

TOWN COUNCIL STAFF REPORT

Title: Approval of Appropriations Limit, Investment Policy, and Annual Budget for Fiscal Year 24-25.

Meeting Date: June 19, 2024

Prepared by: Rob Patterson, Town Manager

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 24-25.
2. Adopt a resolution reaffirming the Town of Mammoth Lakes Investment Policy for Fiscal Year 24-25.
3. Adopt a resolution reaffirming the Town of Mammoth Lakes Reserve Policy for Fiscal Year 24-25.
4. Adopt a resolution reaffirming the Town of Mammoth Lakes Debt Policy for Fiscal Year 24-25.
5. Adopt a resolution approving the Annual Budget for the Town of Mammoth Lakes for Fiscal Year 24-25, 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 decreased by 2.53% and California per capita income changed by 3.62% for a combined adjustment of 1.01% for FY24-25. The appropriations limit for the Town increased from \$31,910,937 to \$32,229,540. 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 only minor adjustments for FY24-25 as investments continue to grow, pushing previously established limits. Staff recommended edits in FY22-23 to add California Asset Management Program (CAMP) as an alternative to Local Agency Investment Fund (LAIF). Both CAMP and LAIF are similar municipal investment funds offered 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. Both of these investment vehicles provide good returns and excellent liquidity with almost immediate access to funds. In the past two years, the Town has shifted more funds into the better performing CAMP investment with interest rates in the 5.5% range. For FY24-25, the staff is increasing the investment cap in CAMP to \$50M to maximize revenue potential with more than 70% of available funds invested in this vehicle. The Town also participates in the Mono County Investment Pool, keeping all funds from the Reserve for Economic Uncertainty (REU) in this pool. All interest earned remains in the account and annual adjustments to the balance are necessary to remain in compliance with the policy. The investment cap for the Mono County Investment Pool will increase to \$8,000,000 for FY24-25.

RESERVE POLICY:

The adopted reserve policy includes four elements, Reserve for Economic Uncertainty (REU), Operating Reserve (OR), Debt Reserve (DR), and Contingency. Both REU and OR are tied to a percentage of base operating revenue, which should approximate the General Fund revenue per policy. This baseline revenue is updated annually, and staff recommends an increase from \$30M to \$33M for FY24-25. The policy rates of 20% and 5% for REU and OR respectively remain unchanged for FY24-25. To be consistent with the Town Council direction, staff have included the required reserve allocation in the preliminary budget. This reserve allocation of \$444,038 is split between the REU (\$294,038) and OR (\$150,000) bringing them both into compliance with the policy. A \$100,000 contingency amount is included in the proposed budget.

The reserve policy also includes a section for debt reserve. This element will provide funding to pay debt service obligations of the General Fund in the event of a funding shortfall. As no adjustments have been made to our debt service, that element remains within policy with \$1,100,000 in reserves. When debt is issued for the Civic Center, staff will need to increase this reserve by approximately \$600,000 to remain within compliance. As this debt issuance has not yet occurred, staff is not recommending these adjustments until mid-year budget review, likely 1st quarter review in October 2024. Total reserve across all elements totals \$9,350,000.

Reserve Policy



Baseline Revenue is established on an annual basis during the budget process. Baseline Revenue must meet or exceed the General Fund Revenue in the Adopted Budget of the Fiscal Year



FY24-25 Baseline Revenue \$33,000,000 to be used in the calculation of both REU and OR



Baseline General Fund Revenue: \$33,000,000

Reserve for Economic Uncertainty (REU) Target: 20% of \$33,000,000 = \$6,600,000

Operating Reserve (OR) Target: 5% of \$33,000,000 = \$1,650,000

Targeted Minimum Reserve Balance = \$8,250,000

Current balance of REU and OR = \$7,805,962

Required Additional Reserves = \$ 444,038



Debt Reserve 50% Annual Payment - Lease Revenue Bond (2015) Police Facility - Refinance COP (Average Annual Payment \$315,073 = \$157,540)



Debt Reserve 50% Annual Payment - Taxable Judgment Obligation Bonds (2017) (Average Annual Payment \$1,869,919 = \$934,960)



Current Debt Reserves (rounded) = \$1,100,000

Total Reserves = \$9,350,000

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 FY24-25. 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 fiscal year financial plan used to achieve policy goals and the established work program 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 are planned out for the current year, with a look at 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 just a set of numbers for the fiscal year.

The budget represents public policy incorporating legislative direction and oversight 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 are 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 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 investment 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 of 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 an 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

The Town has enjoyed continued strong growth of revenues following the pandemic impacts of a few years ago. Visitation remains strong and the demand for lodging has kept the average daily rates high for the lodging community. The needs of the community and growth of Town core services has also grown with the addition of departments and expanded growth of the services they provide.

Department Heads have worked to develop their budgets to reflect the core services and anticipated impacts of the coming fiscal year. We have several large projects in process for the next year and some of those impacts are reflected in the budget as estimates. Actual impact, expense and revenue, is yet to be determined. 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 FY24-25 Budget:

1. The Town's Reserve for Economic Uncertainty (REU) and Operating Reserve (OR) were funded to the updated baseline target during the budget process.
2. Base General Fund operating budget includes \$18.5 Million in base transient occupancy tax (TOT). This reflects a conservative approach to budgeting this revenue source to allow for ongoing investment in priority capital programs and current service levels.
3. The Town implemented the Certified Properties program, adding \$900,000 in annual operating revenue.

4. TOT allocation to Tourism, Transit, and Housing remained at 18.08%, 6.54%, and 6.54% respectively for FY24-25. Agencies supporting these priorities receive a flat amount, based on their contract with the Town with additional revenues used to meet defined operational programs, capital requirements and to investment in Town priorities such as the Housing Now! initiative. These additional investments are determined by Town Council action during quarterly budget review.
5. 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).
6. In the initial budget development, any Measure A allocation that is not committed, within Tourism and Housing, is allocated to Housing Now! initiatives. This includes \$642,100 from the Housing allocation and \$959,200 from the Tourism allocation. Total \$1,601,300.
7. Continued allocation of \$580,000 for Road rehabilitation and related capital projects supported by reserves.
8. Employee costs associated with new 3-year labor agreement along with merit increases or other obligated cost increases were updated for the second year of the contract. This includes modifications to salary schedules for general employee associations of 2% and non-represented employees supporting a 3% pay adjustment.
9. The Measure R budget includes one-time funding, \$100,000 for SHARP trailhead construction, combined with \$50,000 from the General Fund, which will provide gap funding and contingency.
10. The Measure U budget includes two one-time funding recommendations, \$300,000 to MACC construction, available from the annual operating funds and \$700,000 for MACC construction, designated as a planned use of fund balance.
11. Measure U budget includes \$180,000 in debt service payment for a portion of the land acquired from the Mammoth Lakes Foundation for MACC construction.

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.

Town of Mammoth Lakes Chart of Accounts

General Fund : Used to account for activities primarily supported by taxes, grants, and similar revenue sources

- 100 General Fund
- 101 General Fund Comprehensive Leave

Internal Service : Used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments on a cost-reimbursement basis.

- 910 Garage Services
- 915 Vehicle Replacement
- 930 EE 125 & Insurance Benefits

Capital Projects : Used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets

- 300 Capital Projects
- 830 DIF Admin
- 831 DIF General Facilities & Equipment
- 832 DIF Law Enforcement
- 833 DIF Storm Drains
- 834 DIF Parks & Recreation
- 835 DIF MCOE Library
- 836 DIF Streets & Circulation
- 837 DIF Child Care
- 838 DIF Fire Facilities & Equipment
- 841 DIF Transit & Trails

Trust & Agency : Fiduciary funds are used to account for resources that a government holds as a trustee or agent on behalf of an outside party and that cannot be used to support government's own programs

- 850 Juniper Ridge AD
- 853 Bluff's Maint District 1996-4
- 854 North Village CFD 2001-1
- 856 Old Mammoth Rd BAD 2002-01
- 857 North Village BAD 2002-2
- 858 Fractional Mello CDF 2004-01
- 859 Mello Roos CFD 2005-01 In Lieu
- 860 Transit Facilities CFD 2013-3
- 861 Mammoth View BAD 2014-01

Restricted Revenue : Restricted for specific uses and funds remain in accounts until appropriate uses are designated by State law or voter initiative

- 205 Solid Waste
- 210 Gas Tax
- 215 Measure R Trails
- 216 Measure R
- 217 Measure U
- 218 TBID
- 220 Airport
- 245 Housing & Community Development
- 250 LTC

Enterprise Funds : Similar to business -used to account for activities that receive significant support from fees & charges

- 240 Long Valley Pit

Debt Service : Used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal & interest, restriction based on Council policy

- 990 Debt Service

Note: Total 37 Funds with Activity

Town of Mammoth Lakes - Combined Fund Statement
Fiscal Year 24-25

Fund #	Name	Total			Expenditures	Transfer Out	Total		Change in
		Revenue	Transfer In	Resources			Appropriations	Fund Balance	
100	General Fund	\$ 32,427,365	\$ 425,000	\$ 32,852,365	\$ 22,797,448	\$ 9,984,138	\$ 32,781,586	\$ 70,779	
101	Comprehensive Leave	\$ 379,024	\$ -	\$ 379,024	\$ -	\$ -	\$ -	\$ 379,024	
205	Solid Waste	\$ 415,000	\$ -	\$ 415,000	\$ 216,540	\$ -	\$ 216,540	\$ 198,460	
210	Gas Tax	\$ 1,991,033	\$ 3,273,719	\$ 5,264,752	\$ 4,937,061	\$ 327,691	\$ 5,264,752	\$ -	
215	Measure R - Trails	\$ -	\$ 300,000	\$ 300,000	\$ 349,860	\$ -	\$ 349,860	\$ (49,860)	
216	Measure R - Sales Tax	\$ 2,000,000	\$ -	\$ 2,000,000	\$ 128,000	\$ 1,297,994	\$ 1,425,994	\$ 574,006	
217	Measure U - Utility Tax	\$ 923,000	\$ -	\$ 923,000	\$ 289,500	\$ 1,230,000	\$ 1,519,500	\$ (596,500)	
218	Tourism Business Improvement District (TBID)	\$ 6,668,250	\$ -	\$ 6,668,250	\$ 6,668,250	\$ -	\$ 6,668,250	\$ -	
220	Airport Operations	\$ 2,991,783	\$ 1,015,462	\$ 4,007,245	\$ 4,007,244	\$ -	\$ 4,007,244	\$ -	
240	Long Valley Pit	\$ 26,000	\$ -	\$ 26,000	\$ 3,000	\$ -	\$ 3,000	\$ 23,000	
245	Housing & Community Development	\$ 1,750,000	\$ 1,601,296	\$ 3,351,296	\$ 1,750,000	\$ -	\$ 1,750,000	\$ 1,601,296	
250	Local Transit Committee (LTC)	\$ 75,000	\$ -	\$ 75,000	\$ 35,000	\$ 40,000	\$ 75,000	\$ -	
300	Capital Projects	\$ 32,180,000	\$ 1,287,691	\$ 33,467,691	\$ 45,569,919	\$ -	\$ 45,569,919	\$ (12,102,228)	
830	DIF Admin	\$ -	\$ 25,440	\$ 25,440	\$ -	\$ -	\$ -	\$ 25,440	
831	DIF General Facilities & Equipment	\$ 70,000	\$ -	\$ 70,000	\$ -	\$ 2,800	\$ 2,800	\$ 67,200	
832	DIF Law Enforcement	\$ 42,000	\$ -	\$ 42,000	\$ -	\$ 1,680	\$ 1,680	\$ 40,320	
833	DIF Storm Drains	\$ 42,000	\$ -	\$ 42,000	\$ -	\$ 1,680	\$ 1,680	\$ 40,320	
834	DIF Parks & Recreation	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 1,400	\$ 1,400	\$ 33,600	
835	DIF Mono County Office of Education - Library	\$ 32,000	\$ -	\$ 32,000	\$ 30,720	\$ 1,280	\$ 32,000	\$ -	
836	DIF Streets & Circulation	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 1,400	\$ 1,400	\$ 33,600	
837	DIF Mono County Office of Education - Child Care	\$ 40,000	\$ -	\$ 40,000	\$ -	\$ 1,600	\$ 1,600	\$ 38,400	
838	DIF Fire Facility, Vehicle & Equipment	\$ 140,000	\$ -	\$ 140,000	\$ 134,400	\$ 5,600	\$ 140,000	\$ -	
841	DIF Transit & Trails	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 8,000	\$ 8,000	\$ 192,000	
850	Juniper Ridge	\$ 48,000	\$ 30,000	\$ 78,000	\$ 56,000	\$ -	\$ 56,000	\$ 22,000	
853	Bluffs - Operations	\$ 165,900	\$ 30,000	\$ 195,900	\$ 55,000	\$ -	\$ 55,000	\$ 140,900	
854	North Village - CFD	\$ 522,690	\$ -	\$ 522,690	\$ 520,448	\$ -	\$ 520,448	\$ 2,242	
856	Old Mammoth Road - Budget Assessment District	\$ 246,463	\$ 50,000	\$ 296,463	\$ 133,120	\$ -	\$ 133,120	\$ 163,343	
857	North Village - Budget Assessment District	\$ 130,572	\$ 30,000	\$ 160,572	\$ 105,794	\$ -	\$ 105,794	\$ 54,778	
858	Fractional Mello-Roos - Community Facility District	\$ 762,950	\$ 187,000	\$ 949,950	\$ 929,695	\$ -	\$ 929,695	\$ 20,255	
859	InLieu Mello-Roos - Community Facility District	\$ 2,470	\$ -	\$ 2,470	\$ 992	\$ -	\$ 992	\$ 1,478	
860	Transit Facilities - Community Facility District	\$ 7,800	\$ -	\$ 7,800	\$ 3,159	\$ -	\$ 3,159	\$ 4,641	
861	Mammoth View - Budget Assessment District	\$ 6,000	\$ -	\$ 6,000	\$ 6,000	\$ -	\$ 6,000	\$ -	
910	Garage Services	\$ 1,465,653	\$ -	\$ 1,465,653	\$ 1,364,093	\$ 60,000	\$ 1,424,093	\$ 41,560	
915	Vehicle Replacement	\$ 467,505	\$ -	\$ 467,505	\$ 651,250	\$ -	\$ 651,250	\$ (183,745)	
930	Employee Insurance Benefits	\$ 329,376	\$ -	\$ 329,376	\$ 257,000	\$ -	\$ 257,000	\$ 72,376	
990	Capital/ Debt Service	\$ -	\$ 4,051,067	\$ 4,051,067	\$ 2,802,180	\$ -	\$ 2,802,180	\$ 1,248,887	
	Reserve Accounts (REU, OR, Transit)	\$ -	\$ 658,588	\$ 658,588	\$ -	\$ -	\$ -	\$ 658,588	
	Total	\$ 86,617,834	\$ 12,965,263	\$ 98,924,509	\$ 93,801,673	\$ 12,965,263	\$ 106,766,936	\$ (7,842,428)	

Personnel Adjustments

The FY24-25 budget reflects minor adjustments to improve the delivery of core services. The small increments are designed to fill gaps in service that have normally been absorbed within each department. As tasks are centralized, efficiency is generated across all departments. As these centralized tasks are no longer required of each department, the capacity of that department is increased without additional staffing. This fine tuning also promotes better communication and coordination between departments, further removing silos, inherent in most organizations. Over the past few years strategic steps have been taken in the growth of Town core services, providing additional resources in areas that will provide the greatest benefit to the community. Below is a narrative of each recommended position change or addition for FY24-25.

Public Works – Hybrid Workers

In FY23-24, the Town embarked on a series of reorganizations to optimize the service delivery for our Public Works and Parks and Recreation maintenance. While the service delivery model is enhanced, there is still a high dependency on part-time workers. Those work classifications are difficult to find in our region and the Town has always had much better opportunities with full-time employees, albeit at a higher cost. In the FY24-25 budget we have added three full-time employees and eliminated six part-time positions that are assigned to winter roads and summer parks maintenance. These full-time positions will transfer between these departments seasonally to match the shifting workloads. We will retain one part-time position in each area to complete the coverage. The net impact of this solution is \$212,920 with details listed in the chart below.

Facilities Maintenance Manager

This recommendation is an adjustment to existing staff assignments to develop a robust Facility and Asset Management focus for the Town. The elimination of the Engineering Technician position and establishment of a Facilities and Asset Manager is in response to a desire to better manage deferred maintenance and consolidate facility maintenance responsibilities. The opening of the Community Recreation Center and decision to advance the Town Hall and MACC was the catalyst for developing this position. Historically, the responsibility to manage janitorial, building maintenance, and other assets was shared amongst multiple staff members over several departments. The position will develop procedures and schedules for the maintenance of all Town facilities, oversee contracts for services, and develop GIS data sets for all Town owned assets. The position will not need to be back filled as it consolidates the responsibilities previously held by many employees.

Assistant Engineer – Reclassification from Engineering Assistant

The promotion of the current Engineering Assistant to Assistant Engineer is necessary to recognize the increase in responsibility and workload. The engineering department has committed to completing more projects and is managing more work than ever before. This provides opportunities for junior staff to step into more complex roles. In this case the individual has demonstrated competence in managing larger projects and working directly with partner agencies and the public. Management is now assigning this higher-level work to the employee as necessary to meet the overall agency goals and commitments. The work is somewhat similar but is now completed with less oversight and with more decision-making responsibilities resting on the employee. This is a natural progression for engineers working in government and the

responsibilities are consistent across the country. This position adjustment will add \$6,000 to the budget.

Revenue Specialist and part-time enforcement - Certified Properties

The work completed by the Short-Term Rental (STR) Advisory Committee included recommendations for funding sources to enhance administration of the Town's STR businesses. Staff developed a structure that enhances services for the business owners, streamlining payment and data collection as well as augmentation of audit and enforcement staff. In response, the FY24-25 budget includes one Revenue Specialist to focus on audit functions and one additional part-time enforcement agent. Our experience with part-time enforcement is that we have gaps in correspondence on off days. Often these enforcement cases are highly stressful and require immediate response. With two people in this role, staff will structure the work hours to provide full coverage and share duties on enforcement correspondence. The combination of these two staff adjustments will add \$148,640 to the budget.

Building Inspector / Plans Examiner

The Town currently has one full-time inspector and uses two contract inspectors during the summer months. This method allows the Town to flex staff levels and still have highly trained skill sets specific to building codes and methods. This has been particularly important as the community has recovered from the winter emergency last year and the damage it incurred. Our current staff is planning retirement in the next few years and our incremental position is intended to provide for succession planning and replacement. This position is slated to start in April of 2025 so has approximately 25% of the year for expenses. This position will add \$41,875 to the budget for FY24-25.

Financial Analyst / Technology Coordinator

The Town currently employs a Financial Analyst who is imbedded in the Engineering Department to assist with financial tracking of capital projects. In the last two years, this employee has learned to program the Town's Quick Base database management software. Through this training and experience, the Town is developing software programs in-house, tailored specifically for our needs. Recent accomplishments include a comprehensive fleet management and billing system, updated inventory management, and the certified property management system. We expect to utilize developed programs in the facility maintenance and asset management department as well as some Outdoor Recreation projects. This expansion of duties resulted in a reclassification of the position wage scale to align job responsibilities with compensation. This position adjustment will add \$10,030 to the budget for FY24-25.

Sustainability Coordinator / Program Analyst – part-time

This position will assist in implementation and management of the Town's sustainability initiatives like the plastic water bottle ban, education and outreach on the Styrofoam ban, as well as work on grant opportunities to expand solid waste innovation. This is a new direction for our community and the position will allow focused efforts and training we will need with a fledgling program. The position will add \$29,765 to the budget.

Airport Office Staff – part-time

Administration work at the Airport has increased significantly with position changes in the last few years. The core management team includes the Deputy Airport Manager, Airport Operations Manager, and support from the Finance Director. This core team is expanding the effectiveness of Airport operations as well as customer service & experience initiatives. The part-time position will assist in the implementation of new data management platforms as well as freeing up time for staff development of the Deputy Airport Manager. The original plan for staff development included training time with Airport and FAA specialists to obtain the skillsets necessary to be promoted to full Airport Manager. To date, these training efforts have been challenged by the workload and focus on engineering related project management. This part-time staff will help with the success of this overall management plan. The position will add \$23,428 to the budget.

In total the changes reflected in new staff introduced in FY23-24 or recommended for FY24-25 have increased the labor expense by \$416,778 which is 54.3% of the total labor increases reflected in this budget.

Department	Position	Wage Class	Total Cost	Notes
Admin	PT - Sustainability Coordinator	Skilled II	\$ 29,764.60	Further Initiatives
Finance	Revenue Specialist	G139	\$ 118,875.00	Audit - Certified Properties
	Revenue Lodging Support-PT	Skilled II	\$ 29,765.00	Enforcement - Certified Properties
	Technology & Financial Analysis	G167	\$ 10,031.70	Position Enhancement - New Internal Service
Building	Building Inspector / Plans Examiner	G172	\$ 41,875.55	Expanded Need and Succession Planning
Engineering	Facilities Maint Mgr	M102	\$ 9,039.24	Creation of new internal service
	Assistant Engineer	G167	\$ 5,955.78	Position Enhancement - Expanded Capacity
Public Works	Maintenance Worker - Hybrid		\$ 121,416.00	Parks Summer / Roads Winter
	Maintenance Worker - Hybrid		\$ 121,416.00	Parks Summer / Roads Winter
	Maintenance Worker - Hybrid		\$ 121,416.00	Parks Summer and Winter
	Removal of 4 PT - Parks Maintenance		\$ (91,800.00)	Conversion to FT Hybrid
	Removal of 2 PT - Winter Roads		\$ (59,528.00)	Conversion to FT Hybrid
Parks & Rec	Recreation Programs	Various	\$ 47,369.00	Core Program Adjustments
	Whitmore Recreation Area	Various	\$ 48,398.00	Core Program Adjustments
	CRC Operations	Various	\$ 124,832.00	Core Program Adjustments
Airport	PT - General Worker	Level 4	\$ 23,428.00	New Position
Salary Savings	Town Manager		\$ (52,152.00)	Salary and Benefit Cost reduction
	Admin Services/Finance Director		\$ (63,780.00)	Salary and Benefit Cost reduction
	Community Development Director		\$ (42,267.00)	Salary and Benefit Cost reduction
	Public Works re-organization		\$ (127,277.00)	Salary and Benefit Cost reduction
			\$ 416,777.87	

Labor / Staff Updates

Staff tracks the change in cost for specific labor elements on an annual basis. Health insurance rates are provided on an annual (calendar year) basis by our service provider. This year we realized a rate increase of approximately 2.8% for the year. This increase, from rate only, is approximately \$87,385 and represents 11.4% of the total labor increases reflected in this budget. Merit increases are a part of the salary structure adopted by the Town to ensure we have competitive starting wages but reflect the expected increase in productivity as additional experience is gained over time. This

is reflected as 5% steps for the General Employee Association (GEA) and Public Works Employee Association (PWEA). Ranges are also established in the Management Employee Association (MEA) but are a range and not reflected in specific steps. If the annual progression of each employee is deemed successful by their supervisor in an annual review, they will receive a 5% pay increase annually based on their hire date. When an employee reaches the top of their range, they no longer receive merit increases and the only pay increases are based on negotiated pay adjustments. The increased labor costs associated with merit increases is \$221,056 and represents 28.8% of the total labor increases reflected in this budget. The employment contracts for the employee associations are in the second year of the term and contain a 2 – 3% annual pay adjustment. The cumulative adjustment across all employee associations and contract employees is \$190,044 or 24.7% of the total labor increases reflected in this budget.

In addition to the benefit and pay adjustments for existing employees, our recreation programs have expanded with the expansion of programs and utilization of our new facilities. This additional cost is approximately \$220,000 and is covered by increased fees revenue.

The budget also includes some salary savings from key position changes. These savings occur when the outgoing employee is paid a higher wage within the income scale or lower retirement costs. We are experiencing these salary savings in the Town Manager, Administrative Services / Finance Director, Community Development Director, and with the Public Works re-organization. In total the impact of these salary savings is a \$285,000 reduction in the budget.

The following table reflects the employee adjustments discussed above:

Labor Costs - All Funds

Item	FY24-25	FY23-24	Variance by	% of Total
	Budget Total	Budget Total	Item	Labor
Salary & Wages	\$ 10,197,530	\$ 9,574,241	6.5%	58.2%
PERS Retirement	\$ 3,274,381	\$ 3,291,963	-0.5%	18.7%
Health Insurance	\$ 3,120,113	\$ 2,836,509	10.0%	17.8%
Other (worker's Comp & 457 Contributions)	\$ 603,291	\$ 672,190	-10.2%	3.4%
Comprehensive Leave	\$ 326,683	\$ 379,024	-13.8%	1.9%
	<u>\$ 17,521,997</u>	<u>\$ 16,753,927</u>	<u>4.6%</u>	<u>100.0%</u>
		Variance \$ 768,070		
		% 4.58%		

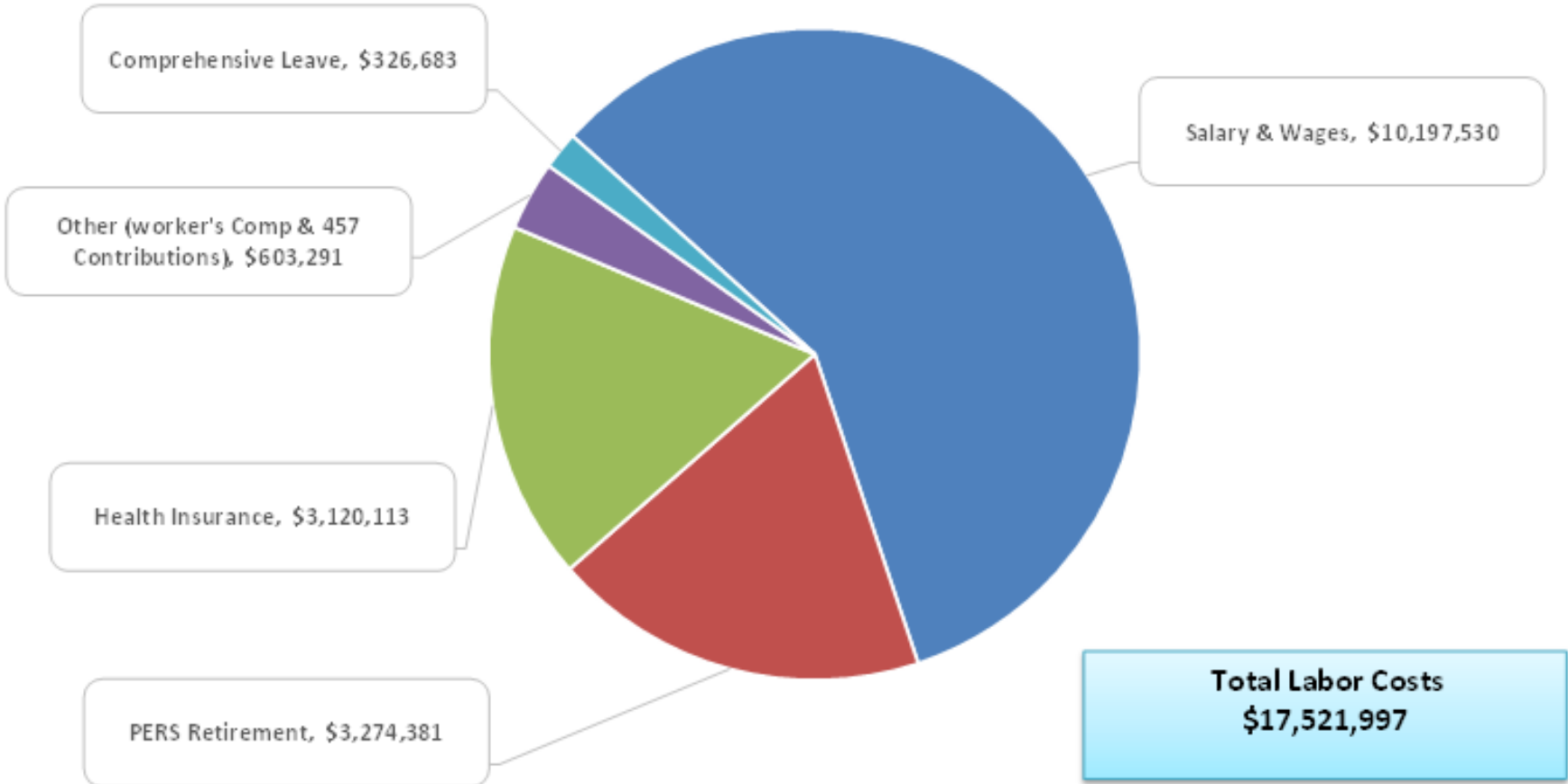
Breakdown of Labor Increase	Amount	% total increase	Notes
New Employees (Full Time and Part Time)	\$ 416,778	54.3%	Salary, PERS, Health Insurance, 457 Contributions
Merit Increases (5% step for developing employees)	\$ 221,056	28.8%	Salary and PERS
Employee Contract - Salary Adjustments	\$ 190,044	24.7%	2-3% depending on employee MOU
Health Insurance	\$ 87,385	11.4%	Changes in Health Insurance Cost
Worker's Comp and 457 Contributions	\$ (94,206)	-12.3%	Changes in Worker's Compensation Cost
Comprehensive Leave	\$ (52,988)	-6.9%	Dan's retirement
	<u>\$ 768,070</u>		

Employee Count Comparison

Full Time Equivalent (FTE) = 1 FTE is 2,080 hours

Employee Statistics	FY24-25 Budget Count	FY23-24 Budget Count	Change
Full Time Employees	93.3	92.0	1.3
Part Time Employees - Measured in Full Time Equivalents (FTE)			
Admin	0.5	0.0	0.5
Police	0.8	0.8	0.0
Recreation Programs	9.6	9.0	0.6
Parks Maintenance	0.5	1.7	(1.2)
Finance	0.9	0.5	0.4
Arts & Culture	1.0	1.4	(0.4)
Planning & Building	0.0	0.5	(0.5)
Capital Projects	0.8	0.8	0.0
Airport Operations	1.7	0.9	0.8
Measure R - Trails	2.1	1.5	0.6
Outdoor Recreation	1.9	0.9	1.0
Roads & Snow Removal	0.5	1.4	(0.9)
Facilities Maintenance	0.9	0.3	0.6
Total Part Time Employees (FTE)	21.1	19.7	1.4
Total Employee (FTE)	114.4	111.7	2.7

Labor Costs - All Funds



Full-Time Staff

Account	Department	0	FTE	Salary	Comp Leave	Health Insurance	457 Contribution	Total Health Ins	Worker's Comp	PERS	Total
100-413	Town Manager		2.0	\$ 335,916	\$ 24,604	\$ 80,426	\$ 3,510	\$ 83,936	\$ 19,556	\$ 102,576	\$ 566,588
100-414	Town Clerk		2.0	\$ 186,645	\$ 3,424	\$ 82,734	\$ 2,400	\$ 85,134	\$ 10,375	\$ 63,405	\$ 348,982
100-415	Finance		7.9	\$ 714,887	\$ 16,945	\$ 335,861	\$ 10,046	\$ 345,907	\$ 39,947	\$ 196,814	\$ 1,314,501
100-417	Personnel		2.0	\$ 195,359	\$ 10,978	\$ 66,707	\$ 3,000	\$ 69,707	\$ 11,263	\$ 53,842	\$ 341,150
100-420	Police		21.0	\$ 2,495,593	\$ 85,419	\$ 562,070	\$ 7,800	\$ 569,870	\$ 140,882	\$ 1,382,239	\$ 4,674,003
100-432	Parks & Recreation Programs		4.2	\$ 407,258	\$ 24,313	\$ 112,338	\$ 5,580	\$ 117,918	\$ 23,532	\$ 127,678	\$ 700,699
100-434	Whitmore Recreation Area		1.3	\$ 79,884	\$ 2,338	\$ 36,813	\$ 1,524	\$ 38,337	\$ 4,488	\$ 21,455	\$ 146,502
100-436	Arts & Culture		0.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
100-438	Parks Maintenance		4.0	\$ 302,272	\$ 9,211	\$ 115,894	\$ 4,812	\$ 120,706	\$ 17,002	\$ 90,890	\$ 540,882
100-440	Planning		4.6	\$ 473,689	\$ 18,207	\$ 155,701	\$ 6,132	\$ 161,833	\$ 26,850	\$ 140,768	\$ 821,347
100-442	Building		4.2	\$ 365,608	\$ 14,361	\$ 170,797	\$ 5,076	\$ 175,873	\$ 20,834	\$ 109,708	\$ 686,384
100-444	Code Compliance		1.0	\$ 70,530	\$ -	\$ 46,169	\$ 1,200	\$ 47,369	\$ 3,850	\$ 18,404	\$ 140,153
100-445	Housing		1.2	\$ 116,810	\$ 908	\$ 52,378	\$ 1,452	\$ 53,830	\$ 6,426	\$ 31,235	\$ 209,209
100-460	Engineering		4.8	\$ 560,589	\$ 12,519	\$ 151,246	\$ 6,262	\$ 157,507	\$ 31,283	\$ 161,936	\$ 923,834
100-464	Facilities Maintenance		1.3	\$ 82,541	\$ 3,293	\$ 25,672	\$ 1,500	\$ 27,172	\$ 4,685	\$ 22,398	\$ 140,089
100-467	Office of Outdoor Recreation		3.0	\$ 253,826	\$ 7,624	\$ 68,863	\$ 3,600	\$ 72,463	\$ 14,271	\$ 68,223	\$ 416,406
100-475	Transit		0.00	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 0	\$ 0
General Fund			64.3	\$ 6,641,406	\$ 234,145	\$ 2,063,670	\$ 63,894	\$ 2,127,564	\$ 375,243	\$ 2,591,571	\$ 11,969,928

Full-Time Staff - continued

Account	Department	0	FTE	Salary	Comp Leave	Health Insurance	457 Contribution	Total Health Ins	Worker's Comp	PERS	Total
205-490	Solid Waste		0.1	\$ 6,197	\$ 388	\$ 2,308	\$ 90	\$ 2,398	\$ 359	\$ 2,197	\$ 11,540
Solid Waste			0.1	\$ 6,197	\$ 388	\$ 2,308	\$ 90	\$ 2,398	\$ 359	\$ 2,197	\$ 11,540
210-450	Maintenance Streets (May-Sept)		4.8	\$ 345,635	\$ 12,200	\$ 155,495	\$ 5,772	\$ 161,267	\$ 19,532	\$ 101,161	\$ 639,796
210-452	Snow Removal (Oct-April)		8.6	\$ 617,957	\$ 20,801	\$ 274,064	\$ 10,320	\$ 284,384	\$ 34,866	\$ 181,213	\$ 1,139,221
210-456	Facilities Maintenance		0.1	\$ 5,816	\$ 439	\$ 2,054	\$ 120	\$ 2,174	\$ 341	\$ 1,632	\$ 10,402
Gas Tax			13.5	\$ 969,407	\$ 33,440	\$ 431,613	\$ 16,212	\$ 447,825	\$ 54,740	\$ 284,006	\$ 1,789,419
215-511	Measure R - Trails		0.3	\$ 22,034	\$ 1,225	\$ 6,983	\$ 408	\$ 7,391	\$ 1,270	\$ 6,069	\$ 37,988
Measure R - Trails			0.3	\$ 22,034	\$ 1,225	\$ 6,983	\$ 408	\$ 7,391	\$ 1,270	\$ 6,069	\$ 37,988
220-471	Airport		4.8	\$ 409,077	\$ 18,729	\$ 139,856	\$ 5,760	\$ 145,616	\$ 23,352	\$ 111,632	\$ 708,406
220-531	Airport AIP Capital Projects		0.2	\$ 21,182	\$ 1,476	\$ 5,793	\$ 240	\$ 6,033	\$ 1,237	\$ 5,912	\$ 35,839
Airport			5.0	\$ 430,259	\$ 20,205	\$ 145,649	\$ 6,000	\$ 151,649	\$ 24,588	\$ 117,544	\$ 744,245
250-540	LTC		0.1	\$ 11,089	\$ 377	\$ 1,933	\$ 120	\$ 2,053	\$ 626	\$ 3,576	\$ 17,722
Local			0.1	\$ 11,089	\$ 377	\$ 1,933	\$ 120	\$ 2,053	\$ 626	\$ 3,576	\$ 17,722
300-530	Capital Projects - Streets		0.0	\$ 3,135	\$ 157	\$ 1,283	\$ 41	\$ 1,323	\$ 180	\$ 859	\$ 5,655
300-531	Capital Projects - Other		0.9	\$ 106,746	\$ 2,872	\$ 36,457	\$ 1,171	\$ 37,628	\$ 5,983	\$ 30,240	\$ 183,469
Capital Projects			1.0	\$ 109,881	\$ 3,029	\$ 37,739	\$ 1,212	\$ 38,951	\$ 6,163	\$ 31,099	\$ 189,123
857-452	OMR Assessment Snow Removal		0.3	\$ 23,404	\$ 664	\$ 9,227	\$ 396	\$ 9,623	\$ 1,314	\$ 6,915	\$ 41,920
856-531	OMR Capital		0.0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
857-452	OMR Assessment Snow Removal		0.3	\$ 20,470	\$ 683	\$ 8,757	\$ 348	\$ 9,105	\$ 1,155	\$ 5,882	\$ 37,294
858-436	Fractional MelloRoos		1.8	\$ 141,318	\$ 4,132	\$ 52,163	\$ 2,100	\$ 54,263	\$ 7,939	\$ 37,954	\$ 245,606
Assessment			2.4	\$ 185,191	\$ 5,479	\$ 70,147	\$ 2,844	\$ 72,991	\$ 10,408	\$ 50,751	\$ 324,820
910-456	Garage Facility Maintenance		6.6	\$ 543,069	\$ 28,396	\$ 174,065	\$ 7,920	\$ 181,985	\$ 31,193	\$ 164,585	\$ 949,228
Garage Services			6.6	\$ 543,069	\$ 28,396	\$ 174,065	\$ 7,920	\$ 181,985	\$ 31,193	\$ 164,585	\$ 949,228
Worksheet Total			93.3	\$ 8,918,534	\$ 326,683	\$ 2,934,107	\$ 98,700	\$ 3,032,807	\$ 504,591	\$ 3,251,399	\$ 16,034,014

Part-Time Staff

Account	Department	Salary	FTE	Health		PARS	Total
				Insurance			
100-410	Town Council	\$ 62,635	-	\$ 186,006	\$	1,235	\$ 249,876
100-413	Town Manager	\$ 29,190	0.47	\$ -	\$	575	\$ 29,765
100-415	Finance	\$ 58,380	0.94	\$ -	\$	1,151	\$ 59,531
100-420	Police	\$ 67,960	0.76	\$ -	\$	1,340	\$ 69,300
100-432	Recreation Programs	\$ 182,081	3.88	\$ -	\$	3,590	\$ 185,671
100-434	Whitmore Recreation Area	\$ 90,157	1.86	\$ -	\$	1,777	\$ 91,935
100-436	Arts & Culture	\$ 45,437	0.95	\$ -	\$	896	\$ 46,332
100-438	Parks Maintenance	\$ 20,462	0.46	\$ -	\$	403	\$ 20,865
100-464	Facilities	\$ 53,193	0.94	\$ -	\$	1,049	\$ 54,242
100-467	Office of Outdoor Rec	\$ 82,292	1.89	\$ -	\$	1,622	\$ 83,915
		\$ 691,787	12.17	\$ 186,006	\$	13,638	\$ 891,431
210-452	Temp Snow Removal	\$ 30,649	0.47	\$ -	\$	604	\$ 31,253
215-438	Measure R - Trails	\$ 228,823	2.10	\$ -	\$	2,288	\$ 231,111
220-471	Airport Operations	\$ 102,457	1.67	\$ -	\$	2,020	\$ 104,477
300-530	Capital Projects - Streets	\$ 17,294	0.38	\$ -	\$	336	\$ 17,630
300-531	Capital Projects - Other	\$ 17,294	0.38	\$ -	\$	336	\$ 17,630
		\$ 396,517	5.01	\$ -	\$	5,585	\$ 402,101
858-436	Fractional MelloRoos	\$ 190,692	3.85	\$ -	\$	3,759	\$ 194,451
		\$ 1,278,996	21.0	\$ 186,006	\$	22,982	\$ 1,487,983

Number of Employees	
Full-time employment	93.3
Part-time employment (FTE)	21.0
	<u>114.3</u>

Fund 100 - General Fund

Revenue

The budget revenue projections presented to Council during the tentative budget presentation in June were finalized and all analysis had been completed. Therefore, no adjustments were made to the General Fund Revenue for FY23-25, and the projected revenue is \$32,852,365. Below is a summary of key revenue components for the General Fund.

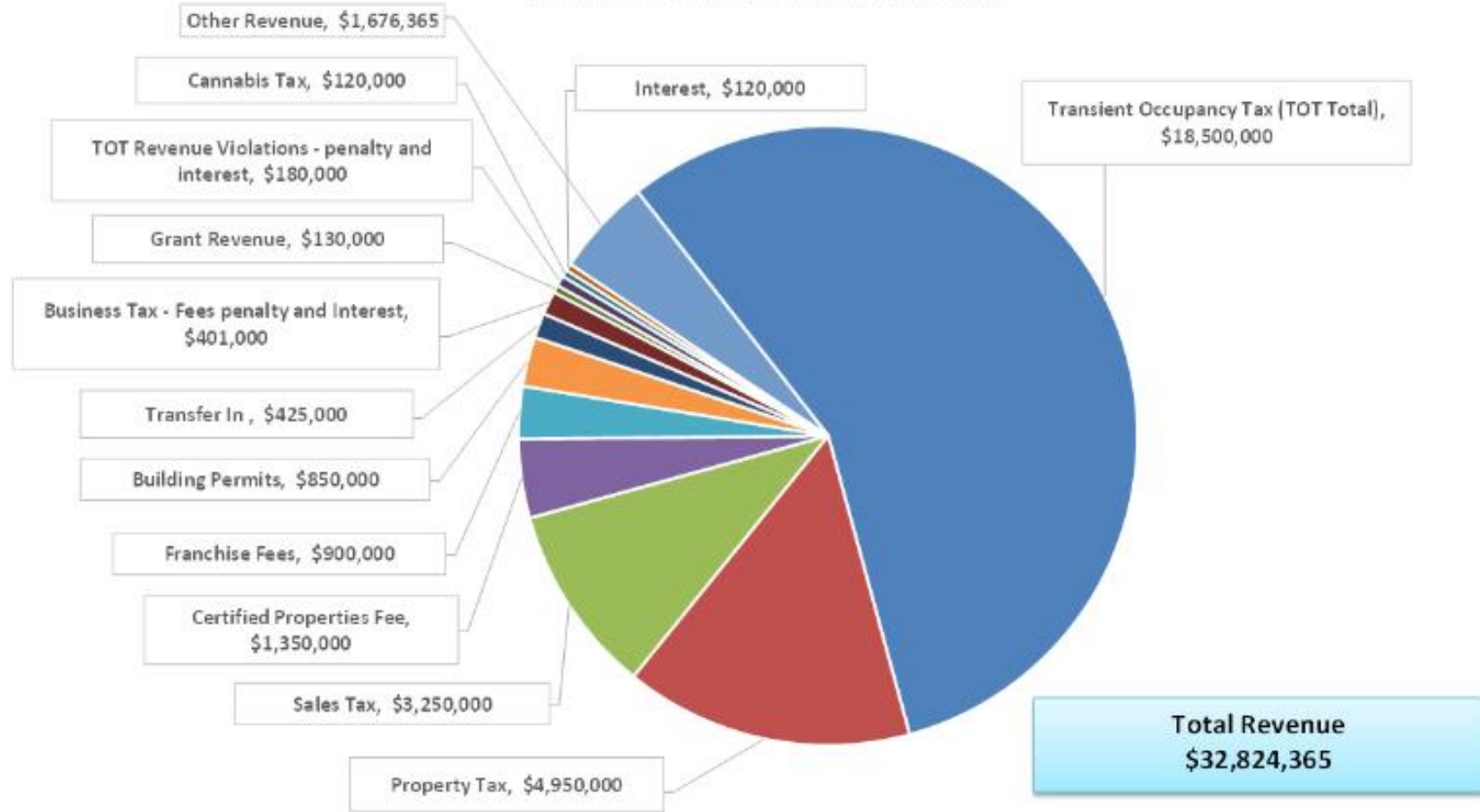
Key Revenue Components - General Fund

Item	Amount	% of Total Revenue
Transient Occupancy Tax (TOT)	\$ 18,500,000	56.3%
Property Tax	\$ 3,950,000	12.0%
Sales Tax	\$ 3,250,000	9.9%
Certified Properties Fee	\$ 1,350,000	4.1%
Community Development Permits	\$ 1,263,500	3.8%
Property Tax in Lieu VLF	\$ 1,000,000	3.0%
Franchise Fees	\$ 900,000	2.7%
Business Tax - Fees penalty and Interest	\$ 567,000	1.7%
Other Revenue	\$ 630,500	1.9%
Recreation Programs	\$ 421,000	1.3%
TOT Penalty and Interest	\$ 180,000	0.5%
Public Safety	\$ 207,000	0.6%
Transit Fee	\$ 150,000	0.5%
Interest	\$ 120,000	0.4%
Charges for Services (TBID Collection, Clerk Duties, Snow Removal Civic Center)	\$ 188,365	0.6%
Whitemore Pool County Share 50%	\$ 175,000	0.5%
Total Budgeted Revenue	\$ 32,852,365	100.0%

Major Revenue Components

Item	FY21-22	FY22-23	FY23-24	FY24-25	Variance to		% of Total Revenue
	Actual	Actual	Adopted Budget	Proposed Budget	FY23-24	%	
Transient Occupancy Tax (TOT)	\$ 26,643,209	\$ 29,482,552	\$ 18,000,000	\$ 18,500,000	\$ 500,000	2.8%	56.3%
TOT Revenue Violations	\$ 201,286	\$ 199,485	\$ 100,000	\$ 80,000	\$ (20,000)	-20.0%	0.2%
TOT Penalty and Interest	\$ 257,665	\$ 367,017	\$ 150,000	\$ 100,000	\$ (50,000)	-33.3%	0.3%
Total TOT Revenue	\$ 27,102,161	\$ 30,049,055	\$ 18,250,000	\$ 18,680,000	\$ 430,000	2.4%	56.9%
Property Tax	\$ 4,736,931	\$ 5,374,261	\$ 4,705,000	\$ 4,950,000	\$ 245,000	5.2%	15.1%
Sales Tax	\$ 3,358,773	\$ 3,766,418	\$ 3,000,000	\$ 3,250,000	\$ 250,000	8.3%	9.9%
Franchise Fees	\$ 918,042	\$ 989,217	\$ 900,000	\$ 900,000	\$ -	0.0%	2.7%
Certified Properties Fee	\$ -	\$ -	\$ -	\$ 1,350,000	\$ 1,350,000	100.0%	4.1%
Other Revenue							
Building Permits	\$ 1,219,892	\$ 877,731	\$ 800,000	\$ 850,000	\$ 50,000	6.3%	2.6%
Business Tax (New, Renewal, and Penalties)	\$ 393,892	\$ 427,688	\$ 386,000	\$ 401,000	\$ 15,000	3.9%	1.2%
Cannabis Tax	\$ 158,723	\$ 127,765	\$ 130,000	\$ 120,000	\$ (10,000)	-7.7%	0.4%
Interest	\$ 129,617	\$ 924,642	\$ 120,000	\$ 120,000	\$ -	0.0%	0.4%
Grant Revenue	\$ 297,213	\$ 195,664	\$ 228,800	\$ 130,000	\$ (98,800)	-43.2%	0.4%
Transfer In	\$ 160,027	\$ 3,157,449	\$ 440,000	\$ 425,000	\$ (15,000)		1.3%
Misc Revenue	\$ 1,665,182	\$ 2,344,489	\$ 1,611,365	\$ 1,676,365	\$ 65,000	4.0%	5.1%
Total Budgeted Revenue (General Fund)	\$ 40,140,453	\$ 48,234,380	\$ 30,571,165	\$ 32,852,365	\$ 2,281,200	7.5%	100.0%

FY24-25 General Fund Revenue



Expenditures

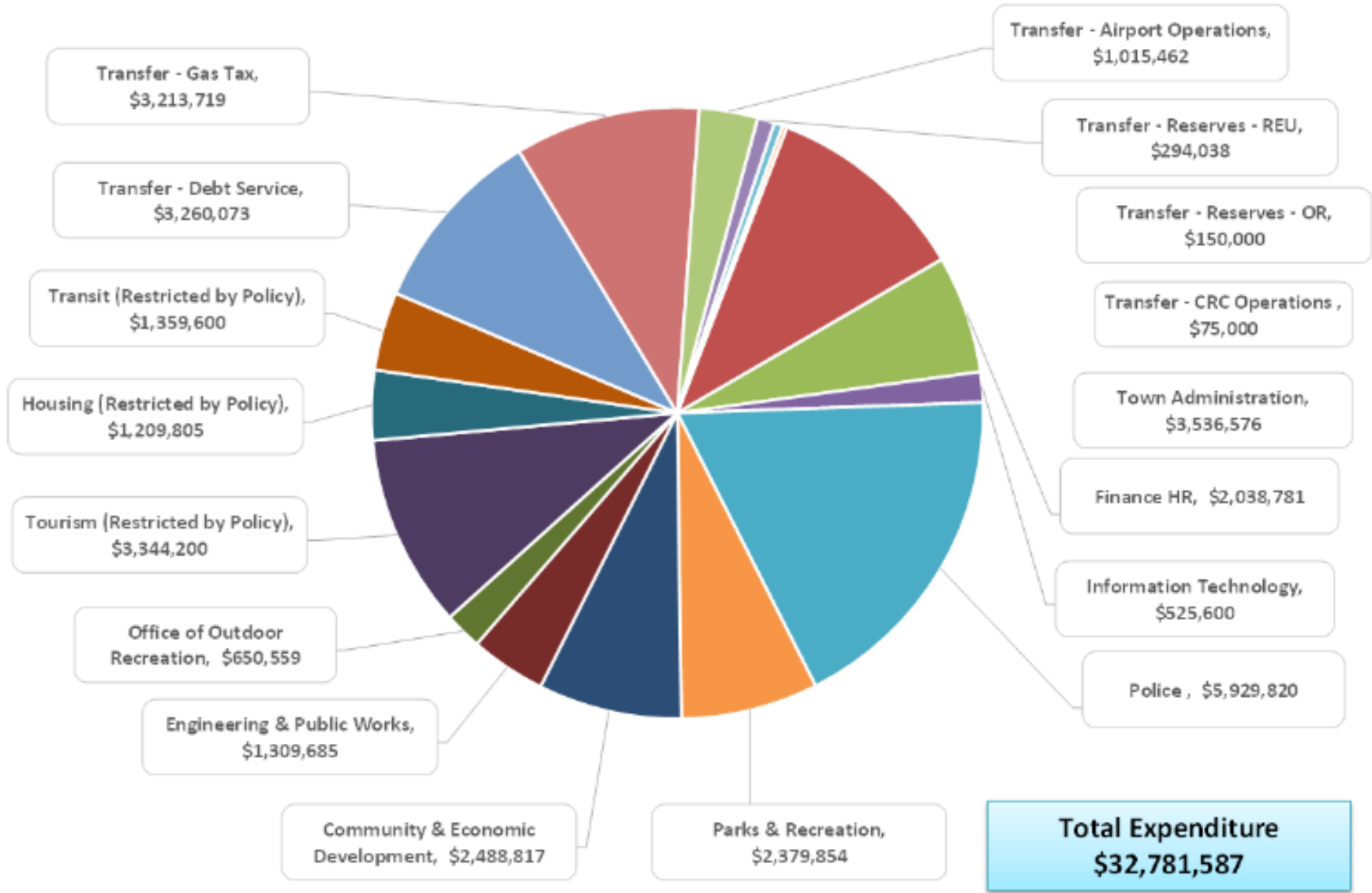
The budget expenditure projections presented to Council during the tentative budget presentation in June were finalized and the analysis was completed. Therefore, no adjustments were made to the General Fund Expenditures for FY24-25, and the projected expenditure is \$32,781,587. The final budget is out of balance with revenue exceeding expenditures by \$70,779 which will result in a planned increase in fund balance by the same amount. Below is Department Expense Summary for the General Fund.

Department Expense Summary

General Fund Expenditures by Department

Department	FY21-22 Actual	FY22-23 Actual	FY23-24 Budget	FY24-25 Budget	Variance to Prior Year Budget	
DEPT 410 - TOWN COUNCIL	\$ 138,125	\$ 194,586	\$ 255,694	\$ 261,876	\$ 6,182	2.4%
DEPT 412 - LEGAL SERVICES	\$ 277,591	\$ 212,397	\$ 225,000	\$ 225,000	\$ -	0.0%
DEPT 413 - TOWN ADMINISTRATION	\$ 573,130	\$ 619,708	\$ 698,575	\$ 644,588	\$ (53,988)	-7.7%
DEPT 414 - TOWN CLERK	\$ 335,621	\$ 358,019	\$ 387,806	\$ 391,732	\$ 3,926	1.0%
DEPT 415 - FINANCE	\$ 1,386,671	\$ 1,418,079	\$ 1,506,857	\$ 1,660,631	\$ 153,774	10.2%
DEPT 416 - GENERAL SERVICES	\$ 1,616,879	\$ 1,253,026	\$ 1,830,956	\$ 2,013,380	\$ 182,424	10.0%
DEPT 417 - HUMAN RESOURCES	\$ 291,336	\$ 383,127	\$ 376,453	\$ 378,150	\$ 1,697	0.5%
DEPT 418 - INFORMATION SERVICES	\$ 525,705	\$ 557,601	\$ 525,600	\$ 525,600	\$ -	0.0%
DEPT 420 - POLICE SERVICES	\$ 4,527,650	\$ 5,096,686	\$ 5,716,289	\$ 5,929,819	\$ 213,530	3.7%
DEPT 432 - RECREATION PROGRAMS	\$ 811,031	\$ 921,970	\$ 1,124,759	\$ 1,169,519	\$ 63,761	5.7%
DEPT 434 - WHITMORE POOL & REC AREA	\$ 331,217	\$ 388,517	\$ 402,542	\$ 382,544	\$ (19,998)	-5.0%
DEPT 436 - ARTS & CULTURE	\$ -	\$ 55,608	\$ 98,160	\$ 102,332	\$ 4,172	100.0%
DEPT 438 - PARKS, BLDGS & TRAIL MAINT	\$ 716,727	\$ 726,606	\$ 826,844	\$ 827,790	\$ 947	0.1%
DEPT 440 - PLANNING DIVISION	\$ 1,240,216	\$ 1,335,462	\$ 1,276,951	\$ 1,265,847	\$ 53,659	4.2%
DEPT 442 - BUILDING DIVISION	\$ 703,303	\$ 809,806	\$ 869,116	\$ 977,584	\$ 108,469	12.5%
DEPT 444 - CODE COMPLIANCE	\$ 114,605	\$ 121,946	\$ 140,289	\$ 143,053	\$ 2,764	2.0%
DEPT 445 - HOUSING PROGRAMS & PLANNING	\$ 1,859,209	\$ 1,819,554	\$ 1,176,895	\$ 1,209,805	\$ 32,910	2.8%
DEPT 460 - ENG, PUBLIC WORKS & ADMIN	\$ 540,015	\$ 893,163	\$ 1,011,869	\$ 996,354	\$ (15,515)	-1.5%
DEPT 464 - FACILITIES MAINTENANCE	\$ 123,505	\$ 156,762	\$ 170,759	\$ 313,331	\$ 142,572	83.5%
DEPT 467 - OFFICE OF OUTDOOR RECREATION	\$ 250,400	\$ -	\$ 621,380	\$ 650,559	\$ 29,179	100.0%
DEPT 475 - TRANSIT SERVICES	\$ 2,017,091	\$ 1,184,605	\$ 1,311,900	\$ 1,359,600	\$ 47,700	3.6%
DEPT 480 - TOURISM & BUSINESS DEVELOPMENT	\$ 5,801,303	\$ 5,222,506	\$ 3,253,800	\$ 3,344,200	\$ 90,400	2.8%
INTERFUND TRANSFER	\$ 17,762,279	\$ 18,928,668	\$ 6,737,307	\$ 8,008,292	\$ 1,270,985	18.9%
Sub-Total	\$ 24,181,330	\$ 23,729,732	\$ 23,808,493	\$ 24,773,295	\$ 1,048,566	4.4%
Transfer Out	\$ 17,762,279	\$ 18,928,668	\$ 6,737,307	\$ 8,008,292	\$ 1,270,985	18.9%
Total General Fund	\$ 41,943,609	\$ 42,658,399	\$ 30,545,800	\$ 32,781,587	\$ 2,319,551	7.6%

FY24 - 25 General Fund Expenditure



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 and 2.5% percent is deposited in the Solid Waste Fund. The fees deposited here represent an AB939 fee collected under the new franchise agreement and are estimated at \$150,000 for FY24-25. AB 939 fees are dedicated to meeting recycling mandates by funding facilities and programs to divert waste from landfills and increase recycling efforts. Previously an amount equal to 2% was being received and set aside to assist in the development of new solid waste facilities, this amount was formally incorporated into the franchise fee with the new agreement resulting in a net franchise fee increase of 2.5%. A Solid Waste Parcel fee is levied in Mono County and was shared with the Town by the County under a previous agreement. The parcel fee may be used to fund solid waste-related infrastructure and operations, as well as closing costs associated with Benton Crossing Landfill. The Town generates close to \$500,000 for solid waste services from the fee for County solid waste operations. The Town will be working with the County to re-establish shared use of the Solid Waste Parcel fee to assist the Town in meeting State related mandates and other solid waste related operations, as well as ongoing post-closure costs of the Benton Crossing Landfill.

Fund 210 Gas Tax

The Gas Tax Fund is the second largest operating fund following the General Fund. The fund provides for road infrastructure maintenance and snow removal. Staff are recommending a change in the Gas Tax – Snow removal revenue estimate starting this fiscal year. This revenue item is highly variable depending on the cost of snow removal in the previous year. Since the General Fund must transfer funds to cover expenses in the Gas Tax fund, this variability causes a whipsaw effect in the General Fund. By budgeting an average revenue, similar to the way we estimate snow removal costs for the current year, with undetermined levels of snow, there is a predictable impact to the General Fund.

Gas Tax Fund has no adjustments made since the tentative budget presented in June. The Gas Tax fund is in balance with total revenue of \$5,264,752 matching expenditures for FY24-25

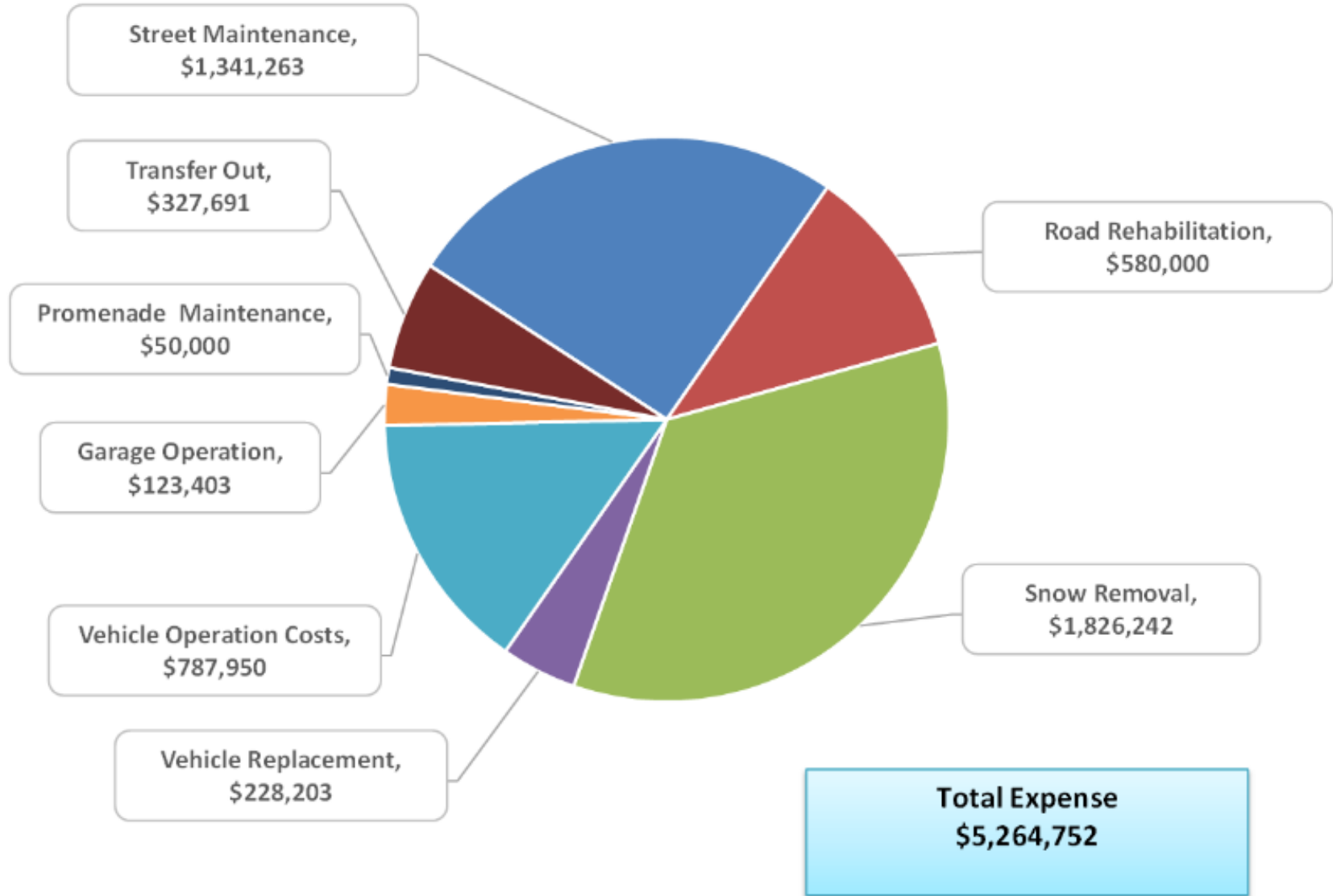
Gas Tax Fund Revenue by Category

Item	FY21-22 Actual	FY22-23 Actual	FY23-24 Actual	FY23-24 Budget	FY24-25 Budget	Variance to Prior Year Budget	
Gas Tax	\$ 223,898	\$ 220,269	\$ 189,511	\$ 230,342	\$ 230,342	\$ -	0.0%
Gas Tax - Snow Removal	\$ 1,531,985	\$ 1,495,924	\$ 1,724,600	\$ 2,400,000	\$ 1,550,000	\$ (850,000)	-35.4%
Gas Tax - SB1	\$ 161,785	\$ 162,561	\$ 135,685	\$ 187,691	\$ 187,691	\$ -	0.0%
Total Gas Tax	\$ 1,917,669	\$ 1,878,754	\$ 2,049,797	\$ 2,818,033	\$ 1,968,033	\$ (850,000)	-30.2%
Services	3,040,926	3,506,199	2,612,520	2,672,520	3,273,719	\$ 601,199	22.5%
Misc Revenue	137,112	168,058	53,682	23,000	23,000	\$ -	0.0%
Total Gas Tax Revenue	\$ 5,095,707	\$ 5,553,011	\$ 4,715,999	\$ 5,513,553	\$ 5,264,752	\$ (248,801)	-4.5%

Gas Tax Fund Expenditures by Category

Department	FY21-22 Actual	FY22-23 Actual	FY23-24 Actual	FY23-24 Budget	FY24-25 Budget	Variance to Prior Year Budget	
Street Maintenance	\$ 1,499,890	\$ 999,718	\$ 1,184,842	\$ 1,374,151	\$ 1,341,263	\$ (32,887)	-2.4%
Road Rehabilitation	\$ 68,208	\$ 44,363	\$ 5,577	\$ 580,000	\$ 580,000	\$ -	0.0%
Snow Removal	\$ 1,145,689	\$ 2,246,726	\$ 1,798,077	\$ 1,602,878	\$ 1,826,242	\$ 223,364	13.9%
Vehicle Replacement	\$ 738,020	\$ 770,364	\$ 738,396	\$ 738,396	\$ 228,203	\$ (510,193)	-69.1%
Vehicle Operation Costs	\$ 677,500	\$ 1,201,992	\$ 1,080,648	\$ 681,100	\$ 787,950	\$ 106,850	15.7%
Garage Operation	\$ 174,984	\$ 150,225	\$ 120,235	\$ 122,637	\$ 123,403	\$ 766	0.6%
Promenade Maintenance	\$ 48,323	\$ 33,727	\$ -	\$ 51,000	\$ 50,000	\$ (1,000)	-2.0%
Operational Costs	\$ 4,352,615	\$ 5,447,115	\$ 4,927,774	\$ 5,150,162	\$ 4,937,061	\$ (213,101)	-4.1%
Transfer Out - Assessment District Snow	\$ 77,251	\$ 112,096	\$ -	\$ 279,308	\$ 140,000	\$ (139,308)	-49.9%
Transfer Out - SB1 & Road funds for Capit	\$ 1,210,000	\$ 50,000	\$ -	\$ 187,691	\$ 187,691	\$ -	0.0%
Total Transfers Outs	\$ 1,287,251	\$ 162,096	\$ -	\$ 466,999	\$ 327,691	\$ (139,308)	-29.8%
Total Gas Tax Expenditures	\$ 5,639,866	\$ 5,609,211	\$ 4,927,774	\$ 5,617,161	\$ 5,264,752	\$ (352,409)	-6.3%

FY24-25 Gas Tax Budget



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 the Town Council for consideration. The MLR Board met on May 14, 2024, 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 \$2,000,000 in Sales Transactions and Use Tax (TUT) revenues for FY24-25. The fund has operating expenditures of \$715,000 for FY24-25 and includes updates to support recreation in our community. The Community Recreation Center (CRC) began operations in FY23-24, and the operational plan includes \$112,000 in annual support from Measure R. This support helps reduce the fees to the public and therefore the affordability of the new center. The budget includes \$25,000 in support for the Recreation Officer position. This position is assigned as the primary Town staff support working with Mammoth Lakes Recreation. The budget includes \$94,500 for the contract with Mammoth Lakes Recreation, with additional funds from Measure U to support the full contract of \$104,500 for FY24-25. The transfer to Fund 215 Trails remains the same in FY24-25 at \$300,000 for trails construction/repair efforts.

There is one project the Town is recommending for the use of Measure R funds. This project is tied specifically to recreation amenities and therefore qualifies for the use of these restricted funds. Measure R has been utilized for a number of phases of the SHARP trailhead project, however there are currently no carryover items associated with the project.

SHARP Trailhead Construction – \$100,000

This project has been in process for several years now. A grant for construction has been received and there is a gap in funding for the full construction and a need for contingency. The total cost is estimated at \$1,015,000 with a grant award of \$950,000. Staff are recommending \$150,000 in additional funds be secured to complete the construction phase of the project. The Town General Fund will contribute \$50,000 and the request from Measure R is \$100,000. As the bulk of this is contingency, the Town will commit to spending the grant and General Fund contribution first and only use Measure R funds as needed up to the cap of \$100,000.

Measure R - Annual Revenue		
Sales Tax: Measure R *	\$	2,000,000
Total Annual Revenue	\$	2,000,000

Measure R - Annual Expenses		
Transfer to Fund 215 - Trails	\$	300,000
Community Recreation Center Support	\$	112,000
Transfer to Fund 100 - Trails Manager	\$	100,000
MLR Town Agreement - Administration	\$	94,500
Office of Outdoor Recreation Coordinator *	\$	50,000
Special Projects	\$	25,000
Office of Outdoor Recreation Manager	\$	25,000
Audit Services	\$	4,500
Equipment Replacement	\$	2,000
Equipment Maintenance	\$	2,000
Total Annual Expenses	\$	715,000

Measure R - Fund Balance Allocation (One-Time)		
SHARP Trailhead - Construction	\$	100,000
Measure R - One-Time Funding	\$	100,000

Measure R - Debt Service		
CRC Financing	\$	610,994
Measure R - Total Expense	\$	1,425,994

Change in Fund Balance	574,006
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* Transfer from Fund 217

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 \$610,994 for FY24-25. This payment is made from Measure R proceeds bringing total expenditures for Measure R Fund 216 to \$1,425,994. The current revenue and expenditure budget should increase the available fund balance by \$574,006 for FY24-25.

Measure R Trails (Fund 215) receives a transfer of \$300,000 from Fund 216 to support construction and maintenance of our trails system. This annual support has changed very little over

the last several years and is considered a baseline level of support for this system. These funds are used for trail construction along with some allocated full-time and part-time trails construction staff, operating expenses, contractual services and projects.

With the creation of the General Fund department 467 – Office of Outdoor Recreation in FY22-23, many of the trails administrative expenses have been moved to the General Fund. The only remaining labor expense in this fund is used specifically for trail construction. This includes an allocation of a 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	\$ 300,000	Measure R - Trails Construction support
	\$ 300,000	
Expenditures		
Staff and Labor	\$ 269,058	Trail Construction Labor
Contractual Services	\$ 14,342	Funds available for contract trails production
Misc Expenses	\$ 16,600	
Total Expenditures	\$ 300,000	

Change in Fund Balance	\$ 0
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* Capital Funding for Future Trails Construction

Fund 217 – Measure U

Staff has made a number of adjustments to the FY24-25 budget based on normal analysis and updates. The revenue has increased by \$43,000 based on recent trends. The revenue for Measure U is variable based on visitation and the severity of winter. Total revenue projected for FY24-25 is \$923,000 and does not include any estimate for interest. Interest is determined by available interest rates from standard investment tools as well as the balance on hand. Both of these components are highly variable and therefore not included as a revenue estimate. Any interest received will contribute to covering expenditure and ultimately will end up contributing to fund balance increases. The breakdown in revenue is as follows:

Measure U - Annual Revenue	
Utility Tax: Telephone	\$ 43,000
Utility Tax: Electricity	\$ 650,000
Utility Tax: Gas	\$ 230,000
Total Annual Revenue	\$ 923,000

The bulk of the expenditures remained unchanged for FY24-25 with the exception of a reduction of some small expenditures in order to reduce the overall impact of request and annual commitment of debt service mentioned above. Staff have reduced the charge for the Office of Outdoor Recreation Coordinator by \$50,000, transferring this cost to Measure R, more closely aligning with the work plan and available funding. Staff also removed some smaller expenditures for event contract processing and equipment replacement. The removal of these items provided savings of approximately \$72,320 to bring total expense to \$339,500

Project Support

The Town, Mammoth Lakes Foundation, Cerro Coso College and other partners are continuing to move forward with the development of a new Performing Arts Auditorium. To finalize the construction funding to prepare for bid, there are two requests from Measure U in FY24-25. The first request is a planned use of fund balance to allocate \$700,000 to MACC construction from the available fund balance in Measure U. At the close of FY23-24, Measure U should have an available fund balance of \$1,159,277 and the allocation of \$700,000 should leave just over \$450,000 for future projects.

As the concept of the MACC has evolved, the Town Council has instructed staff to include an estimate of Measure U contribution to operating costs on an annual basis. The estimate is \$300,000 and for FY24-25, staff is recommending the \$300,000 be committed to the construction project which would continue to meet the intention of the Town Council in securing the funds but provide the final push for one-time cash needed for construction. Staff has provided a table to show the Measure U contributions to the MACC construction, including these two requests, bringing the total contribution to \$4,470,000.

MACC Funding Sources	Location	Amount	
Transfer \$1,000,000 FY22-23	Fund 300	\$ 1,000,000	
\$300,000 - FY23-24	Fund 300	\$ 300,000	Expenditure Noted above
\$70,000 - FY21-22	Fund 300	\$ 70,000	
Reallocation of Funding committed to Outdoor Ampitheater	Fund 300	\$ 300,000	Expenditure Noted above
Current Balance in Fund 300 Allocated to MACC		\$ 1,670,000	
Current Fund Balance Allocated to the MACC		\$ 1,800,000	
Allocation of FY24-25 operational set aside to construction	Fund 217	\$ 300,000	Approved by MLR 3/12 Meeting
Allocation of current fund balance	Fund 217	\$ 700,000	Requested as part of FY24-25 Budget
Measure U funded contribution to MACC Construction - all Transfers		\$ 4,470,000	

Debt Service

The purchase of the Mammoth Lakes Foundation property is a critical aspect of building the MACC. The Town is financing this purchase as part of the larger Civic Center project, issuing Certificate of Participation - Lease Structured debt. The total land cost is \$4.5 million, which will be part of the debt issuance, scheduled for July 2024. In this agreement, the Foundation would retain \$1.5 million of the sale proceeds and contribute \$3.0 million to the MACC project. The proposed term of the debt is 25 years. The request for Measure U funds will be to contribute \$180,000 annually to the debt service for the first 13 years. These funds will be principal payments

only with interest costs paid out of other Town resources. The 13 years will serve two functions. First to provide payment for the portion of land that will be occupied by the MACC, and second to structure the debt service payments up to the point the Town's other debt requirements are completed and can accommodate full payment of the debt. The request is to approve the allocation of \$180,000 annually for debt service for the next 13 years, which is reflected in the FY24-25 budget.

The total budget includes the items mentioned earlier in this presentation, both one-time funding items and the debt service. Based on the revenue over expenditures for FY24-25 generating a positive fund balance of \$103,500, combined with the planned use of fund balance (\$700,000) provides a net reduction of fund balance of \$596,500. As noted above, at the close of FY23-24, Measure U should have an available fund balance of \$1,159,277, leaving an anticipated fund balance of \$562,777 to close FY24-25.

Measure U - Annual Revenue	
Utility Tax: Telephone	\$ 43,000
Utility Tax: Electricity	\$ 650,000
Utility Tax: Gas	\$ 230,000
Total Annual Revenue	\$ 923,000

Measure U - Annual Expenses	
Programming	\$ 225,000
Office of Outdoor Recreation Coordinator	\$ 25,000
Office of Outdoor Recreation Manager	\$ 25,000
Special Projects	\$ 25,000
Transit Services	\$ 25,000
Edison Hall Operations	\$ -
MLR Town Agreement - Administration	\$ 10,000
Event Contracts Processing	\$ -
Audit Services	\$ 4,500
Equipment Replacement	\$ -
Total Annual Expenses	\$ 339,500

Measure U - One-Time Expenses	
MACC Construction - Funded in place of Operating set aside	\$ 300,000
MACC Construction	\$ 700,000
Total Annual Expenses	\$ 1,000,000

Measure U - Debt Service	
Land Acquisition MACC (13 Years)	\$ 180,000
Measure U - Total Expense	\$ 1,519,500

MACC Operating - Set aside future expense \$ -

Change in Fund Balance	(596,500)
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Fund 218 – Tourism Business Improvement District (TBID)

The TBID fund projections include revenues of \$6,668,250 for FY24-25. 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 (\$133,365). In FY23-24 the TBID renewal increased rates for the Ski Area and Golf Courses to 2.5% which will produce additional funding that can be used to support programs outlined in the TBID Management District Plan.

Airport Operational Fund (220)

The Airport crew continue to evolve the function and utilization of the Airport, aligned perfectly with the scheduled charter service and high value general aviation customers. The crew constantly strive for operational improvements that will have a positive influence on all Airport customers while seeking efficiencies to keep the size of the operation nimble. The staff level is consistent to prior years for the operations team with one additional part-time employee added to support administrative functions in the Deputy Airport Manager's office. For FY24-25, 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 the General Fund, staff will extend the grant period while slowly reintroducing the support needs to the General Fund budget. This operational grant should be exhausted in FY24-25.

There are a number of grant projects funded for FY24-25. They include the finalization of the initial grant to design the AARF / SRE building. This project in the current design was not approved by FAA late in the process, resulting in a required redesign of the building. Staff is in the final phase of project design, expected to be completed this year. The terminal and general aviation parking lot reconstruction is set to begin this year (\$1,945,000) which will completely rebuild the vehicle parking lot. On the air side, there is third project slated for FY24-25 to begin preliminary work on the taxi lane reconstruction on the row of hangers owned by the Town. In total there are just under \$2.5M in construction projects on the Airport this year.

Airport Fund Revenue by Category

Item	FY20-21 Actual	FY21-22 Actual	FY23-24 Budget	FY24-25 Budget	Variance to Prior Year Budget	
Airport Passenger Facility Fee	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Car Rental Fee	\$ 63,581	\$ 90,341	\$ 55,000	\$ 55,803	\$ 803	1.5%
Commercial Terminal Rent	\$ 1,750	\$ 4,200	\$ -	\$ -	\$ -	0.0%
Hanger Ground Lease	\$ 117,254	\$ 113,185	\$ 110,000	\$ 110,000	\$ -	0.0%
FAA: Operations Grant CARES Act	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
FAA: Operations Grant (AIP 45 - ACRGP)	\$ 766,413	\$ 239,472	\$ -	\$ -	\$ -	0.0%
FAA: Operations Grant (AIP 47 - ACRGP)	\$ -	\$ 461,802	\$ 300,000	\$ 285,000	\$ (15,000)	-5.0%
FAA: Capital Project Grants	\$ 3,586,379	\$ 60,783	\$ -	\$ 2,428,000	\$ 2,428,000	100.0%
Other Revenues	\$ 51,919	\$ 177,830	\$ 112,980	\$ 112,980	\$ -	0.0%
Total Airport Revenue	\$ 4,587,296	\$ 1,147,612	\$ 577,980	\$ 2,991,783	\$ 2,413,803	417.6%
Transfer In - General Fund	493,089	1,225,000	875,551	1,015,462	\$ 139,911	16.0%
Total Airport Revenues	\$ 5,080,385	\$ 2,372,612	\$ 1,453,531	\$ 4,007,244	\$ 2,553,713	175.7%

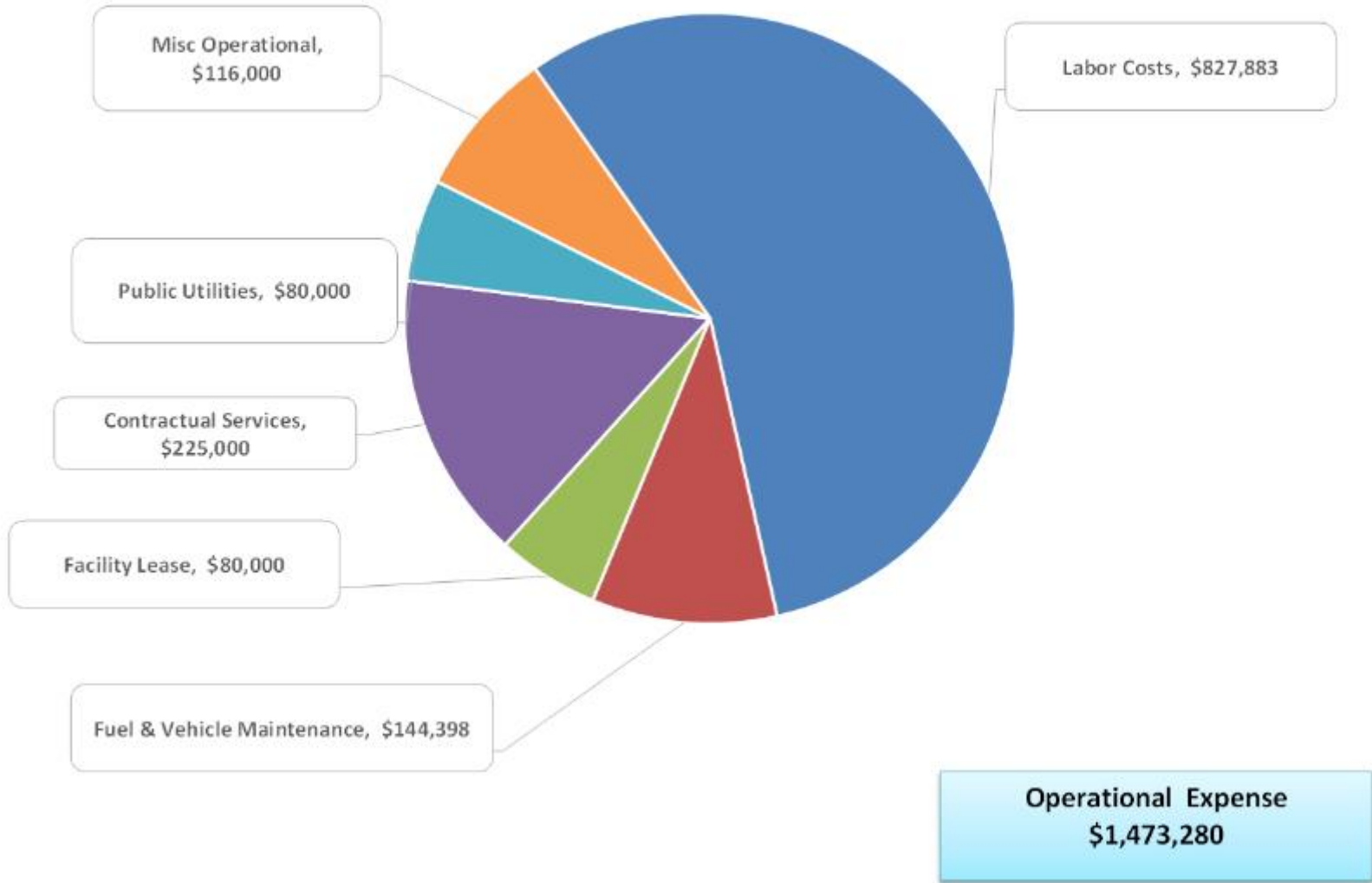
Airport Fund Expenditures by Category

Department	FY20-21 Actual	FY21-22 Actual	FY23-24 Budget	FY24-25 Budget	Variance to Prior Year Budget	
Labor Costs	\$ 405,196	\$ 783,808	\$ 766,206	\$ 827,883	\$ 61,676	8.0%
Fuel & Vehicle Maintenance	\$ 103,493	\$ 119,335	\$ 144,429	\$ 144,398	\$ (31)	0.0%
Facility Lease	\$ 112,008	\$ 74,036	\$ 80,000	\$ 80,000	\$ -	0.0%
Contractual Services	\$ 150,231	\$ 185,756	\$ 225,000	\$ 225,000	\$ -	0.0%
Public Utilities	\$ 76,470	\$ 97,989	\$ 80,000	\$ 80,000	\$ -	0.0%
Misc Operational	\$ 329,483	\$ 302,197	\$ 119,500	\$ 116,000	\$ (3,500)	-2.9%
Operational Costs	\$ 1,176,881	\$ 1,563,121	\$ 1,415,135	\$ 1,473,280	\$ 58,145	4.1%
Labor Costs - Capital Projects	\$ 36,837	\$ 16,040	\$ 33,755	\$ 35,839	\$ 2,084	100.0%
Contractual Services - Capital Projects	\$ 231,905	\$ 549,761	\$ 831,472	\$ 2,498,125	\$ 1,666,653	200.4%
Capital Project Costs	\$ 268,742	\$ 565,801	\$ 865,227	\$ 2,533,964	\$ 1,668,737	192.9%
Total Airport Expenditures	\$ 1,445,622	\$ 2,128,922	\$ 2,280,362	\$ 4,007,244	\$ 1,726,882	75.7%

Projected change in Airport Fund Balance

\$ 0

FY24-25 Airport Operational Budget



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 Now! Initiative

The Housing Program fund has been used for several years to track grant funding for first time home buyers and Mammoth Lakes Housing buyback 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. This effort created the Housing Now! Initiative, which encompasses several housing programs. Staff and the Town Council have focused on transferring all available resources to this fund in support of our Housing Now! initiative. The various housing programs administered by the Town are designed to address various needs of the community with innovative ways to address this multi-faceted need. Funds are allocated to these programs during the quarterly budget updates, annual budget process, and upon the receipt of various grants. The idea is to accumulate funds in each “program” so the Town can act quickly to respond when appropriate units or opportunities become available or potential projects are identified.

The various Town programs established under the Housing Now! Initiative are discussed in detail below with some reconciliation of current year activity. In some cases, FY24-25 transactions are anticipated and included in the reconciliation.

Housing Now! Initiative - Fund 245

Town Programs

Program	Balance
Bridge Program	\$ 1,342,163
Parcel Phase II	\$ 7,816,737
Creative Housing (Public / Private Partnerships)	\$ 453,676
HomeKey	\$ 400,000
MLH - Access Apartments	\$ 2,200,000
Revolving Loan Fund (RLF)	\$ 1,034,219
Housing NOW! Unallocated Program Funds	\$ 3,530,226
Land Acquisition	\$ (7,044)
Placemates	\$ 450,000
Down Payment Assistance	\$ (18,000)

State Grants

Grant Program	Balance
Community Development Block Grant	\$ 95,187
HOME - Investment Partnership Program	\$ 190,305

Total Balance of Housing Now! Funds	\$ 17,487,469
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Above amounts reflect final balance after anticipated transactions

TOML – Eastern Sierra Community Housing - Partnership Projects

The Town has four partnership programs with Eastern Sierra Community Housing (ESCH) that are included in our Housing Now! initiative. ESCH serves as a subrecipient of the Town awarded State grants of CDBG or HOME Funds used for down payment assistance. In addition to these grant funds, ESCH assists the Town in providing affordable housing solutions by partnering on projects or programs listed below.

Revolving Loan Fund (RLF)

ESCH assists the Town in preserving the existing deed restricted units as well as furthering the program through new acquisitions like the Bridge Program stated above. The Town Deed Restriction Preservation program currently funded at \$1,000,000 is used by ESCH 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 housing fees collected from new development projects. 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.

Town Program: Revolving Loan Fund (RLF)		
FY22-23 Program Balance	\$	505,062
Revenue - FY23-24		
Interest	\$	29,094
Loan Repayment	\$	-
Transfer in from Housing In-Lieu	\$	500,062
Total Revenue - Revolving Loan Fund	\$	529,157
Expenditure - FY23-24		
Outstanding Loan		
Total Expenditure - Revolving Loan Fund	\$	-
Balance Available Revolving Loan Fund	\$	1,034,219
FY24-25 Anticipated transactions - Non Identified at this Time		

ESCH Access Apartments

Eastern Sierra Community Housing has an ongoing project to convert an existing commercial project into a 13-unit (1-br and studio units) affordable housing project called Access Apartments. This project is located at 238 Sierra Manor Road. The project requires significant remodel and ESCH has been working on several funding sources to achieve the work. To date, the Town has committed \$2.2 million in Town funds to support the project as well as sponsoring the CDBG Grant program for another \$3.0M. ESCH has secured a HOME Grant for \$4.1M for the project. ESCH continues to work to revise the project to control costs. At this point, the project is shovel-ready and ESCH anticipates beginning work on the project in summer 2024.

Town Program: ESCH Access Apartments		
FY22-23 Program Balance	\$	1,500,000
Revenue - FY23-24		
Total Revenue - MLH Access Apartments	\$	700,000
		FY22/23 Fund Balance - Access Apt Contingency
Expenditure - FY23-24		
Total Expenditure - MLH Access Apartments	\$	-
Balance Available MLH Access Apartments	\$	2,200,000
FY24-25 Anticipated transactions - Non Identified at this Time		



Homekey – Innsbruck Lodge

ESCH has another affordable housing project in the Town, converting the former Innsbruck Lodge located at 913 Forest Trail, to produce 15 units of affordable housing and 1 managers unit. The property was acquired in summer 2022 and the renovation work began in winter 2023. A temporary certificate of occupancy was issued in spring 2024 allowing for six of the units to be occupied (5 units + 1 manager’s unit) and the remaining 10 units are anticipated to be ready for occupancy in late-2024 pending completion of the electrical system upgrade. The various funding sources for the project include: Homekey state grant for \$4.56M, with the Town as a co-applicant on the grant. The Town has committed \$1.4 million of its own funding along with \$550,000 from Mono County for the project. Thus far, the Town has contributed \$1.0M to the project and the remaining balance of \$400,000 is expected to be drawn down in the near future. The reconciliation below shows the transaction and available balance involving the Town’s funds only.



Town Program: Homekey	
FY22-23 Program Balance	\$ 400,000
Revenue - FY23-24	
Total Revenue - HomeKey	\$ -
Expenditure - FY23-24	
Project Funding for Innsbruck Lodge	\$ -
Building Permit Cost for Innsbruck Lodge	\$ -
Total Expenditure - HomeKey	\$ -
Balance Available HomeKey	\$ 400,000
FY24-25 Anticipated transactions - Non Identified at this Time	

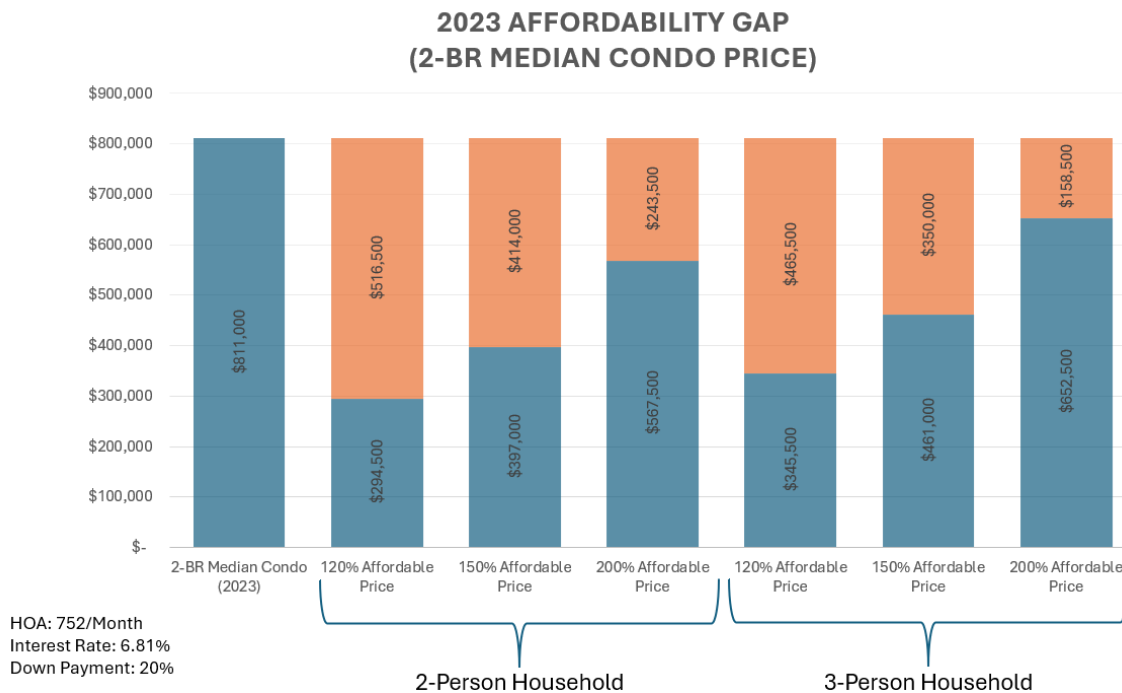
Town Program – Bridge Program

The Town’s Bridge program is designed to acquire units for sale at market value and resale them to individuals at a subsidized rate, making them more affordable for home buyers. In exchange for these subsidized sales, the Town has a deed restriction on the property to ensure it remains in the affordable housing stock for the Town. The Town also retains the first right to repurchase the properties in the event the seller wants to sell the property and a qualified buyer is not secured. The Town has committed \$2.2M to this program. To date, ten (10) housing units have been purchased for the purpose of making the units available to households earning 120% to 150% of the area median income (AMI).

Of those, five (5) have been transferred to income eligible households, one (1) is in escrow, and the remaining four (4) are being marketed for-sale to eligible households through ESCH’s waitlist. The average Town subsidy for the transaction is approximately \$130K based on the five completed sales. High interest rates, HOA fee spikes, and uncertainty related to the availability of insurance have negatively impacted the ability for households to purchase the units. 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 goal of the program is to provide 12-15 households with affordable home ownership.

The Town also provides down payment assistance to address these challenges when necessary. Down payment assistance is provided from miscellaneous funding within Housing Now! initiative.

Bridge Program Available Balance for FY24-25 \$1,342,163.



Town Program: Bridge Program		
FY22-23 Program Balance	\$	750,062
Revenue - FY23-24		
Escrow Refunds	\$	1,703
Sale of Units	\$	344,000 1 Unit Sold as Deed Restricted
Transfer In	\$	1,950,000 FY22/23 Fund Balance & FY23/24 2nd Qtr Bud
Total Revenue - Bridge Program	\$	2,295,703
Expenditure - FY23-24		
Inspections	\$	700 On 2 Purchased Properties
Land Acquisition	\$	1,702,902 Purchase of 3 units
Total Expenditure - Bridge Program	\$	1,703,602
Balance Available Bridge Program	\$	1,342,163
FY24-25 Anticipated transactions - Non Identified at this Time		

Town Program - Parcel Phase II (The Kingfisher)

Staff and the development team at Pacific West Communities (PWC) have completed the design work on the second phase of the Parcel. Building permits for the initial 76 units were issued at the end of May 2024 and grading is expected to begin in June 2024. The project will be developed in two phases that will result in 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). PWC was successful in being awarded tax credit financing for the majority of the costs for the initial phase and are working on securing funding for the second phase. To increase the competitiveness of the tax credit application, the Town committed \$9,032,000, consisting of \$7,816,737 in cash (Kingfisher I) and \$1,215,263 in DIF and Land Loans (Kingfisher I and II).



Town Program: Parcel Phase II	
FY22-23 Program Balance	\$ 7,816,737
Revenue - FY23-24	
Transfers In	\$ -
Total Revenue - Parcel Phase II	\$ -
Expenditure - FY23-24	
Total Expenditure - Parcel Phase II	\$ -
Balance Available Parcel Phase II	\$ 7,816,737
FY24-25 Anticipated transactions - Non Identified at this Time	

Town Program - Creative Housing Initiative (Public / Private Partnership)

This program is designed to set aside funding to partner with a private entity to develop affordable housing projects, acquire units for Town and partner agency employee use, and to act quickly on land acquisition when opportunities arise. During FY 23/24, the Town was successful in acquiring two adjacent vacant parcels that together provide 0.56-acres of developable area. The Town has not set aside any funding for future potential development on the two sites but will continue to analyze the future development of affordable housing on the sites. To date, the Town has not been able to secure a private partner to move any public/private partnership projects forward, but staff continues to pursue options. The Town has used a portion of the funds over the past few years to acquire four units to assist the Town and other agency partners in transitioning employees to the region. In total, the Town owns three (3) two-bedroom unit and three (3) studio units for interim employee use.

Town Program: Creative Housing (Public / Private Partnerships)	
FY22-23 Program Balance	\$ 453,676
Revenue - FY23-24	
Escrow Refund	\$ -
Transfer In from Undesignated	\$ -
Total Revenue - Creative Housing Program	\$ -
Expenditure - FY23-24	
Escrow Deposit	\$ -
Inspection	\$ -
Property Acquisitions	\$ -
Total Expenditure - Creative Housing Program	\$ -
Balance Available Creative Housing Program	\$ 453,676
FY24-25 Anticipated transactions - Non Identified at this Time	

Town Program – Housing Now! – Unallocated Funds

When the Town allocates funding to Housing Now! initiative that is not designated for a specific program, the Town accumulates the funds in this section. The bulk of the expense in this section is the transfer of funds to defined programs or specific projects.

Town Program: Housing Now - Unallocated Program Funds		
FY22-23 Program Balance	\$	962,823
Revenue - FY23-24		
Transfers In	\$	2,104,494 FY23/24 Budgeted Transfers
Interest	\$	462,909
Total Revenue - Housing Now	\$	2,567,403
Expenditure - FY23-24		
Property Acquisitions	\$	-
Transfers Out	\$	-
Total Expenditure - Housing Now	\$	-
Balance Available Housing Now	\$	3,530,226
FY24-25 Anticipated transactions - Non Identified at this Time		

Town Program – Lease to Locals by Placemates

The Lease to Locals program is a hosted solution that connects property owners to local tenants. The Town controls the parameters of the program and determines the funding available. Prospective tenants are required to have average household income at or below 150% AMI, Qualified Tenants must work full-time (30+ hours a week) for a local employer (not a remote worker or commuter) or locally employed, as defined by the Mammoth Lakes School District boundaries, or if Self-employed, must have a business tax certificate in the Town of Mammoth Lakes. The Town Council has set aside \$450,000 for the program but has not yet approved the program with defined restrictions. This will come before the Town Council on June 19th for consideration.

Town Program: Placemates		
FY22-23 Program Balance	\$	-
Revenue - FY23-24		
Transfer In	\$	450,000
FY23/24 2nd Qtr Budget Adj. - Rental Subsidy-Yr 1		
Total Revenue - Housing Now	\$	450,000
Expenditure - FY23-24		
Property Acquisitions	\$	-
Transfers Out	\$	-
Total Expenditure - Housing Now	\$	-
Balance Available Housing Now	\$	450,000
FY24-25 Anticipated transactions - Non Identified at this Time		

Fund 250 – Local Transportation Commission – LTC

This fund is used to account for revenues and a 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 FY24-25. The appropriation includes \$40,000 for Node planning work that will be completed in Fund 100 – Office of Outdoor Recreation. This project will review the Town Nodes, access points to the Forest, to determine the condition of the existing amenities (parking, restrooms, trash receptacles, signage, etc.) and what is in need of repair or to be added at each location. The study will also look at access (road, trails, etc.) and effective interconnectivity of the network and linkages to Town amenities. This work does not include the Lakes Basin as the Forest Service is conducting a similar review of the area.

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 so 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 FY24-25 projects.

Description	Previous Funding	FY24/25 Funding	Total Project Cost	Status	Funding Source
Affordable Housing					
Housing Now!	\$900,000		\$900,000	Construction	Grants and TOML Funds
60 Joaquin Affordable Housing Project	\$2,700,000		\$2,700,000	Construction	Various TOML Funds
Airport					
Reconstruct General Aviation and Terminal Area Parking Lot		\$1,945,000	\$1,945,000	Construction	FAA AIG Grant and TOML Funds
Multipurpose Building to include ARFF & Snow Removal Equipment Redesign		\$333,000	\$333,000	Design	FAA AIP Grant and TOML Funds
Relocate and Upgrade Automated Weather Observation System (AWOS)	\$541,000		\$541,000	Construction	FAA AIP Grant and TOML Funds
Town Hangar Taxilane Reconstruction		\$150,000	\$150,000	Design	FAA AIG Grant and TOML Funds
Four Portable Units (Relocation and Project Design)		\$250,000	\$250,000	Design	General Fund
General Facilities					
ADA Specific Improvements		\$25,000	\$25,000	Construction	General Fund
Mammoth Arts and Cultural Center (MACC)	\$10,500,000	\$4,500,000	\$15,000,000	Construction	Measure U / Bonds / MLF / Grants
Foundation Child Care Facility	\$1,800,000		\$1,800,000	Construction	General Fund
Civic Center - Town Hall Planning	\$1,900,000		\$1,900,000	Design	American Rescue Plan Act (ARPA) and other grants
Civic Center - Town Hall Construction		\$27,000,000	\$27,000,000	Construction	Grants and Other Funding TBD
2024 Fencing Projects	\$90,000		\$90,000	Construction	General Fund
2024 Facilities Painting Project	\$600,000		\$600,000	Construction	General Fund
Parks and Recreation					
Community Recreation Center Interior Improvements	\$1,050,000		\$1,050,000	Construction	General Fund and Measure R
Dog Park	\$200,000		\$200,000	Construction	General Fund and Grants
Multi-use Parking and Amenities	\$400,000		\$400,000	Construction	General Fund
Mammoth Creek Park West Improvements	\$500,000		\$500,000	Construction	General Fund
Whitmore Park Track and Turf Maintenance Project		\$100,000	\$100,000	Construction	General Fund
Streetscape and Signage					
Main Street Landscaping	\$250,000	\$465,000	\$715,000	Construction	General Fund

Trail and Municipal Signage Updates		\$25,000	\$25,000	Construction	General Fund
Streets					
2024 Street and MUP Rehabilitation Project		\$25,000	\$25,000	Construction	Road Rehab Fund 210 / General Fund
2024 Street Slurry Seal Project		\$25,000	\$25,000	Construction	General Fund
Minaret / Meridian Round-a-Bout		\$180,000	\$180,000	Construction	STIP
Trails					
Main Street South Side MUP Gap Closure (Town Loop)	\$250,000		\$250,000	Design	STIP
Sherwin Trail Head Improvements	\$1,115,000		\$1,115,000	Construction	Grants
Transit and Mobility					
Parking at Parcel (50+ Spaces)	\$150,000		\$150,000	Construction	Road Rehab Fund 210

TOML – ESCH Partnership Projects (AF2)

The Town has four partnership programs with Eastern Siarra Community Housing (ESCH). ESCH serves as a subrecipient of Town awarded CDBG or HOME Funds used for down payment assistance. The Town has a Revolving Loan Fund that supports Deed Restriction Preservation that is currently funded at \$1,000,000 to be used by ESCH 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. Funding for the program was increased to a balance of \$1M (up from \$600,000) in FY 22-23 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 \$2.2 million to support the 13-unit affordable housing Access Apartment Project located at 238 Sierra Manor Road. Under the State’s Homekey program, the Town has committed \$1.4 million to the conversion of the Innsbruck Lodge 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 (funds are held in trust; topped off w/ In-Lieu Fees as needed)	\$1,000,000
Access Apartments FY21-22 & 23-24 Budget Allocations	\$2,200,000
<u>Homekey Project FY21-22 and FY 22-23 Budget Allocations</u>	<u>\$1,400,000</u>
Total Project allocation	\$4,600,000

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 started the project in Summer 2023. 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 be completed in 2024.

Total Budget FY24-25: \$2,700,000



CONTRACTOR PROPOSAL FOR 60 JOAQUIN PROJECT

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. For Phase 1 of the Parcel these funds covered the parking podiums of both buildings, underground infrastructure, the extension of Tavern Road, integration of infrastructure on Laurel Mountain Road, and Inyo Street. The capital budget carries the grant funding over time and actual use of the funds will depend on construction schedules.

Total Budget FY24-25: TBD with Phase 2 of the Parcel project



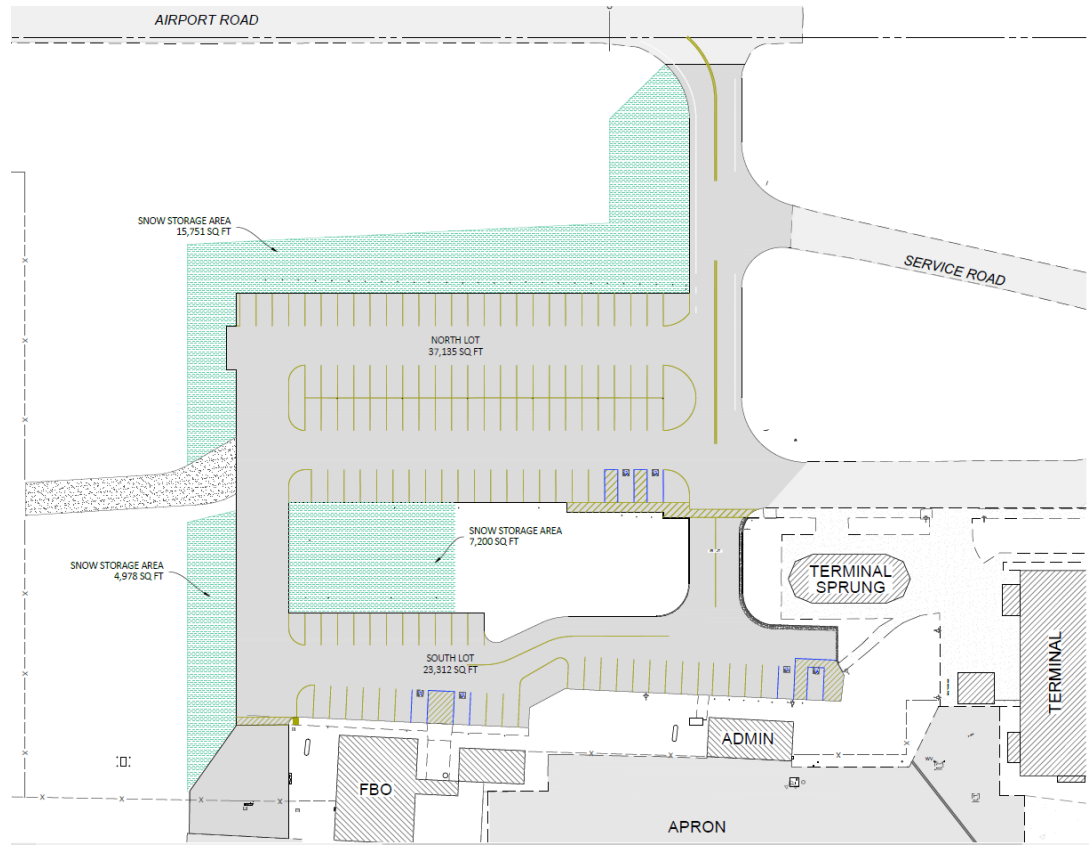


AIRPORT

Reconstruct General Aviation and Terminal Area Parking Lot – Construction

The existing General Aviation and Terminal Area Parking Lot at Mammoth Yosemite Airport has deteriorated over time and has an extremely low Pavement Condition Index; therefore, the parking lot needs to be reconstructed. The project scope includes full depth reconstruction, minor adjustments to grading, new markings, new solar floodlighting, and various ADA improvements. Bids were opened in March of 2024, and a successful bid was received within the budget. An Airport Infrastructure Grant (AIG) application was submitted to the Federal Aviation Administration (FAA) in April 2024 and is currently pending approval. Construction is planned for late summer of 2024.

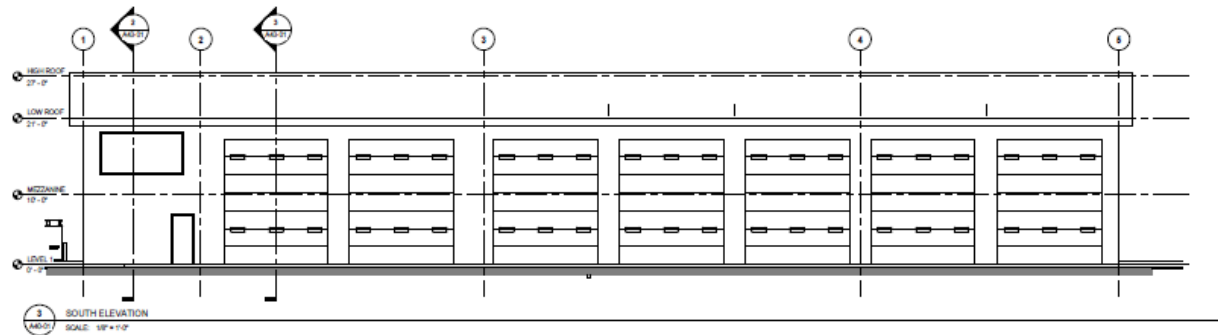
Total Budget FY24-25 Construction: \$1,945,000



Multipurpose Building to Include ARFF and Snow Removal Equipment – Redesign

The Airport currently houses its Aircraft Rescue Firefighting (ARFF) vehicle and snow removal equipment (SRE) in a leased hangar and outside, for the equipment that does not fit within the hangar. Airport employees have offices within an old trailer located at the Airport. The proposed building will be a multipurpose building that will include seven bays for storage of the ARFF and SRE and include spaces such as a lobby, training room, breakroom, restrooms, offices, and additional storage. The project will also include an access road, parking lot, vehicular gate, ARFF access road, and relocation of Taxiway Connector A3. The project was originally designed in 2023, however bids were not received on the structure portion of the project and the FAA revised its eligibility for this facility based on operational changes at Mammoth Yosemite Airport. Therefore, the project is being redesigned. Staff are working with the engineering/architectural consultant to reduce the size of and simplify the project to both attract bidders and ensure that the new FAA eligibility is met. In April 2024, an Airport Improvement Program (AIP) Grant application was submitted to the FAA. The redesign is underway and will be ready to rebid the project in early 2025.

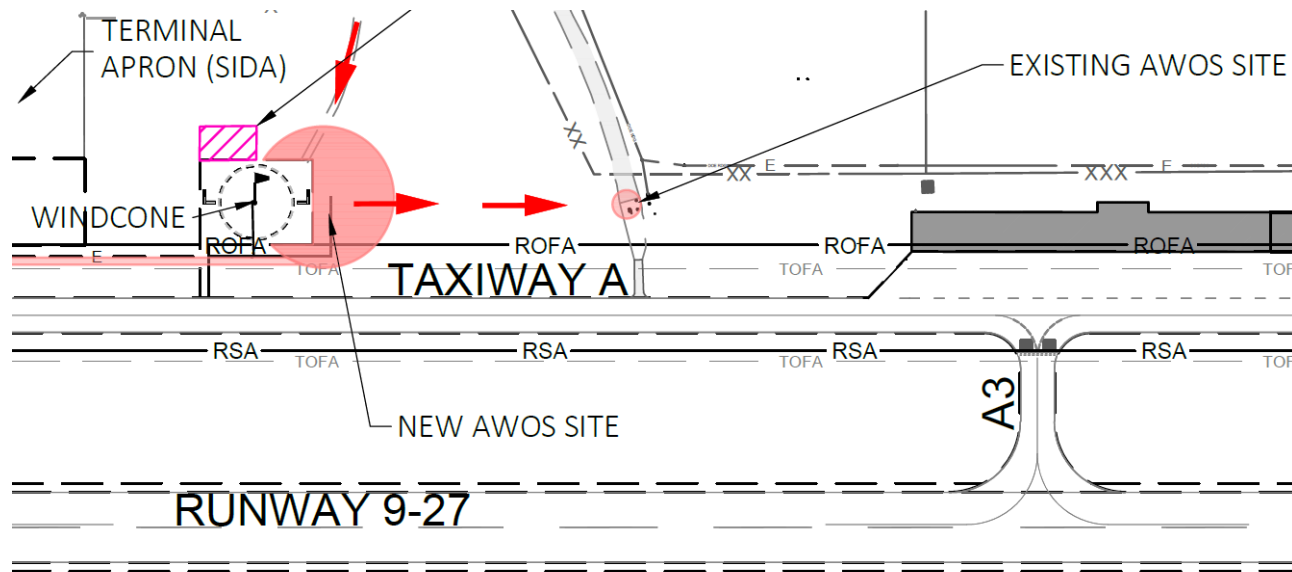
Total Budget FY24-25 Construction: \$1,945,000



Relocate and Upgrade Automated Weather Observation System (AWOS) – Construction

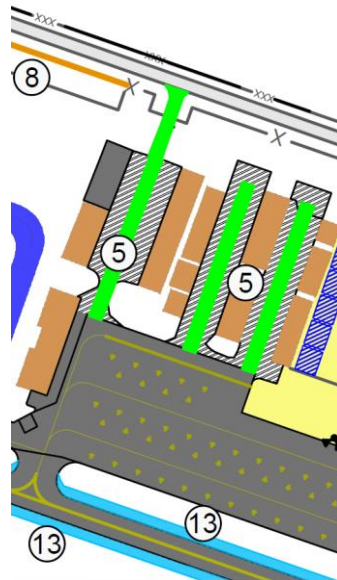
In order to construct the Multipurpose Building to include ARFF and SRE project, the existing AWOS required relocation since an AWOS requires an object free area around it and the existing AWOS was too close to the proposed building location. The Town took the relocation as an opportunity to also upgrade the out-of-date equipment. The project was bid and awarded in 2022 and construction began in 2023 after a winter suspension. An FAA Airport Improvement Program (AIP) Grant was received for the construction in 2022. As of 2024, the majority of the construction is complete, however long lead times on specialty equipment have delayed the completion of the project. Construction will continue and be completed in 2024.

Total Budget FY24-25 Construction: \$541,000



Town Hangar Taxilane Reconstruction – Design

There are three taxilanes located between the Town Hangars at Mammoth Yosemite Airport. The taxilane asphalt has deteriorated greatly and has an extremely low Pavement Condition Index. The proposed design will include full-depth reconstruction of the taxilanes and minor grading improvements to fix existing drainage issues. In 2023 the Town issued a Request for Qualifications (RFQ) for engineering of multiple projects at the Airport including this project. The design will be completed in FY 24/25 in preparation for 2025 construction. The design will be funded with Town funding, until an Airport Improvement Grant (AIG) is submitted in 2025 to reimburse the design costs. Total Budget FY24-25 Design: \$150,000



Four Portable Units – Relocation and Design

Mammoth Yosemite Airport has been approached by various companies or agencies over the years with interest in leasing indoor space at the Airport. The Airport currently does not have any empty buildings that are available to lease. Additional indoor space is also needed at the Airport for training and meetings. Mammoth Unified School District (MUSD) informed the Town that four of their portable classrooms that are to be disposed of as part of the High School Remodel are available for the Airport to repurpose. Airport staff are working with MUSD on an agreement for the repurposing of the four portables. The project will create additional Airport revenue and could lead to additional services and activity at the Airport. In 2024 the portable units will be relocated to the Airport and stored at a temporary location until they are ready to be installed in 2025. Over FY 24/25, consultants will design the final location for the portables to be placed and refinished and the project will go out to bid in spring of 2025. Town funding will be used for the project.

Total Budget FY24-25 Design and Relocation: \$250,000

ADA Improvements (GF3)

The Town has an approved Americans with Disabilities Act (ADA) transition plan. The plan outlines various ADA improvements for Town facilities. The details include what the ADA barrier is, recommendations for removing the barrier, and timelines based on prioritization factors, funding availability, and project coordination opportunities. Each year the Town continues to make a reasonable effort to implement ADA improvements. The funding is noted in the Capital program to track progress made on plan implementation. The minimum annual allocation is \$25,000.

Total Budget FY24-25: \$25,000

Mammoth Arts and Cultural Center (MACC) (GF9)

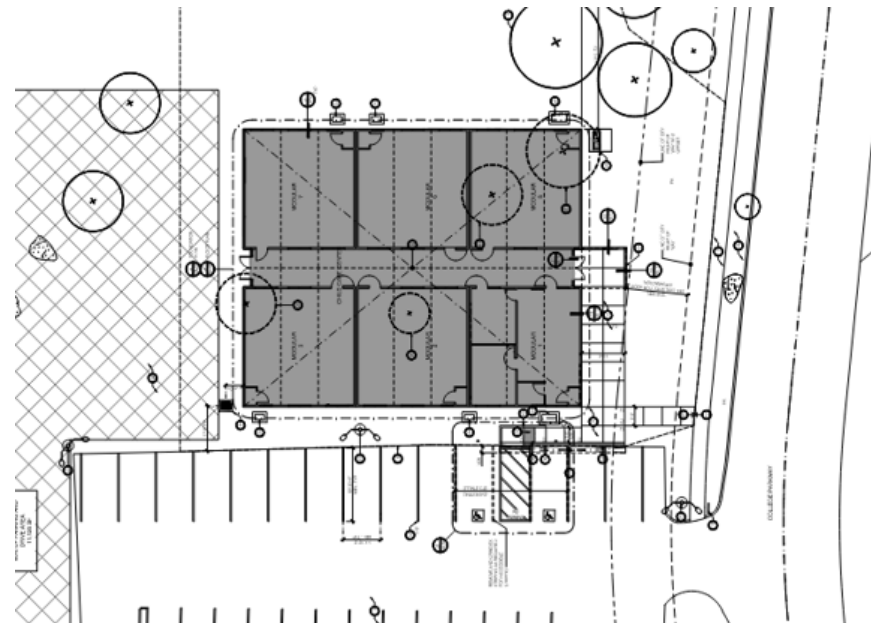
The establishment of the Mammoth Arts and Cultural Center (MACC) in the Town of Mammoth Lakes has been under consideration for several years. The concept plan includes a performing arts auditorium, use of Edison Hall (theatre), storage/workshop space, and other ancillary uses. The concept plans have gone through several iterations. Aligning the scope of the project with realistic funding availability has been challenging. The location for the MACC is on property (Approx. 8 acres) owned by the Mammoth Lakes Foundation (MLF). Over the past year Town staff have been 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. A 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. The execution of this refined vision was separated into two phases. The first phase includes an interior remodel of the existing footprint of Edison Theatre. The second phase includes the construction of the new 250-seat performing arts auditorium. The first phase has been designed to support the expanded second phase but may function as a standalone facility if the larger new construction were not to proceed. The first phase of the project will be managed by the Foundation as a private project independent of public funding. The second phase of the project would be a public works project managed by the Town on behalf of the Mammoth Lakes Foundation.

The Town and MLF have generally come to terms on the sale of the facility and surrounding lands. MLF would dedicate a portion of these proceeds to complete the MACC project. The current plan would ultimately result in Town ownership and operation of the facility. Funding sources for the new Performing Arts Auditorium project include Measure U Capital funding reserves of \$4.5 M, \$3M MLF contribution, Kern Community College District (local bond measure) funding of \$7,500,000, and private donations.
Total Budget FY24-25: \$15,500,000



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. The 2022 Mono County Childcare Council Needs Assessment identified a need for more than 700 spaces in the County, with more than half of the need in Mammoth Lakes. Town and MUSD staff have reached an agreement allowing the Town to repurpose six of the portable classrooms that are to be disposed of by MUSD as part of the High School Remodel. The plan is to provide space for infants and toddlers in a space designed with 75+/- spaces. The funding set aside will be used to cover design, permits, building relocation, foundation construction, inside improvements and limited outside improvements. A contract to complete the project was awarded in April 2024 and work is expected to be completed this year. Total Budget FY24-25: \$1,950,000



Town Hall (GF14a and GF14b)

In February of 2024 the Town Council authorized bonding for the new Town Hall. Staff has been working with HMC Architects since 2022 on designs for the new facility. The project includes a new Town Hall with community spaces and offices for administrative staff. The schematic design included an emergency operations center (EOC). The EOC housed a bunk room, warming/cooling center and community kitchen and pantry. The EOC was designed to be built in a future phase once funding becomes available. The Town hall project design was approved by the planning department in April 2024 and construction is set to begin summer of 2024. Funding for the design came from the American Rescue Plan Act (ARPA). Construction of the project is funded by municipal bonds.

Total Budget FY24-25 Design: \$1,900,000

Total Budget FY24-25 Construction: \$27,000,000



2024 Fencing Project (GF18)

In summer of 2023, Town of Mammoth Lakes Staff documented numerous parks and facilities with damage to perimeter safety fencing. Staff worked with potential contractors to get this work completed during 2023, but due to Public Contract Code regulations and priority of other work done under the 2023 Emergency Facility Repairs Contract, the repairs to various chain link fences were not completed. During the winter of 2023-2024, Staff documented instances of damage to chain link fences and created the project plans, technical specifications, and special provisions. This project will repair and remove and replace, as needed, sections of damaged fencing at the Community Center Tennis Courts, Shady Rest Park, Pickleball Courts, and Whitmore Track. All fence dimensions, orientations, and materials will remain unchanged. The project was bid and awarded by Town Council in May of 2024. Work will be completed this year.
Total Budget FY24-25 Design: \$90,000



2024 Facilities Painting Project (GF19)

The Town of Mammoth Lakes has developed plans and a color scheme to repair and paint the exteriors of fifteen (15) facilities within the Town of Mammoth Lakes and six (6) facilities in the Whitmore Recreation area. Staff worked internally with all departments to develop a standard color scheme that can be utilized at most of its public facilities. High profile facilities such as Town Hall and the Police Station will retain their approved color palette. This project will significantly improve the look and feel of TOML facilities and simplify long term maintenance.

Total Budget FY24-25: \$600,000



Community Recreation Center Interior Improvements

Just a little over \$1M was allocated to make improvements to the interior of the CRC. Many of these elements were originally included in the plans but were value engineered out of the project. The funding will cover office spaces for recreation staff, flooring, and bleachers over the locker rooms. The funding will also cover a couple of exterior elements such as the roof over the mechanical structure and the sign structure on the front deck. Work will be bid spring 2024 and work is anticipated to be complete before the 2024 winter season.

Total Budget FY24-25: \$1,050,000

Dog Park and Multi-use Parking (PR7 & PR7a)

The Town, partnering with the Mammoth Lakes Foundation, identified a suitable location at the intersection of College Parkway and Wagon Wheel Road. This will be the first Town developed location designed for off-leash dog play. Our local parks and sports fields have been used for this purpose resulting in several gallons of dog waste being removed from these facilities each year. 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 received a \$50,000 T-Mobile grant and previously allocated an additional \$150,000 for a dog park. The land adjacent to the dog park was identified to host expanded parking of 40+/- spaces, restrooms and other amenities. This infrastructure will support other uses such as the Theatre, MUPs, future amphitheater space and long-term housing. The parking area may include EV charging stations. Construction began in 2023. The project will be complete in the summer/fall of 2024.

Total Budget FY24-25: \$950,000



Mammoth Creek Park West Improvements

To complement all the improvements made with the CRC the Town Council allocated funding to improve the park space east of the playground. Improvements will include a new pavilion for smaller events, replacement of grass areas with irrigation, additional landscaping for screening, and bouldering park with fall protection. The park area will be constructed over the summer of 2024.

Total Budget FY24-25: \$500,000



Whitmore Park Track and Turf Maintenance Project

Constructed in 2012 the Whitmore Track and sports field has been incredibly popular and heavily used since it opened to the public. After a dozen years of use and significant weather events the complex is starting to show some wear. This project will provide a cleaning and restriping of the track surface along with patching of the handful of cracks and delamination in the rubber surface. The synthetic turf will also be spot repaired. Both surfaces will need full replacement in the upcoming years.

Total Budget FY24-25: \$100,000

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 construction is \$715,000. The project was bid in 2022 and no bids were received. Staff worked with local contractors to secure a bid for the project. In April of 2024 a contract was authorized to be awarded. Work is expected to be completed during the summer of 2024. Total Budget FY24-25: \$715,000

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.

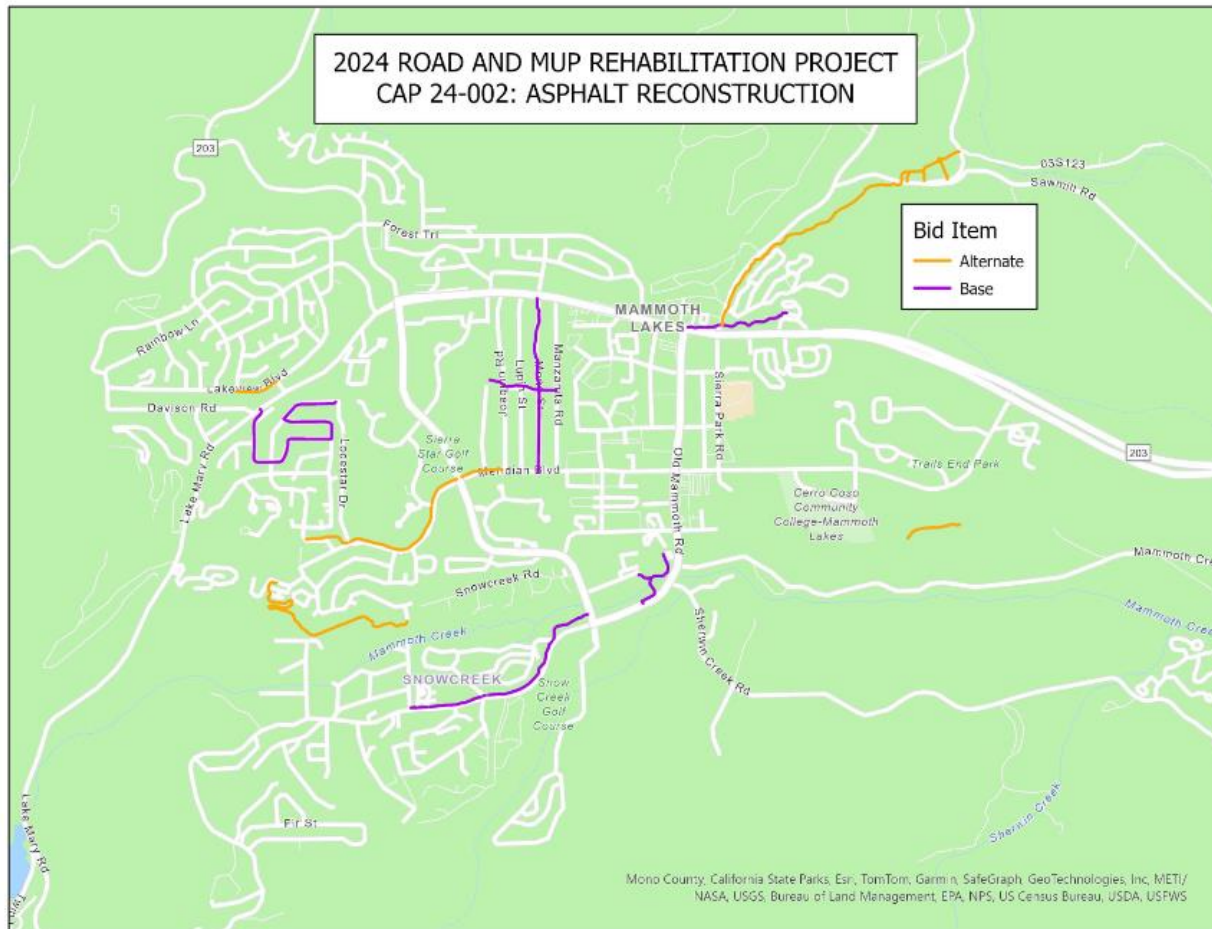
The program is coordinated between the Office of Outdoor Recreation and Public Works. While noted in the CIP the funding is allocated in the Office of Outdoor Recreation.

Total Budget FY24-25: \$25,000

2024 Street and MUP Rehabilitation Project (ST2)

Project includes a variety of asphalt rehabilitation on roads and multi-use paths throughout Mammoth Lakes, including but not limited to pulverizing existing AC pavement, recompacting base, placing new hot mix asphalt, and milling asphalt. The scope includes treatments for Kelly Road, Silver Tip Road, Monterey Pine Road, Majestic Pines Road, Mono Street, Dorrance Drive, Main Street MUP, Old Mammoth Road MUP, Mammoth Creek Park West MUP, MCWD utility covers and numerous alternatives. Work will be awarded spring 2024. Work is expected to be completed over the summer/fall of 2024.

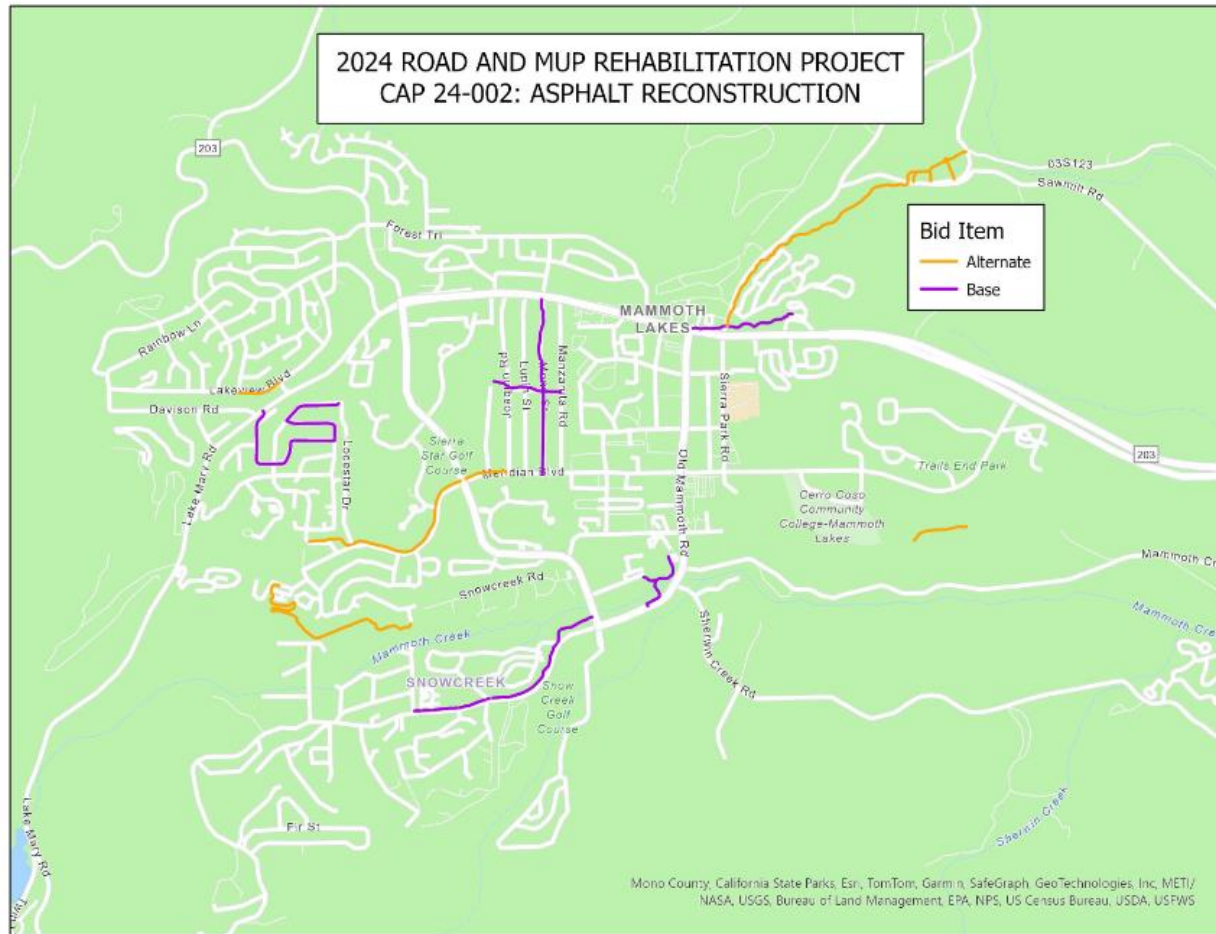
Total Budget FY24-25: \$3,000,000



2024 Street Slurry Seal Project (ST16)

Project includes slurry seals on multiple roads throughout Mammoth Lakes, striping, and associated traffic control. The scope of the project includes the following roads: Minaret Road, Chateau Road, Old Mammoth Road, Meridian Blvd, Azimuth Drive, Canyon Boulevard, and Forest Trail. Portions of Old Mammoth and Lakeview were bid as alternatives. The project will be awarded in spring 2024. Work is expected to be completed over the summer/fall of 2024.

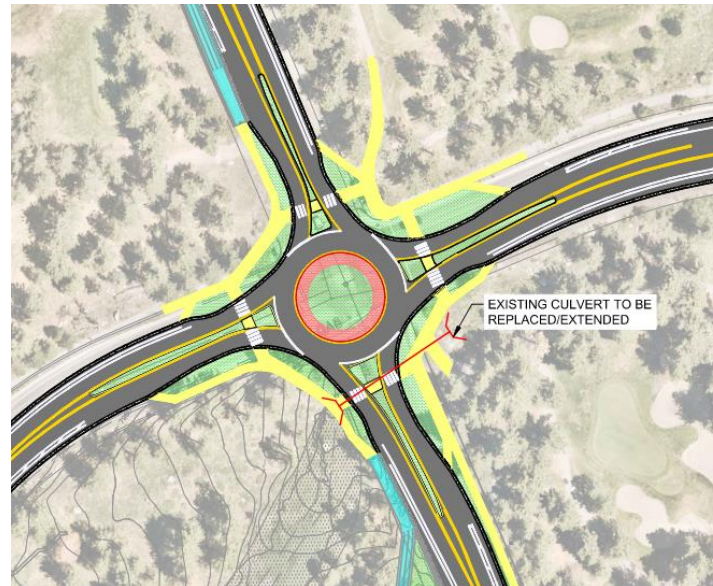
Total Budget FY24-25: \$900,000



Minaret / Meridian Round-a-Bout (ST15)

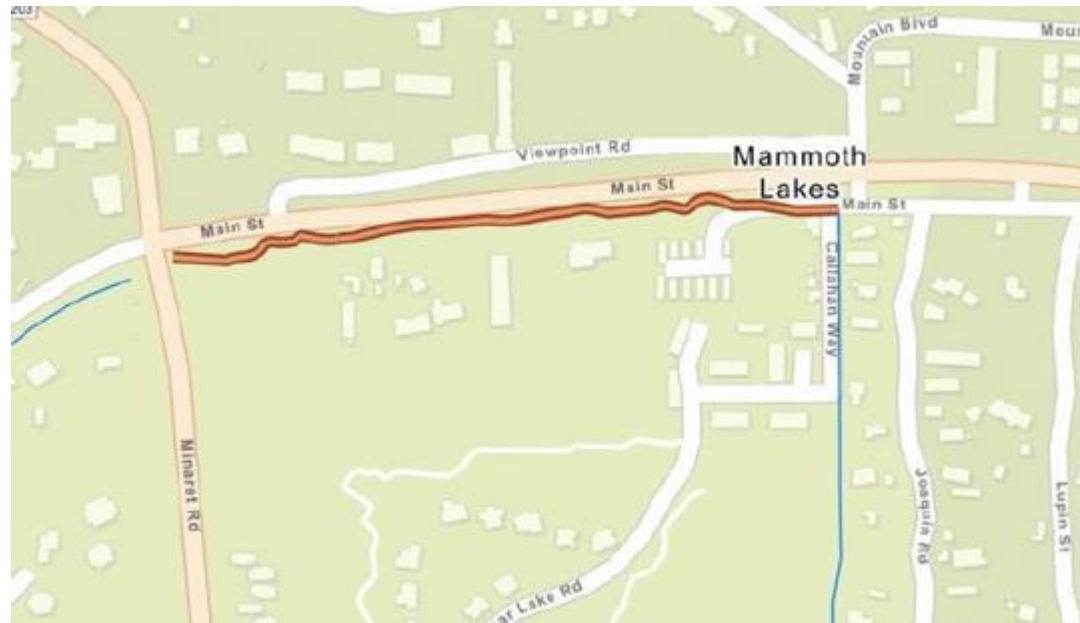
During the development and design of the Minaret MUP project Staff and its consultant evaluated the possibility of a round-a-bout at the intersection of Meridian and Minaret. The initial alignment looked viable, so staff commissioned the completion of a project study report (PSR). The PSR was used to program funds to complete the project design. The project to be designed consists of roadway reconstruction and reconfiguration for approximately 400' -600' along each of the four intersection legs at which point the improvements will tie into the existing roadways with existing lane configurations and striping. Asphalt concrete will be removed, the roadway regraded, and new asphalt pavement installed for the roundabout alignment. Additionally, medians and curb and gutter will be added, and existing utilities will be adjusted to match new finish grade. MUPs and cart paths along with appropriate crossings will be integrated into the design. Construction funding is anticipated to come from future STIP shares.

Total Budget FY24-25: \$180,000



Main Street South Side MUP (TR2)

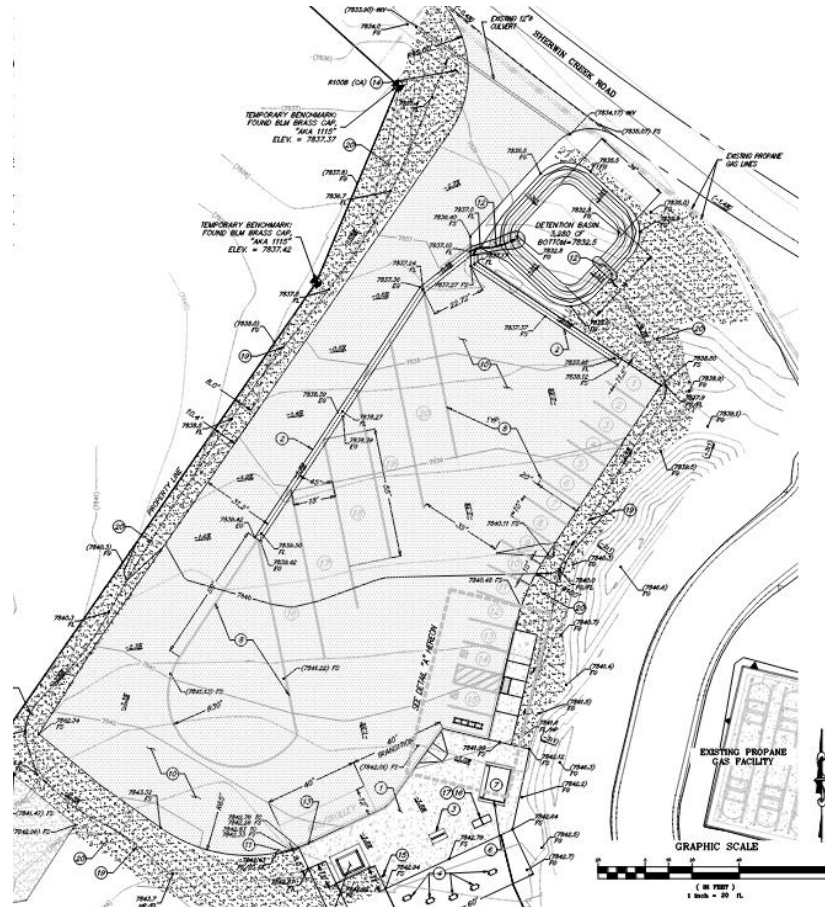
The Main Street MUP will close a gap between the Lakes Basin Path and the Town Loop MUP located at Callahan Way. The project is located on the south side of SR203 within the Caltrans ROW. The project includes 1700LF of separated ADA compliant asphalt multi-use path, drainage improvements, slope protection, transit improvements, lighting, signage and wayfinding, and other supportive infrastructure. Thus far only the design phase has been funded. Construction funding is anticipated to come from future STIP shares. Total Budget FY24-25: \$250,000



Sherwin Trail Head Improvements (TR3)

MLR was awarded a grant from SNC to construct a new trailhead off Sherwin Creek Road. TOML partnered with MLR and will facilitate the construction process. The Sherwins Trailhead will create a seamless, integrated recreation experience for locals and visitors of the Mammoth Lakes Area and protect sensitive archaeological sites and habitat by defining and developing the trailhead. The current site has become a de-facto trailhead for a wide variety of recreation uses including hiking, mountain biking, equestrian use, dog walking, snowplay, snowmobiling, Nordic and backcountry skiing. Partnering with INF and the TOML, the trailhead facilities will include ADA accessible vault toilets, paved parking area, interpretive panels, bike rack and tools, waste receptacles, and bear-proof storage containers. The project

was awarded in March of 2024. Construction will begin after July 4th, 2024. The project required \$184,133 in additional funding to cover the construction contract and contingency. These funds were authorized by the Town Council at the time of the award. Total Budget FY24-25: \$1,116,833.30



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 are 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 and III planning of the Parcel project.

Total Budget FY24-25: \$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 in previous years have had significant increases based on large projects permitted within the Town. For FY24-25, staff expects to reflect a normal construction cycle for both building permit revenue and revenue for these DIF Accounts. Currently 10 of the funds have anticipated revenues and expenditures see chart below:

Fund Balance - DIF Accounts

As of June 30, 2024

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.			
Estimated Fund Balance			
Developmental Impact Fees	(Year End)		FY24-25 Budgeted Revenue
Fund 830 - DIF Town Admin Overhead	\$	158,850	\$ 25,440
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	\$	332,247	\$ 70,000
Purpose - A development impact fee is established for general facilities, vehicles, equipment, and new town administrative offices.			
Fund 832 - DIF Law Enforcement	\$	172,925	\$ 42,000
Purpose - A development impact fee is hereby established for police facilities, vehicles, and equipment.			
Fund 833 - DIF Storm Drains	\$	288,970	\$ 42,000
Purpose - A development impact fee is established for storm drainage facilities.			
Fund 834 - DIF Parks and Recreation	\$	248,504	\$ 35,000
Purpose - A development impact fee is established for park land, parks, and recreation facilities.			

Developmental Impact Fees	Estimated Fund Balance (Year End)		FY24-25 Budgeted Revenue
Fund 835 - DIF MCOE - Library	\$	301,330	\$ 32,000
<i>Purpose</i> - 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	\$	135,391	\$ 35,000
<i>Purpose</i> - 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.			
Fund 837 - DIF MCOE Childcare	\$	6,908	\$ 40,000
<i>Purpose</i> - 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	\$	57,955	\$ 140,000
<i>Purpose</i> - 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	\$	643,863	\$ 200,000
<i>Purpose</i> - 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 districts provide and ensure 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 the 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, 2024

Assessment District	Est. Fund Balance as of June 30, 2024	FY24-25 Assessment Rates
Fund 850 - Juniper Ridge	\$ (96,780)	\$ 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 \$66,799 for FY23-24, including Snow removal of \$60,799 and Contractual Services of \$6,000. The Town is contributing \$75,000 for Snow Removal/ Gas Tax. Total of 40 lots within the district with a maximum assessment per lot of \$1,200 totaling \$48,000. The remaining balance of 56,201 will reduce prior year deficit from snow removal.		
Fund 853 - Bluffs Maintenance	\$ 324,602	\$ 2,100 - Per Lot
Purpose - Roadway, drainage, sewer, power, street light, telephone, television cable and gas line improvements on streets within the Bluffs subdivision and between subdivision entrances.		
Budget - Total Budget \$282,131 for FY23-24 with Town contributing \$54,308 for Snow Removal with planned projects of \$198,512 and snow removal expense of 83,619. There is a planned use of fund balance of \$61,923 for FY23-24. Maximum assessment per lot is \$2,100 charged to 79 residential lots producing \$165,900 in revenue.		
Fund 854 - North Village	\$ 473,808	Avg \$1,009 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 FY23-24 is \$510,690 and contractual services of \$12,000 bring the total budget to \$522,690 for FY23-24. Revenue includes assessment of \$1,009 per parcel will generate \$522,690 in tax assessment. Total 518 units in the district.		
Fund 856 - Old Mammoth Road	\$ 471,067	\$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 linear front footage is 7,390.210 resulting in a charge of \$17.56 per linear foot.		
Fund 857 - Village Benefit	\$ 516,764	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 \$606,572 for FY23-24 with Town contributing \$75,000 for Snow Removal. 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 a capital project of \$341,752 planned for FY23-24 and overall there is a planned use of fund balance of \$289,914 in the budget.		

Assessment District	Est. Fund Balance as of June 30, 2024	FY24-25 Assessment Rates
Fund 858 - CFD 2004-01 (Fractional Use)	\$ 65,867	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 \$686,600 for contribution Incremental Town Services for FY23-24, 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 an average of \$752 per parcel. Total tax assessment is \$175,080. The CRC is expected to generate \$355,750 in revenue, \$75,000 LA Kings Sponsorship with another \$187,000 transferred in from Measure R and General Fund.		
Fund 859 - DIF in Lieu Mello Roos Tax	\$ 27,148	\$2,470 - 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 FY23-24. Total of 1 parcel in the district		
Fund 860 - Transit Facilities	\$ 87,574	Avg \$80 per parcel
Purpose - Contributes to the town-wide transit system.		
Budget - Total Budget \$7,800 for FY23-24. Estimate of total units in the district is 97.		
Fund 861 - Mammoth View	\$ 84,463	\$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 \$5,200 for FY23-24. 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 \$818,000 in anticipated revenues for FY24-25 generated by charges for estimated tax revenue (\$200,000), facility fees (\$355,750), LA Kings sponsorship (\$75,000) transfer-in (\$187,000) and interest (\$250). The Transfer-In is an allocation from Measure R and the 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 \$75,000 to the operating expenses for FY24-25.

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 account is known as internal service fund where expenses are covered by work performed for other departments. The list of estimated charges, within the FY24-25 budget are listed below:

Garage Services

Fuel and Repairs

Fund / Department	Description	Garage Services
100-416	General Fund - General Services	\$ 40,000
100-420	General Fund - Police	\$ 45,000
100-434	General Fund - Whitmore Rec Area	\$ 16,000
100-438	General Fund - Parks Maintenance	\$ 36,000
210-454	Gas Tax - Summer Equipment	\$ 120,000
210-455	Gas Tax - Winter Equipment	\$ 160,000
220-471	Airport - Operations	\$ 45,000
858-436	Fractional - Parks & Rec	
		\$ 462,000

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 Town last updated the hourly billing rate in FY2017-18. As cost of employees increases over time, the current rate of \$108 is no longer sufficient as a billable rate to cover cost of operations. Staff did an analysis of other facilities specializing in diesel or heavy equipment repair and found the average billing rate of \$198 per hour at these facilities. The staff also conducted an analysis of the labor cost and hours of direct billing work to determine the cost incurred by the Town to deliver these services. As the Superintendent was performing more administrative functions, 80% of the labor charge for that position was moved to other fleet and road maintenance departments therefore reducing the hourly rate necessary to cover costs. In the end, this analysis determined the appropriate billing rate to be \$125 per hour. The fund has projected revenues of \$1,465,653 and expenditure of \$1,424,093 for FY24-25. These expenditures include a transfer out to Gas Tax of \$60,000 to cover 50% of maintenance for the garage facility. The proposed budget has a positive fund balance of \$41,560 for the year.

Fund 915 – Vehicle Replacement

The vehicle replacement fund was new for FY21-22, separating vehicle replacement from garage services as noted above. This change was made to separate two diverse but equally important motor pool functions and provide clarity on the cost of operations for the cost of vehicle replacement. 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, within departments that use the vehicle, which is charged funds necessary for replacement. Below is a list of charges for the FY24-25 budget by operating department:

Vehicle Replacement

Department Charges

Fund / Department	Description	Vehicle Replacement
100-416	General Fund - General Services	\$ 27,848
100-420	General Fund - Police	\$ 24,316
100-434	General Fund - Whitmore Rec Area	\$ 19,858
100-438	General Fund - Parks Maintenance	\$ 58,746
210-454	Gas Tax - Summer Equipment	\$ 65,133
210-455	Gas Tax - Winter Equipment	\$ 163,070
220-471	Airport - Operations	\$ 4,398
858-436	Fractional - Parks & Rec	\$ 4,137
		<hr/>
		\$ 367,505

Vehicle Replacement Fund

Division / Description	7/1/2024 Replacement Cost	7/1/2024 Set Aside Fund Balance (Cash)	Balance Required for Full Replacement	Funded Ratio	Unallocated Fund Balance	Additional Reserve (Interest)
Division 1 - Public Works - Summer / Winter	\$ 7,481,522	\$ 5,148,254	\$ 2,333,268	68.8%	\$ 173,781	
Division 2 - Parks Maintenance	\$ 1,732,345	\$ 817,056	\$ 915,289	47.2%	\$ 41,073	
Division 4 - Police Vehicles	\$ 720,720	\$ 679,211	\$ 41,509	94.2%	\$ 63,860	\$ 11,333
Division 5 - Administration	\$ 530,910	\$ 319,620	\$ 211,290	60.2%	\$ 95,737	\$ 4,354
Division 6 - Airport	\$ 40,573	\$ 14,200	\$ 26,373	35.0%		\$ 241
Division 7 - Summer Roads	\$ 249,043	\$ 415,414	\$ (166,370)	166.8%	\$ 250,732	\$ 6,922
Division 8 - Winter Roads	\$ 4,877,037	\$ 3,846,104	\$ 1,030,933	78.9%	\$ 146,491	\$ 64,054
Division 18 - Transit Services	\$ 1,451,139	\$ 577,981	\$ 873,158	39.8%	\$ 153,856	\$ 9,574
Fuel Tank Replacement Fund		\$ 89,671				
Total Vehicle Replacement	\$ 17,083,290	\$ 11,907,511	\$ 5,175,779	69.7%	\$ 925,529	\$ 96,478

Planned Vehicle Replacement - FY24-25

Division	Unit Replaced	Type	Replacement Unit	Estimated Cost	Funds Available	Use of Unallocated	Notes
1	Public Works - Summer / Winter	CR01	Crack Seal Trailer	Crafc0 47900	\$ 123,000	\$ 83,604	\$ 39,396
1	Public Works - Summer / Winter	TR17	Tilt Trailer	Lowboy - Used	\$ 70,000	\$ 46,500	\$ 23,500
4	Police Vehicles - Patrol	PD05	SUV	Ford F150	\$ 67,750	\$ 63,860	\$ 3,890 Vehicle Cost plus outfit for Police Duty
4	Police Vehicles - Patrol	PD11	SUV	Ford F150	\$ 67,750	\$ 63,860	\$ 3,890 Vehicle Cost plus outfit for Police Duty
4	Police Vehicles - Patrol	PD09	SUV	Ford F150	\$ 67,750	\$ 46,500	\$ 21,250 Vehicle Cost plus outfit for Police Duty
4	Police Vehicles - Admin	PD10	SUV	Ford Explorer ST	\$ 55,000	\$ 46,500	\$ 8,500
7	Public Works - Summer Roads	Addition	Boom Lift	Genie P85	\$ 200,000	\$ -	\$ 200,000 150' boom with 4x4
					\$ 651,250	\$ 350,824	\$ 300,426

Unallocated Fund Balance By Division

Division	Balance Unallocated	Planned Use	Remaining Balance
Division 1 - Public Works - Summer / Winter	\$ 173,781	\$ 62,896	\$ 110,885
Division 2 - Parks Maintenance	\$ 41,073		\$ 41,073
Division 4 - Police Vehicles	\$ 63,860	\$ 37,530	\$ 26,330
Division 5 - Administration	\$ 95,737		\$ 95,737
Division 6 - Airport			\$ -
Division 7 - Summer Roads	\$ 250,732	\$ 200,000	\$ 50,732
Division 8 - Winter Roads	\$ 146,491		\$ 146,491
Division 18 - Transit Services	\$ 153,856		\$ 153,856
Planned Use of Fund Balance		\$ 300,426	\$ 625,103

Debt Service / Future Capital Fund (990)

The Town has a variety of debt including the bond for the police station, the bond payment for the MLLA settlement, and the Community Recreation Center (CRC), supported by Measure R. The Town recently repaid a loan from the Vehicle Replacement program and has plans to establish a debt defeasance plan to repay the police station debt early. As these debts are satisfied, their current annual debt service will become available to pay other debt without impacting the annual operating budget.

The chart below reflects the debt payments made to external entities. 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 FY24-25	TERM	END DATE	INTEREST RATE	SOURCE OF PAYMENT
Lease Revenue Bond (2015)	Refinance COP and Police Facility Funding	\$ 3,550,000	\$ 2,179,000	\$ 315,073	15 Years	FY2029-30	3.51%	General Fund Fund 100
Installment Sales Agreement (2017)	Multi Use Facility	\$ 5,500,000	\$ 3,445,000	\$ 610,994	10 Years	FY2027-28	2.23%	Measure R Fund 216
Taxable Judgment Obligation Bonds (2017)	MILLA Debt	\$ 23,995,000	\$ 19,830,000	\$ 1,869,919	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 economic 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	\$ 510,448	17 Years	FY2033-34	3.31%	North Village Assessment District Fund 854
Total		\$ 44,041,126		\$ 3,646,434				
	General Fund Debt			\$ 2,524,991				
	Measure R Debt			\$ 610,994				
	Assessment District Debt			\$ 510,448				

This fund also includes future capital components for technology improvement or minor facility improvements that are undesignated but available for any capital project. Staff recommends continuing the practice of transferring the full \$2M payment for MLLA settlement and allowing funds to accumulate for future capital projects. The difference between the \$2M allocation and actual debt payment will provide more than \$130,000 per year. These excess funds are planned for use in debt service of the new civic center.

CONCLUSION

This concludes our annual budget process for FY24-25. In total, the Town's budget is comprised of \$98,924,509 in total resources (Revenue and Transfer In) and \$106,766,936 in total appropriations leaving a negative change in fund balance of \$7,842,428 across 37 Funds. Staff is committed to working within the Town's 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 have put considerable effort into 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 FY24-25.

The Town Staff and Council has implemented a conservative financial management approach to the Town's budget. The approach manages the level of growth of the annual operating budget and allows for decisions throughout the year on directing unallocated revenues to specific Council priorities, responding to emergencies, matching funds for grants, fully funding reserves and related items without impacting current operations. This approach has served the Town well over the past several years.