Jackson Town Council Workshop

September 21, 2020
3:00 PM
Town Council Chambers

NOTICE: THE VIDEO AND AUDIO FOR THIS MEETING ARE STREAMED TO THE PUBLIC VIA THE INTERNET AND MOBILE DEVICES WITH VIEWS THAT ENCOMPASS ALL AREAS, PARTICIPANTS AND AUDIENCE MEMBERS. PLEASE SILENCE ALL ELECTRONIC DEVICES DURING THE MEETING

I. WEBEX LINK FOR PUBLIC PARTICIPATION

To join, click on the link or copy it to your browser:

https://townofjacksonwy.webex.com/townofjacksonwy/onstage/g.php?MTID=ecac39b62e89994ab8a290a93fe6043a4

If the link does not work, join at webex.com with Meeting ID **146 524 7703** Password **toj**

II. CALL TO ORDER AND ROLL CALL

III. WORKSHOP ITEMS

A. Budget Update (Larry Pardee, 60 Minutes) *No public comment will be taken.*

IV. PROPOSED ITEMS FOR FUTURE WORKSHOPS

A. 10/19 Updates to Water and Sewer System Rates
B. 10/19 Budget Update
C. 10/19 Hillside Regulations
D. 11/16 Review Proposed Ordinance Changes related to Utility Rates
E. 11/16 Human Services Follow Up Discussion
F. 11/16 North Cache Streetscape Update
G. 11/16 Budget Update
H. 12/21 Budget Update

V. ADJOURN

Adjourn to executive session to discuss personnel matters in accordance with Wyoming Statute 16-4-405(a)(x).

Please note that at any point during the meeting, the Mayor and Council may change the order of items listed on this agenda. In order to ensure that you are present at the time your item of interest is discussed, please join the meeting at the beginning to hear any changes to the schedule or agenda.

STAFF REPORT

MEETING DATE & TITLE: September 21, 2020 Town Council Workshop

SUBMITTING DEPARTMENT: Administration

PRESENTER: Larry Pardee, Town Manager

SUBJECT: Budget Update

PUBLIC COMMENT: No

PURPOSE & POLICY CONSIDERATIONS:

The purpose of this item is to update Council on the FY20 budget year closeout, provide year-to-date overview of FY21 budget revenues and discussion of FY2022 and FY2023 impact.

REQUESTED ACTION:

None at this time.

RECOMMENDATION:

None at this time.

BACKGROUND:

Closeout of FY2020 was better than anticipated allowing us to utilize less of reserves. Town projected a 50% reduction in sales tax and a 90% reduction in lodging tax since COVID-19 began in late March. The below table shows actual reductions for current year when compared to prior year:

	Sales Tax	Lodging Tax
April	-15%	-74%
May	-20%	-64%
June	-28%	-47%
July	-16%	-4%

The result of tax collections exceeding projection has increased revenue base $2.1 million. As a result, the General Fund expenditures still exceed revenues by $2.7 million to fund FY2021. The $2.7 million deficit is currently is funded by reserves.

ANALYSIS:

The initial COVID-19 impacts included significant decreases in revenue collections (sales and lodging tax). These decreases were not as significant as projected which helped offset the impacts of our planned use of reserves. However, the fall and winter revenue projections are still unknown. September and October historically account for about 21% of our annual sales tax collections. We do not have sufficient data available to accurately assess winter impacts of COVID-19. Southern hemisphere ski reports and Rocky Mountain resort publications imply there could be a significant hit to winter visitation. Approximately 29% of annual sales tax collections occur from December – March. With 52% of annual collection still pending during these 6 months, the potential to miss projections if the pandemic persists could reduce fund balance projections. Although revenues have been better than expected, the Town is still utilizing significant reserves to balance the FY2021 budget. This practice of utilizing reserves will not be sustainable moving into FY2022 and FY2023.

ALTERNATIVES (Optional):

COMPREHENSIVE PLAN & PRIORITY ALIGNMENT:

Common Value #3 - Quality of Life, Section 8. Quality Community Service Provision

- *Principle 8.1*- Maintain current, coordinated service delivery
    - Policy 8.1.e: Budget for service delivery
- *Principle 8.2* - Coordinate the provision of infrastructure and facilities needed for service delivery
    - Policy 8.1.S.1: Use budgeting to affirm desired service levels from government service providers that address all policies of Principle 8.1.

FISCAL IMPACT:

None at this time.

STAFF IMPACT:

Town Manager and Directors spend about 20 hours a month reviewing budget and revenue figures. Individual departments spend as well and is not included in this estimate.

ATTACHMENTS OR LINKS:

Please the attachments to the Town Managers report regarding sales and lodging tax

SUGGESTED MOTION:

(Council always has the option to adopt, approve with conditions, continue, or deny items.)

None requested