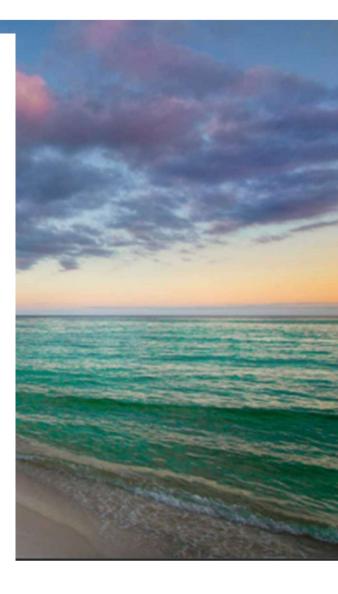
QUARTERLY FINANCIAL MONITORING REPORT



# FY 2023 Q1

**CITY OF PANAMA CITY BEACH** 



# **City of Panama City Beach**



February 16, 2023

TO: Mayor, City Council, Drew Whitman, and Holly White
FROM: Debra Gibson, Finance Director
RE: FY 2023 1<sup>st</sup> Quarter Financial Monitoring Report

I am pleased to submit for City Council review the City of Panama City Beach's FY 2023 1<sup>st</sup> Quarter Financial Monitoring Report. Overall, actual revenues exceed budgeted revenues by 10%, and expenditures are as projected when compared to budget.

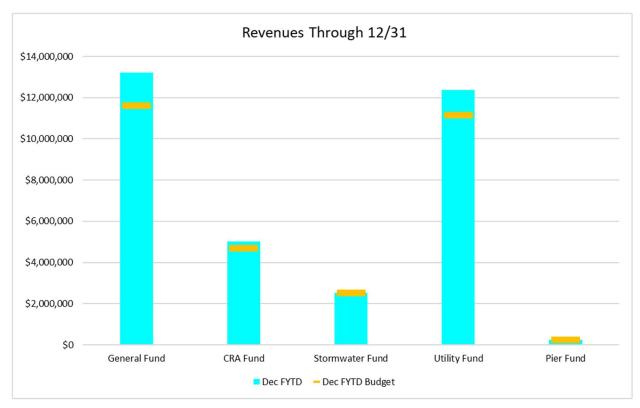
The following legend is used throughout this report:

Revenues	Expenditures	
Exceed budget by > 5%	Below budget by > 5%	Positive
Exceed budget by < 5%	Below budget by < 5%	Normal
Below budget by < 5%	Exceed budget by < 5%	Warning
Below budget by > 5%	Exceed budget by > 5%	Negative

Please note that all numbers in this report are unaudited and are subject to change.

#### **Revenues Dashboard**

The following charts compare the actual FY 2023 December FYTD revenues to both the annual budget and an approximated December FYTD budget. Because many of the City's revenue streams are not level throughout the year, the average seasonality from the first quarter of the most recent five fiscal years has been applied to the annual budget to use as a benchmark for comparing the actual December FYTD revenues.

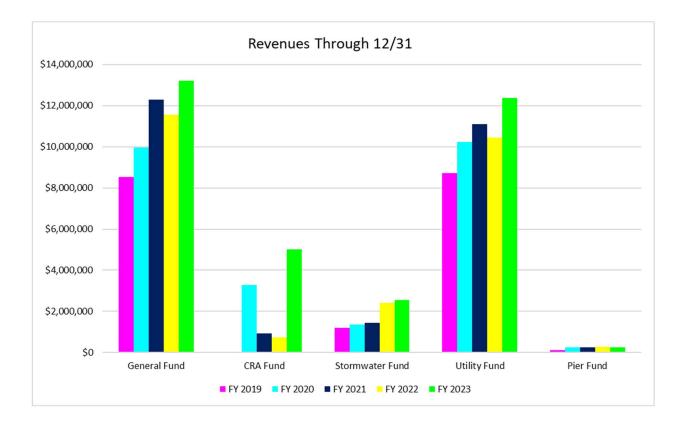


				% of			% of
	Dec FYTD	An	nual Budget	Annual Budget	Dec	FYTD Budget	Dec FYTD Budget
General Fund	\$ 13,222,620	\$	51,737,442	26%	\$	11,643,810	114%
CRA Fund	5,009,758		34,149,120	15%		4,700,610	107%
Stormwater Fund	2,539,448		6,435,200	39%		2,513,813	101%
Utility Fund	12,382,843		44,830,100	28%		11,163,966	111%
Pier Fund	246,637		1,849,000	13%		234,612	105%
Aquatic Center Fund <sup>(1)</sup>	70,863		435,100	16%		59,839	118%
Total Revenues	\$ 33,472,169	\$	139,435,962	24%	\$	30,316,649	110%

(1) The Aquatic Center Fund is not included in the above bar chart because its revenues are not great enough to be visible in this graphical representation.

#### **Historical Revenues**

The following charts compare the FY 2023 December FYTD revenues to historical December FYTD revenues.

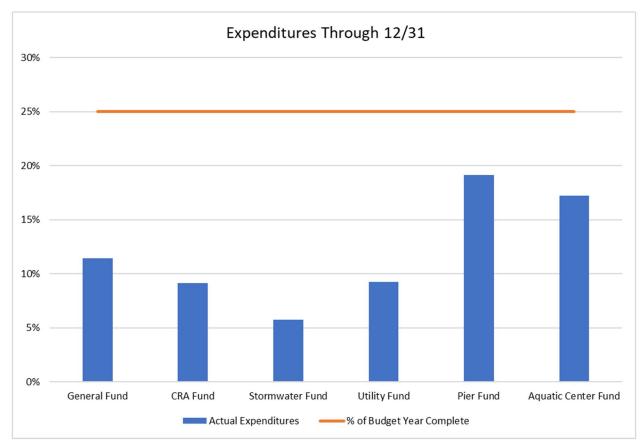


		Revenues Through 12/31								
	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Year				
General Fund	\$ 8,524,386	\$ 9,968,829	\$ 12,280,422	\$ 11,565,128	\$ 13,222,620	14%				
CRA Fund	26,285	3,294,001	924,179	741,382	5,009,758	576%				
Stormwater Fund	1,190,516	1,351,463	1,456,038	2,415,162	2,539,448	5%				
Utility Fund	8,727,256	10,244,226	11,103,003	10,464,856	12,382,843	18%				
Pier Fund	106,059	259,849	262,273	289,454	246,637	-15%				
Aquatic Center Fund <sup>(1)</sup>	22,937	48,326	63,271	73,878	70,863	-4%				
Total Revenues	\$ 18,597,440	\$ 25,166,694	\$ 26,089,186	\$ 25,549,860	\$ 33,472,169	31%				

(1) The Aquatic Center Fund is not included in the above bar chart because its revenues are not great enough to be visible in this graphical representation.

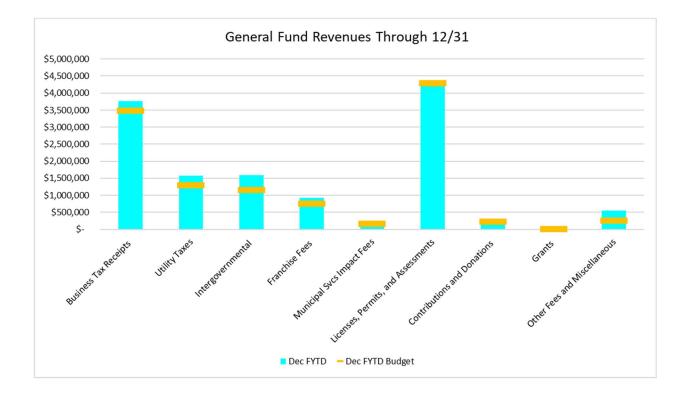
# **Expenditures Dashboard by Fund**

The following charts compare the actual FY 2023 December FYTD expenditures to the annual budget by fund. December FYTD expenditures for all funds are tracking below 25% of the annual FY 2023 expenditures budget.



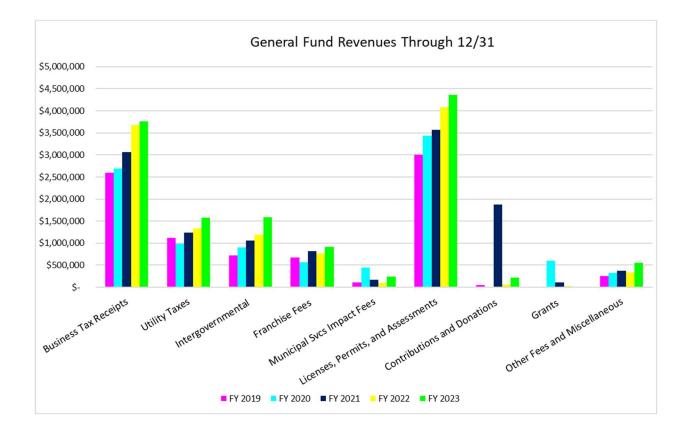
			% of
Expenditures	Dec FYTD	Annual Budget	Annual Budget
General Fund	\$ 9,104,509	\$ 79,735,672	11%
CRA Fund	6,552,471	71,874,060	9%
Stormwater Fund	527,188	9,189,360	6%
Utility Fund	7,686,445	83,183,780	9%
Pier Fund	216,299	1,131,650	19%
Aquatic Center Fund	249,412	1,448,270	17%
Total Expenditures	\$ 24,336,324	\$ 246,562,792	10%

# **General Fund Revenues Compared to Budget**



				% 0	f	Dec FYTD	% of	F
General Fund Revenues	Dec FYTD	An	nual Budget	Annual B	udget	Budget	Dec FYTD E	Budget
Business Tax Receipts	\$ 3,759,680	\$	17,613,000		21%	\$ 3,489,206		108%
Utility Taxes	1,568,825		5,392,000		29%	1,289,156		122%
Intergovernmental	1,588,528		4,980,000		32%	1,162,630		137%
Franchise Fees	917,938		3,210,000		29%	752,972		122%
Municipal Svcs Impact Fees	243,879		658,000		37%	164,500		148%
Licenses, Permits, and Assessments	4,359,217		5,916,500		74%	4,283,533		102%
Contributions and Donations	219,356		1,843,100		12%	219,733		100%
Grants	11,560		10,729,542		0%	11,560		100%
Other Fees and Miscellaneous	553,639		1,395,300		40%	270,521		205%
Total Revenues	\$ 13,222,620	\$	51,737,442		26%	\$ 11,643,810		114%

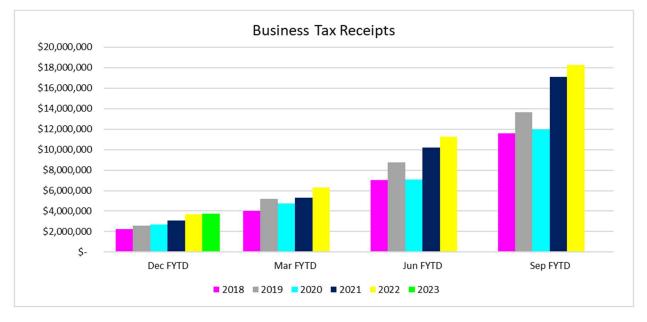
#### **General Fund Revenues Historical Comparison**



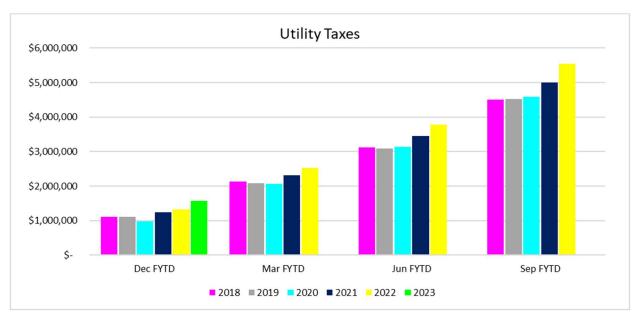
		Revenues Through 12/31												
General Fund Revenues	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	Year								
Business Tax Receipts	\$ 2,594,805	\$ 2,689,108	\$ 3,069,557	\$ 3,680,871	\$ 3,759,680	2%								
Utility Taxes	1,113,981	984,484	1,243,038	1,330,809	1,568,825	18%								
Intergovernmental	722,317	898,420	1,052,853	1,187,057	1,588,528	34%								
Franchise Fees	672,572	562,946	819,070	772,919	917,938	19%								
Municipal Svcs Impact Fees	109,040	449,872	169,576	91,700	243,879	166%								
Licenses, Permits, and Assessments	3,003,262	3,441,312	3,573,711	4,083,075	4,359,217	7%								
Contributions and Donations	52,630	9,802	1,874,789	65,140	219,356	237%								
Grants	2,194	605,111	107,153	18,422	11,560	-37%								
Other Fees and Miscellaneous	253,586	327,772	370,675	335,135	553,639	65%								
Total Revenues	\$ 8,524,386	\$ 9,968,829	\$ 12,280,422	\$ 11,565,128	\$ 13,222,620	14%								

#### **General Fund Revenues Analysis**

#### **Business Tax Receipts**

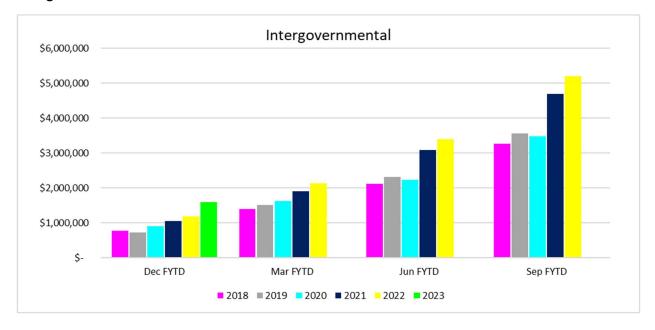


Business tax receipts are the General Fund's largest revenue source, representing 34% of the FY 2023 General Fund revenues budget. This important revenue source has continued to grow and is up 2% over FY 2022. Historically, 20% of annual business tax receipts are received in the first quarter of the year. Actual FY 2023 business tax receipts through December are \$3.8 million, or 21% of the \$17.6 million FY 2023 annual budget.



#### **Utility Taxes**

Utility taxes represent 10% of the FY 2023 General Fund revenues budget. Revenues are generated from electricity, natural gas, and communication services operated by third-party providers within the City. Revenues vary according to weather conditions, consumer behavior, and utility rates. This revenue stream has continued to grow and is up 18% over FY 2022. Historically, 24% of annual utility taxes are received in the first quarter of the year. Actual FY 2023 utility taxes through December are \$1.5 million, or 29% of the \$5.4 million FY 2023 annual budget.

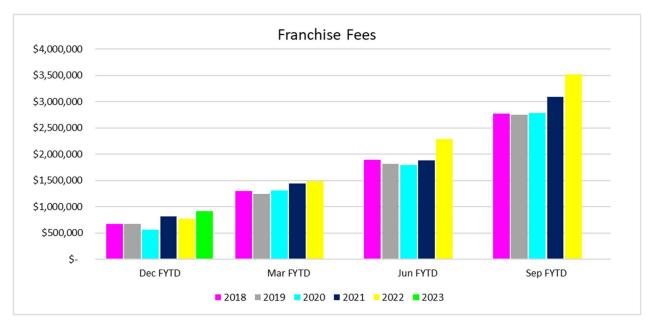


#### Intergovernmental

Intergovernmental revenues make up 10% of the FY 2023 General Fund revenues budget. The major components of this category are revenues from the half-cent sales tax and local discretionary half-cent sales surtax. Other revenues included are local option fuel tax, state revenue sharing, State of Florida maintenance contract for streetlights, alcoholic beverage licenses, mobile home licenses, and fuel tax refunds.

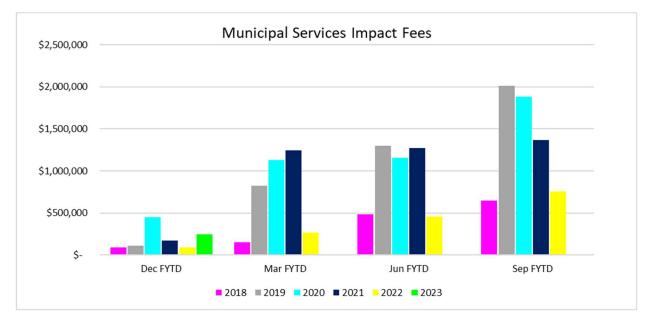
December FYTD intergovernmental revenues are up 34% over FY 2022. Historically, 23% of annual intergovernmental revenues are received in the first quarter of the year. Actual FY 2023 intergovernmental revenues through December are \$1.6 million, or 32% of the \$5 million FY 2023 annual budget.

#### **Franchise Fees**



Franchise fees represent 6% of the FY 2023 General Fund revenues budget. Revenues are generated from franchise rights granted to third-party providers for the privilege of construction upon and operating within the right of ways owned by the City. The fee is a percentage of the third-party provider's gross revenues, which vary according to weather conditions, consumer behavior, and utility rates.

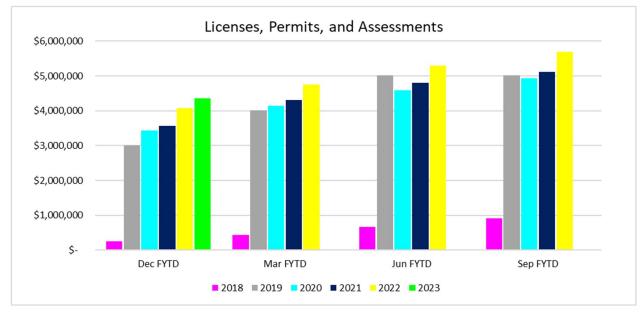
December FYTD franchise fees are up 19% over FY 2022. Historically, 23% of annual franchise fees are received in the first quarter of the year. Actual FY 2023 franchise fees through December are \$900 thousand, or 29% of the \$3.2 million FY 2023 annual budget.



#### **Municipal Services Impact Fees**

Municipal services impact fees represent 1% of the FY 2023 General Fund revenues budget. Impact fees are charged on new development to help fund the needed expansion of offsite capital improvements and are restricted for such use. Impact fees are collected in the following four areas: police, fire, recreation, and library.

December FYTD impact fees are up 166% compared to FY 2022. Historically, 14% of the impact fees are received in the first quarter of the year, however these revenues fluctuate from year to year. Actual FY 2023 impact fees through December are \$240 thousand, or 37% of the \$650 thousand FY 2023 annual budget.



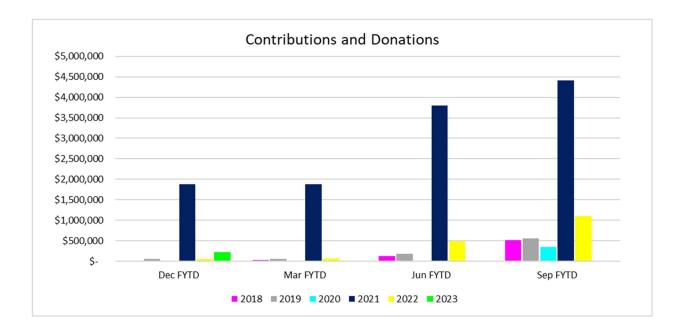
## Licenses, Permits, and Assessments

Licenses, permits, and assessments represent 11% of the FY 2023 General Fund revenues budget. The major components of this category are fire rescue assessments and building permits. The City first imposed the fire rescue assessment in FY 2019.

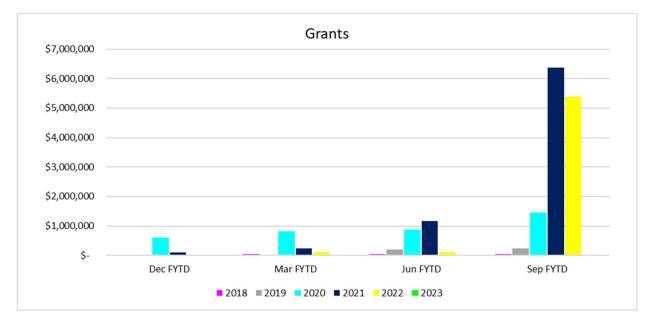
December FYTD licenses, permits, and assessments are up 7% over FY 2022. Historically, 72% of annual licenses, permits, and assessments are received in the first quarter of the year. Actual FY 2023 licenses, permits, and assessments through December are \$4.4 million, or 74% of the \$5.9 million FY 2023 annual budget.

# **Contributions and Donations**

Contributions and donations represent 4% of the FY 2023 General Fund revenues budget. This category is primarily comprised of contributions from the TDC for the lifeguard program and public safety, and CVB tournament subsidies. Historically, 12% of annual contributions and donations are received in the first quarter of the year. Actual FY 2023 contributions and donations through December are \$200 thousand, or 12% of the \$1.8 million FY 2023 annual budget.

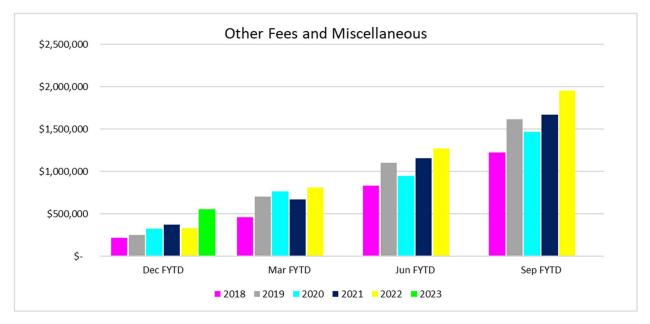


Grants



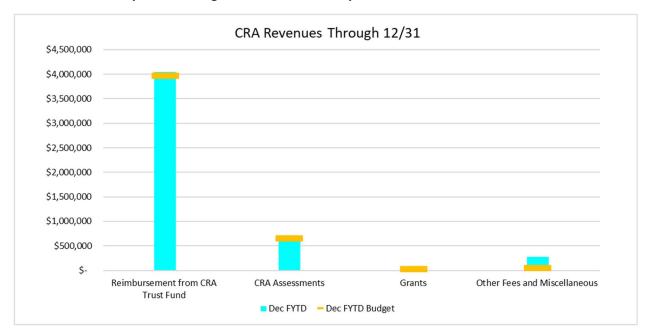
Grants represent 21% of the FY 2023 General Fund revenues budget and include a \$4.4 million HMGP grant for the Frank Brown Park safe room, a \$3.6 million state appropriation for Fire Station #32, a \$900 thousand state grant for the extension of Gayle's Trails, a \$600 thousand state grant for the fire training tower, a \$600 thousand HMGP grant for the police substation, and a \$400 thousand HMGP grant for the Public Works safe room. The City expects to receive the grant funds later in FY 2023.

#### **Other Fees and Miscellaneous**



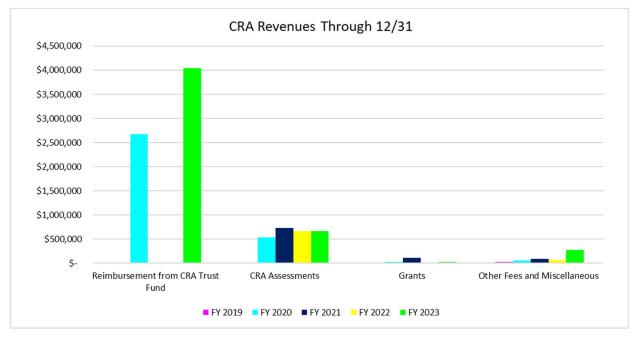
Other fees and miscellaneous revenues represent 3% of the FY 2023 General Fund revenues budget. The major components of this category are athletic registration fees, facility rental fees, fire inspection fees, plan review fees, and interest earnings. See Exhibit I for a complete listing.

Actual FY 2023 other fees and miscellaneous revenues through December are \$550 thousand, up substantially over budget and FY 2023 due to strong interest earnings.

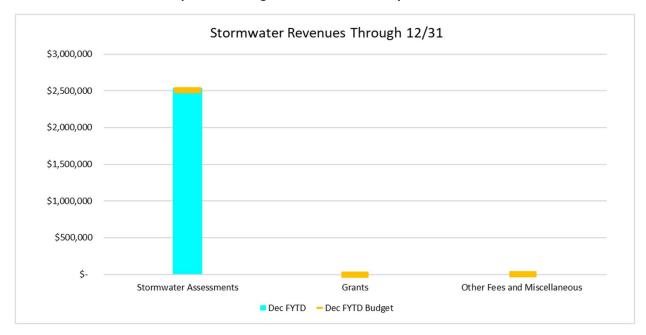


### **CRA Revenues Compared to Budget and Historical Comparison**

			Annual	% of	Dec FYTD	% of
CRA Revenues	[	Dec FYTD	Budget	Annual Budget	Budget	Dec FYTD Budget
Reimbursement from CRA Trust Fund	\$	4,040,229	\$ 15,872,900	25%	\$ 3,968,225	102%
CRA Assessments		668,078	820,000	81%	655,378	102%
Grants		24,128	15,956,820	0%	24,128	100%
Other Fees and Miscellaneous		277,323	1,499,400	18%	52,880	524%
Total Revenues	\$	5,009,758	\$ 34,149,120	15%	\$ 4,700,610	107%

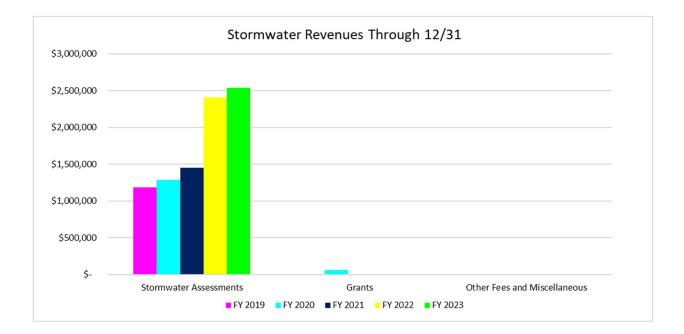


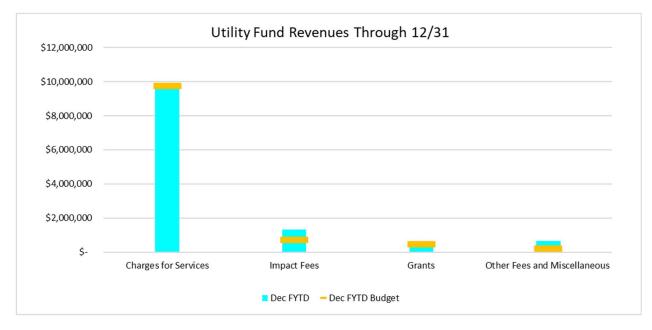
Other fees and miscellaneous revenues are up substantially over budget and FY 2023 due to strong interest earnings.



# Stormwater Revenues Compared to Budget and Historical Comparison

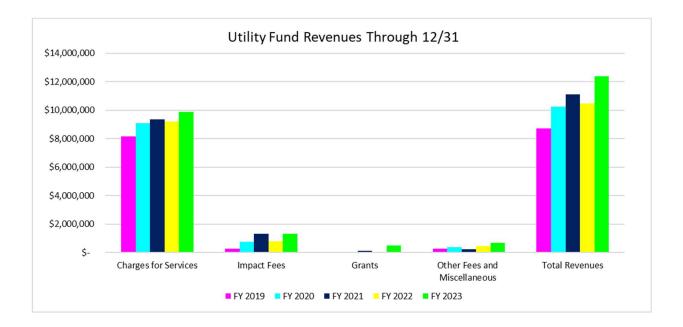
		Annual		% of	Dec FYTD		% of	
Stormwater Revenues	Dec FYTD		Budget	Annual Budget		Budget	Dec FYTD Budget	
Stormwater Assessments	\$ 2,537,625	\$	3,085,000	82%	\$	2,512,110	101%	
Grants	\$ -	\$	3,325,000	0%	\$	-	-	
Other Fees and Miscellaneous	1,822		25,200	7%		1,703	107%	
Total Revenues	\$ 2,539,448	\$	6,435,200	39%	\$	2,513,813	101%	

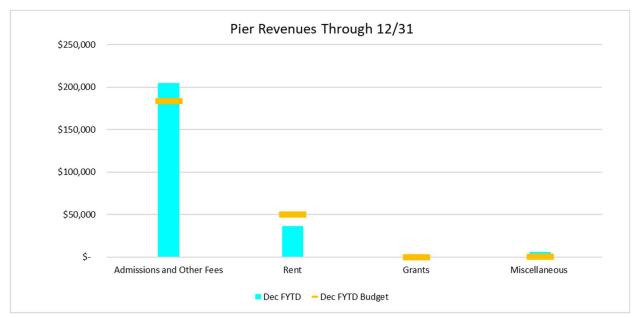


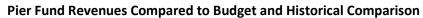


# Utility Fund Revenues Compared to Budget and Historical Comparison

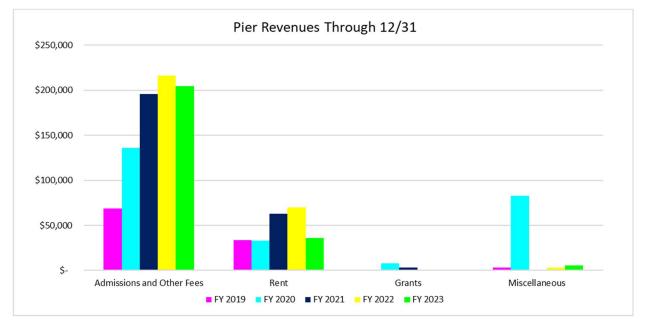
		Annual	% of	Dec FYTD	% of
Utility Fund Revenues	Dec FYTD	Budget	Annual Budget	Budget	Dec FYTD Budget
Charges for Services	\$ 9,874,820	\$ 37,291,100	26%	\$ 9,750,205	101%
Impact Fees	1,331,577	6,283,000	21%	733,652	181%
Grants	504,962	456,000	111%	456,000	111%
Other Fees and Miscellaneous	671,484	800,000	84%	224,108	300%
Total Revenues	\$ 12,382,843	\$ 44,830,100	28%	\$ 11,163,966	111%



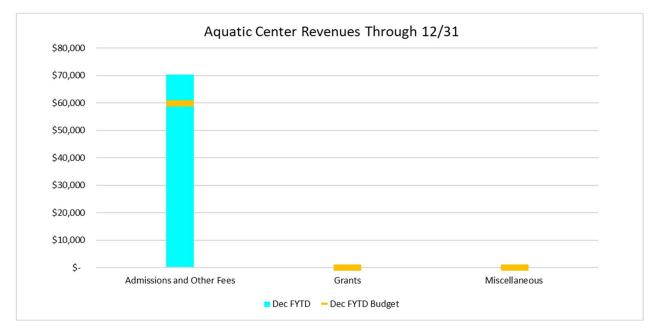




			Annual	% of	Dec FYTD	% of
Pier Revenues	C	Dec FYTD	Budget	Annual Budget	Budget	Dec FYTD Budget
Admissions and Other Fees	\$	204,745	\$ 1,443,000	14%	\$ 183,847	111%
Rent		36,229	404,000	9%	50,324	72%
Grants		-	-	-	-	-
Miscellaneous		5,663	2,000	283%	441	1284%
Total Revenues	\$	246,637	\$ 1,849,000	13%	\$ 234,612	105%

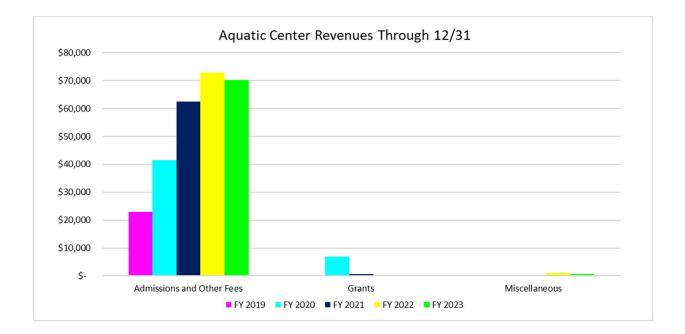


Actual FY 2023 rent revenues through December are down compared to budget and FY 2022 due to the timing of three rent payments made in January rather than December.



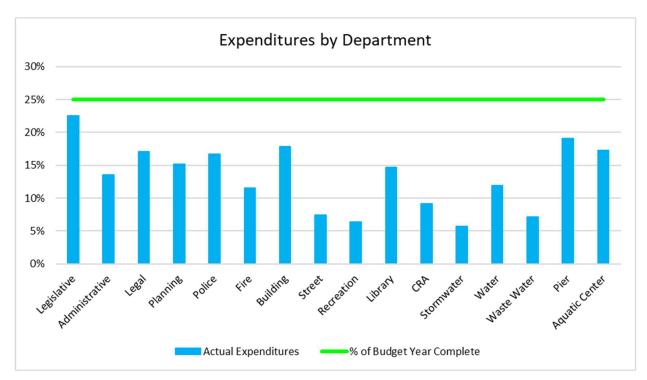
# Aquatic Center Fund Revenues Compared to Budget and Historical Comparison

			Annual		% of		Dec FYTD	% of
Aquatic Center Revenues	De	ec FYTD		Budget	Annual Budget		Budget	Dec FYTD Budget
Admissions and Other Fees	\$	70,234	\$	433,000	16%	\$	59,839	117%
Grants		-		-	-		-	-
Miscellaneous		630		2,100	30%		-	-
Total Revenues	\$	70,863	\$	435,100	16%	\$	59,839	118%



#### **Expenditures Dashboard by Department**

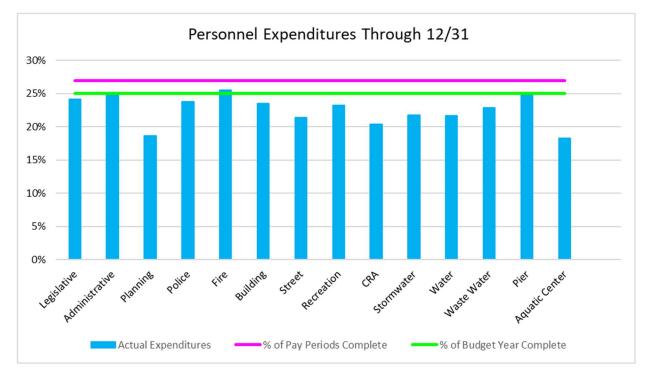
The following charts compare the actual FY 2023 December FYTD expenditures to the annual budget by department. All departments are tracking below 25% of the annual FY 2023 expenditures budget.



			% of
Expenditures	Dec FYTD	Annual Budget	Annual Budget
Legislative	\$ 94,387	\$ 419,000	23%
Administrative	804,726	5,934,100	14%
Legal	106,512	625,000	17%
Planning	82,428	543,240	15%
Police	3,047,095	18,245,028	17%
Fire	2,524,610	21,940,814	12%
Building	433,893	2,435,800	18%
Street	664,165	9,006,500	7%
Recreation	1,275,025	20,096,790	6%
Library	71,669	489,400	15%
CRA	6,552,471	71,874,060	9%
Stormwater	527,188	9,189,360	6%
Water	4,389,432	36,938,380	12%
Waste Water	3,297,013	46,245,400	7%
Pier	216,299	1,131,650	19%
Aquatic Center	249,412	1,448,270	17%
Total Expenditures	\$ 24,336,324	\$ 246,562,792	10%

# **Expenditures Analysis**

# Personnel

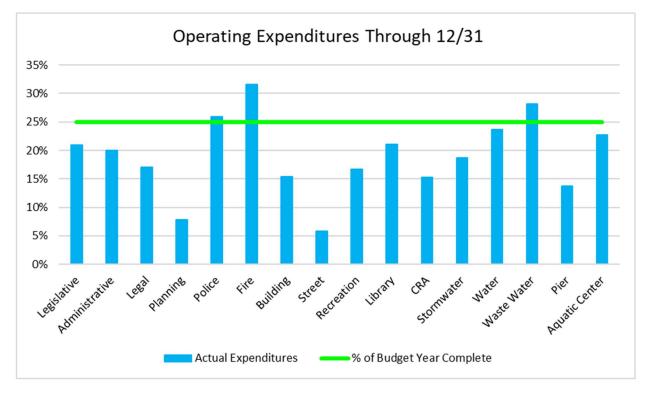


As of Dec 31st, 7 out of 26 pay periods have been paid. Because wages make up the majority of this category, 7/26 (27%) is displayed as an additional benchmark.

			% of	
Department	Dec FYTD	Annual Budget	Annual Budget	
Legislative	\$ 49,710	\$ 206,000	24%	
Administrative	608,114	2,455,400	25%	
Planning	69,596	373,840	19%	
Police	2,272,239	9,546,600	24%	
Fire	1,787,659	7,004,200	26%	
Building	299,834	1,273,300	24%	
Street	278,743	1,301,500	21%	
Recreation	477,574	2,058,600	23%	
CRA	92,280	452,850	20%	
Stormwater	216,321	995,660	22%	
Water	768,497	3,542,300	22%	
Waste Water	995,023	4,346,100	23%	
Pier	151,776	606,550	25%	
Aquatic Center	124,371	681,670	18%	
Total	\$ 8,191,738	\$ 34,844,570	24%	

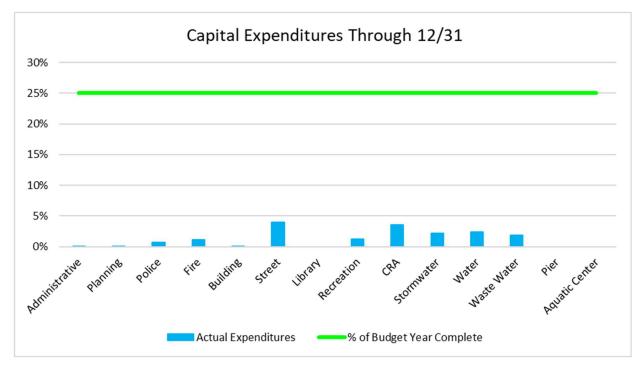
## Operating

A couple of departments are slightly over the 25% benchmark. This is driven by the timing of our annual insurance broker fee and our annual 800 MHz radio operation and maintenance fee, both of which are paid in the first quarter. Additionally, several lift station repairs took place in the first quarter.



			% of
Department	Dec FYTD	Annual Budget	Annual Budget
Legislative	\$ 44,678	\$ 213,000	21%
Administrative	166,602	831,700	20%
Legal	106,512	625,000	17%
Planning	12,828	163,400	8%
Police	736,316	2,835,500	26%
Fire	584,202	1,848,700	32%
Building	134,034	871,500	15%
Street	271,608	4,704,200	6%
Recreation	499,775	2,987,300	17%
Library	71,669	339,400	21%
CRA	324,385	2,118,900	15%
Stormwater	150,139	804,700	19%
Water	2,964,987	12,508,800	24%
Waste Water	1,606,101	5,692,300	28%
Pier	64,523	470,100	14%
Aquatic Center	125,040	549,000	23%
Total	\$ 7,863,397	\$ 37,563,500	21%





			% of		
Department	Dec FYTD	Annual Budget	Annual Budget		
Legislative	\$-	\$-	-		
Administrative	9	2,417,000	0%		
Planning	4	6,000	0%		
Police	38,539	5,862,928	1%		
Fire	152,749	13,087,914	1%		
Building	25	291,000	0%		
Street	113,814	2,874,000	4%		
Library	-	150,000	0%		
Recreation	183,676	14,932,990	1%		
CRA	2,298,066	64,312,000	4%		
Stormwater	160,728	7,389,000	2%		
Water	429,814	17,985,000	2%		
Waste Water	695,890	36,207,000	2%		
Pier	-	45,000	0%		
Aquatic Center	-	217,600	0%		
Total	\$ 4,073,314	\$ 165,777,432	2%		

Capital expenditures do not occur ratably throughout the year.

# GENERAL FUND REVENUES - OTHER FEES AND MISCELLANEOUS FY 2023

nCourt Admin Fees

Insurance Proceeds

Miscellaneous

Account		Annual Budget	Dec FYTD Budget		Dec FYTD	% Over / (Under) Dec FYTD Budget
Plan Review	\$	112,000	\$ 28,000	\$	4,456	-84%
Fire Suppression Plan Review	•	9,000	2,250	'	1,999	-11%
Life Safety Inspections		100,000	25,000		35,235	41%
Beach Fire Permits		-	-		10,100	-
Hydrant Flow Test		-	-		200	-
Zoning / Variance / Annexation Fees		6,000	1,500		2,500	67%
Development Order / DRI Fees		33,000	6,560		5,950	-9%
Miscellaneous Police / Public Safety		18,000	3,388		3,840	13%
Public Safety Charges Hydrant Flow Test		5,000	824		150	-82%
Public Safety Chges / Special Events		76,000	19,000		4,565	-76%
Public Safety Charges - Beach Safety Services		182,000	-		-	-
Maintenance Contract ROW		59,700	17,040		29,792	75%
Air Rights Fees		21,900	21,900		24,016	10%
Charges for Printed Materials		1,000	250		3	-99%
Sports Advertising		21,000	5,250		6,100	16%
Tournament Fees		2,000	274		-	-100%
Athletic Registration Fees		111,000	15,618		16,663	7%
Adult Sports Leagues		22,000	2,747		2,720	-1%
Community Center / Lyndell Center Lessons		10,000	2,019		2,140	6%
FBP Event Sponsors		10,000	-		-	-
Pier Park Event Sponsors		27,000	-		-	-
Field Rental		52,000	9,547		15,700	64%
Concession Stand Rental		61,500	-		5,775	-
ABP Facilities Fee		23,000	5,750		5,851	2%
Summer Camps/Programs		16,000	-		-	-
Community Center Rental		10,000	2,500		2,320	-7%
Lyndell Rental		13,000	3,250		4,758	46%
Festival Site Rental		47,000	4,906		-	-100%
Pier Park Rental		36,000	9,053		12,190	35%
Cleanup / Setup Fees		9,000	2,594		2,831	9%
Fines and Forfeitures		75,000	18,750		21,854	17%
Code Enforcement Fines		-	-		20,274	-
Beach Services Fines		-	-		3,300	-
Fire Alarm Fines		-	-		1,500	-
Penalties / Late Payments		55,000	13,750		29,463	114%
Interest Earnings Unrestricted		64,000	16,000		174,620	991%
Interest Earnings Restricted		4,000	1,000		18,113	1711%
Antenna Space Rental		12,200	3,050		2,041	-33%
FBP Verizon		8,000	8,000		7,719	-4%
Proceeds from Sales		25,000	6,250		1,414	-77%
Administrative Fees		9,000	2,250		3,345	49%
Engineering Review Fees Plats		9,000	2,250		-	-100%
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