



MEMORANDUM

DATE: March 19, 2021
TO: City Manager
FROM: Anita Fuller, Finance Director
SUBJECT: Staff Report

STAFF REPORT

- Audit update
 - Health Insurance Review
 - Property tax assessments
 - Denied City Service 30 day notice
 - Revenue and Expense report 02/28/2021
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Audit Status:

An appointment with Monica Reid is scheduled for March 22 to direct the completion of the Capital Improvement Schedule and is the last major item for the audit.

Health Insurance Review

Census of city employees and dependents is being drafted. This will be sent to our insurance broker to get a proposal on the AML AMHT plan that has become available.

Property Tax Assessments

Real and Personal Property Tax Assessment Notices were mailed on March 15, 2021 for the 2021 tax year. Tax payers have 30 days to appeal any changes they would like to see to their assessed values.

Denied City Service 30 day notice

On March 19, 2021 a 30 day notice was mailed out to all delinquent accounts that has a balance that is more than 30 days late and more than \$100. All current promissory note holders did not receive a notice. Those delinquencies not cured by April 19, 2021 will be placed on the Denied City Service list.

Revenue Expense Report 02/28/2021

Sales tax reporting is lower than projected. Alcohol, transient and gaming taxes are reduced by 8-10%. Tobacco tax is still reporting higher and helping offset the other tax reports.

Real property tax will be adjusted during the FY21 budget revision by \$260,000. All other revenue areas are reporting strong.

Utility revenue is as expected. Landfill revenue continues to be high at 88% of the budgeted

revenue. Port revenue is down and will require FY21 budget revisions. Senior Center revenue is greatly reduced due to COVID-19 causing the building closure. Although some revenue in the grants is delayed revenue continues to be consistent.

Transfers are high for the Senior Center and the Harbor as a result of reduced revenue

Expenditures are reflecting low in several areas as a result of CARES funding supporting budgeting emergency wages. This will assist the overall concern of reduced revenue that will impact our budget.

Both the debt services for the school bond and the ambulance reserve fund reflect high, but are expected and will even out by the end of the year.

Ongoing investigation is required to answer the concern for the high expenses of the Water Improvement capital project.
