

**CITY OF CHARLOTTESVILLE, VIRGINIA  
CITY COUNCIL AGENDA**



Agenda Date:	December 21, 2020
Action Required:	Report to Council
Presenter:	John Blair, Acting City Manager Ryan Davidson, Senior Budget and Management Analyst
Staff Contacts:	Ryan Davidson, Senior Budget and Management Analyst
Title:	<b>City Financial Snapshot Report for November 2020 Actuals</b>

**Background:**

Through discussions with the City Council, the City Manager has arranged to provide periodic financial reports. These reports will be provided on a monthly basis, at the second regular Council meeting of each month.

**Discussion:**

The attached report provides a financial snapshot of the General Fund revenues and expenditures, as well as the revenues and expenditures for the Utility Funds (Gas, Water, Wastewater, and Stormwater).

**Alignment with City Council's Vision and Strategic Plan:**

The project supports City Council's "Smart, Citizen-Focused Government" vision. It contributes to Goal 5 of the Strategic Plan, be a Well-Managed and Responsive Organization, and objective 5.1, to integrate effective business practices and strong fiscal policies.

**Community Engagement:**

This report is designed to provide the City Council and the community information in the form of a snapshot report on the City General Fund and Utility Fund finances through November 30, 2020.

**Budgetary Impact:**

This has no impact on the General Fund. This is only a report of the revenue that have been collected and the funding expended through November 30, 2020.

**Recommendation:**

Review of Report

**Alternatives:**

N/A

**Attachments:**

Council Financial Snapshot Report for F.Y. 2021 through November 30, 2020

# November General Fund Revenue Summary

Fiscal Year 2021

Actuals from July 1, 2020 - November 30, 2020

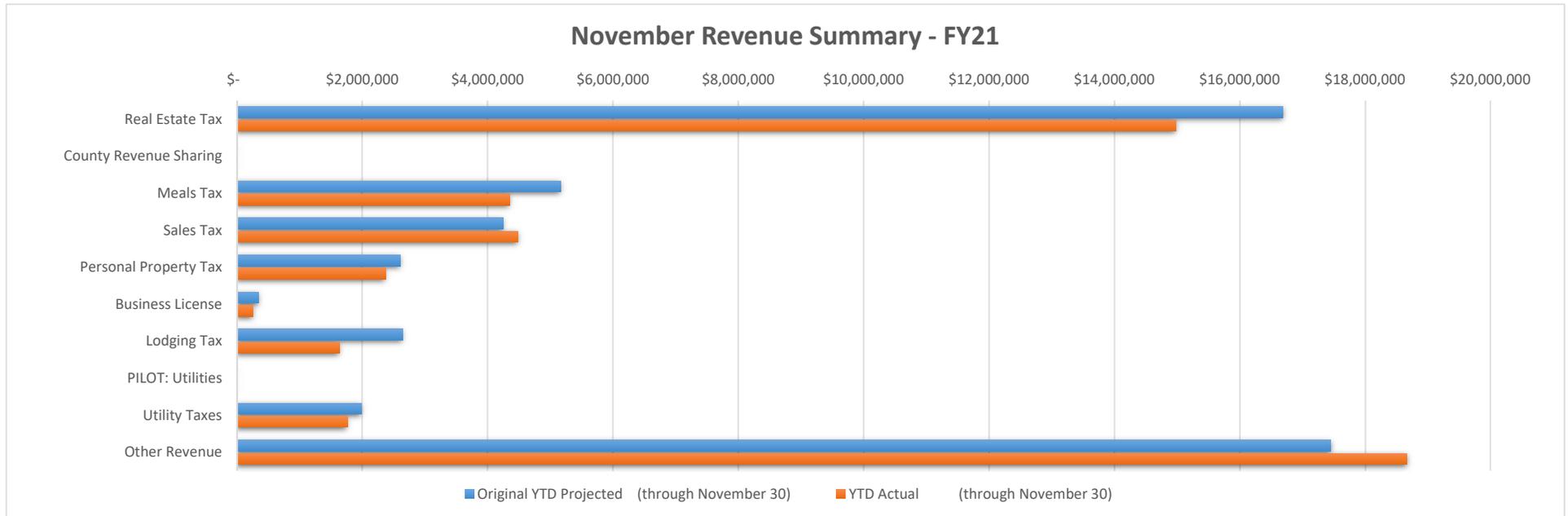
Major Revenue Streams	FY21 Original Budget	FY21 Revised Annual Projections	\$ Change		YTD Actual (through November 30)	% of FY21 Budget Collected
			(Original Adopted to Revised)	Original YTD Projected (through November 30)		
Real Estate Tax	\$ 78,353,270	\$ 78,175,000	\$ (178,270)	\$ 16,693,816	\$ 14,981,245	19.12%
County Revenue Sharing	\$ 14,589,313	\$ 14,589,313	\$ -	\$ -	\$ -	0.00%
Meals Tax	\$ 14,295,064	\$ 12,288,232	\$ (2,006,832)	\$ 5,167,482	\$ 4,351,978	30.44%
Sales Tax	\$ 11,504,331	\$ 11,800,000	\$ 295,669	\$ 4,247,818	\$ 4,485,107	38.99%
Personal Property Tax	\$ 9,800,000	\$ 9,600,000	\$ (200,000)	\$ 2,605,208	\$ 2,373,613	24.22%
Business License	\$ 6,225,000	\$ 6,225,000	\$ -	\$ 348,174	\$ 256,623	4.12%
Lodging Tax	\$ 6,282,721	\$ 4,420,000	\$ (1,862,721)	\$ 2,638,073	\$ 1,634,522	26.02%
PILOT: Utilities	\$ 6,091,667	\$ 6,091,667	\$ -	\$ -	\$ -	0.00%
Utility Taxes	\$ 5,024,112	\$ 5,024,112	\$ -	\$ 1,988,711	\$ 1,761,226	35.06%
Other Revenue	\$ 39,030,395	\$ 38,051,963	\$ (978,432)	\$ 17,454,386	\$ 18,672,533	47.84%
<b>Total</b>	<b>\$ 191,195,873</b>	<b>\$ 186,265,287</b>	<b>\$ (4,930,586)</b>	<b>\$ 51,143,668.04</b>	<b>\$ 48,516,846.78</b>	<b>25.38%</b>

"Big 9" Revenue (revenues exceeding \$5 Million) comprise 80% of total City Revenue

"Other Revenue" will be irregular due to one-time and quarterly payments, as well as end-of-year accruals

All revenues are compared to a detailed year to date revenue projection

## November Revenue Summary - FY21



## November General Fund Revenue Summary Narrative

**Real Estate Tax** revenue was slightly reduced from original projection based upon revised collections rates experienced for the second half of FY20 and assuming collection rates for FY21 would mirror the FY20 collection rates. Some of the Real Estate Taxes due in December were starting to be remitted in November. Will have a clearer picture of this revenue item with the financial report that presents the December actuals.

**Meals Tax** revenue projections for FY21 Meals Tax were based upon projected recovery rates that exceeded the current rate of recovery. Revised recovery rate projections do not anticipate returning to 100% of previous years collections until the after the beginning of FY22. A portion of this revenue, 1 cent or 1/6 of the total collected is dedicated to pay for debt service. The decrease in this designated portion will result in a corresponding expenditure decrease of the same amount in the Transfer to Debt Service.

**Sales Tax** has performed better than anticipated for the beginning of FY21. Revised revenue projections reflect the increased collections to date and a slightly more conservative recovery rate for the remainder of the fiscal year.

**Personal Property Tax** based upon revised book values and collection history for FY20 this revenue projection was reduced by \$200,000 for FY21. Some of the Personal Property Taxes due in December were starting to be remitted in November. Will have a clearer picture of this revenue item with the financial report that presents the December actuals.

**Lodging Tax** revenue projections for FY21 Lodging Tax were based upon projected recovery rates that exceeded the current rate of recovery. While the occupancy rate has continued to improve through FY21 it is still not increasing at the projected rate in the original revenue projections. Revised recovery rate projections do not anticipate returning to 100% of previous years collections until after the beginning of FY22.

**Other Revenue** - the decrease in the projections for Other Revenue can be explained by a decrease of \$650,000 in Parks and Recreation Revenue due to continued closure of facilities; a loss of \$205,223 in State Recordation Tax revenue due to the General Assembly reallocating those funds to the Hampton Roads area; a \$550,000 decrease in the transfer from the Parking Fund; and an increase in Building an Other Permit revenue.

## October General Fund Expenditure Summary

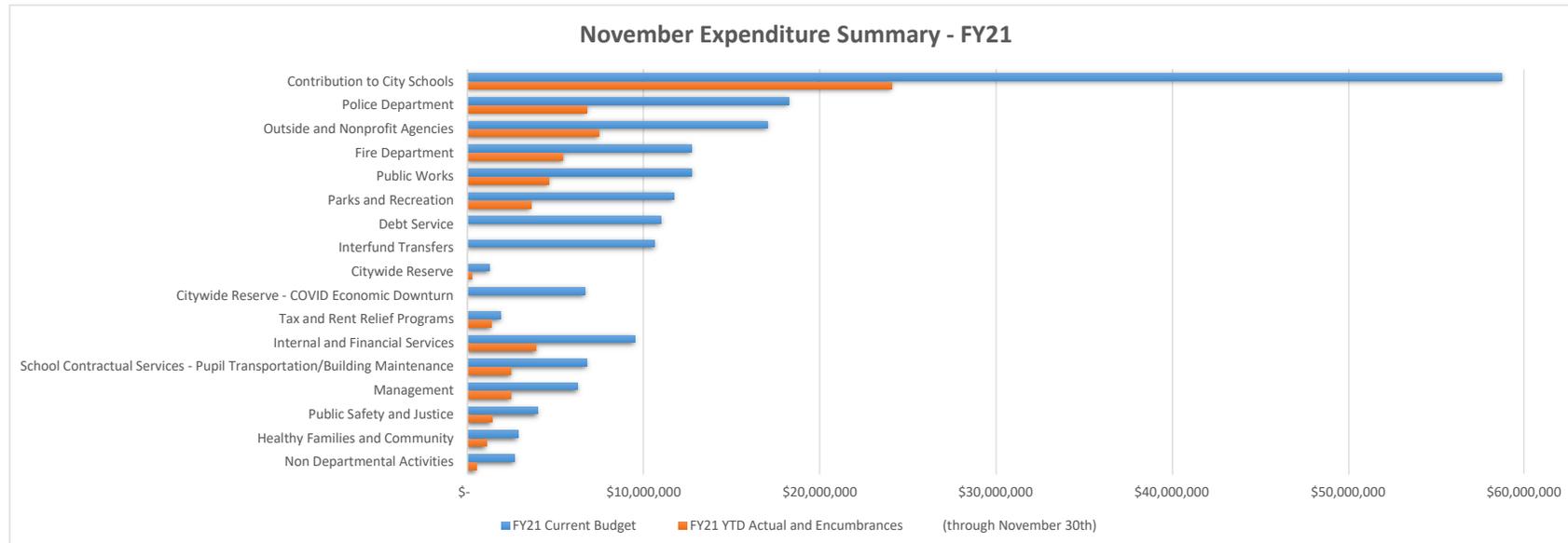
### Fiscal Year 2020-21

*Actuals through November 30th - Period 5 of 12 or 41.6% of fiscal year.*

Major Expenditure Categories	FY21 Original Budget	FY21 Current Budget	FY21 YTD Actual and Encumbrances <i>(through November 30th)</i>	FY21 Remaining Available Annual Budget <i>(through November 30th)</i>	% of FY21 Budget Utilized
Contribution to City Schools	\$ 58,709,623	\$ 58,709,623	\$ 24,097,760	\$ 34,611,863	41.05%
Police Department	\$ 18,017,555	\$ 18,254,682	\$ 6,785,031	\$ 11,469,651	37.17%
Outside and Nonprofit Agencies	\$ 16,798,273	\$ 17,040,773	\$ 7,497,934	\$ 9,542,839	44.00%
Fire Department	\$ 12,539,795	\$ 12,724,350	\$ 5,448,693	\$ 7,275,657	42.82%
Public Works	\$ 12,531,690	\$ 12,753,998	\$ 4,641,303	\$ 8,112,695	36.39%
Parks and Recreation	\$ 11,535,820	\$ 11,728,004	\$ 3,597,089	\$ 8,130,915	30.67%
Debt Service	\$ 11,013,359	\$ 11,013,359	-	\$ 11,013,359	0.00%
Interfund Transfers	\$ 10,638,085	\$ 10,648,085	-	\$ 10,648,085	0.00%
Citywide Reserve	\$ 250,000	\$ 1,238,730	\$ 226,184	\$ 1,012,546	18.26%
Citywide Reserve - COVID Economic Downturn	\$ 6,674,971	\$ 6,674,971	-	\$ 6,674,971	0.00%
Tax and Rent Relief Programs	\$ 1,895,000	\$ 1,895,000	\$ 1,355,277	\$ 539,723	71.52%
Internal and Financial Services	\$ 9,458,988	\$ 9,495,351	\$ 3,903,616	\$ 5,591,735	41.11%
School Contractual Services - Pupil Transportation/Building Maintenance Management	\$ 6,788,910	\$ 6,800,332	\$ 2,490,847	\$ 4,309,485	36.63%
Public Safety and Justice	\$ 5,493,231	\$ 6,259,368	\$ 2,484,167	\$ 3,775,200	39.69%
Healthy Families and Community	\$ 3,705,176	\$ 3,978,943	\$ 1,373,635	\$ 2,605,308	34.52%
Non Departmental Activities	\$ 2,650,095	\$ 2,847,118	\$ 1,048,083	\$ 1,799,035	36.81%
<b>Total</b>	<b>\$ 191,195,873.00</b>	<b>\$ 194,735,744.91</b>	<b>\$ 65,430,929.15</b>	<b>\$ 129,304,815.76</b>	<b>33.60%</b>

**Notes:**

*Current Budget includes the Original FY21 Adopted Budget as well as FY20 preliminary carryovers.*



## November General Fund Expenditure Summary Narrative

**Outside and Nonprofit Agencies** includes payments to all Vibrant Community fund Agencies, Arts and Culture Agencies, Contractual Agencies including JAUNT and JMRL, and all Organizational Memberships and Agency dues. Actuals to date are above 41.6% due to reflecting both the first and second quarter payments for several outside human service agencies.

**Interfund Transfers** contains all General Fund transfers to other funds including transfer to Transit, Transfer to Social Services and Human Services, Transfer to Capital Improvement Program, Transfer to Facilities Repair Fund, and Transfer to CSA. These transfers and payments are typically made as one time payments, and many are made at either the end of the second quarter or beginning of the third quarter, and/or are adjusted at the end of the fiscal year.

**Internal and Financial Services** includes the General Fund portions of Finance and Information Technology, and the Office of the City Treasurer, Commissioner of Revenue's Office, and Human Resources.

**Citywide Reserve** includes \$250,000 for performance agreements, and \$988,730 in other reserve funding some of which is previously appropriated and designated for specific purposes, such as the Citywide 800MHz radio replacements.

**Citywide Reserve - COVID Economic Downturn** includes \$6.67M in COVID downturn reserve funding that was originally the cash transfer to the CIP from the General Fund.

**Rent and Tax Relief** includes all rent and tax relief programs for the City including the Charlottesville Housing Affordability Tax Grant Program (CHAP). Actuals to date include approximately half of the CHAP program allocation for FY21 and the Rent and Real Estate Tax Relief program allocations for FY21.

**Management** includes City Council, Council Strategic Initiatives, City Manager's Office, Redevelopment and Housing, Economic Development, Communications, City Attorney, and the Office of the General Registrar.

**Public Safety and Justice** includes the operations for Circuit Court, General District Court, Juvenile and Domestic Relations Court, Commonwealth Attorney, and City Sheriff.

**Healthy Families and Community** includes Neighborhood Development Services and Office of Human Rights.

**Non Departmental Activities** include Citizen Engagement, Police Civilian Review Board, Participatory Budgeting, Strategic Planning, Employee Compensation and Training, and grant matches for the Food Equity Program and Virginia Juvenile Community Crime Control Act.

## Utility Fund Revenue and Expenditure Summary

### Fiscal Year 2020-21

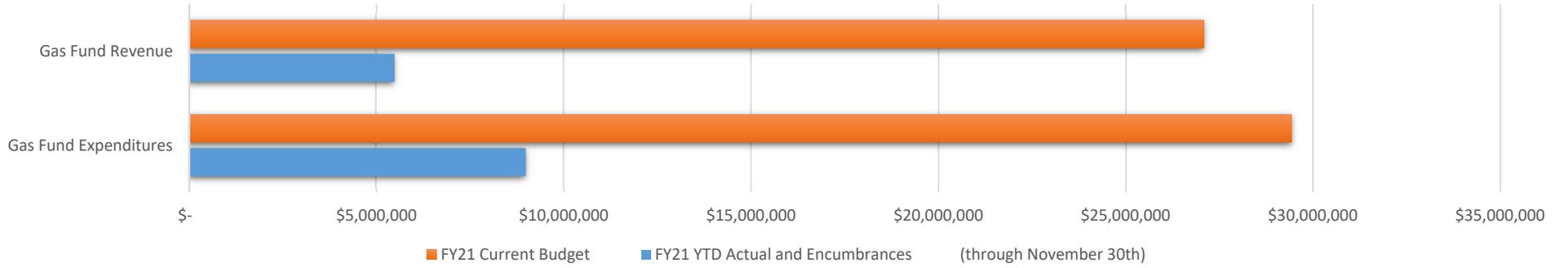
*Actuals through November 30th - Period 5 of 12 or 41.6% of fiscal year.*

<b>Gas Fund</b>	<b>FY21 Original Budget</b>	<b>FY21 Current Budget</b>	<b>FY21 YTD Actual and Encumbrances <i>(through November 30th)</i></b>	<b>FY21 Remaining Available Annual Budget <i>(through November 30th)</i></b>	<b>% of FY21 Budget Utilized</b>
Gas Fund Revenue	\$ 27,081,999	\$ 27,081,999	\$ 5,480,031	\$ 21,601,968	20.23%
Gas Fund Expenditures	\$ 27,873,698	\$ 29,434,341	\$ 8,982,004	\$ 18,891,694	32.22%
<b>Water Fund</b>	<b>FY21 Original Budget</b>	<b>FY21 Current Budget</b>	<b>FY21 YTD Actual and Encumbrances <i>(through November 30th)</i></b>	<b>FY21 Remaining Available Annual Budget <i>(through November 30th)</i></b>	<b>% of FY21 Budget Utilized</b>
Water Fund Revenue	\$ 18,279,490	\$ 18,279,490	\$ 6,279,791	\$ 11,999,699	34.35%
Water Fund Expenditures	\$ 17,272,327	\$ 18,166,205	\$ 7,036,571	\$ 10,235,756	40.74%
<b>Wastewater Fund</b>	<b>FY21 Original Budget</b>	<b>FY21 Current Budget</b>	<b>FY21 YTD Actual and Encumbrances <i>(through November 30th)</i></b>	<b>FY21 Remaining Available Annual Budget <i>(through November 30th)</i></b>	<b>% of FY21 Budget Utilized</b>
Wastewater Fund Revenue	\$ 17,451,758	\$ 17,451,758	\$ 10,055,997	\$ 7,395,761	57.62%
Wastewater Fund Expenditures	\$ 17,203,764	\$ 17,880,005	\$ 9,385,750	\$ 7,818,014	54.56%
<b>Stormwater Fund</b>	<b>FY21 Original Budget</b>	<b>FY21 Current Budget</b>	<b>FY21 YTD Actual and Encumbrances <i>(through November 30th)</i></b>	<b>FY21 Remaining Available Annual Budget <i>(through November 30th)</i></b>	<b>% of FY21 Budget Utilized</b>
Stormwater Fund Revenue	\$ 2,894,572	\$ 2,894,572	\$ 3,023,676	\$ (129,104)	104.46%
Stormwater Fund Expenditures	\$ 2,794,572	\$ 2,834,286	\$ 2,566,456	\$ 228,116	91.84%

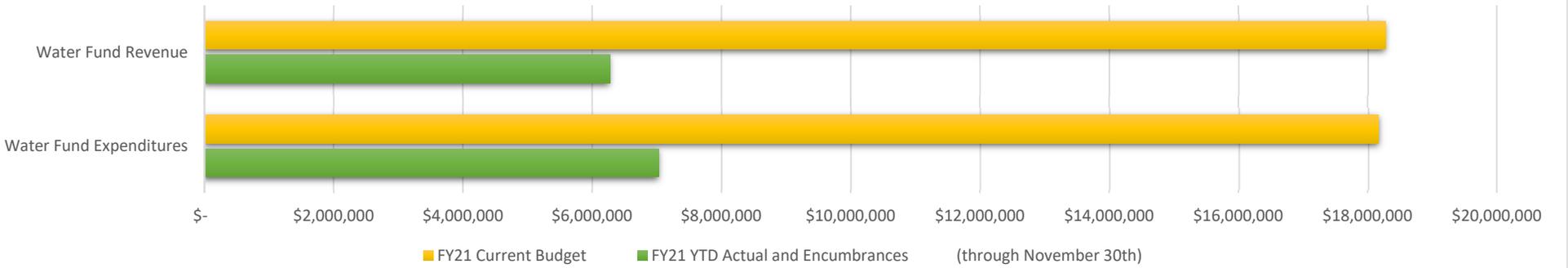
**Notes:**

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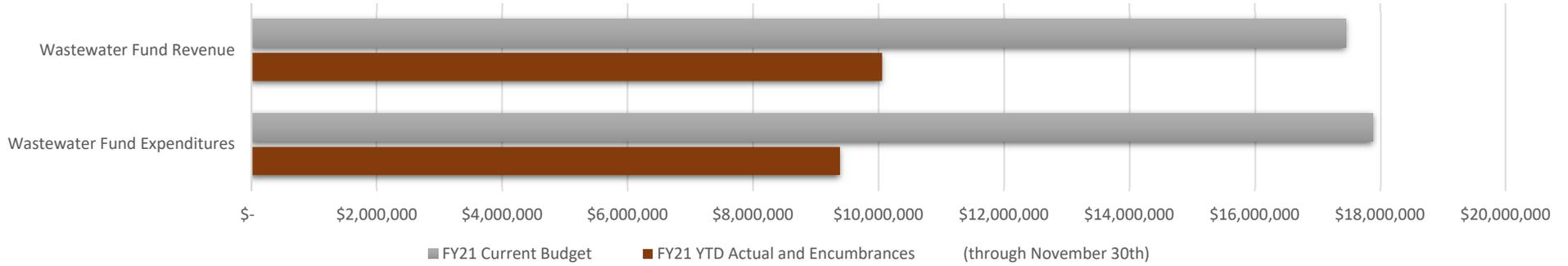
### November Gas Utility Summary - FY21



### November Water Utility Summary - FY21



### November Wastewater Utility Summary - FY21



### November Stormwater Utility Summary - FY21

