Agenda Item No. 12b.

Staff Report

Date: September 10, 2020

To: Mayor McMillan and Council Members

From: Joe Chinn, Town Manager

Subject: Fiscal Year 2019-20, Quarter 4, Twelve Month, Financial Summary Report

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Recommendation
The Council is asked to accept the Fiscal Year 2019-20 Quarter 4, twelve month, financial summary report.

Background and discussion
The purpose of this report is to provide the Council with information on the financial condition of the Town for Fiscal Year 2019-20, Quarter 4. This report covers the twelve month period July 1, 2019 to June 30, 2020.

This report shows operating revenues $200K under budget and expenses $849K under budget resulting in a net $649K positive variance. The revenue being under budget is due to the COVID-19 pandemic which has reduced various revenues. Correspondingly, a portion of the expenses being under budget is a result of the reduction in building activity and recreation programs related to the COVID-19 pandemic. The twelve month results for the Town's other funds are also included in this report.

GENERAL FUND OPERATING REVENUES
Revenues are $200K under budget for the year.

Property Taxes - The County remits property taxes based on assessed value as follows: 55% in December, 40% in April, and 5% in June. Also in this category are Excess ERAF funds and Property Tax in Lieu of Vehicle License fees. Property taxes are $107K over budget of which $68K is due to Excess ERAF revenue.

Property Transfer Tax – Property transfer tax is $19K over budget. This revenue is volatile linked to home sale total dollar value and can change significantly year to year.

Interest and Rents – Interest is over budget $58K due to cash management during the fiscal year and a conservative budget estimate. Rental income is on target with the budget.

Planning Revenue – Planning revenue of $113K is $30K under budget.

Building Department Revenue – Building department revenue of $691K is $186K under budget. With the reduced building activity, building department expenses are also significantly less than budget.

Public Works Revenue – Encroachment permits and other public works revenue is $25K under budget.

Recreation Revenue – Recreation revenue of $596K is under budget $188K. With the COVID-19 Shelter-in-Place Orders beginning March 17, there was a steep decline in recreation revenue in the fourth quarter compared to a typical year with in-person programs being eliminated and instead only having on-line classes available.

GENERAL FUND OPERATING EXPENSES

General Fund operating expenses are $849K under budget.

General Government – General government is $93K under budget primarily due to unspent funds for outside services for legal, employee matters, and other services.

Public Safety – Police and Fire – The Fire Department is $4K under budget. The Police Department is $173K under budget with savings in wages and employee benefits due to an officer on military leave and a gap in time between the retirement of a police sergeant and the hiring of a replacement.

Planning and Building – The Planning and Building Department is $325K under budget primarily due to unspent outside services particularly related to building plan review services and planning consultant services. Wages and benefits are also under budget due to the Planning and Building Director position being vacant for part of the year.

Public Works – The Public Works Department is $102K under budget. Salary and benefit savings were realized in the restructuring of staff positions. In addition, maintenance accounts are under budget by $44K.

Recreation Expenses – Recreation expenses are under budget by $176K with savings in program contractors, program expenses, and staff expenses to go along with the decrease in revenue due largely to the reduction of programs and classes because of the COVID-19 pandemic.

Capital Expenses – This section of the financials also contains one-time expenditures. Capital expenditures are over budget by $23K. Expenditures for police equipment of $9K are funded by a contribution and Zero Waste grant expenses of $6K are funded by a grant.

FACILITIES FUND

Downtown enhancement expenditures of $42K are partially funded by a $20K contribution by the Ross Property Owners Association. Natalie Coffin Greene Park rehabilitation expenditures total $62K this fiscal year. The 6 Redwood landscape expenditures for the connection to the rest of the Common was $138K. A new pickup truck was purchased for the Public Works Department at a cost of $37K. A $1M transfer from the Operating Fund to the Facilities Fund was made for future capital improvements to Town Civic Center buildings.

ROADWAY FUND and GAS TAX FUND
Roadway and Gas Tax Fund expenditures total $249K with the largest expense for the repaving of Walnut Avenue, Olive Avenue, North Road, and portions of Chestnut Avenue and a slurry seal for portions of Southwood and Wellington Avenues.

DRAINAGE FUND
The Bolinas Avenue drainage improvement expenditures of $437K is net of a receivable from the Town of San Anselmo for 50% of the cost. The $100K Winship Bridge costs are reimbursed by federal highway bridge program funds and the Marin County Flood Control District. There were additionally smaller drainage improvements of $32K bringing total Drainage Fund expenses to $569K for the fiscal year.

PUBLIC SAFETY TAX FUND
Public Safety tax revenue is $866,932 from 836 parcels. This revenue is transferred into the Operating Fund to partially offset the cost of police and fire services.

COPS FUND (CITIZENS OPTION FOR PUBLIC SAFETY)
A State of California grant in the amount of $163K provided funds to offset the cost of a police officer and to purchase safety equipment.

GENERAL PLAN UPDATE FUND
Revenue of $107K exceeded budget. Transfers of $30K to the Operating Fund and $19K to the Facilities Fund were made to cover the costs of developing underground utility district policies and procedures, zoning amendments, consulting services regarding options to replacing/remodeling Town facilities, and seismic studies.

Fiscal, resource and timeline impacts
The twelve month operating fund financial summary for fiscal year 2019-20 reports operating revenues $200K under budget and expenses $849K under budget resulting in a $649K positive variance compared to the budget.

Alternative actions
Informational report only

Environmental review (if applicable)
Not applicable.

Attachment
- Fiscal year 2019-20, Quarter 4, twelve month financial summary report

TOWN OF ROSS

Quarterly Financial Report
FY 2020 Q4
July 1, 2019-June 30, 2020

TOWN OF ROSS
FYE 2020
12 Month Financial Report
July 1, 2019 - June 30, 2020

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Town of Ross
All Funds
Balance Sheets
June 30, 2020

GENERAL FUND

	Operating	Facilities and Equip	Emergency	Gas Tax	Roadway	Drainage	COPS	General Plan	Total
Assets:									
Cash - WFB - Checking	(931,927)	19,567	0	(620)	1,634	424	983	(18,499)	(928,438)
Cash - WFB - Permits	1,300,981	0	0	0	0	0	0	0	1,300,981
Cash - WFB - Undergrou	368,522	0	0	0	0	0	0	0	368,522
Cash - US Bank	146,398	0	0	0	0	0	0	0	146,398
Cash - LAIF	5,317,500	4,313,071	1,500,000	349,134	1,168,226	650,987	10,703	368,303	13,677,924
Investment CalTRUST	232,866	0	0	0	0	0	0	0	232,866
Cash on Hand	300	0	0	0	0	0	0	0	300
Accounts Receivable,net	104,542	0	0	6,681	32,849	536,900	0	0	680,972
Interest Receivable	33,201	0	0	1,187	3,972	2,213	36	1,252	41,861
Due from (to)	0	0	0	0	0	0	0	0	0
Total Assets	**6,572,383**	**4,332,638**	**1,500,000**	**356,382**	**1,206,681**	**1,190,524**	**11,722**	**351,056**	**15,521,386**
Liabilities:									
Accounts Payable	112,696	2,870	0	0	8,759	0	0	0	124,325
Payable to San Anselmo	0	0	0	0	0	0	0	0	0
Payable to RVFD	0	0	0	0	0	0	0	0	0
Permit Deposits Payable	1,300,981	0	0	0	0	0	0	0	1,300,981
Underground Util Deposi	368,522	0	0	0	0	0	0	0	368,522
Prepaid Fees	37,762	0	0	0	0	0	0	0	37,762
Accrued Payroll & PERS	103,955	0	0	0	0	0	0	0	103,955
Deferred Revenue	121,426	0	0	0	0	0	0	0	121,426
Total Liabilities	**2,045,342**	**2,870**	**0**	**0**	**8,759**	**0**	**0**	**0**	**2,056,971**
Fund Balance:									
Fund Balance Beg of Yr	4,487,417	3,493,151	1,500,000	343,545	940,290	1,361,600	41,649	293,141	12,460,793
Net Change Current Yr	39,624	836,617	0	12,837	257,632	(171,076)	(29,927)	57,915	1,003,622
Total Fund Balance	**4,527,041**	**4,329,768**	**1,500,000**	**356,382**	**1,197,922**	**1,190,524**	**11,722**	**351,056**	**13,464,415**
Total Fund Balance and Liabilities	**6,572,383**	**4,332,638**	**1,500,000**	**356,382**	**1,206,681**	**1,190,524**	**11,722**	**351,056**	**15,521,386**

Town of Ross
All Funds
Statements of Revenues and Expenditures
For the Twelve Months Ending June 30, 2020

GENERAL FUND

	Operating	Facilities and Equip	Emergency Fund	Gas Tax	Roadway	Drainage	Public Safety Tax	COPS	Gen Plan Update	TOTAL
Revenues										
Property Taxes	4,834,277	0	0	0	0	0	0	0	0	4,834,277
Sales Tax	64,412	0	0	0	0	0	0	0	0	64,412
Franchise Taxes	207,366	0	0	0	0	0	0	0	0	207,366
Other Taxes	138,850	0	0	0	0	0	0	0	0	138,850
Intergov. Revenue	71,892	0	0	0	0	0	0	0	0	71,892
Interest and Rents	446,183	0	0	7,784	20,091	13,595	0	1,026	7,349	496,028
Planning Revenue	112,751	0	0	0	0	0	0	0	0	112,751
Building Dept Revenue	691,574	0	0	0	0	0	0	0	0	691,574
Public Works Revenue	69,324	0	0	0	0	0	0	0	0	69,324
Police Revenue	50,483	0	0	0	0	0	0	0	0	50,483
Recreation	595,576	0	0	0	0	0	0	0	0	595,576
Miscellaneous	29,935	0	0	0	0	0	0	0	0	29,935
Other Fund Revenue	0	156,250	0	107,272	384,610	384,528	866,932	163,435	99,667	2,162,694
	7,312,623	**156,250**	**0**	**115,056**	**404,701**	**398,123**	**866,932**	**164,461**	**107,016**	**9,525,162**
Expenditures										
General Government	820,517	0	0	0	0	0	0	0	0	820,517
Fire	2,293,225	0	0	0	0	0	0	0	0	2,293,225
Police	1,629,978	0	0	0	0	0	0	0	0	1,629,978
Planning and Building	718,621	0	0	0	0	0	0	0	0	718,621
Public Works	782,510	0	0	0	0	0	0	0	0	782,510
Recreation	684,506	0	0	0	0	0	0	0	0	684,506
Capital Expenditures	40,580	0	0	0	0	0	0	0	0	40,580
Other Fund Expenditur	0	338,733	0	102,219	147,070	569,201	0	194,388	0	1,351,611
	6,969,937	**338,733**	**0**	**102,219**	**147,070**	**569,201**	**0**	**194,388**	**0**	**8,321,548**
Net	**342,686**	**(182,483)**	**0**	**12,837**	**257,631**	**(171,078)**	**866,932**	**(29,927)**	**107,016**	**1,203,614**
Pension UAL Paydown	(200,000)	0	0	0	0	0	0	0	0	(200,000)
Net	**142,686**	**(182,483)**	**0**	**12,837**	**257,631**	**(171,078)**	**866,932**	**(29,927)**	**107,016**	**1,003,614**
Other Sources										
Interfund Transfers	(103,068)	1,019,100	0	0	0	0	(866,932)	0	(49,100)	0
Total Other Sources	**(103,068)**	**1,019,100**	**0**	**0**	**0**	**0**	**(866,932)**	**0**	**(49,100)**	**0**
Net Change in Fund Balances	**39,618**	**836,617**	**0**	**12,837**	**257,631**	**(171,078)**	**0**	**(29,927)**	**57,916**	**1,003,614**

Town of Ross
General Fund
OPERATING FUND
Statement of Revenues and Expenditures
Actual and Budget
For the Twelve Months Ending June 30, 2020

	Current Month	YTD Actual	YTD Budget	YTD Variance	Annual Budget	%
REVENUE						
Property Taxes	226,338	4,834,277	4,727,000	107,277	4,727,000	102.27 %
Sales Tax	16,918	64,412	65,000	(588)	65,000	99.10 %
Franchise Taxes	30,128	207,366	191,000	16,366	191,000	108.57 %
Property Transfer Tax	20,814	99,216	80,000	19,216	80,000	124.02 %
Other Taxes	2,230	39,634	45,000	(5,366)	45,000	88.08 %
Intergovernmental Revenue	5,708	71,892	62,960	8,932	62,960	114.19 %
Interest and Rents	75,361	446,183	386,900	59,283	386,900	115.32 %
Planning Revenue	(3,744)	112,751	143,000	(30,249)	143,000	78.85 %
Building Revenue	12,258	691,574	877,900	(186,326)	877,900	78.78 %
Public Works Revenue	7,775	69,324	94,000	(24,676)	94,000	73.75 %
Police Revenue	12,532	50,483	44,200	6,283	44,200	114.21 %
Recreation Revenue	(41,948)	595,576	783,100	(187,524)	783,100	76.05 %
Miscellaneous	667	29,935	13,000	16,935	13,000	230.27 %
Total Revenue	**365,037**	**7,312,623**	**7,513,060**	**(200,437)**	**7,513,060**	**97.33 %**
EXPENDITURES						
General Government						
Wages	29,973	359,251	356,635	2,616	356,635	100.73 %
Employee Benefits	7,387	106,178	108,625	(2,447)	108,625	97.75 %
Outside Services	47,889	269,643	346,851	(77,208)	346,851	77.74 %
Memberships and Organizations	102	34,787	43,348	(8,561)	43,348	80.25 %
Insurance	0	8,231	8,300	(69)	8,300	99.17 %
Other	2,678	42,427	49,700	(7,273)	49,700	85.37 %
	88,029	**820,517**	**913,459**	**(92,942)**	**913,459**	**89.83 %**
Fire Department						
PERS - Employer Share - UAL	0	115,549	115,549	0	115,549	100.00 %
OPEB - Retiree Health - Fire	(846)	0	0	0	0	0.00 %
Ross Valley Fire Department	179,670	2,127,783	2,131,213	(3,430)	2,131,213	99.84 %
Fire Inspect Program & Coord.	8,500	8,500	12,000	(3,500)	12,000	70.83 %
MERA - Fire	0	9,683	9,683	0	9,683	100.00 %
Fire Station Misc Repairs	0	2,355	0	2,355	0	0.00 %
Insurance	0	16,461	16,600	(139)	16,600	99.16 %
Facilities Rental - Fire	810	12,894	12,000	894	12,000	107.45 %
	188,134	**2,293,225**	**2,297,045**	**(3,820)**	**2,297,045**	**99.83 %**
Police Department						
Wages	67,102	874,446	978,609	(104,163)	978,609	89.36 %
Employee Benefits	25,198	498,170	583,879	(85,709)	583,879	85.32 %
Outside Services	64	92,269	95,731	(3,462)	95,731	96.38 %
Memberships and Organizations	0	748	700	48	700	106.86 %
Maintenance and Repairs	17,013	52,810	41,500	11,310	41,500	127.25 %
Vehicles	4,244	21,798	21,500	298	21,500	101.39 %
Insurance	0	16,461	16,600	(139)	16,600	99.16 %
Other	9,800	73,276	64,400	8,876	64,400	113.78 %
	123,421	**1,629,978**	**1,802,919**	**(172,941)**	**1,802,919**	**90.41 %**
Planning and Building Departmet						
Wages	35,539	391,041	420,373	(29,332)	420,373	93.02 %
Employee Benefits	12,306	136,543	168,492	(31,949)	168,492	81.04 %
Outside Services	1,579	136,863	410,000	(273,137)	410,000	33.38 %
Memberships and Organizations	0	5,446	5,500	(54)	5,500	99.02 %
Vehicle	0	0	1,000	(1,000)	1,000	0.00 %
Insurance	0	8,230	8,300	(70)	8,300	99.16 %
Other	444	40,498	29,800	10,698	29,800	135.90 %
	49,868	**718,621**	**1,043,465**	**(324,844)**	**1,043,465**	**68.87 %**

Town of Ross
General Fund
OPERATING FUND
Statement of Revenues and Expenditures
Actual and Budget
For the Twelve Months Ending June 30, 2020

	Current Month	YTD Actual	YTD Budget	YTD Variance	Annual Budget	%
Public Works Department						
Wages	24,570	314,751	333,837	(19,086)	333,837	94.28 %
Employee Benefits	7,242	146,616	171,314	(24,698)	171,314	85.58 %
Outside Services	902	46,215	60,709	(14,494)	60,709	76.13 %
Memberships and Organizations	0	35,784	35,348	436	35,348	101.23 %
Building and Land Maintenance	7,333	95,293	107,900	(12,607)	107,900	88.32 %
Street Maintenance	11,288	83,712	101,000	(17,288)	101,000	82.88 %
Tree Maintenance	6,400	18,517	31,000	(12,483)	31,000	59.73 %
Vehicles	245	4,537	6,400	(1,863)	6,400	70.89 %
Insurance	0	16,461	16,600	(139)	16,600	99.16 %
Other	1,301	20,624	20,010	614	20,010	103.07 %
	59,281	**782,510**	**884,118**	**(101,608)**	**884,118**	**88.51 %**
Recreation Department						
Wages	21,564	325,041	387,020	(61,979)	387,020	83.99 %
Employee Benefits	2,942	53,352	63,329	(9,977)	63,329	84.25 %
Outside Services	2,737	129,510	231,500	(101,990)	231,500	55.94 %
Rent	0	13,738	17,500	(3,762)	17,500	78.50 %
Maintenance and Repairs	4,085	74,121	29,000	45,121	29,000	255.59 %
Insurance	0	16,461	16,600	(139)	16,600	99.16 %
Program Expense	(29)	36,777	80,000	(43,223)	80,000	45.97 %
Other	226	25,506	25,900	(394)	25,900	98.48 %
Ross School Capital Lease Payment	0	10,000	10,000	0	10,000	100.00 %
	31,525	**684,506**	**860,849**	**(176,343)**	**860,849**	**79.52 %**
Capital and One Time Expenditures						
Furniture	0	3,974	8,000	(4,026)	8,000	49.68 %
Police Equip - see donation	2,414	9,061	0	9,061	0	0.00 %
Sculpture/Monument Restoration	2,530	7,095	0	7,095	0	0.00 %
Technology Equipment	2,818	14,572	9,500	5,072	9,500	153.39 %
Zero Waste Grant Expenditures	4,578	5,878	0	5,878	0	0.00 %
	12,340	**40,580**	**17,500**	**23,080**	**17,500**	**231.89 %**
Tota Expenditures	**552,598**	**6,969,937**	**7,819,355**	**(849,418)**	**7,819,355**	**89.14 %**
Net before below items	**(187,561)**	**342,686**	**(306,295)**	**648,981**	**(306,295)**	**(111.88) %**
Xfer from Public Safety Tax Fn	43,430	866,932	866,992	(60)	866,992	99.99 %
Net before below items	**(144,131)**	**1,209,618**	**560,697**	**648,921**	**560,697**	**215.73 %**
Pension UAL Optional Payment	(120,000)	(200,000)	(200,000)	0	(200,000)	100.00 %
Xfer to Facilities & Equip Fnd	(1,000,000)	(1,000,000)	(1,000,000)	0	(1,000,000)	100.00 %
Xfer from Gen Plan Update Fund	30,000	30,000	120,000	(90,000)	120,000	25.00 %
Net Change in Fund Balance	**(1,234,131)**	**39,618**	**(519,303)**	**558,921**	**$ (519,303)**	**(7.63) %**

FOR MANAGEMENT USE ONLY.

Town of Ross
General Fund
Statements of Revenues and Expenditures
For the Twelve Months Ending June 30, 2020

		FACILITIES & EQUIPMENT		EMERGENCY	
REVENUE		**YTD Actual**	**Budget For Year**	**YTD Actual**	**Budget For Year**
5311-66	Construction Penalties	130,250	75,000	0	0
5400-66	Contrib - Park Improvements	6,000	5,000	0	0
5401-66	Contrib RPOA downtown enhanc	20,000	20,000	0	0
	Total Revenue	**156,250**	**100,000**	**0**	**0**
EXPENDITURES					
9125-66	ADA Improvements	0	20,000	0	0
9126-66	ADA Transition Plan	0	20,000	0	0
9185-66	Civic Center Master Plan	0	70,000	0	0
9182-66	Downtown Enhancements	41,600	42,000	0	0
9062-66	Natalie Coffin Greene Park	61,783	85,000	0	0
9180-66	Post Office Lighting	0	12,000	0	0
9199-66	Public Safety Building	22,459	20,000	0	0
9095-66	Resurface Tennis Courts	0	48,000	0	0
9188-66	Ross Common Restoration	0	100,000	0	0
9105-66	Seismic Study - Civic Center	15,780	9,000	0	0
9138-66	6 Redwood	137,902	70,000	0	0
9189-66	Town Hall Improvements	22,000	60,000	0	0
8530-66	Vehicle Purchases	37,209	0	0	0
	Total Expenditures	**338,733**	**556,000**	**0**	**0**
	Excess (Deficiency) of Revenue Over Expenditures	**(182,483)**	**(456,000)**	**0**	**0**

Town of Ross
SPECIAL REVENUE FUNDS
Statements of Revenues and Expenditures
For the Twelve Months Ending June 30, 2020

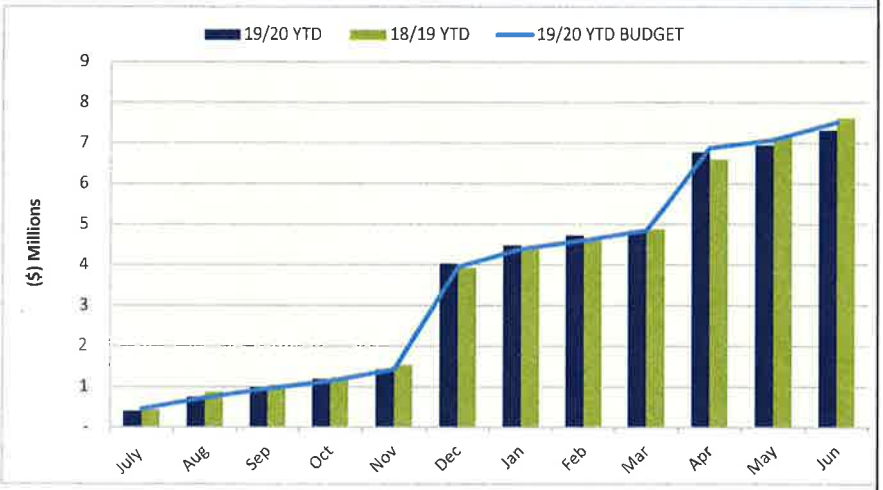
		GAS TAX		ROADWAY		DRAINAGE	
		YTD Actual	Budget For Year	YTD Actual	Budget For Year	YTD Actual	Budget For Year
REVENUE							
5120-51	State Gas Tax Revenue	60,682	69,534	0	0	0	0
5127-51	Road Maint & Rehab Acct RMRA	43,750	41,925	0	0	0	0
5128-51	Traffic Congestion Relief SB1	2,840	2,856	0	0	0	0
5115-45	Road Impact Fees	0	0	284,762	200,000	0	0
5504-45	TAM A-S3.2 Local Roads	0	0	38,612	38,612	0	0
5505-45	TAM B-Element 1.1	0	0	24,583	24,583	0	0
5501-45	TAM Safe Pathways Meas AA 2.2	0	0	32,849	0	0	0
5487-45	Miscellaneous	0	0	3,804	0	0	0
5115-65	Drainage Impact Fee	0	0	0	0	284,762	200,000
5140-65	Winship Bridge (HBP) (MCFCD)	0	0	0	0	99,766	640,000
	Interest Income	7,784	7,000	20,091	15,000	13,595	20,000
	Total Revenue	**115,056**	**121,315**	**404,701**	**278,195**	**398,123**	**860,000**
EXPENDITURES							
9125-51	ADA Improvements	0	25,000	0	0	0	0
9002-51	Road Repair/Improvements	54,000	51,534	0	0	0	0
9003-51	Road Maint & Rehab RMRA	45,379	41,925	0	0	0	0
9004-51	Traffic Cong Relief Exp	2,840	2,856	0	0	0	0
9040-45	Road Improvements	0	0	111,693	695,000	0	0
9202-45	Sidewalk Improvement Program	0	0	2,528	50,000	0	0
9204-45	Signal Modification @ Lag/SFD	0	0	0	10,000	0	0
9075-45	TAM Safe Pathways Measure AA	0	0	32,849	0	0	0
9205-65	Bolinas Avenue Drainage Improv	0	0	0	0	437,443	400,000
9007-65	Drainage Improvements	0	0	0	0	31,725	50,000
9064-65	Winship Bridge Replacement	0	0	0	0	99,766	640,000
9152-65	SFD Bridge - Scoping	0	0	0	0	89	0
9172-65	Shady Lane Bridge Rehab/Repl	0	0	0	0	89	0
9173-65	SFD Bridge Rehab/Replace	0	0	0	0	89	0
	Total Expenditures	**102,219**	**121,315**	**147,070**	**755,000**	**569,201**	**1,090,000**
	Excess (Deficiency) of Revenue Over Expenditures	**12,837**	**0**	**257,631**	**(476,805)**	**(171,078)**	**(230,000)**

Town of Ross
SPECIAL REVENUE FUNDS
Statements of Revenues and Expenditures
For the Twelve Months Ending June 30, 2020

		PUBLIC SAFETY TAX FUND		COPS		GEN PLAN UPDATE	
		YTD Actual	Budget For Year	YTD Actual	Budget For Year	YTD Actual	Budget For Year
REVENUE							
5020-40	Public Safety Tax	866,932	866,992	0	0	0	0
5120-90	COPS - State Grant	0	0	163,435	150,000	0	0
5135-73	General Plan Impact Fees	0	0	0	0	99,667	70,000
	Interest Income	0	0	1,026	0	7,349	6,000
	Total Revenue	**866,932**	**866,992**	**164,461**	**150,000**	**107,016**	**76,000**
EXPENDITURES							
9000-90	Front Line Police Personnel	0	0	163,932	165,000	0	0
9210-90	Consultants - other	0	0	1,867	4,000	0	0
9220-90	Training and Classes	0	0	0	6,500	0	0
9221-90	Equipment	0	0	28,589	0	0	0
	Total Expenditures	**0**	**0**	**194,388**	**175,500**	**0**	**0**
Excess (Deficiency) of Revenue Over Expend.		**866,932**	**866,992**	**(29,927)**	**(25,500)**	**107,016**	**76,000**

OPERATING FUND REVENUE vs BUDGET — Graph #1

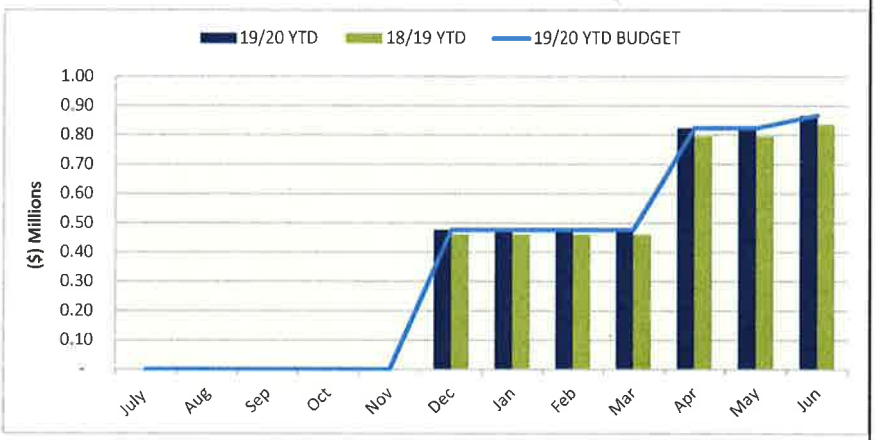
	19/20 Actual	19/20 Budget	Variance
July	$ 392,632	$ 449,129	$ (56,497)
Aug	353,365	276,393	76,972
Sep	241,779	227,565	14,214
Oct	197,778	184,232	13,546
Nov	236,892	291,227	(54,335)
Dec	2,607,788	2,520,540	87,248
Jan	446,758	439,333	7,425
Feb	241,064	219,650	21,414
Mar	129,732	243,093	(113,361)
Apr	1,927,786	2,028,641	(100,855)
May	172,012	200,845	(28,833)
Jun	365,037	432,412	(67,375)
Total	$ 7,312,623	$ 7,513,060	$ (200,437)



Revenues are less than year to date budget by $200K.

PUBLIC SAFETY TAX FUND REVENUE vs BUDGET — Graph #2

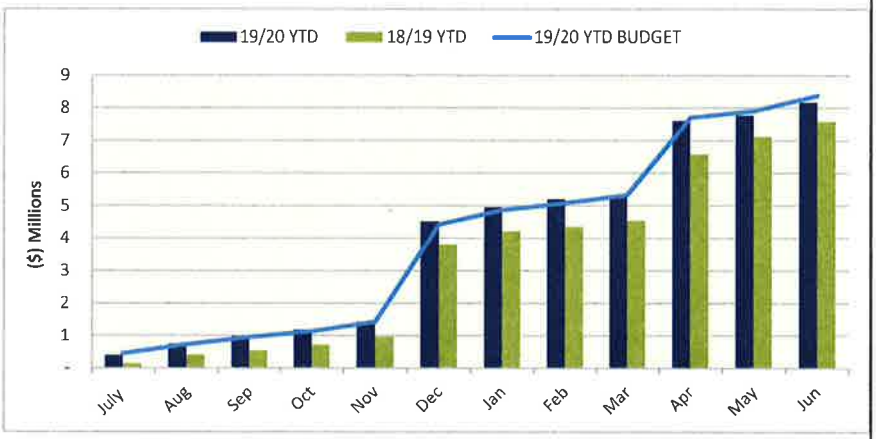
	19/20 Actual	19/20 Budget	Variance
July	$ -	$ -	$ -
Aug	-	-	-
Sep	-	-	-
Oct	-	-	-
Nov	-	-	-
Dec	476,478	476,538	(60)
Jan	-	-	-
Feb	-	-	-
Mar	-	-	-
Apr	347,024	347,024	-
May	-	-	-
Jun	43,430	43,430	-
Total	$ 866,932	$ 866,992	$ (60)



The Public Safety parcel tax is budgeted at $1,039 per parcel for 836 parcels less a collection fee of $1,720.

OPERATING FUND & PUBLIC SAFETY TAX FUND REVENUES COMBINED vs BUDGET — Graph #3

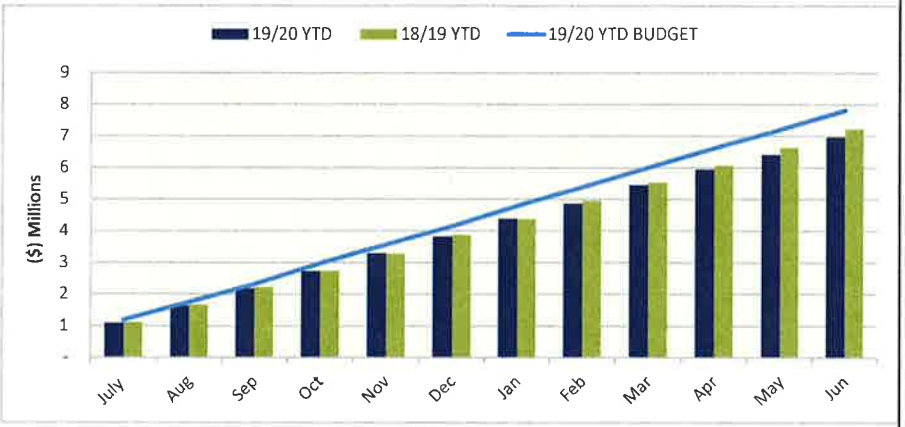
	19/20 Actual	19/20 Budget	Variance
July	392,632	$ 449,129	$ (56,497)
Aug	353,365	276,393	76,972
Sep	241,779	227,565	14,214
Oct	197,778	184,232	13,546
Nov	236,892	291,227	(54,335)
Dec	3,084,266	2,997,078	87,188
Jan	446,758	439,333	7,425
Feb	241,064	219,650	21,414
Mar	129,732	243,093	(113,361)
Apr	2,274,810	2,375,665	(100,855)
May	172,012	200,845	(28,833)
Jun	408,467	475,842	(67,375)
Total	$ 8,179,555	$ 8,380,052	$ (200,497)



This graph combines revenue from the Operating Fund and Public Safety Tax Fund.

OPERATING FUND EXPENDITURES vs BUDGET (excluding optional pension payment) Graph #4

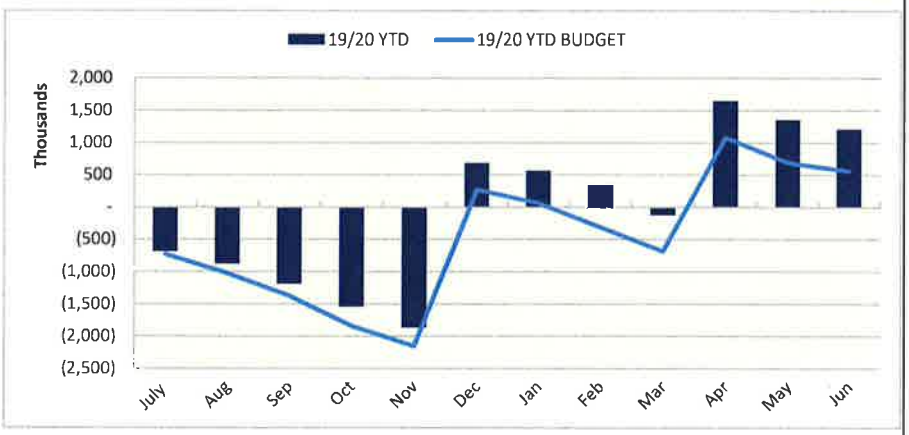
	19/20 Actual	19/20 Budget	Variance
July	$ 1,086,426	$ 1,180,293	$ (93,867)
Aug	536,900	568,123	(31,223)
Sep	555,820	577,139	(21,319)
Oct	550,262	652,107	(101,845)
Nov	561,748	599,838	(38,090)
Dec	531,371	577,589	(46,218)
Jan	566,734	647,679	(80,945)
Feb	474,837	592,057	(117,220)
Mar	584,519	615,889	(31,370)
Apr	502,594	617,315	(114,721)
May	466,128	589,060	(122,932)
Jun	552,598	602,266	(49,668)
Total	$ 6,969,937	$ 7,819,355	$ (849,418)



Expenditures are under budget $849K.

OPERATING and PUBLIC SAFETY TAX REVENUES OVER (UNDER) EXPENDITURES vs BUDGET Graph #5

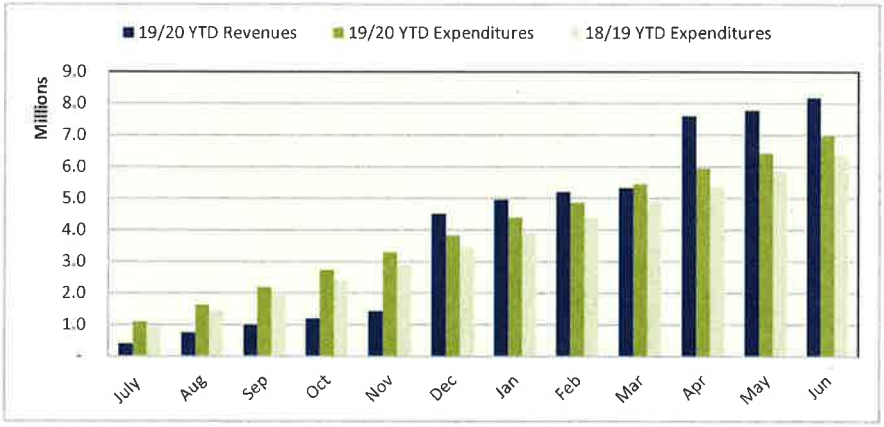
	19/20 Actual	19/20 Budget	Variance
July	$ (693,794)	$ (731,164)	$ 37,370
Aug	(183,535)	(291,730)	108,195
Sep	(314,041)	(349,574)	35,533
Oct	(352,484)	(467,875)	115,391
Nov	(324,856)	(308,611)	(16,245)
Dec	2,552,895	2,419,489	133,406
Jan	(119,976)	(208,346)	88,370
Feb	(233,773)	(372,407)	138,634
Mar	(454,787)	(372,796)	(81,991)
Apr	1,772,216	1,758,350	13,866
May	(294,116)	(388,215)	94,099
Jun	(144,131)	(126,424)	(17,707)
Total	$ 1,209,618	$ 560,697	$ 648,921



Operating and Public Safety Tax revenues are $200K under budget and expenditures are $849K under budget resulting in a $649K positive variance.

OPERATING and PUBLIC SAFETY TAX REVENUES vs EXPENDITURES Graph #6

	19/20 Actual Revenues	19/20 Actual Expenditures	Net
July	$ 392,632	$ 1,086,426	$ (693,794)
Aug	353,365	536,900	(183,535)
Sep	241,779	555,820	(314,041)
Oct	197,778	550,262	(352,484)
Nov	236,892	561,748	(324,856)
Dec	3,084,266	531,371	2,552,895
Jan	446,758	566,734	(119,976)
Feb	241,064	474,837	(233,773)
Mar	129,732	584,519	(454,787)
Apr	2,274,810	502,594	1,772,216
May	172,012	466,128	(294,116)
Jun	408,467	552,598	(144,131)
	$ 8,179,555	$ 6,969,937	$ 1,209,618



Operating revenues exceeded expenses by $1.2M. After a $1M transfer to Facilities and Equipment Fund, a $200K optional pension payment, and a $30K transfer from the General Plan Update Fund the net change for FYE20 Operating Fund is $40K.

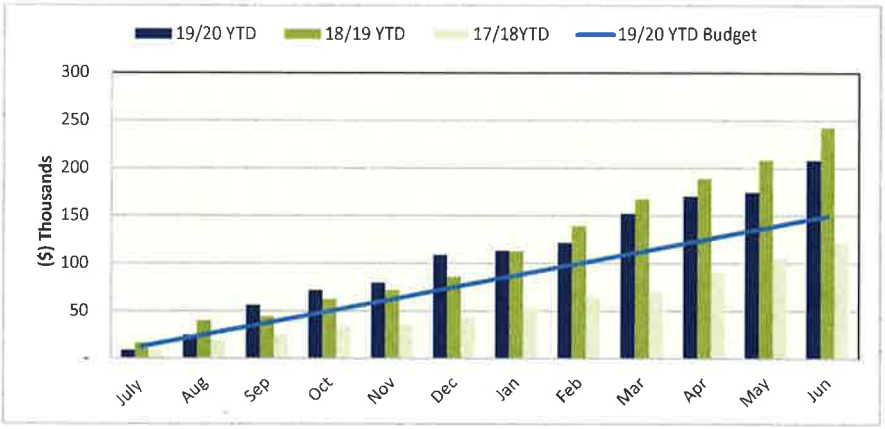
BASIC PROPERTY TAXES (A/n 5010) — Graph #7

	19/20 Actual	18/19 Actual	Difference Between Yrs
July	$ -	$ -	$ -
Aug	-	-	-
Sep	-	-	-
Oct	599	-	599
Nov	82,677	87,000	(4,323)
Dec	2,170,631	2,151,912	18,719
Jan	42,403	16,603	25,800
Feb	7,821	12,862	(5,041)
Mar	11,922	6,250	5,672
Apr	1,552,508	1,558,448	(5,940)
May	35	16,603	(16,568)
Jun	226,338	210,322	16,016
Total	$ 4,094,934	$ 4,060,000	$ 34,934

Basic property taxes represent 60% of budgeted Operating Fund revenues. Property owners pay in two installments, December 10th and April 10th. The County remits receipts as follows: 55% in December, 40% in April, and 5% in June.

INVESTMENT INCOME FROM LAIF AND CALTRUST - Operating Fund — Graph #8

	19/20 Actual	18/19 Actual	Difference Between Yrs
July	$ 8,385	$ 16,128	$ (7,743)
Aug	16,343	23,831	(7,488)
Sep	31,377	4,414	26,963
Oct	15,832	18,000	(2,168)
Nov	7,742	9,531	(1,789)
Dec	29,190	14,087	15,103
Jan	4,028	26,869	(22,841)
Feb	8,513	26,348	(17,835)
Mar	30,806	28,031	2,775
Apr	17,975	21,462	(3,487)
May	4,061	19,498	(15,437)
Jun	33,642	34,520	(878)
Total	$ 207,894	$ 242,719	$ (34,825)



LAIF balance at 6/30/20 was $13.7M earning 1.36%, CalTrust was $233K earning .66%. In the current quarter a net of $2.3M was transferred from CalTRUST into WFB. A net of $3.7M was transferred from WFB into LAIF.

BUILDING, PUBLIC WORKS, AND PLANNING REVENUES — Graph #9

	19/20 Actual	18/19 Actual	Difference Between Yrs
July	$ 60,358	$ 88,504	$ (28,146)
Aug	165,649	210,341	(44,692)
Sep	84,467	75,450	9,017
Oct	95,781	85,067	10,714
Nov	35,534	67,815	(32,281)
Dec	104,233	48,937	55,296
Jan	66,286	132,442	(66,156)
Feb	91,557	33,278	58,279
Mar	23,090	114,307	(91,217)
Apr	12,024	86,926	(74,902)
May	118,381	128,817	(10,436)
Jun	16,289	45,703	(29,414)
Total	$ 873,649	$ 1,117,587	$ (243,938)

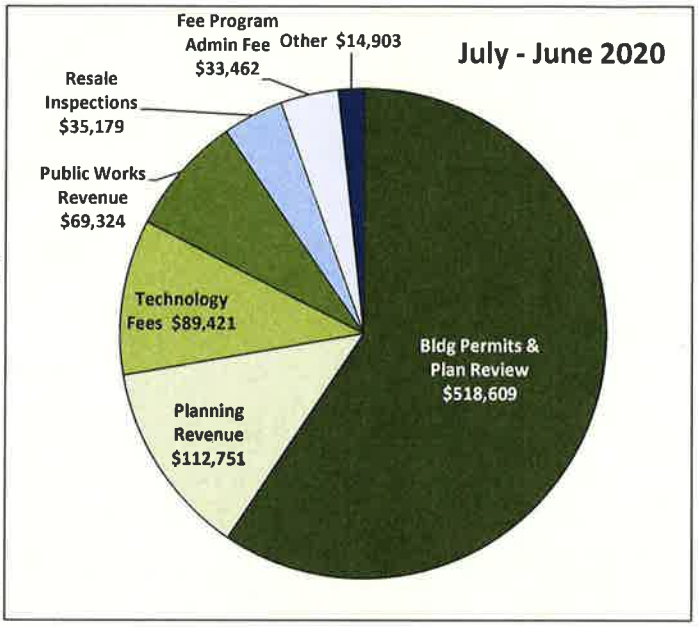
Building activity fluctuates from month to month depending upon project applications.

BUILDING, PUBLIC WORKS, AND PLANNING REVENUE

Graph #10

	19/20 July - June Revenues	Annual Budget	Variance
Bldg Permits & Plan Review	$ 518,609	$ 700,000	$ (181,391)
Planning Revenue	112,751	143,000	(30,249)
Technology Fees	89,421	98,000	(8,579)
Public Works Revenue	69,324	94,000	(24,676)
Resale Inspections	35,179	25,000	10,179
Fee Program Admin Fee	33,462	32,000	1,462
Other	14,903	22,900	(7,997)
	$ 873,649	$ 1,114,900	$ (241,251)

	19/20 July - June Revenues	18/19 July - June Revenues	Difference Between Yrs
Bldg Permits & Plan Review	$ 518,609	$ 721,295	$ (202,686)
Planning Revenue	112,751	108,702	4,049
Technology Fees	89,421	89,045	376
Public Works Revenue	69,324	116,585	(47,261)
Resale Inspections	35,179	36,338	(1,159)
Fee Program Admin Fee	33,462	27,964	5,498
Other	14,903	17,657	(2,754)
	$ 873,649	$ 1,117,586	$ (243,937)



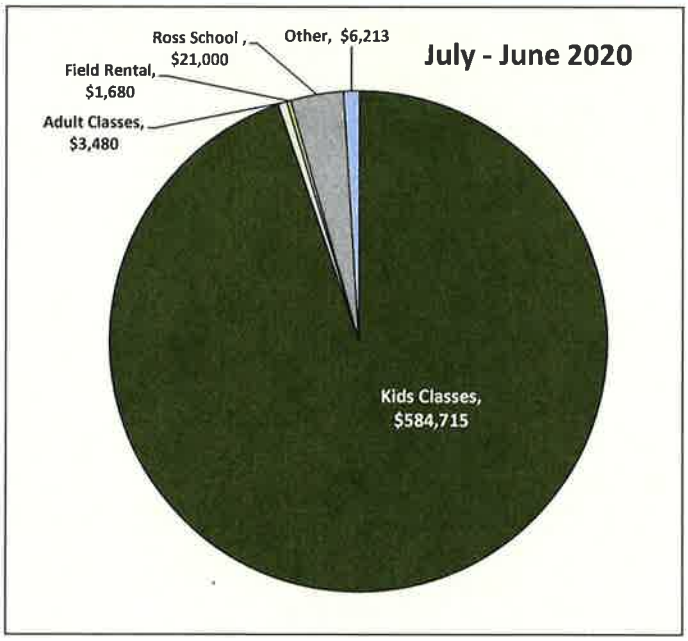
Building, Public Works, and Planning activity revenue is $244K less than last year. Building activity fluctuates throughout the year.

RECREATION REVENUES

Graph #11

	19/20 July - June Revenues	19/20 Annual Budget	Variance
Kids Classes	$ 584,715	$ 780,000	$ (195,285)
Adult Classes	3,480	10,000	(6,520)
Field Rental	1,680	14,000	(12,320)
Ross School reimb.	21,000	-	21,000
Other	6,213	7,100	(887)
	617,088	811,100	(194,012)
Collection Fees	(21,512)	(28,000)	6,488
	595,576	783,100	(187,524)

	19/20 July - June Revenues	18/19 July - June Revenues	Difference Between Yrs
Kids Classes	$ 584,715	$ 789,953	$ (205,238)
Adult Classes	3,480	7,045	(3,565)
Field Rental	1,680	8,520	(6,840)
Ross School reimb.	21,000	-	21,000
Other	6,213	92,865	(86,652)
	$ 617,088	$ 898,383	$ (281,295)



Recreation programs are under budget due to cancellation of classes due to the Covid-19 pandemic.