 50,400	$ 155,906
100-440-41020	PERS (RETIREMENT)	$ 124,541	$ 15,000	$ 139,541
		$ 546,559	$ 212,200	$ 758,759
Building Division				
100-442-40000	REGULAR SALARIES	$ 286,327	$ (23,000)	$ 263,327
100-442-41002	HEALTH INS PREMIUMS	$ 75,923	$ (23,200)	$ 52,723
100-442-41020	PERS (RETIREMENT)	$ 127,917	$ (21,000)	$ 106,917
100-442-43031	CONTRACTUAL SERVICES	$ 110,000	$ (31,900)	$ 78,100
		$ 600,167	$ (99,100)	$ 501,067
Engineering & Public Works Admin				
100-460-40000	REGULAR SALARIES	$ 333,739	$ (100,700)	$ 233,039
100-460-41002	HEALTH INS PREMIUMS	$ 61,803	$ (15,000)	$ 46,803
100-460-43031	CONTRACTUAL SERVICES	$ 30,000	$ 13,400	$ 43,400
		$ 425,542	$ (102,300)	$ 323,242
Total Addition to General Fund Expenditure			$ 178,500	

To recap the fourth quarter General Fund updates, staff is recommending an additional revenue of $3,346,400 and additional expenditures of $178,500 leaving $3,167,900 in additional General Fund balance.

Fourth Quarter Summary

Description		Amount
Revenue Adjustments		
Property Taxes	$	182,200
Transient Occupancy Tax	$	2,694,000
Franchise Fee	$	142,000
Other Revenue	$	328,200
	$	3,346,400
Expenditure Adjustments		
General Services	$	80,200
Human Resources	$	30,300
Information Systems	$	100,200
Police Services	$	55,400
Recreation Programs	$	1,600
Whitmore Pool & Recreation Area	$	(93,700)
Parks Maintenance	$	(6,300)
Planning Division	$	212,200
Building Division	$	(99,100)
Engineering & Public Works Admin	$	(102,300)
	$	178,500
Fund available for allocation	$	3,167,900

Previous Commitments

The recommended increase to Transient Occupancy Tax revenue will result in additional contributions to reserve accounts for Transit, Housing and Tourism based on Council direction and political commitments. Based on the fourth quarter recommendation of $2.564M, the following adjustments will be made to reserve accounts. The reserve amounts listed below were anticipated during the Town Council housing discussion on July 21, 2021 and therefor are part of the funds committed during that council action. While this report formally records the amounts, they have already been committed to the Town's Housing Programs.

Reserve Components			Amount
Tourism Reserve	2.35 Points or 18.0769% of TOT	$	463,492
Transit Reserve	.85 Points or 6.5385% of TOT	$	167,646
Housing Reserve	.85 Points or 6.5385% of TOT	$	167,646
		$	798,785

Workforce Housing

On July 21, 2021, staff provided Town Council with an update on the Town's Housing program and specific initiatives that would provide workforce housing for the community in the near term. These initiatives required significant funding, $6,000,000, from various sources. Included in these funding sources was a commitment of General Fund to the 238 Sierra Manor Road to help with rehabilitation

and conversion of an existing commercial site into 11 one-bedroom low-income apartments. Town Council approved the recommendation allocating a total of $1.5M of undesignated General Fund. Following the staff presentation on July 21, these funds were formally committed by Town Council action during the August 4th Town Council meeting.

The previous commitments including the political commitments to Housing, Transit and Tourism reserve accounts and the Town's Housing Programs total $2,298,785, reducing the unallocated fund balance to $869,115.

Previous Commitments		
Housing Program Allocation	**$**	**1,500,000**
(August 4th Town Council Meeting)		
Reserve Components		
Based on % allocation of TOT Revenue ($2,564,000) additional for 4th qtr		
Housing Reserve [1]	**$**	**167,646**
Transit Reserve	**$**	**167,646**
Tourism Reserve [1]	**$**	**463,492**
	$	**798,785**
Total Previous Commitments	**$**	**2,298,785**
General Fund - Unallocated Fund Balance	**$**	**869,115**

Notes:
1. Housing and Tourism Reserve commited to Housing Programs during August 4th Town Councl Meeting

Staff Recommendations

Capital Projects - Radio / Communication System
The Town has been working with Mono County to revamp and improve our radio communication system. This system has reached or is near end of life and the quality of our radio traffic is being compromised. These funds would be employed to provide immediate improvement in radio functionality within the Town of Mammoth Lakes. During the first quarter, fund balance presentation, Town Council allocated $500,000 toward this project and during third quarter allocated an additional $250,000 to the project. Staff is recommending an additional $250,000 in the fourth quarter to bring the total allocated to $1,000,000 and bring the Town closer to fully funding its estimated portion of the project. These funds will be transferred to fund 990 future capital, designated to radio system improvements. To date, no funds have been expended as we await the final design and funding contributions from Mono county and other agencies who utilize the communication infrastructure.

Capital Projects – Dog Park / Town Hall Maintenance and Improvements.
During the FY21-22 CIP presentation there were two projects that were planned but lacked funding to make them a viable project for the fiscal year. Below is an excerpt of each of those projects as presented during the final budget:

Dog Park: *Residents and visitors to Mammoth have long asked for the development of a community dog park. Staff is currently evaluating potential locations and once secured will develop a plan to provide this amenity. At this time such a facility is envisioned to include a fenced area, green space, water, restrooms, trash receptacles including dog waste bags, and parking. These improvements will provide a safe location for off-leash play. The project is estimated at $175,000 and is unfunded but likely funded during 4th qtr. FY20-21 budget amendments. Staff is also pursuing limited grant funding for the project.*

Town Hall Maintenance and Improvements: *The Town has occupied its current lease space for over 30 years. The Town leases its administrative office space and the Council Chambers in Suite Z. These spaces are in need of significant improvements ranging from flooring, paint and drywall patching, ADA improvements, technology and other minor improvements. With the development of new Town Hall indefinitely on hold improvements need to be made to provide a suitable work environment and place for Council, Commissions, non-profits, and other organizations to meet with the community. Administrative meeting spaces are in state of poor repair and do not represent the Town well when meeting with the community, developers, and other organizations. The project is estimated at $175,000 and is unfunded but likely funded during 4th qtr. FY20-21 budget amendments.*

Staff is recommending the formal allocation of $275,000 from fourth quarter budget to establish these projects in the capital improvement program for FY21-22.

Employee Bonus – Transient Occupancy Tax - FY20-21
The TOT bonus is a part of the current employment agreements for all non-safety full-time employees. The calculation takes into consideration the comparison of TOT actual to budget while removing the commitments to housing, transit and tourism and a portion of the remaining balance is available for bonus. The bonus is caped at $4,000 per employee and is prorated for employees who were not employed the entire year. The bonus was earned this year and has been paid in accordance with the employee agreements. The bonus total was $240,220 and is funded from the fourth quarter available fund balance.

The staff recommendations for the fourth quarter total $765,220 and will reduce the available fund balance to $103,895 with no further recommendations against General Fund balance.

Staff Recommendations - 4th Qtr

Capital Project - Radio Systms	$	250,000
TOT Bonus FY20-21	$	240,220
Capital Project - Dog Park	$	100,000
Capital Project - Town Hall Improvements	$	175,000
	$	765,220
General Fund - Unallocated Fund Balance	$	103,895

Gas Tax Fund 210

Gas Tax is one of the larger funds that supports road maintenance & rehabilitation and snow removal. Most of the snow removal cost adjustments are captured in the third quarter and with the mild winter they were not substantial for FY20-21. The general clean up during fourth quarter shows a trend like General fund with employee adjustments, between seasonal and full time and increased public utility expense. Overall minor adjustments are required in both revenue and expenditures resulting in an additional fund balance of $111,500 for this fund. There are no staff recommendations for the use of this fund balance. It will remain in the fund and available for future road rehabilitation or capital improvement projects.

Gas Tax

Revenue

Account	Description	Budget	Adjustment	Modified Budget
Fees & Charges				
210-000-31602	CHARGES FOR SERVICES	$ 10,000	$ 24,200	$ 34,200
210-000-31651	SNOW REMOVAL LOAD CHARGE	$ -	$ 13,700	$ 13,700
		$ 10,000	$ 37,900	$ 47,900
Total Addition to Gas Tax Revenue			$ 37,900	

Gas Tax

Expenditures

Account	Description	Budget	Adjustment	Modified Budget
Street Maintenance				
210-450-40000	REGULAR SALARIES	$ 328,672	$ (69,000)	$ 259,672
210-450-43031	CONTRACTUAL SERVICES	$ 416,000	$ 30,100	$ 446,100
		$ 744,672	$ (38,900)	$ 705,772
Snow Removal				
210-452-40000	REGULAR SALARIES	$ 385,318	$ 51,500	$ 436,818
210-452-40111	TEMPORARY WAGES	$ 107,709	$ (57,600)	$ 50,109
210-452-41002	HEALTH INS PREMIUMS	$ 136,328	$ 12,300	$ 148,628
210-452-43031	CONTRACTUAL SERVICES	$ 200,000	$ (76,000)	$ 124,000
		$ 829,355	$ (69,800)	$ 759,555
Garage Operations				
210-456-43404	PUBLIC UTILITIES	$ 70,000	$ 24,800	$ 94,800
		$ 70,000	$ 24,800	$ 94,800
Promenade Maintenance				
210-457-43031	CONTRACTUAL SERVICES	$ 47,230	$ 10,300	$ 57,530
		$ 47,230	$ 10,300	$ 57,530
Total Expenditure Adjustment			$ (73,600)	
Fourth Qtr Revenue over Expenditures			$ 111,500	

Airport Operations Fund 220

The airport operating budget has been challenged the most by the impacts of the pandemic and the loss of commercial flights. While the pandemic is a short-term impact, the loss of commercial flights will have a lasting impact on the revenue streams and ability for the airport to provide revenue to sustain

operations. This will require additional general fund or a more creative solution to fill the gap. Beyond operations, the FAA used the number of passengers or enplanements, arriving at the airport to determine annual funding it will provide for capital improvement projects. The Mammoth / Yosemite airport has a threshold of 10,000 enplanements it must meet annually in order to receive $1,000,000 in FAA funds for capital improvement. These funds are vital to the maintenance and improvement of the airport. It is critical that a solution to provide charter flights into the airport in order to achieve 10,000 enplanements and secure the FAA funding.

The FAA has realized the impact of the COVID-19 pandemic on commercial flights and in response has provided much of the funding necessary for operations. In total the Town will receive more than $3.2M to support continued operations. This was particularly helpful in FY20-21 as it funded almost all of operations, freeing up General Fund that would normally be required. Staff continues to utilize these funds for their intended purpose and in FY21-22 budget, scaled back the reliance on the funding so it can extend to subsequent years, up to four years from grant inception, and minimize the impact on General Fund once the grants have been used. **Note: Under separate Town Council item on August 18th, funding to support scheduled charter air service will be considered.**

In the fourth quarter, airport operations have a few adjustments to clean up, realizing additional revenue of $106,400 and additional expense of $97,000 resulting in $9,400 in additional fund balance. This balance will remain in the airport operations to support capital improvement project or operational funds with no staff recommendations at this time.

Airport Operations

Revenue

Account	Description	Budget	Adjustment	Modified Budget
Airport Services & Fees				
220-000-31806	CAR RENTAL FEE	$ 10,000	$ 15,200	$ 25,200
220-000-31862	HANGER GROUND LEASE	$ 85,000	$ 15,900	$ 100,900
		$ 95,000	$ 31,100	$ 126,100
Airport Federal Grants				
220-000-34405	FAA GRANT-COVID-19 OPERATIONS	$ 638,781	$ 75,300	$ 714,081
		$ 638,781	$ 75,300	$ 714,081
Total Addition to Airport Revenue			$ 106,400	

Airport Operations

Expenditures

Account	Description	Budget	Adjustment	Modified Budget
Airport Admin Operations				
220-471-40000	REGULAR SALARIES	$ 247,528	$ 79,800	$ 327,328
220-471-41002	HEALTH INS PREMIUMS	$ 114,094	$ 13,600	$ 127,694
220-471-41020	PERS (RETIREMENT)	$ 89,770	$ 11,900	$ 101,670
220-471-43031	CONTRACTUAL SERVICES	$ 175,000	$ 21,000	$ 196,000
220-471-45010	FACILITY LEASE	$ 84,000	$ (29,300)	$ 54,700
		$ 710,392	$ 97,000	$ 807,392
Total Airport Expenditure Adjustment			$ 97,000	
Fourth Qtr Revenue over Expenditures			$ 9,400	

OPTIONS ANALYSIS:

Option 1: Staff recommends the Town Council receive the fourth quarter budget review for Fiscal Year 20-21 and adopt the resolution amending the FY20-21 budget as recommended on Attachment A and the FY21-22 budget as recommended in Attachment B

Option 2: Provide staff with alternate direction.

FINANCIAL CONSIDERATIONS:

The requested funds do not exceed additional realized revenue. The overall result of these actions will provide funding for critical needs and leave additional fund balance for future consideration.