

# City of Manzanita

FINANCE REPORT - JULY 2020

## Where does the money come from?

Resources to meet the City's obligations and needs are derived from three primary sources: beginning fund balance, transient lodging taxes and water billing.

**Beginning fund balance** consists of unspent funds carried forward from the previous fiscal year. Unspent funds could include monies for projects that were not completed or unexpected revenues. Another element of the beginning fund balance includes reserves for specific projects or purposes (e.g. large capital improvements, park equipment, insurance, and civic improvements). The beginning fund balance also provides cash flow for specific operations until current year revenues are received.

**Transient lodging taxes (TLT)** is the amount of 9% of the rent charged by a short-term rental property within City limits for occupancy. In 2012, the City Council increased the TLT from 7% to 9%. But by State statute, only 30% of the increased revenue may be used for general purposes and the rest must be used to support tourism.

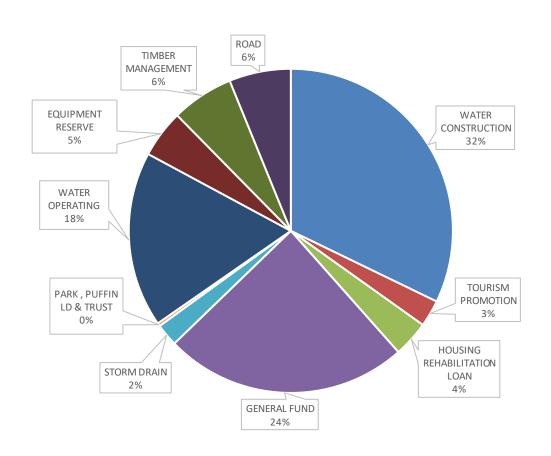
	TLT %	Allowed Use
Prior to 2012	7%	100% - General purposes
In 2012	+2%	30% - General purposes
		70% - Tourism advertising
Now	9%	7% - 100% General purposes
		2% - 30% General purposes
		- 70% Tourism advertising

**Water billing** are revenues from water sales and collections. They reflect the rates implemented in October 2014. The current residential in-city rate is \$39.50 per month.

Lastly, revenue is also collected from other sources. This includes building fees, business licenses fees, planning permits, citations, fines, franchise fees, state apportionments, public safety contracts, and other items.

#### FY 2020-21 Revenues

GENERAL FUND			
Carry over balance	\$688,608		
Property taxes	\$215,000		
Roomtaxcollections	\$540,000		
Revenue from collections	\$258,500		
Revenue from other agencies	\$85,976		
Earned interest	\$15,000		
Fines and forfeits	\$75,000		
Miscellaneous	\$1,000		
Indirect overhead payment from water fund	\$157,348		
TOTAL	\$2,036,432		
WATER OPERATING FUND			
Carry over balance	\$450,127		
Watersales	\$1,003,650		
Earned interest	\$14,000		
Miscellaneous	\$100		
TOTAL	\$1,467,877		
WATER CONSTRUCTION FUND			
Carry over balance	\$2,444,367		
System development charges	\$139,000		
Earned interest	\$35,000		
Transfers	\$76,800		
TOTAL	\$2,695,167		
ROADFUNDTOTAL	\$515,531		
TIMBER MANAGEMENT FUND TOTAL	\$520,552		
HOUSING REHABILITATION LOAN FUND TOTAL	\$301,330		
TRUST FUND TOTAL	\$6,289		
TOURISM PROMOTION FUND TOTAL	\$223,700		
PUFFIN LD FUND TOTAL	\$1,800		
PARK FACILITIES FUND TOTAL	\$18,600		
STORM DRAIN FACILITIES FUND TOTAL	\$188,200		
PUBLIC WORKS EQUIPMENT RESERVE TOTAL	\$210,255		
PUBLIC SAFETY RESERVETOTAL	\$189,074		



### Where does the money go?

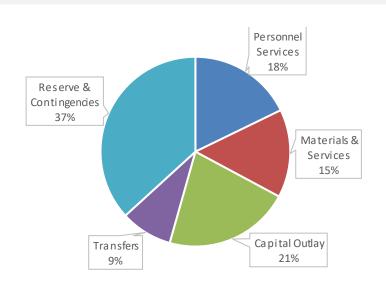
Expenditures consist of amounts to be paid out in the current fiscal year by categories defined in budget law. This includes payment for operations, debt service, grants, capital improvements and acquisitions. The expenditures are categorized as personnel services, materials & services, capital outlay and transfers.

**Personnel services** include salaries, wages, benefits, and related expenditures for the City employees. **Materials and services** include expenses to cover utilities, office supplies, insurance, building maintenance supplies, consultant & professional services, training, uniforms, vehicle equipment, and dues & subscriptions, among others. **Capital outlay** includes the purchase of vehicles, equipment, and construction. **Transfers** are to share resources between funds.

Other expenditure categories include debt service, reserves and miscellaneous.

#### FY 2020-21 Expenditures by budget category

Personnel Services	\$1,545,048
Materials & Services	\$1,304,562
Capital Outlay	\$1,869336
Transfers	\$767,876
Reserve for Future & Contingencies	\$3 191 873

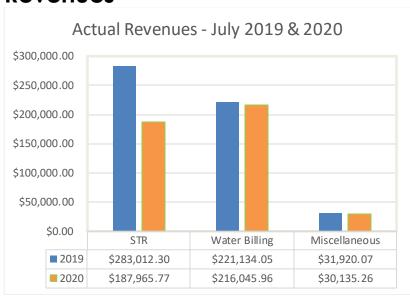


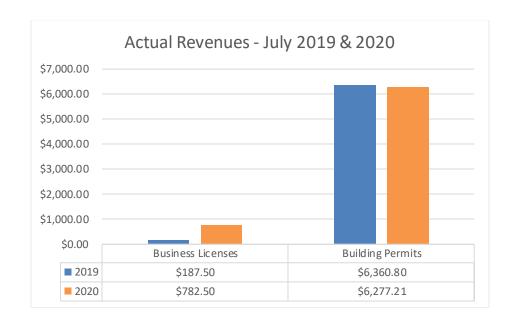
July

#### 2020 Numbers

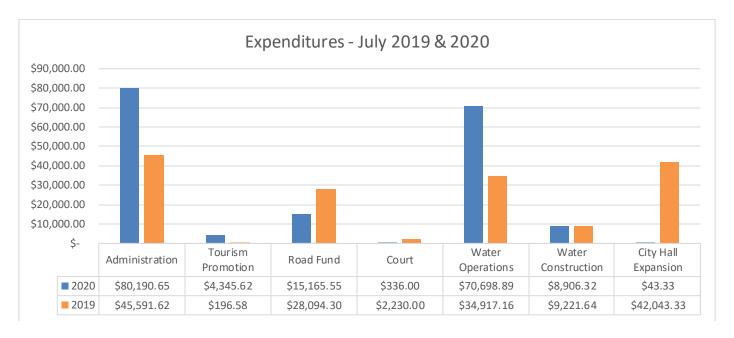
The adopted budget includes several strategies to mitigate the impact of Covid-19. One of them is to provide a monthly review of actual collections against the adopted budget. Below are the actual numbers for July 2020.

#### Revenues





## **Expenses**



# Transient lodging tax revenue breakdown

Year	1st QTR (Jan/Feb/Mar)	1st QTR Tourism Tax	2nd QTR (Apr/May/Jun)	2nd QTR Tourism Tax	STR Application	STR License Renewal	STR License - Civic Improvements
2019	\$0	\$0	\$212,029	\$39,072	\$825	\$12,335	\$18,750
2020	\$34,425	\$6,342	\$87,883	\$16,191	\$1,250	\$10,800	\$16,200

