

## 2021 MONTHLY FINANCIAL REPORT October 2021

This report is a presentation of the analysis of the City's General Fund revenues and expenditures with comparisons to budget and prior year.

## YTD GENERAL FUND EXPENDITURES

					Variance of		
				% of 2021	actual spent	\$ change	% change
	2020 YTD	2021 Budget	2021 YTD	budget	from 83.33%	from 2020 to	from 2020 to
				spent	of budget	2021	2021
EXPENDITURES:					for 2021		
41 COUNCIL	167,903	242,410	190,822	79%	-5%	22,919	14%
42 LEGAL	95,343	155,100	96,199	62%	-21%	856	1%
43 JUDICIAL	89,175	130,530	91,267	70%	-13%	2,093	2%
44 ADMINISTRATION	209,633	463,480	303,820	66%	-18%	94,187	45%
45 CITY CLERK/PERSONNEL	170,829	238,100	174,893	73%	-10%	4,064	2%
46 PUBLIC WORKS	85,045	115,810	83,046	72%	-12%	(1,999)	-2%
47 GENERAL SERVICES	42,116	116,400	83,714	72%	-11%	41,598	99%
48 FINANCE/ACCOUNTING	385,023	506,540	402,713	80%	-4%	17,690	5%
49 COMMUNITY DEVELOPMENT	144,293	236,420	176,517	75%	-9%	32,224	22%
50 BUILDING MAINTENANCE	46,247	108,880	74,459	68%	-15%	28,212	61%
51 POLICE	2,597,644	3,477,050	2,745,888	79%	-4%	148,244	6%
64 ROAD & BRIDGE	1,870,851	2,479,670	1,887,650	76%	-7%	16,799	1%
70 PARKS & RECREATION							
71 Parks	750,550	1,079,550	784,262	73%	-11%	33,712	4%
72 Pool	269,068	408,230	326,334	80%	-3%	57,266	21%
73 Recreation	101,123	363,790	250,570	69%	-14%	149,447	148%
75 CENTER OF CRAIG	24,164	39,800	18,005	45%	-38%	(6,159)	-25%
76 YAMPA BUILDING	24,438	74,730	27,321	37%	-47%	2,883	12%
TRANSFERS	300,000	300,000	300,000	100%	17%	-	0%
TOTAL O&M Expenditures	7,373,447	10,536,490	8,017,482	76%	-7%	644,036	9%
TOTAL CAPITAL OUTLAY & TRANSFERS	2,157,069	8,019,650	2,936,487	37%	-47%	779,418	36%
TOTAL O&M EXPENDITURES & CAP. OUTLAY	9,530,515	18,556,140	10,953,969	59%	-24%	1,423,454	15%
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<u>Overall-</u> 10 months, or 83.33% through the year and 59% of the 2021 budget has been spent. 76% of the O&M budget has been spent. All departments are currently below the 83.33% of budget spent for the year. Many departments have increases when compared to prior year, however, are still coming in below budgeted numbers for 2021.

<u>Council –</u> 79% expended YTD. Expenditures are up 14% or \$22,919 compared to last year because the increase in contribution to the Chamber of Commerce from \$10k in 2020 to \$25k in 2021 and because the CML membership invoice was recorded in Clerk/Personnel budget in 2020.

<u>Administration</u> – 66% expended YTD. Expenditures are up 45% or \$94,187 compared to last year primarily because of the addition of the new Economic Development Manager position and associated costs of advertising and recruitment, salaries and benefits, and small office equipment to furnish the office space. The position is 100% grant funded for the first two years between state grants and El Pomar.

<u>General Services</u> – 72% expended YTD. Expenditures are up 99% or \$41,598 compared to last year because of the purchase of the new server and increase in professional services with IT support.

<u>Finance Department-</u> 80% spent YTD and 5% or \$17,690 higher than this time last year. The primary contributing factor (\$23,000) of the increase is the retirement of Director of Finance and payout of vacation and sick time and related benefits. It is expected that this will continue to flatten in the remaining 2 months of the year.

<u>Community Development-</u> 75% spent YTD and 22% or \$32,224 higher than this time last year. The primary contributing factors are personnel costs and benefits increase of \$24,000 and \$6,000 in Community Program Demo Costs for land cleanup, etc.

<u>Building Maintenance-</u> 68% spent YTD and 61% or \$28,212 higher than this time last year. The primary contributing factor is in Professional Services which are \$26,000 higher than last year. The main contributors to this are \$4,000 for sign repair at entrance of town, \$5,000 for cooling system consulting, and \$6,500 for parking lot resurfacing at City Hall and \$4,000 for landscaping.

<u>Police Department-</u> 79% Expended YTD. 6% or \$148,244 increase from prior year primarily relating to increases in personnel costs and benefits (\$34,000). Personnel costs are higher due to retirement of long-term staff and associated benefit payouts as well as increases in overtime relating to position vacancies. Other increases in costs are (all are approx.) \$11,000 in small equipment for computers, chrome books, and servers; \$10,000 in uniforms; \$6,000 in firearms for ammunition; \$6,000 in Gas, oil, fuel; \$8,000 in advertising; \$8,000 in lab testing to replenish testing kits supply; \$44,000 in professional services; and \$20,000 in Training/Education.

**Road & Bridge-** 76% spent YTD and 4% or \$16,799 higher than this time last year. There has been a decrease in personnel costs and benefits (\$37,000) because of long-term employees retiring and vacancies being filled lower on the pay scale and reduced overtime paid in 2021. Other changes in R&B are the following: decreases \$12,000 in Small Equipment, \$37,000 in R&M Vehicles and Equipment; and increases \$33,000 in gas/fuel, \$4,000 in tires, and \$61,000 in R&M Streets.

<u>Parks & Recreation-Parks-</u> 73% spent YTD and 4% or \$33,712 higher than this time last year. The increase is primarily in the following areas: \$23,000 in tree maintenance for removal, \$6,000 in downtown maintenance for tree lighting, \$6,000 in building maintenance for heater maintenance.

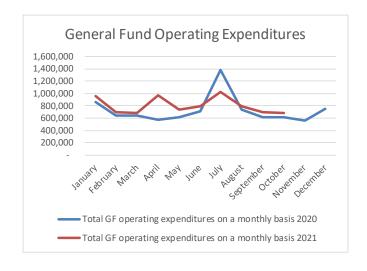
<u>Parks & Recreation-Pool-</u> 80% Expended YTD. 21% or \$57,266 increase from prior year primarily relating to increase in part-time wages that were not incurred in prior year due to limited operations because of COVID, \$54,100. The swimming complex is closed for the year.

<u>Parks & Recreation-Recreation-</u> 69% Expended YTD. 148% or \$149,447 increase from prior year primarily relating to Whittle the Wood Festival that was cancelled in 2020 (\$116,000). Additionally, personnel costs and benefits increased approx. \$25,000 compared to prior year because of the partial year with the Recreation Supervisor position being filled in 2020 and increase in part-time wages that were not incurred in 2020. In

addition, supplies for youth sports has seen an increase of approx. 11,000 compared to prior year because of cancellations from COVID.

Total GF operating expenditures on a monthly ba	asis
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	2020	2021
January	856,504	949,773
February	635,199	692,213
March	634,929	677,357
April	578,289	972,852
May	611,441	730,912
June	713,584	798,039
July	1,380,403	1,030,878
August	735,313	795,895
September	617,329	692,389
October	610,478	677,176
November	562,179	
December	747,892	
	8.683.540	8.017.482



Expenditures for 2021 are more than 2020 (\$7,373,477) by \$644,036 for the first 10 months of the year because of the fore-mentioned areas. The peak in expenditures in April is due to the transfer of funding from the General Fund to the Museum for 2021 funding. It was done until July in 2020 as indicated by the peak.

**GENERAL FUND REVENUES**- 83.33% of the year complete. 92% of the budgeted revenues have been received. 12% or \$1,030,171 increase from prior year.

## YTD GENERAL FUND REVENUES

REVENUES: TAXES	2020 YTD	2021 Budget	2021 YTD	% of 2021 budget received	Variance of actual received from 83.33% of budget for 2021	\$ change from 2020 to 2021	% change from 2020 to 2021
PROPERTY TAXES	1,255,482	1,276,940	1,270,630	100%	16%	15,148	1%
PROPERTY TAXES DELINQUENT	88	-	(25)	0%		-, -	-128%
SPEC OWNERSHIP TAX	91,662	91,000	95,683	105%		` '	
COUNTY SALES TAX	1,219,097	1,690,000	1,366,115	81%	-2%	•	
CIGARETTE TAX	12,759	12,000	14,151	118%	35%	1,392	11%
MARIJUANA STATE SALES TAX	17,834	54,000	50,282	93%	10%	32,448	182%
CITY SALES TAX	5,816,463	7,133,000	6,610,395	93%	9%	793,933	14%
SALES TAX - PENAL/INT	15,657	10,000	30,433	304%	221%	14,776	94%
SPEC EVENTS SALES TAX	616	500	756	151%	68%	140	23%
UTILITY BUSINESS TAX	238,537	300,000	261,902	87%	4%	23,365	10%
INT & PEN ON PROPERTY TAX	4,028	1,000	2,071	207%	124%	(1,956)	-49%
TAXES Totals:	8,672,222	10,568,440	9,702,394	92%	8%	1,030,171	12%

<u>Property Taxes –</u> 100% received YTD. 1% or \$15,148 increase from prior year. Property tax is collected by the county and remitted to the city monthly. Property taxes are due no later than June 15, so most property taxes should be received by the city no later than July each year.

<u>Marijuana State Sales Tax</u>–93% received YTD. 182% or \$32,448 increase from prior year due to new taxable industry introduction

<u>County Sales Tax –</u> 81% received YTD. 12% or \$147,018 increase from prior year. This accounts for collections through August because the state collects county sales tax and remits to us, but it is 2 months behind reporting period. Tax is running 12% above last year and budget.

<u>City Sales Tax –</u> 93% received YTD. 14% or \$793,933 increase from prior year. YTD, City Sales Tax is running about 14% over budget and prior year. Tax collections for October were estimated for this report because the due date for Oct sales had not passed at the time of report preparation. The increase in sales tax can be attributed to tax collections on internet sales, stimulus funding to consumers, and the addition of recreational marijuana sales in Craig.

<u>Sales Tax Penalties and Interest</u> – 304% received YTD. 94% or \$14,776 increase from prior year. Much of last year, we had waived penalties and interest because of COVID and state mandates. In addition to penalties being reinstated, we have had a few significant taxpayers that have been delinquent causing large penalty amounts.

<u>Utility Business Tax</u>—87% received YTD. 10% or \$23,365 increase from prior year due to an \$18,000 payment from Charter being mis-applied in 2020 to Business fees. This variance will correct in November's financial report when the reclassification was done in 2020.

REVENUES:	2020 YTD	2021 Budget	2021 YTD	% of 2021 budget received	Variance of actual received from 83.33% of budget for 2021	\$ change from 2020 to 2021	% change from 2020 to 2021
LICENSES & PERMITS						,	
LICENSE/FEES LIQUOR	5,409	6,200	4,833	78%	-5%	(576)	-11%
LICENSE/FEES MARIJUANA	25,000	-	23,000	0%	-83%	(2,000)	-8%
LICENSE/FEES BUSINESS FEES	18,720	-	-	0%	-83%	(18,720)	-100%
LICENSE/FEES PLANNING FEES	1,600	1,000	2,069	207%	124%	469	29%
LICENSE/FEES BLDG PERMITS	48,991	40,000	81,521	204%	120%	32,529	66%
LICENSES/FEES COUNTY	33,672	30,000	43,825	146%	63%	10,153	30%
LICENSE/FEES ANIMAL	810	1,000	931	93%	10%	121	15%
REMITTANCE FEES SALES TAX	457	400	774	193%	110%	317	69%
LICENSE/FEES - SPEC EVNTS	-	250	500	200%	117%	500	0%
OTHER PERMITS	2,592	6,000	2,000	33%	-50%	(593)	-23%
LICENSES & PERMITS Totals:	137,251	84,850	159,451	188%	105%	22,200	16%

<u>Business Fees</u> – 0% received YTD. 100% or \$18,720 decrease from prior year due to utility taxes from Charter being miscoded in 2020. Will correct in November.

<u>Building Permits</u> – 204% received YTD. 66% or \$32,529 increase from prior year due to increases in building costs/valuations.

<u>Building Permits County –</u> 146% received YTD. 30% or \$10,153 increase from prior year due to increases in building costs/valuations.

					Variance of		
REVENUES:	2020 YTD	2021 Budget	2021 YTD	% of 2021 budget received	actual received from 83.33% of budget for 2021	\$ change from 2020 to 2021	% change from 2020 to 2021
INTERGOVERNMENTAL							
GRANTS	1,724	-	20,000	0%	-83%	18,276	1060%
GRANTS EDA (YAMPA RIVER)	5,000	1,600,000	-	0%	-83%	(5,000)	-100%
GRANTS OTHER-REDI-EPC	-	96,690	17,345	18%	-65%	17,345	0%
GRANTS EL-POMOR	-	67,000	-	0%	-83%	-	0%
GRANTS REDI	-	308,540	-	0%	-83%	-	0%
GRANTS DOLA-CO-WORK SP	-	-	1,031	0%	-83%	1,031	0%
GRANTS DOLA-STUDY	12,500	-	-	0%	-83%	(12,500)	-100%
GRANTS DOLA - OZP	39,617	-	-	0%	-83%	(39,617)	-100%
GRANTS DOLA - COVID RELIEF	285,706	-	1,133,839	0%	-83%	848,132	297%
GRANTS EPA	-	300,000	-	0%	-83%	-	0%
MINERAL LEASE FUNDS	336,341	50,000	480,188	960%	877%	-,	43%
VIN INSP FEES	4,375	2,500	2,375	95%	12%	(2,000)	-46%
INT GOVT HWY USERS TAX	208,565	278,500	260,695	94%	10%	52,130	25%
INT GOVT CONSERVATION T	68,575	90,000	81,817	91%	8%	13,242	19%
INT GOVT MV REGISTRATIO	29,537	35,000	44,766	128%	45%	15,228	52%
SEVERANCE TAXES	525,612	75,000	40,126	54%	-30%	. , ,	-92%
INTERGOVERNMENTAL Totals:	1,517,552	2,903,230	2,082,181	72%	-12%	564,629	37%

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<u>Grants – We received \$20,000 grant for the Housing Assessment Study.</u>

<u>COVID Relief</u> — We have received the 1st half payment of the American Rescue Plan funds for \$1,133,839. This revenue will be reclassified to deferred revenue until it has been decided how the funding will be utilized.

<u>Mineral Leases – 960%</u> received YTD. 43% or \$143,848 increase from prior year. FML payments came in better than projected in 2021. For 2022, we are anticipating a slight decrease in FML funding.

<u>Highway Users Tax – 94%</u> received YTD. 25% or \$52,130 increase from prior year. As a result of SB 21-260 there were extra funds distributed in September for HUTF. We received two payments for the month. Typically, payments range from \$20-\$26k monthly. We received \$68,000 in September.

<u>Int Govt Severance Taxes –</u> 54% received YTD. 92% or \$485,486 decrease from prior year. The September distribution came in at \$40,126.16. Colorado is predicting that 2022 numbers will show improvement and be roughly 25% of 2020 numbers.

REVENUES: CHARGES FOR SERVICES	2020 YTD	2021 Budget	2021 YTD	% of 2021 budget received	Variance of actual received from 83.33% of budget for 2021	\$ change from 2020 to 2021	% change from 2020 to 2021
CHARGES SXO REGISTRATION FEES	1,558	1,000	1,446	145%	61%	(112)	-7%
PARKS & REC MISCELLANEO	130	,	2,115	0%	-83%	, ,	1532%
MISC PARK FEES	4,747		5,240	111%	28%	494	10%
ASPHALT PATCHING	7,424	,	2,443	0%	-83%	_	-67%
POOL ADMISSIONS	37,098		46,755	99%	16%	, , ,	26%
POOL PRIVATE PARTY	350	1,000	1,000	100%	17%	650	186%
POOL SWIM LESSONS	3,303	16,000	10,190	64%	-20%	6,887	209%
POOL PASSES	-	13,000	19,280	148%	65%	19,280	0%
POOL PUNCH PASSES	1,415	600	1,122	187%	104%	(293)	-21%
POOL FITNESS	971	2,000	625	31%	-52%	(346)	-36%
POOL COMM ED	695	-	-	0%	-83%	(695)	-100%
POOL CONCESSIONS	20,140	25,000	24,866	99%	16%	4,726	23%
RECREATION PROGRAM FEES	-	3,250	500	15%	-68%	500	0%
RECREATION SENIOR PROGRAM	(25)	20,000	3,405	17%	-66%	3,430	-13720%
RECREATION YOUTH SPORTS	17,254	43,350	39,340	91%	7%	22,086	128%
RECREATION ADULT SPORTS	311	8,280	2,535	31%	-53%	2,224	715%
RECREATION SPECIAL EVEN	683	81,000	95,053	117%	34%	94,370	13817%
RECREATION SKI CLUB	1,504	-	-	0%	-83%	(1,504)	-100%
RECREATION SPONSOR FEES	375	3,370	1,520	45%	-38%	1,145	305%
CHARGES FOR SVC Totals:	97,932	269,550	257,434	96%	12%	159,503	163%

<u>Parks and Recreation Charges for services</u>- these are primarily summer activities, so it is expected that they will not be evenly distributed throughout the year when compared to budget. Variances of most note will be year to year comparison variances.

<u>Pool Admissions –</u> 99% received YTD. 26% or \$9,657 increase over prior year.

**Pool Swim Lessons** – 64% received YTD. 209% or \$6,887 increase over prior year.

Pool Passes – 148% received YTD. 100% or \$19,280 increase over prior year.

**Pool Concessions** – 99% received YTD. 23% or \$4,726 increase over prior year.

All variances in pool related revenues can be attributed to COVID and change in operations for 2020 for the swimming complex.

<u>Recreation Youth Sports</u> – 91% received YTD. 128% or \$22,086 increase over prior year. This is a direct result of COVID. Youth sports growth continues with strength after the cancellation of many activities in 2020.

<u>Recreation Special Events –</u> 117% received YTD. \$94,370 increase over last year. Whittle the Wood did not happen in 2020.

REVENUES: FINES & COSTS	2020 YTD	2021 Budget	2021 YTD	% of 2021 budget received	Variance of actual received from 83.33% of budget for 2021	\$ change from 2020 to 2021	% change from 2020 to 2021
FINES AND COSTS	37,089	50,000	36,595	73%	-10%	(494)	-1%
CODE ENFORCEMENT - FINES/COSTS	100	900	-	0%	-83%	(100)	-100%
FINES & COSTS Totals	37,189	50,900	36,595	72%	-11%	(594)	-2%
REVENUES:	2020 YTD	2021 Budget	2021 YTD	% of 2021 budget received	Variance of actual received from 83.33% of budget for 2021	\$ change from 2020 to 2021	% change from 2020 to 2021
MISCELLANEOUS MISCELLANEOUS	21,780	15,000	22,297	149%	65%	517	2%
INTEREST CHECKING	9,481	•	1,986	40%		(7,495)	-79%
INTEREST INVESTMENTS	47,275	•	3,124	4%	-79%	(44,152)	-93%
RENTS & ROYALTIES	17,334	23,000	20,185	88%	4%	2,851	16%
RENTS - YAMPA BLDG	17,800	60,000	34,500	58%	-26%	16,700	94%
MISCELLANEOUS Totals:	113,670	183,000	82,092	45%	-38%	(31,579)	-28%

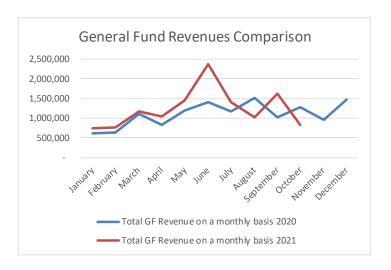
<u>Interest</u> – 4% received YTD. Down 93% or \$44,152 from prior year. Interest rates remain extremely low. CSafe MTD Interest is at .04% and Colo Trust is at .02%.

REVENUES: CONTRIBUTIONS	2020 YTD	2021 Budget	2021 YTD	% of 2021 budget received	Variance of actual received from 83.33% of budget for 2021	\$ change from 2020 to 2021	% change from 2020 to 2021
CONTRIB FROM OTHER GOV	12,224	75,000	37,500	50%	-33%	25,276	207%
CONTRIB PRIVATE	6,650	63,000	80,000	127%	44%	73,350	1103%
CONTRIBUTIONS Totals:	18,874	138,000	117,500	85%	2%	98,626	523%
OTHER OTHER Totals:	-	-	-	0%	-83%		0%
GENERAL FUND Totals:	10,594,690	14,197,970	12,437,647	88%	4%	1,842,956	17%

<u>Contributions from Other Govts –</u> 50% received YTD. Up 207% from prior year. We received ½ of the annual contribution from Moffat County School District already in 2021.

<u>Contributions Private</u> – 127% received YTD. Up 1103% or \$73,350 over last year. We received grant funding from Resources Legacy to contribute towards the River Diversion Project.

Total GF Revenue on a monthly basis						
	2020	2021				
January	618,690	745,376				
February	646,642	764,795				
March	1,108,412	1,163,711				
April	819,963	1,046,483				
May	1,190,045	1,448,443				
June	1,402,254	2,362,490				
July	1,170,435	1,407,934				
August	1,505,262	1,033,240				
September	1,026,403	1,632,127				
October	1,281,515	833,046				
November	950,004					
December	1,467,649					
	13,187,274	12,437,647				



To this point in the year, revenues for 2021 are up by 17%, or \$1,842,956 over 2020 (\$10,594.690) and expenditures are up 15%, or \$1,423,454 over 2020.

At the end of October, having 88% of the budgeted revenues received and 59% of the budgeted expenditures spent is expected and a normal pattern for the City's financials on an annual basis. Fund Balance for the general fund started the year with \$9.8 million, \$6.7 of which was unreserved. Current fund balance is \$11.3 million of which \$7.0 is unreserved. There are many capital projects that were budgeted for 2021 that are not going to be completed mostly due to material availability. This is a big contributor to the fund balance increasing as the year goes on. The projects that are known at this time that will not be completed in 2021 are being re-budgeted as part of the 2022 budget.

## Other Funds Recap:

**Museum** Revenue is coming in better than budgeted 103% or \$374,000 because of increased donations and concession sales. Expenditures are running on target for where we are in the year at 79.9% or \$295,000 expended.

**Water** charges for services are coming in about 85% of budget at \$3,026,366. Grant revenues are coming in significantly under budget because of project material availability. Along with this, the capital expenditures are also coming in significantly under budget. Water operating expenditures are coming in at 72.2% or \$1,810,179 of budgeted expenditures.

**Wastewater** charges for services are coming in about 84% of budget at \$1,640,633. Grant revenues are coming in significantly under budget because of project material availability. Along with this, the capital expenditures are also coming in significantly under budget. Wastewater operating expenditures are coming in at 73.1% or \$1,011,955 of budgeted expenditures.

**Solid Waste** charges for services are coming in about 89% of budget at \$1,478,030. Solid Waste operating expenditures are coming in at 80.7% or \$1,272,652 of budgeted expenditures.