

**LYNNWOOD  
CITY COUNCIL  
Special Work Session**

**Date: Thursday, May 28, 2020**

**Time: 3:00 PM**

**Place: Meeting will be held electronically via Zoom**

**This is a Special Council Meeting to update Council Members on the financial impacts of COVID-19 on the City. Four or more Council Members may be present. Approved by Scheduling Motion at the April 13, 2020 Business Meeting.**

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3:00 PM      **A**      Update Council on the Financial Impacts of COVID-19 on the City

Adjourn

**Memorandums for Future Agenda Items:**

**Memorandums for Your Information:**

**Contact: Executive Office (425) 670-5001**

**CITY COUNCIL ITEM A**

**CITY OF LYNNWOOD  
City Council**

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**TITLE:** Update Council on the Financial Impacts of COVID-19 on the City

**DEPARTMENT CONTACT:** Sonja Springer, Finance Director

**DOCUMENT ATTACHMENTS**

<b>Description:</b>	<b>Type:</b>
<a href="#">052820 Special Council Meeting Agenda</a>	Backup Material
<a href="#">Finance Documents 5 28 20</a>	Backup Material

**Lynnwood City Council  
Special Council Meeting**

Thursday, May 28th, 2020  
Time: 3:00pm

Meeting will be held electronically via Zoom

**AGENDA ITEMS:**

**Call to Order**

**1) Discussion of COVID-19 Financed Related Issues**

- a. First Quarter 2020 Financial Report – Sonja Springer, Finance Director
- b. Update on 2021-2022 Budget Process Schedule – Sonja Springer, Finance Director
- c. Development of Outcome Measures (Performance Measures) for the Legislative Department's 2021-2022 Budget – Corbitt Loch, Senior Manager, Strategic Planner

**Adjournment**

## DRAFT — Process/Schedule for 2021-2022 Budget

### January

	BB: Scope of work for consultant services for KPI support.
1/14	LT: Confirm process. Identify budget issues/priorities.
1/21	LT: Review budget issues/priorities.
1/21	Council: Review & approve budget calendar (resolution)
1/23	FC: Review process. BB: ID best practices KPI.

### February

	BB: Professional services agreement for consultant services.
2/8	CC: Summit.
2/11	SPC: Review budget issues/priorities. Discuss budgeting for internal services.
2/12	BB: Presentation to Joint B&C. BB: Salary & benefits forecast.
2/27	FC: Discussion of FC's budget priorities. <i>Inside Lynnwood.</i>

### March

3/10	LT or SPC: Review financial forecast.
3/23	CC: Review of priorities, process, fin. forecast (retreat?). Depts: Confirm outcomes, priorities & propose KPI.
3/26	FC: Review fin. forecast & outcomes.
3/31	LT or SPC: Review of outcomes & KPI. BB: Issue RFP for KPI tracking software.

### April

	BB: Budget instructions & forms. Mayor: Budget guidance memo.
4/14	SPC: Consultant guidance re: KPI.
4/23	FC: Review as needed. BB: Prepare resource materials for budget kick-off mtg. BB: Outreach to B&C & community groups as desired.
Earlier?	Depts: Capital budget for 2021-2022.

### May

5/4-8	BB: Unavailable. BB/LT: Review proposals for PM/KPI tracking software.
5/15	Budget kick-off mtg.
5/28	FC: Discussion of Legislative budget. BB: Outreach to B&C and community groups as desired.
5/16-31	Munis training for budget entry.

### June

	Depts. prepare budget requests.
6/9	BLT: Review CFP.
6/25	FC: Confirmation of Legislative budget.

### July

7/3	Depts. submit budget requests. BB: Update financial forecast with budget requests. BB: Review budget requests.
7/21	LT: Review fin. forecast, CIP & budget gap. Budget recommendations to Mayor.
7/23	FC: Review fin. forecast, CIP & budget gap. Budget recommendations to Mayor.

### August

	If desired, depts. adjust budget requests. Mayor: Review budget requests & budget gap. Meetings with depts.
8/11	LT/SPC: ?
8/27	FC: None. <i>Inside Lynnwood.</i>

### September

9/7	Council: Review of CIP.
9/14	Mayor: Issue preliminary proposed budget. BB: Prepare Mayor's budget message.
9/14	Council: Approval of CIP.
9/24	FC: ?
9/28	Council: <b>Public hearing 1</b> , budget priorities. ??

### October

	BB: Build budget books. Prepare fee schedule ord.
10/12	Mayor: Issue preliminary budget. Mayor: Issue proposed property tax levy for 2021.
10/19	CC: Dept. budget presentations.
10/21	CC: Dept. budget presentations.
10/26	CC: Dept. budget presentations.

### November

11/2	CC: Dept. budget presentations.
11/9	CC: <b>Public hearing 2</b> , budget.
11/9	CC: Public hearing, 2021 property tax levy.
11/16	CC: Deliberation.
11/18	CC: Deliberation.
11/23	CC: Adopt budget & 2021 property tax levy. <sup>A.3</sup>

### December

12/7	CC: Review fee schedule amendments.
12/14	CC: Adopt fee schedule amendments. BB: Publish adopted budget.

*Abbreviations: BB=Budget Buddies B&C=Boards & Commissions CC=City Council CIP=Capital Improvement Plan FC=Finance Committee KPI=Key performance indicators LT=Leadership Team RFP=Request for proposals SPC=Mayor's Strategic Planning Committee*

## EXECUTIVE SUMMARY – FIRST QUARTER 2020 FINANCIAL REPORT

The Administrative Services Department carefully monitors the City’s finances and this report provides detailed information about our financial health for the first quarter of 2020. Lynnwood is committed to maintaining fiscal sustainability and transparency as the City receives and expends funds according to the adopted 2019-2020 Biennial Budget. Figures for some key indicators of fiscal health are provided below (additional detail in body of this Report). Lynnwood utilizes a biennial budget (24 months) and this reporting period equals 15 of 24 months, which is 62.5% of the two-year period.

### General Fund Summary

1st Quarter 2020 Summary	Actual	Budgeted for 2019-2020	Percent, Actual to Budgeted
Total Operating Revenue	\$ 63,575,473	\$ 115,917,625	54.8%
Total Operating Expenditures	\$ 61,587,213	\$ 112,518,728	54.7%
Less Transfers from General Fund	\$ 2,554,393	\$ 5,085,721	50.2%
Net Revenue over (under) net expenditures	\$ (566,133)	\$ (1,686,824)	N/A

### General Fund Reserve Requirements

Reserve Requirements = 2 1/2 Months 2019 Expenditures	Actual	Required @ 12/31/2020	Over/(Under)
Reserves (Revenue Stabilization + General Fund balance)	\$ 10,864,737	\$ 9,519,143	\$ 1,345,594

### Economic Indicator – Quarterly Sales Tax Revenues (Includes both General Fund and EDIF)

1st Quarter 2020	Same Period One Year Ago	Current Period	Percent Change
Total Sales Tax Revenue, 1st Quarter 2019 vs 2020	\$ 5,189,094	\$ 4,579,074	-11.76%
Total Sales Tax Revenue, 4th Quarter 2018 vs 2019	\$ 6,271,589	\$ 6,425,713	2.46%

### General Fund Biennial Expenditures by Category through March 2020

Biennial Actual thru March 2020	Actual	Budgeted for 2019-2020	Percent, Actual to Budgeted
Salaries and Wages	\$ 29,799,540	\$ 51,247,751	58.1%
Personnel Benefits	11,179,073	20,547,389	54.4%
Supplies	1,508,180	3,072,182	49.1%
Services	11,919,793	25,174,180	47.3%
Intergovernmental Services	3,536,904	6,849,099	51.6%
Capital Outlays	119,788	32,251	371.4%
Operating Transfers Out	4,623,935	7,795,376	59.3%
<b>Grand Total</b>	<b>\$ 62,687,213</b>	<b>\$ 114,718,228</b>	<b>54.6%</b>

**General Fund Biennial Expenditures by Department through March 2020**

Biennial Actual thru March 2020	Actual	Budgeted for 2019-2020	Percent, Actual to Budgeted
Administrative Services	\$ 4,340,853	\$ 7,645,789	56.8%
Information Technology	2,801,048	5,244,292	53.4%
Community Development	3,146,071	6,982,765	45.1%
Economic Development	1,150,975	3,954,842	29.1%
Executive	1,080,016	1,881,717	57.4%
Fire Marshal	1,386,523	2,276,882	60.9%
Human Resources	964,279	1,916,267	50.3%
Legal	1,940,257	3,348,654	57.9%
Legislative	491,861	872,547	56.4%
Municipal Court	1,594,247	2,871,854	55.5%
Non-Departmental (Transfers)	4,624,794	7,942,376	58.2%
Parks & Recreation	9,610,008	17,261,088	55.7%
Police	25,591,727	43,826,031	58.4%
Public Works	3,964,554	8,693,624	45.6%
<b>Grand Total</b>	<b>\$ 62,687,213</b>	<b>\$ 114,718,728</b>	<b>54.6%</b>

**Economic Development Infrastructure Fund (EDIF) Summary**

1st Quarter 2020	Actual	Budgeted for 2019-2020	Percent, Actual to Budgeted
Total Revenue from Sales Tax	\$ 1,106,141	\$ 1,475,721	74.96%
Total Revenue from Permit Fees	\$ 348,252	\$ 1,410,000	24.70%
Investment Interest	\$ 358,236	\$ 100,000	358.24%
Transfer from LID 93 Fund	\$ 468,750	\$ 750,000	62.50%
Total Revenue, All Sources	\$ 2,281,379	\$ 3,735,721	61.07%
Total Expenditures	\$ (1,030,000)	\$ (7,000,000)	14.71%
Ending Fund Balance as of 3/31/2020	\$ 10,695,443	\$ 6,179,785	N/A

**Real Estate Excise Tax (REET) Includes both REET 1 and REET 2**

1st Quarter 2020	Actual	Budgeted for 2019-2020	Percent, Actual to Budgeted
REET Revenue, 1st Quarter 2020	\$ 163,594	\$ 4,400,000	3.72%
REET Revenue, 1st Quarter 2019	\$ 367,558	\$ 4,400,000	8.35%
Change: Increase (Decrease)	\$ (163,594)	N/A	N/A
Change: Percent	-44.51%	N/A	N/A
REET Revenue, 1/1/2019 - 3/31/2020	\$ 2,658,398	\$ 4,400,000	60.42%

**Utilities Fund**

<b>1st Quarter 2020</b>	<b>Actual</b>	<b>Budgeted for 2019-2020</b>	<b>Percent, Actual to Budgeted</b>
Total Revenue, through 1st Quarter 2020	\$ 29,595,519	\$ 56,851,525	52.06%
Total Expenses, through 1st Quarter 2020	\$ 20,219,239	\$ 37,132,590	54.45%
Net Revenue over (under) net expenses	\$ 9,376,280	\$ 19,718,935	47.55%
Transfers to Utility Capital Fund	\$ 712,453	\$ 15,062,453	4.73%
Total Revenues over (under) all expenses	\$ 8,663,827	\$ 4,656,482	186.06%

**City's Total Cash and Investment Balances and 2020 Investment Interest Earnings**

<b>1st Quarter 2020</b>	<b>1st Quarter 2020</b>	<b>1st Quarter 2019</b>
Funds Invested - LGIP	\$ 58,466,530	\$ 52,634,825
Investment Portfolio	\$ 22,528,252	\$ 24,305,909
Cash in Bank Accounts and Petty Cash	\$ 3,180,682	\$ 3,037,792
Total Cash & Investments	\$ 84,175,464	\$ 79,978,526
Investment Interest Earnings	\$ 338,969	\$ 387,527



DATE: Thursday, May 28, 2020  
 TO: Mayor Nicola Smith  
 Lynnwood City Council  
 Finance Committee  
 FROM: Sonja Springer, Finance Director  
 Janella Lewis, Finance Supervisor - Budget

SUBJECT: **March 2020 First Quarter Financial Report**

	A	B	C	D
1	<b>Table 1: Biennial Year-To-Date Revenue and Expenditure Performance</b>			
2	<b>General Fund Revenue &amp; Expenditure</b>			
3	<b>Biennial Year-To-Date through March 2020</b>			
4				
5		<b>Biennial Actual thru March 2020</b>	<b>2019-2020 Adopted Budget</b>	<b>% of Budget</b>
6	<b>Operating Revenue before EDIF allocation</b>	<b>\$ 63,575,473</b>	<b>\$ 115,917,625</b>	<b>54.8%</b>
7	Operating Expenditures not including transfers to Capital Fund	61,587,213	112,518,728	54.7%
8	<b>Subtotal Revenue over (under) expenditures prior to Operating/Capital Funds Transfers</b>	<b>\$ 1,988,260</b>	<b>\$ 3,398,897</b>	
9				
10	Operating Revenue allocated to EDIF Fund	1,454,393	2,885,721	50.4%
11	Transfer to Capital Development Fund	1,100,000	2,200,000	50.0%
12				
13	<b>Revenue less Operating Revenue allocated to EDIF Fund</b>	<b>\$ 62,121,080</b>	<b>\$ 113,031,904</b>	<b>55.0%</b>
14	All Expenditures including Transfer to Capital Development Fund	62,687,213	114,718,728	54.6%
15	<b>Total Revenue over/(under) Expenditures and Operating/Capital Transfers</b>	<b>\$ (566,133)</b>	<b>\$ (1,686,824)</b>	

Through March 2020, which represents 15 months (62.5%) of the 2019-2020 Biennial Budget, before transfers to the EDIF fund and not including transfers to the Capital Development Fund, the General Fund revenues were at 54.8% and expenditures were at 54.7% of the adopted budget.

As of March 31st, before revenue transfers to EDIF and one-time transfers to the Capital Development Fund, General Fund’s biennial revenues exceeded expenditures by \$1,988,260.

The report reflects transfers of fourth quarter permit revenues from the General Fund to the EDIF Fund, and transfers of applicable sales tax for January through December 2019.



**Table 2: Year-To-Date Revenue and Expenditure Performance Through March -  
General Fund**

	A	B	C	D	E
1	<b>General Fund Revenue &amp; Expenditure</b>				
2	<b>For the Year-To-Date Period Ending through March 2018, 2019 &amp; 2020</b>				
3					
4		Actual thru March 2020	Actual thru March 2019	% of Incr (Decr) from 2019 to 2020	Actual thru March 2018
5	<b>Operating Revenue before EDIF allocation</b>	\$ 11,268,239	\$ 10,714,198	5.2%	\$ 12,461,393
6	Operating Expenditures not including transfers to Capital Fund	10,529,062	11,426,622	-7.9%	11,534,038
7	<b>Subtotal Revenue over (under) Expenditures prior to Operating/Capital Funds Transfers</b>	<b>\$ 739,177</b>	<b>\$ (712,424)</b>		<b>\$ 927,355</b>
8	Operating Revenue allocated to EDIF Fund	-	257,108	-100.0%	341,963
9	Transfer to Capital Development Fund	-	275,000	-100.0%	275,003
10	<b>Revenue less Operating Revenue allocated to EDIF Fund</b>	<b>\$ 11,268,239</b>	<b>\$ 10,457,090</b>	<b>7.8%</b>	<b>\$ 12,119,430</b>
11	All Expenditures including Transfer to Capital Development Fund	10,529,062	11,701,622	-10.0%	11,809,041
12	<b>Total Revenue over/(under) Expenditures and Operating/Capital Transfers</b>	<b>\$ 739,177</b>	<b>\$ (1,244,532)</b>		<b>\$ 310,389</b>

For the first quarter of 2020, before transfers to the EDIF fund and Capital Development Fund, revenues exceeded expenditures by \$739,177.

**Table 3: General Fund’s Revenue Budget Balance**

The 2019-2020 General Fund Original Budget and Approved Budget Amendments are summarized below:

	A	B	C	D	E	F	G	H	I	J	
1	<b>Breakdown of the Original Adopted Budget: (Ord 3315 11/26/2018)</b>										
2											
3	Beginning Fund Balance									7,106,249	(A)
4	2019-2020 Budgeted Revenue with Transfers & Amendments									111,755,736	(B)
5											
6	<b>2019-2020 Original Adopted Budget (Ord 3315 11/26/2018)</b>									<b>\$ 118,861,985</b>	
7	<b>2019 - 2020 Original Revenue Budget</b>									<b>General Fund #</b>	<b>011</b>
8											
9	<b>Beginning Fund Balance (Ord 3315 11/26/2018)</b>									<b>\$ 7,106,249</b>	<b>(A)</b>
10	Fund Balance Adjustment Ord 3341 dtd. 8/12/19									(1,143,842)	
11	<b>Total Adjusted Budgeted Beginning Fund Balance</b>									<b>\$ 5,962,407</b>	
12											
13	<b>2019-2020 Original Approved Revenue Budget (Ord 3315 11/26/2018)</b>									<b>\$ 111,755,736</b>	<b>(B)</b>
14											
15	2019 Revenue Budget Amendments and Approvals:										
16	3341	8/12/19	GEMT Revenues						1,117,193		
17	3341	8/12/19	P&R 10 Minute Walk Grant						40,000		
18	3341	8/12/19	Sound Transit Reimbursement for BHC Contract Carryover						218,475		
19	3349	11/25/19	Reduce the 2020 Property Tax Levy per public comment						(100,000)		
20	3349	11/25/19	Park Facility revenue increase for Wickers Building Rentals						500		
21	<b>Total 2019-2020 Budget Amendments and Approvals</b>									<b>1,276,168</b>	
22	<b>Total 2019-2020 Original Revenue Budgets with Amendments</b>									<b>113,031,904</b>	
23	<i>The above amount is presented in our revenue budget and actual presentation.</i>										
24											
25	<b>2019-2020 Adopted Budget with Amendments - March 31, 2020</b>									<b>\$ 118,994,311</b>	

**Table 4: General Fund’s Expenditure Budget Balance**

The 2019-2020 General Fund Original Budget and Approved Budget Amendments are summarized below:

	A	B	C	D	E	F	G	H	I	J	
1	<b>Breakdown of the Original Adopted Budget: (Ord 3315 11/26/2018)</b>										
2											
3	2019-2020 Budgeted Expenditures with Transfers & Amendments								113,879,450	(A)	
4	Ending Fund Balance								4,982,535	(B)	
5											
6	<b>2019-2020 Original Adopted Budget</b>								<b>\$ 118,861,985</b>		
7	<b>2019 - 2020 Revised Expenditure Budget</b>								<b>General Fund</b>		
8									<b># 011</b>		
9	<b>2019-2020 Original Approved Budget (Ord 3315 11/26/2018)</b>								<b>\$ 113,879,450</b>	(A)	
10											
11	2019 Budget Amendments and Approvals:										
12		3341	8/12/19	Encumbrance Carryover					531,538		
13		3341	8/12/19	GEMT IGT Transfer to Health Care Authority					300,440		
14		3341	8/12/19	GEMT Consultant					40,000		
15		3341	8/12/19	PRCA 10 Minute Walk Grant					40,000		
16		3341	8/12/19	Maintenance Costs for Healthy Communities Minivan					4,900		
17		3349	11/25/19	Heritage Park-Wickers Building Furnishings, tenant improvements, etc.					7,000		
18		3349	11/25/19	Meadowdale Playfields repairs of damage caused by thieves					15,400		
19		3349	11/25/19	Reduce expenditures by \$100K to reflect the decrease of property tax					(100,000)		
20	<b>Total 2019 Budget Amendments and Approvals</b>								<b>839,278</b>		
21	<b>Total 2019-2020 Original Budgets with Amendments</b>								<b>114,718,728</b>		
22	<i>The above amount is presented in our expenditure budget and actual presentation.</i>										
23											
24	<b>Ending Fund Balance (Ord 3315 11/26/2018)</b>								<b>4,982,535</b>	(B)	
25		3341	8/12/19	Fund Balance Adjustment					(685,052)		
26		3349	11/25/19	Fund Balance Adjustment					(21,900)		
27	<b>Adjusted Ending Fund Balance</b>								<b>4,275,583</b>		
28											
29	<b>2019-2020 Adopted Budget with Amendments - March 31, 2020</b>								<b>\$ 118,994,311</b>		

Table 5: General Fund's Monthly Revenue and Expenditure

	A	B	C	D	E	F	G	H	I	J	
1	<b>Monthly Revenue and Expenditure Summary - General Fund</b>										
2	<b>2019-2020 Biennium</b>										
3	<b>Year to Date</b>					<b>Monthly</b>					
4											
5		Revenue Year to Date	Revenue Budget	Expenditure Year to Date	Expenditure Budget	Monthly Revenue	Monthly Revenue Allocation*	% Over/(Under) Revenue Allocation	Monthly Expenditure	Monthly Expenditure Allocation*	% Over/(Under) Expenditure Allocation
6	January-19	\$ 3,004,041	\$ 4,001,287	\$ 1,051,768	\$ 2,214,169	\$ 3,004,041	\$ 4,001,287	-24.92%	\$ 1,051,768	\$ 2,214,169	-52.50%
7	February-19	6,919,584	7,975,985	4,984,173	6,193,021	3,915,543	3,974,697	-1.49%	3,932,405	3,978,852	-1.17%
8	March-19	10,457,180	13,209,817	11,701,622	11,532,377	3,537,596	5,233,832	-32.41%	6,717,449	5,339,356	25.81%
9	April-19	14,891,930	18,239,965	15,659,671	17,230,049	4,434,750	5,030,149	-11.84%	3,958,049	5,697,672	-30.53%
10	May-19	18,717,451	23,073,031	19,759,380	21,746,499	3,825,521	4,833,066	-20.85%	4,099,709	4,516,449	-9.23%
11	June-19	23,188,926	27,771,203	24,018,096	26,687,742	4,471,475	4,698,172	-4.83%	4,258,716	4,941,243	-13.81%
12	July-19	27,898,526	32,781,868	27,986,189	31,265,707	4,709,600	5,010,665	-6.01%	3,968,093	4,577,965	-13.32%
13	August-19	32,493,099	38,169,863	33,781,255	37,004,517	4,594,573	5,387,995	-14.73%	5,795,066	5,738,811	0.98%
14	September-19	36,728,757	42,870,771	37,991,024	41,102,397	4,235,658	4,700,908	-9.90%	4,209,769	4,097,879	2.73%
15	October-19	41,020,162	46,602,782	42,195,755	45,909,878	4,291,405	3,732,011	14.99%	4,204,731	4,807,482	-12.54%
16	November-19	44,703,343	50,371,924	46,247,642	50,232,715	3,683,181	3,769,142	-2.28%	4,051,887	4,322,837	-6.27%
17	December-19	50,852,841	56,973,294	52,158,151	57,829,310	6,149,498	6,601,370	-6.85%	5,910,509	7,596,595	-22.20%
18	January-20	54,464,415	60,296,794	55,031,558	58,950,331	3,611,574	3,323,500	8.67%	2,873,407	1,121,022	156.32%
19	February-20	56,390,121	64,628,729	58,427,476	63,141,666	1,925,706	4,331,934	-55.55%	3,395,918	4,191,335	-18.98%
20	March-20	62,121,080	68,542,524	62,687,213	70,301,639	5,730,959	3,913,795	46.43%	4,259,737	7,159,973	-40.51%
21	April-20						4,906,356	-100.00%		4,218,454	-100.00%
22	May-20						4,232,339	-100.00%		4,369,655	-100.00%
23	June-20						4,946,986	-100.00%		4,539,132	-100.00%
24	July-20						5,210,434	-100.00%		4,229,373	-100.00%
25	August-20						5,083,175	-100.00%		6,176,643	-100.00%
26	September-20						4,686,092	-100.00%		4,486,962	-100.00%
27	October-20						4,747,767	-100.00%		4,481,592	-100.00%
28	November-20						4,074,862	-100.00%		4,318,684	-100.00%
29	December-20						6,601,370	-100.00%		7,596,595	-100.00%
16	<b>Total Revenues and Expenditures</b>					<b>62,121,080</b>	<b>113,031,904</b>	<b>-45.04%</b>	<b>62,687,213</b>	<b>114,718,728</b>	<b>-45.36%</b>

\* Monthly allocation formula = 2018-2019 Monthly Actual/2018-2019 Biennium Actuals

Chart 1: Month-to-Month Revenue and Expenditure Performance – General Fund

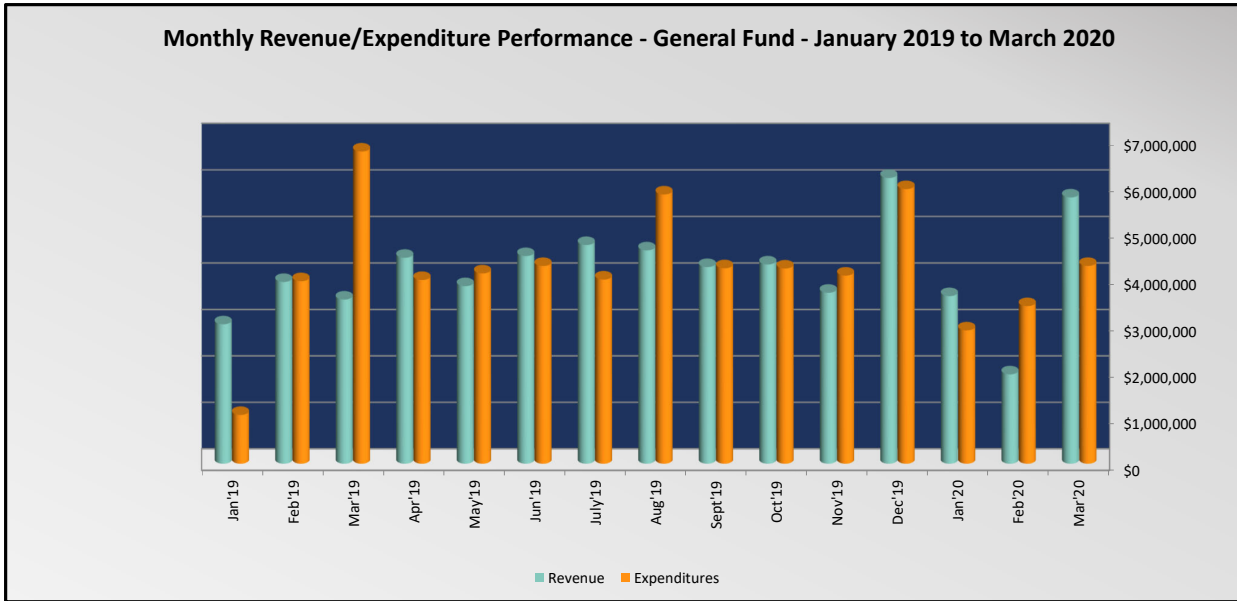


Chart 2: Biennial Revenue Projection Vs. Actual Performance – General Fund  
From January 2019 to Date of Reporting

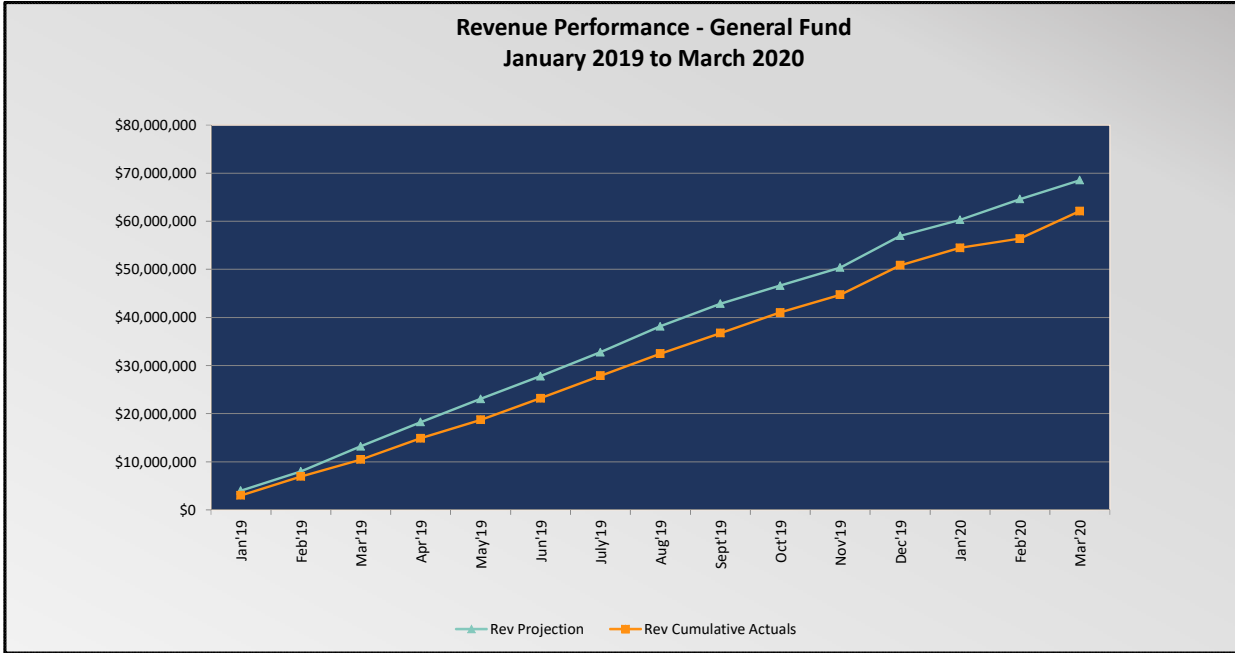
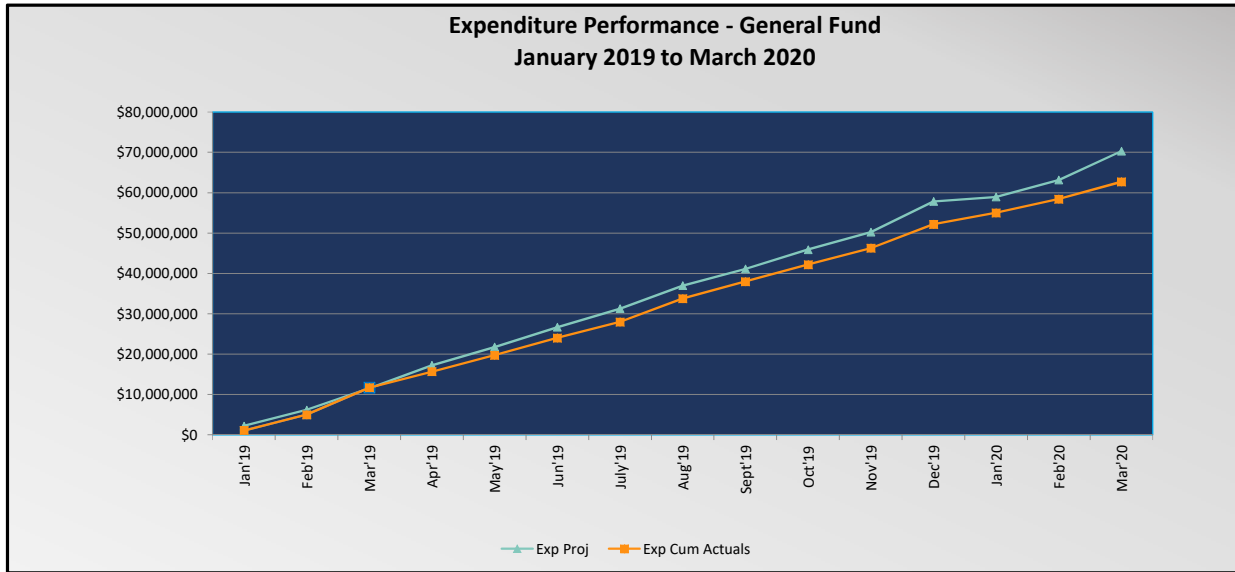


Chart 3: Biennial Expenditure Projection Vs. Performance – General Fund  
From January 2019 to Date of Reporting



**Table 6: Change in the General Fund's Fund Balance in March 2020**

	A	B	C	D	E	F	G	H	I	
1	<b>Change in General Fund's Fund Balance in 2019</b>									
2										
3	<b>Beginning Fund Balance (Actual) - General Fund</b>								\$	4,125,560
4	Plus: 2020 Revenues									11,268,239
5	Less: 2020 Expenditures									(10,529,062)
6										
7	<b>Ending Fund Balance - General Fund</b>								\$	<b>4,864,737</b>
8	Plus: Revenue Stabilization Fund's Ending Fund Balance									6,000,000
9	<b>Total Fund Balance</b>								\$	<b>10,864,737</b>
10										
11	<b>General Fund Reserve Requirements at 12/31/2020:</b>								\$	9,519,143
12	( 2 1/2 Months of 2019 Operating Expenditures per 2019 CAFR)									
13	<b>Unassigned Fund Balance</b>								\$	1,345,594
14	<b>Total Fund Balance</b>								\$	<b>10,864,737</b>

**Table 7: General Fund’s Biennial Revenues**

	A	B	C	D
1	<b>General Fund's Biennial Revenues Through March 2020</b>			
2	<b>FY 2019 - 2020</b>			
3				
4	<b>Category</b>	<b>Biennial Actual thru March 2020</b>	<b>2019-2020 Budget</b>	<b>% of Budget</b>
5	30-Fund Balance	\$ 4,125,560	\$ 5,962,407	69.2%
6	31-Taxes	40,705,425	70,398,437	57.8%
7	32-Licenses and Permits	4,410,457	9,618,798	45.9%
8	33-Intergovernmental Revenue	3,190,301	6,629,073	48.1%
9	34-Charges for Services	7,173,252	13,518,552	53.1%
10	35-Fines and Forfeits	5,878,163	9,141,660	64.3%
11	36-Miscellaneous Revenues	717,396	2,041,326	35.1%
12	38-Non-Revenue	35,657	12,448	286.4%
13	39-Other Financing Sources	10,429	1,671,610	0.6%
14	<b>Total Revenue</b>	<b>62,121,080</b>	<b>113,031,904</b>	<b>55.0%</b>
15	<b>Total Resources Including Fund Balance</b>	<b>\$ 66,246,640</b>	<b>\$ 118,994,311</b>	

**Table 8: General Fund’s Comparative Year-To-Date Revenues Ending March 2018, 2019 & 2020**

	A	B	C	D	E
1	<b>General Fund's Annual Revenues</b>				
2	<b>Chart 4: Comparative Sales Tax Revenue Forecast from 2017 – 2020</b>				
3	<b>Category</b>	<b>Actual thru March 2020</b>	<b>Actual thru March 2019</b>	<b>% of Incr (Decr) from 2019 to 2020</b>	<b>Actual thru March 2018</b>
4	30-Fund Balance	\$ 4,125,560	\$ 10,134,924	-59.29%	\$ 11,596,466
5	31-Taxes	7,428,361	6,842,166	8.6%	7,552,003
6	32-Licenses and Permits	1,079,758	1,102,615	-2.1%	1,577,018
7	33-Intergovernmental Revenue	205,032	128,573	59.5%	271,614
8	34-Charges for Services	1,287,532	1,279,861	0.6%	1,486,185
9	35-Fines and Forfeits	1,103,979	944,592	16.9%	1,042,894
10	36-Miscellaneous Revenues	157,227	149,244	5.3%	182,591
11	38-Non-Revenue	4,874	8,563	-43.1%	7,006
12	39-Other Financing Sources	1,476	1,476	0.0%	119
13	<b>Total Revenue</b>	<b>11,268,239</b>	<b>10,457,090</b>	<b>7.8%</b>	<b>12,119,430</b>
14	<b>Total Resources Including Fund Balance</b>	<b>\$ 15,393,799</b>	<b>\$ 20,592,014</b>		<b>\$ 23,715,896</b>

**Table 9: Biennial Detailed Tax Revenue Information:**

	A	B	C	D	E
1	<b>General Fund Biennial Detailed Tax Revenue thru March 2020</b>				
2			<b>Biennial Actual thru March 2020</b>	<b>2019-2020 Budget</b>	<b>% of Budget</b>
3	<b>Taxes</b>				
4	<b>Business Taxes</b>				
5	Utility Tax-Electric		\$ 2,737,257	\$ 4,599,307	59.51%
6	Utility Tax-Water		539,102	843,660	63.90%
7	Utility Tax-Gas		727,002	1,206,207	60.27%
8	Utility Tax-Sewer		827,522	1,272,499	65.03%
9	Utility Tax-Solid Waste		762,956	1,177,441	64.80%
10	Utility Tax-Cable		590,556	1,098,210	53.77%
11	Utility Tax-Telephone/Pager		1,016,975	2,105,395	48.30%
12	Utility Tax-Storm		315,572	485,718	64.97%
13	Leasehold Tax		3,719	8,650	42.99%
14	Admissions Tax		823,133	1,459,918	56.38%
15	Gambling Tax-Punch Brds/Pulltabs		146,161	250,691	58.30%
16	Gambling Tax-Bingo and Raffles		2,456	3,141	78.19%
17	Gambling Tax-Amusement Games		11,329	19,864	57.03%
18	<b>Business Taxes Total</b>		<b>\$ 8,503,740</b>	<b>\$ 14,530,701</b>	<b>58.52%</b>
19	<b>General Property Tax</b>		5,042,205	8,355,000	60.35%
20	<b>EMS Property Tax</b>		24,140	-	100.00%
21	<b>Retail Sales Tax</b>		27,135,340	47,512,736	57.11%
22	<b>Total Taxes</b>		<b>\$ 40,705,425</b>	<b>\$ 70,398,437</b>	<b>57.82%</b>

To more accurately report the revenues earned by the City as of March 31, taxes were accrued through March.



**Table 10: Comparative Tax Revenue – Ending March 2018 to 2020**

	A	B	C	D	E	F
1	<b>General Fund's Detailed Tax Revenue</b>					
2	<b>For the Year-To-Date Period Ending through March 2018, 2019 &amp; 2020</b>					
3			Actual thru March 2020	Actual thru March 2019	% of Incr (Decr) from 2019 to 2020	Actual thru March 2018
4	<b>Taxes</b>					
5	<b>Business Taxes</b>					
6	Utility Tax-Electric	\$ 618,767	\$ 423,730	46.0%	\$ 424,409	
7	Utility Tax-Water	106,721	101,455	5.2%	90,429	
8	Utility Tax-Gas	217,070	-	0.0%	-	
9	Utility Tax-Sewer	173,141	165,584	4.6%	153,738	
10	Utility Tax-Solid Waste	157,165	66,247	137.2%	65,426	
11	Utility Tax-Cable	121,338	-	0.0%	-	
12	Utility Tax-Telephone/Pager	189,210	22,012	759.6%	39,561	
13	Utility Tax-Storm	63,744	61,804	3.1%	60,407	
14	Leasehold Tax	-	220	0.0%	-	
15	Admissions Tax	121,099	-	0.0%	199,900	
16	Gambling Tax-Punch Brds/Pulltabs	3,484	-	0.0%	33,066	
17	Gambling Tax-Bingo and Raffles	590	-	0.0%	361	
18	Gambling Tax-Amusement Games	1,658	-	0.0%	2,278	
19	<b>Business Taxes Total</b>	<b>\$ 1,773,987</b>	<b>\$ 841,052</b>	<b>110.9%</b>	<b>\$ 1,069,575</b>	
20	<b>General Property Tax</b>	1,074,999	1,008,694	6.6%	873,102	
21	<b>EMS Property Tax</b>	301	11,244	-97.3%	587,702	
22	<b>Retail Sales Tax</b>	4,579,074	4,981,176	-8.1%	5,021,624	
23	<b>Total Taxes</b>	<b>\$ 7,428,361</b>	<b>\$ 6,842,166</b>	<b>8.6%</b>	<b>\$ 7,552,003</b>	

EMS property tax decreased by 99% because the City of Lynnwood no longer collects EMS property tax. Beginning in 2019, the South Snohomish County Fire and Rescue Regional Fire Authority (SSCFR) collects the EMS property tax. There will continue to be small receipts due to prior year collections.

To more accurately report the revenues earned by the City as of March 31, all taxes were accrued through March, 2020. Utility, admissions and gambling taxes were not accrued for the first quarter of 2019.

**Table 11: Actual Gross Historical Sales Tax Collection (includes EDIF portion)**

	A	B	C	D	E	F	G	H	I
1	<b>Gross Sales Tax by Actual Month Collection from 2009-2019 For the City of Lynnwood</b>								
2	<b>Actual Month Sales Tax</b>	<b>% Chng</b>	<b>Year 2020</b>	<b>16-18 Avg % Rcpt</b>	<b>Year 2019</b>	<b>Year 2018</b>	<b>Year 2017</b>	<b>Year 2016</b>	<b>Year 2009</b>
3	January	2.00%	\$ 1,682,783	7.10%	\$ 1,649,756	\$ 1,659,199	\$ 1,553,675	\$ 1,493,741	\$ 1,138,197
4	February	1.37%	1,515,996	6.61%	1,495,512	1,546,656	1,488,779	1,545,115	\$ 1,076,493
5	March	-32.47%	1,380,295	8.34%	2,043,826	1,915,769	1,754,850	1,864,563	\$ 1,224,186
6	April			7.76%	1,942,838	1,780,484	1,594,147	1,703,745	\$ 1,132,075
7	May			8.21%	2,012,870	1,854,102	1,756,250	1,717,336	\$ 1,177,676
8	June			8.65%	2,034,018	1,985,036	1,905,880	1,867,961	\$ 1,277,028
9	July			8.57%	2,027,103	1,956,153	1,887,629	1,923,826	\$ 1,263,931
10	August			8.58%	2,025,251	1,990,993	1,862,273	1,795,304	\$ 1,277,361
11	September			8.61%	2,005,520	1,949,367	1,948,209	1,900,981	\$ 1,231,375
12	October			8.13%	1,878,921	1,855,533	1,838,875	1,660,559	\$ 1,135,572
13	November			8.71%	2,051,950	2,052,650	1,864,936	1,777,630	\$ 1,201,577
14	December			10.73%	2,494,842	2,363,406	2,495,798	2,347,520	\$ 1,740,441
15			<b>\$ 4,579,074</b>	<b>100.0%</b>	<b>\$ 23,662,407</b>	<b>\$ 22,909,348</b>	<b>\$ 21,951,301</b>	<b>\$ 21,598,281</b>	<b>\$ 14,875,912</b>
16	<b>Percentage incr (decr)</b>		<b>-11.76%</b>		<b>3.29%</b>	<b>4.36%</b>	<b>1.63%</b>	<b>3.64%</b>	<b>-14.01%</b>

2010 thru 2014 Sales Tax Collection Information are not presented. We present 2009 to show what the revenue was during the economic downturn.

March 2020 is an estimate of what the revenue may be. We will know the actuals at the end of May.

**Table 12: Quarterly Sales Tax as Economic Indicator (includes EDIF portion)**

	A	B	C	D	E	F	G	H	I	
1	<b>Total Gross Sales Tax Earned by Quarter</b>									
2		<b>% Chng</b>	<b>1st Quarter 2020</b>			<b>1st Quarter 2019</b>				
3	Total	-11.76%	\$	4,579,074			\$	5,189,094		
4										
5		<b>% Chng</b>	<b>4th Quarter 2019</b>			<b>4th Quarter 2018</b>				
6	Total	2.46%	\$	6,425,713			\$	6,271,589		

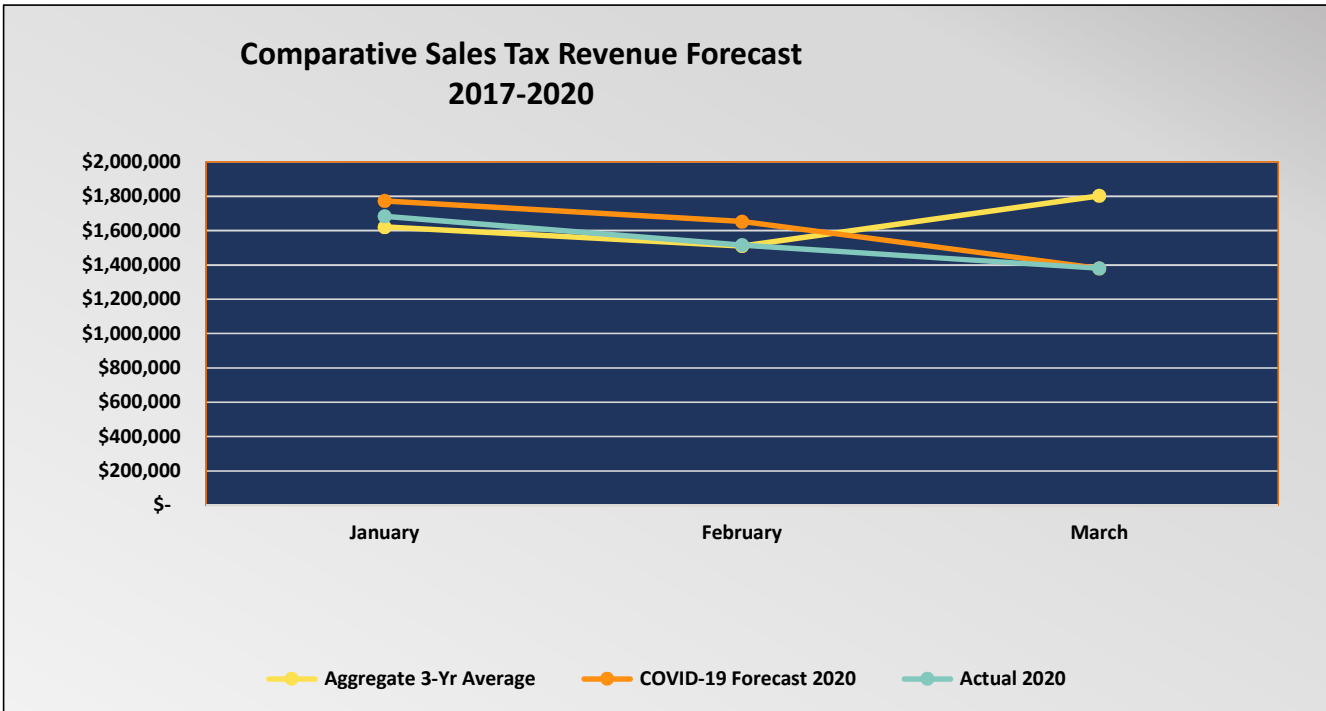
**Table 13: Comparative General Fund Sales Tax Revenue Forecast 2017 – 2020**

	A	B	C	D	E	F	G	H
1	<b>Comparative Sales Tax Revenue Forecast 2017-2020 For the General Fund</b>							
2	<b>Actual Month Sales Tax</b>	<b>Actual 2020</b>	<b>COVID-19 Forecast 2020</b>	<b>Aggregate 3-Yr Average</b>	<b>17-19 Avg % Rcpt</b>	<b>Year 2019</b>	<b>Year 2018</b>	<b>Year 2017</b>
3	January	\$ 1,682,783	\$ 1,773,482	\$ 1,620,877	7.56%	\$ 1,649,756	\$ 1,659,199	\$ 1,553,675
4	February	1,515,996	1,652,511	1,510,315	7.04%	1,495,511	1,546,656	1,488,779
5	March	1,380,295	1,380,295	1,802,176	8.41%	1,835,909	1,815,769	1,754,850
6	April			1,772,490	8.27%	1,942,838	1,780,484	1,594,147
7	May			1,874,407	8.74%	2,012,870	1,854,102	1,756,250
8	June			1,713,983	7.99%	1,750,143	1,985,036	1,406,769
9	July			1,758,705	8.20%	2,027,102	1,361,384	1,887,629
10	August			1,959,506	9.14%	2,025,251	1,990,993	1,862,273
11	September			1,789,200	8.35%	1,698,505	1,949,367	1,719,727
12	October			1,885,576	8.79%	1,878,921	1,855,533	1,922,273
13	November			1,766,117	8.24%	2,051,950	1,321,192	1,925,209
14	December			1,986,602	9.27%	2,187,510	1,894,457	1,877,838
15		<b>\$ 4,579,074</b>	<b>\$ 4,806,288</b>	<b>\$ 21,439,952</b>	<b>100.0%</b>	<b>\$ 22,556,266</b>	<b>\$ 21,014,172</b>	<b>\$ 20,749,419</b>
16	<b>% Increase/- Decrease</b>	<b>-4.73%</b>				<b>7.34%</b>	<b>1.28%</b>	<b>-3.93%</b>

Year to date sales tax transferred to the EDIF Fund is \$1,106,141. Nothing has been transferred in 2020.

2020 Forecasted Sales Tax Revenue for the General Fund is \$19,796,523. This is lower than the previous forecast due to the COVID-19 Pandemic.

**Chart 4: Comparative Sales Tax Revenue Forecast from 2017 – 2020**



Sales Tax related to EDIF Fund in the amount of \$1,106,141 was transferred through the biennium Dec 2019. Due to the COVID-19 Pandemic we will not be transferring any revenues to the EDIF fund in 2020.

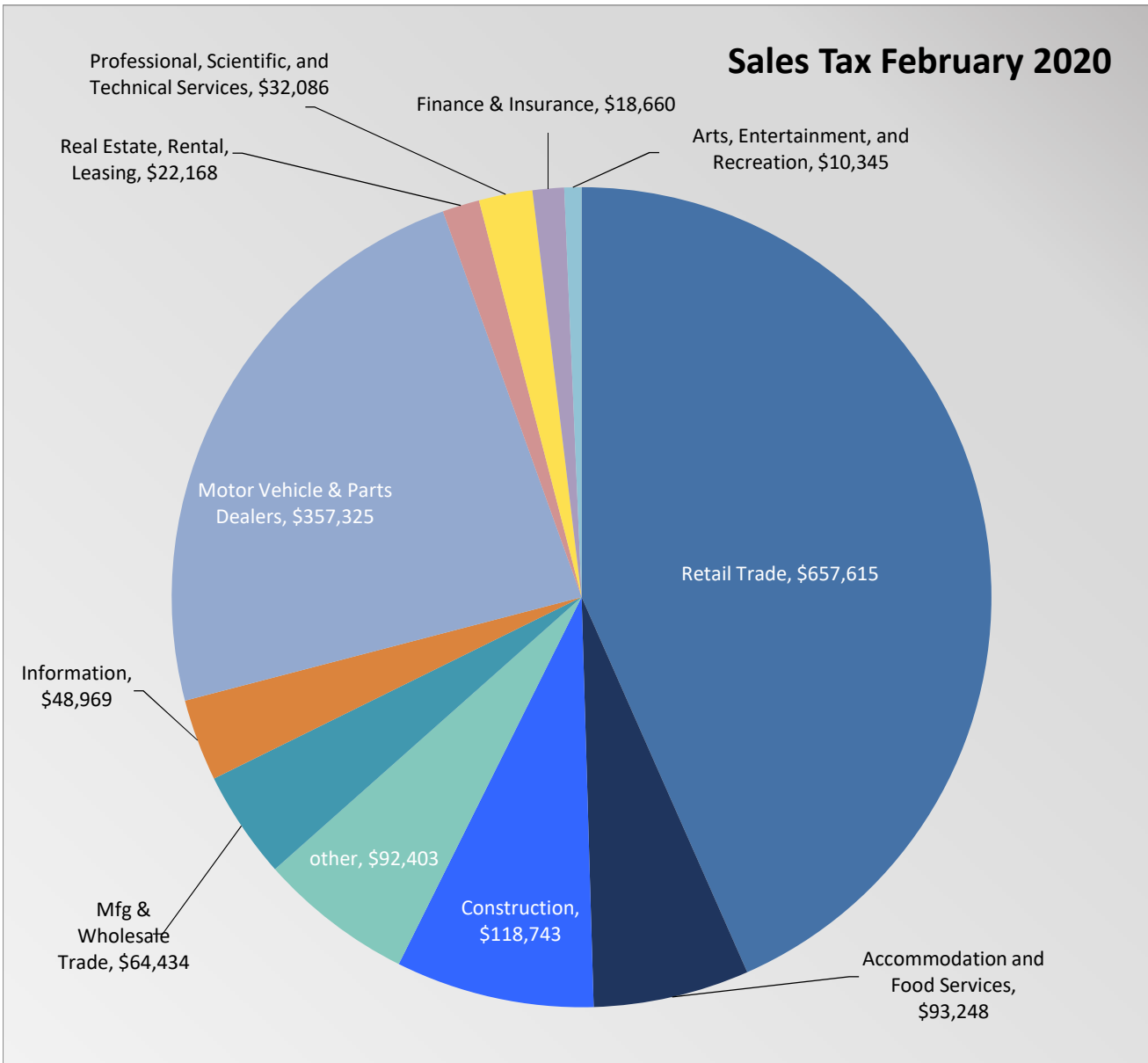
**Report on Year-To-Date Sales Tax Earned for the month of Feb 2020, Cash Received in Apr 2020**

**Table 14: 2019 & 2020 Year-To-Date Sales Tax Collection by Category**

A	B	C	D	E	
1	<b>City of Lynnwood</b>				
2	<b>2019 Year to Date Sales Tax Collection By Category</b>				
3	<b>For the reporting period of February 2020 (Jan 2019 to Feb 2020)</b>				
4	<b>Source: Microflex - Washington State Department of Revenue</b>				
5					
6		<b>Month</b>	<b>Year To Date</b>	<b>Year To Date</b>	
7		<b>Sales Tax</b>	<b>Sales Tax</b>	<b>Sales Tax</b>	
8	<b>Category</b>	<b>February 2020</b>	<b>February 2020</b>	<b>February 2019</b>	
				<b>% of Incr (Decr) from 2019 to 2020</b>	
9	Retail Trade	\$ 657,615	\$ 1,328,286	\$ 1,300,856	2.1%
10	Accommodation and Food Services	93,248	245,706	314,736	-21.9%
11	Construction	118,743	259,949	300,247	-13.4%
12	All Others <sup>2</sup>	92,403	215,825	179,846	20.0%
13	Mfg and Wholesale Trade	64,434	118,752	123,508	-3.9%
14	Information <sup>1</sup>	48,969	107,915	102,030	5.8%
15	Motor Vehicle & Part's Dealers	357,325	754,377	654,454	15.3%
16	Real Estate, Rental, Leasing	22,168	43,281	38,875	11.3%
17	Professional, Scientific, and Technical Services	32,086	62,763	70,118	-10.5%
18	Finance and Insurance	18,660	37,895	38,189	-0.8%
19	Arts, Entertainment, and Recreation	10,345	22,967	22,409	2.5%
20	<b>TOTAL</b>	<b>\$ 1,515,996</b>	<b>\$ 3,197,716</b>	<b>\$ 3,145,268</b>	<b>1.7%</b>
21					
22	<sup>1</sup> Category on "information" pertains to businesses in telecommunications, internet service providers, motion pictures, sound record, publishing industries, broadcasting, and other information services.				
23					
24					
25					
26	<sup>2</sup> All Others pertain to various categories not included in the other segments and not material enough to have a separate category.				
27					
28					
29					

**Chart 5: Pie Chart for the month of February 2020 Sales Tax Collection**

**Sales Tax Earned in February, Collected in April 2020**



**General Fund's Expenditures**

**Table 15: Biennial Expenditures by Department - General Fund**

	A	B	C	D
1	<b>Biennial Expenditures by Department through March 2020 FY 2019 - 2020</b>			
2				
3				
4	<b>Department</b>	<b>Biennial Actual thru March 2020</b>	<b>2019-2020 Budget</b>	<b>% of Budget</b>
5	ADMINISTRATIVE SERVICES	\$ 4,340,853	\$ 7,645,789	56.8%
6	INFORMATION TECHNOLOGY	2,801,048	5,244,292	53.4%
7	COMMUNITY DEVELOPMENT	3,146,071	6,982,765	45.1%
8	ECONOMIC DEVELOPMENT (1)	1,150,975	3,954,842	29.1%
9	EXECUTIVE	1,080,016	1,881,717	57.4%
10	FIRE - MARSHAL	1,386,523	2,276,882	60.9%
11	HUMAN RESOURCES	964,279	1,916,267	50.3%
12	LEGAL	1,940,257	3,348,654	57.9%
13	LEGISLATIVE	491,861	872,547	56.4%
14	MUNICIPAL COURT	1,594,247	2,871,854	55.5%
15	NON-DEPARTMENTAL	4,624,794	7,942,376	58.2%
16	PARKS & RECREATION	9,610,008	17,261,088	55.7%
17	POLICE	25,591,727	43,826,031	58.4%
18	PUBLIC WORKS (2)	3,964,554	8,693,624	45.6%
19	<b>Grand Total</b>	<b>\$ 62,687,213</b>	<b>\$ 114,718,728</b>	<b>54.6%</b>

(1) The Economic Development expenditures are only 29.1% of budget because only \$496,521 of the \$2,508,781 (or 20%) budgeted for one time Sound Transit related work has been expended as of first quarter 2020.

(2) Public Works expenditures are only 45.6% of budget because applicable engineering and project managers' expenditures are charged directly to capital projects.

**Table 16: General Fund Comparative Expenditures by Department**

	A	B	C	D	E
1	<b>General Fund Comparative Expenditures by Department</b>				
2	<b>For the Year-To-Date Period Ending through March 2018, 2019 &amp; 2020</b>				
3	<b>Department</b>	<b>Actual thru March 2020</b>	<b>Actual thru March 2019</b>	<b>% of Incr (Decr) from 2019 to 2020</b>	<b>Actual thru March 2018</b>
4	ADMINISTRATIVE SERVICES	\$ 754,328	\$ 721,182	4.6%	\$ 776,014
5	INFORMATION TECHNOLOGY (1)	425,564	764,582	-44.3%	722,855
6	COMMUNITY DEVELOPMENT (2)	591,796	731,008	-19.0%	724,474
7	ECONOMIC DEVELOPMENT (3)	174,807	122,830	42.3%	88,534
8	EXECUTIVE	208,165	223,601	-6.9%	188,086
10	FIRE - MARSHAL	209,688	210,172	-0.2%	190,258
11	FIRE - RFA PAYMENTS (4)	-	-	100.0%	582,662
12	HUMAN RESOURCES	185,901	215,290	-13.7%	198,091
13	LEGAL	226,332	252,063	-10.2%	279,079
14	LEGISLATIVE	85,315	87,102	-2.1%	84,982
15	MUNICIPAL COURT (5)	302,826	255,818	18.4%	292,778
16	NON-DEPARTMENTAL	684,506	967,797	-29.3%	1,024,742
17	PARKS & RECREATION	1,590,853	1,685,088	-5.6%	1,640,825
18	POLICE	4,241,284	4,648,161	-8.8%	4,312,427
19	PUBLIC WORKS	847,697	816,928	3.8%	703,234
20	<b>Grand Total</b>	<b>\$ 10,529,062</b>	<b>\$ 11,701,622</b>	<b>-10.02%</b>	<b>\$ 11,809,041</b>

- (1) The Information Technology Department expenditures for 2020 are 44.3% lower than the first three months in 2019 because their were more software renewal payments and desktop purchases for departments in 2019.
- (2) The Community Development Department expenditures for 2020 are 19% lower than the first three months in 2019 due to vacancies and a deductible reimbursement to CIAW that was paid in 2019.
- (3) The Economic Development Department expenditures for 2020 are 42.3% higher than the first three months in 2019 because the consultant for the City Center 3D Massing Analysis was paid at 85% per the contract.
- (4) The contract to transfer the Regional Fire Authority (RFA) EMS Property Taxes ended in 2018. The payments to the RFA in 2020 are for Fire Marshal services only and cover the services provided in calendar year 2020.
- (5) The Municipal Court expenditures for 2020 are 18.4% higher than the first three months of 2019 expenditures because some vacancies were filled.

**Table 17: General Fund Biennial Expenditure Categories Through March 2020**

	A	B	C	D	
1	<b>Biennial Expenditure Categories through March FY 2019 - 2020</b>				
2					
3					
4	Category	Biennial Actual thru March 2020	2019-2020 Budget	% of Total	% of Budget
5	SALARIES & WAGES	\$ 29,799,540	\$ 51,247,751	47.5%	58.1%
6	PERSONNEL BENEFITS	11,179,073	20,547,389	17.8%	54.4%
7	SUPPLIES	1,508,180	3,072,682	2.4%	49.1%
8	SERVICES	11,919,493	25,173,180	19.0%	47.3%
9	INTERGOVTL SERVICES/PYMNT	3,536,904	6,849,099	5.6%	51.6%
10	CAPITAL OUTLAYS	119,788	32,251	0.2%	371.4%
11	DEBT INTEREST & OTHER COST	300	1,000	0.0%	30.0%
12	OPERATING TRANSFERS OUT	4,623,935	7,795,376	7.4%	59.3%
13	<b>Grand Total</b>	<b>\$ 62,687,213</b>	<b>\$ 114,718,728</b>	<b>100.0%</b>	<b>54.6%</b>



**Table 18: General Fund Comparative Year-To-Date Expenditures from 2018 – 2020**

	A	B	C	D
1	<b>GENERAL FUND</b>			
2	<b>Comparative Fiscal Expenditure Categories through March 2018-2020</b>			
3				
4	<b>Category</b>	<b>Actual thru March 2020</b>	<b>Actual thru March 2019</b>	<b>% of Incr (Decr) from 2019 to 2020</b>
5	SALARIES & WAGES	\$ 5,399,494	\$ 5,508,736	-2.0%
6	PERSONNEL BENEFITS	2,036,723	2,073,875	-1.8%
7	SUPPLIES	276,989	305,456	-9.3%
8	SERVICES	1,701,869	2,168,538	-21.5%
9	INTERGOVTL SERVICES/PYMNT	455,599	642,735	-29.1%
10	RFA SERVICES	-	-	100.0%
11	CAPITAL OUTLAYS	941	27,860	-96.6%
13	OPERATING TRANSFERS OUT	657,147	974,422	-32.6%
14	<b>Grand Total</b>	<b>\$ 10,529,062</b>	<b>\$ 11,701,622</b>	<b>-10.0%</b>
15				
16				
17				
18				
19	<b>Category Summary:</b>	<b>Actual thru March 2020</b>	<b>Actual thru March 2019</b>	<b>% of Incr (Decr) from 2019 to 2020</b>
20	SALARIES & BENEFITS	\$ 7,436,217	\$ 7,582,611	-1.9%
21	OTHER COSTS	2,435,698	3,144,589	-22.5%
22	OPERATING TRANSFERS OUT	657,147	974,422	-32.6%
23	<b>Grand Total</b>	<b>\$ 10,529,062</b>	<b>\$ 11,701,622</b>	<b>-10.0%</b>

**Table 19: General Fund’s Biennial Legal Expenditures Through March 2020**

	A	B	C	D	
1	<b>Biennial Legal Expenditures through March</b>				
2	<b>FY 2019 - 2020</b>				
3					
4	<b>Department</b>	<b>Biennial Actual thru March 2020</b>	<b>% of Total</b>	<b>2019-2020 Budget</b>	<b>% of Budget</b>
5	ATTORNEY FEES	320,178	16.5%	640,000	50.0%
6	PROSECUTING ATTORNEY	652,400	33.6%	1,116,000	58.5%
7	PUBLIC DEFENDERS	944,942	48.7%	1,540,000	61.4%
8	LANGUAGE INTERPRETERS	20,788	1.1%	24,000	86.6%
9	OTHERS	1,949	0.1%	28,654	6.8%
10	<b>Grand Total</b>	<b>\$ 1,940,257</b>	<b>100.0%</b>	<b>\$ 3,348,654</b>	<b>57.9%</b>

**Table 20: General Fund’s Comparative Year-To-Date Legal Expenditures (2018 – 2020)**

	A	B	C	D	
1	<b>General Fund Comparative Legal Expenditures</b>				
2	<b>From March 2019 to Date of Reporting</b>				
3	<b>Department</b>	<b>Actual thru March 2020</b>	<b>Actual thru March 2019</b>	<b>% of Incr (Decr) from 2019 to 2020</b>	<b>Actual thru March 2018</b>
4	ATTORNEY FEES	-	29,769	0.0%	41,627
5	PROSECUTING ATTORNEY	93,200	93,200	0.0%	91,000
6	PUBLIC DEFENDERS	130,955	127,620	2.6%	144,914
7	LANGUAGE INTERPRETERS	320	1,236	-74.1%	1,442
8	OTHERS	1,857	238	680.3%	96
9	<b>Grand Total</b>	<b>\$ 226,332</b>	<b>\$ 252,063</b>	<b>-10.21%</b>	<b>\$ 279,079</b>

**Table 21: REET I Fund Performance**

	A	B	C	D	E	F	G
1	<b>TABLE 21: Change in REET I's Fund Balance in 2020</b>						
2	<b>Fund 331 REET I</b>						
3						<b>ACTUAL</b>	<b>BUDGET</b>
4	<b>Beginning Fund Balance - REET I Fund (Fd 331)</b>					\$ 1,801,825	\$ 1,162,176
5	3341	8/12/19	Beginning Fund Balance Adjustment			-	639,649
6	<b>Adjusted Beginning Fund Balance</b>					<b>\$ 1,801,825</b>	<b>\$ 1,801,825</b>
7	Plus: 2019-2020 Operating Revenues					1,328,199	2,200,000
8	Investment Interest					71,929	40,000
9	2019 - 2020 Total Revenues and Other Financing Sources					1,400,128	2,240,000
10	Total Beg F/B, Revenues & Other Financing Sources					3,201,953	4,041,825
11	Less: 2019-2020 Expenditures and Other Financing Uses						
12	Transfer to Fund 203 Other Governmental Debt					-	(500,000)
13	Transfer to Capital Funds					(1,078,558)	(2,649,153)
14	2019-2020 Total Expenditures and Other Financing Uses					(1,078,558)	(3,149,153)
15							
16	<b>Ending Fund Balance - (March 31, 2020)</b>					<b>\$ 2,123,395</b>	<b>\$ 892,672</b>

**RCW 82.46.010 Tax on sale of real property authorized—Proceeds dedicated to local capital projects—Additional tax authorized—Maximum rates.**

(1) The legislative authority of any county or city must identify in the adopted budget the capital projects funded in whole or in part from the proceeds of the tax authorized in this section, and must indicate that such tax is intended to be in addition to other funds that may be reasonably available for such capital projects.

(6) The definitions in this subsection (6) apply throughout this section unless the context clearly requires otherwise.

(a) "City" means any city or town.

(b) "Capital project" means those public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets; roads; highways; sidewalks; street and road lighting systems; traffic signals; bridges; domestic water systems; storm and sanitary sewer systems; parks; recreational facilities; law enforcement facilities; fire protection facilities; trails; libraries; administrative facilities; judicial facilities; river flood control projects; waterway flood control projects by those jurisdictions that, prior to June 11, 1992, have expended funds derived from the tax authorized by this section for such purposes; until December 31, 1995, housing projects for those jurisdictions that, prior to June 11, 1992, have expended or committed to expend funds derived from the tax authorized by this section or the tax authorized by RCW 82.46.035 for such purposes; and technology infrastructure that is integral to the capital project.

**Table 22: REET II Fund Performance**

	A	B	C	D	E	F	G
1	<b>TABLE 22: Change in REET II's Fund Balance in 2020</b>						
2	<b>Fund 330 REET II</b>						
3						<b>ACTUAL</b>	<b>BUDGET</b>
4	<b>Beginning Fund Balance - REET II Fund (Fd 330)</b>					\$ 2,741,162	\$ 2,155,166
5	3341	8/12/19	Beginning Fund Balance Adjustment			-	585,996
6	<b>Adjusted Beginning Fund Balance</b>					\$ 2,741,162	\$ 2,741,162
7	Plus: 2019-2020 Operating Revenues					1,328,199	2,200,000
8	Investment Interest					100,499	40,000
9	2019-2020 Total Revenues					1,428,698	2,240,000
10	Total Beg F/B, Revenues & Other Sources					4,169,860	4,981,162
11	Less: 2019-2020 Expenditures						
12	2019-2020 Expenditures and Other Financing Uses						
13	Transfer to Fund 203 Other Governmental Debt					-	(500,000)
14	Transfer to Capital Funds					(1,201,561)	(3,818,000)
15	2019-2020 Expenditures and Other Financing Uses					(1,201,561)	(4,318,000)
17	<b>Ending Fund Balance - (March 31, 2020)</b>					<b>\$ 2,968,299</b>	<b>\$ 663,162</b>

**RCW 82.46.035 Additional tax—Certain counties and cities—Ballot proposition—Use limited to capital projects—Temporary rescindment for noncompliance.**

(1) The legislative authority of any county or city must identify in the adopted budget the capital projects funded in whole or in part from the proceeds of the tax authorized in this section and must indicate that such tax is intended to be in addition to other funds that may be reasonably available for such capital projects.

(5) As used in this section, "city" means any city or town and "capital project" means those public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation, or improvement of parks.

**Table 23: General Fund & EDIF Fund – Comparative 2020 & 2019 Revenue Performance**

	A	B	C	D	E	F	
1	<b>General and EDIF Funds</b>						
2	<b>Special Revenue Financial Focus by Fund For 2020 &amp; 2019</b>						
3		<b>March 2020</b>			<b>March 2019</b>		
4	<b>Category</b>	<b>General Fund</b>	<b>EDIF Fund</b>	<b>Total</b>	<b>General Fund</b>	<b>EDIF Fund</b>	<b>Total</b>
5	31-Taxes						
6	Local Retail Sales Tax	\$ 4,579,074	\$ -	\$ 4,579,074	\$ 4,981,176	\$ 207,917	\$ 5,189,093
7							
8	32-Licenses and Permits						
9	Permits	269,242	-	269,242	213,108	29,611	242,719
10							
11	34-Charges For Services						
12	Building & Plan Check Fees	200,833	-	200,833	90,791	19,580	110,371
13							
14	36-Miscellaneous Revenue						
15	Investment Interest	31,994	42,645	74,639	455	58,748	59,203
16							
17	39-Other & Disposal-Cap. Assets						
18	Transfers & Sale of Cap Asset	1,476	93,750	95,226	1,476	93,750	95,226
19	<b>Total Revenue</b>	<b>\$ 5,082,619</b>	<b>\$ 136,395</b>	<b>\$ 5,219,014</b>	<b>\$ 5,287,006</b>	<b>\$ 409,606</b>	<b>\$ 5,696,612</b>

Note: Costco Warehouse by Alderwood Mall opened in November 2015. All sales tax generated from its new location with a maximum of \$400,000 per year was allocated to the EDIF Fund for the calendar years 2016, 2017 & 2018. Included in the 2019-2020 budget is a transfer of \$750,000 from the LID-93 Fund in addition to the sales tax and permit revenues transferred from the General Fund. Applicable sales tax and permit revenues earned through the fourth quarter of 2019 were transferred to the EDIF fund in December 2019.

Due to the COVID-19 Pandemic it was determined to not transfer any permit revenues or Sales Tax at this time.

**Table 24: EDIF Fund Performance**

	A	B	C	D	E	F	G
1	<b>Fund 020 ECONOMIC DEVELOPMENT INFRASTRUCTURE FUND</b>						
2						<b>ACTUAL</b>	<b>BUDGET</b>
3	<b>Beginning Fund Balance - EDIF Fund (Fd 020)</b>					<b>\$ 9,444,064</b>	<b>\$ 8,103,577</b>
4	3341	8/12/19 Beginning Fund Balance Adjustment				-	1,340,487
5	<b>Adjusted Beginning Fund Balance</b>					<b>\$ 9,444,064</b>	<b>\$ 9,444,064</b>
6	Plus: 2019-2020 Operating Revenues						
7	Tax Revenue					1,106,141	1,475,721
8	Licenses and Permits					348,252	1,410,000
9	Investment Interest					358,236	100,000
10	2019-2020 Total Revenues					1,812,629	2,985,721
11	Plus: 2019-2020 Other Financing Sources						
12	Transfer from Fund 263					468,750	750,000
13	Total Other Financing Sources					468,750	750,000
14	Total Beg F/B, Revenues & Other Sources					11,725,443	13,179,785
15	Less: 2019-2020 Expenditures						
16	Expenditures and Other Financing Uses						
17	Transfer to Fund 357					-	(6,700,000)
18	Transfer to Fund 360					(1,030,000)	(300,000)
19	Expenditures and Other Financing Uses					(1,030,000)	(7,000,000)
20	<b>Ending Fund Balance - (March 31, 2020)</b>					<b>\$ 10,695,443</b>	<b>\$ 6,179,785</b>

**Table 25: Cash and Investment**

	A	B	C
1	<b>City of Lynnwood</b>		
2	<b>Monthly Cash and Investment Reconciliation Report</b>		
3	<b>As of March 31, 2020</b>		
4			
5		<b>Mar 2020</b>	<b>Mar 2019</b>
6	Lynnwood Main Account - US Bank	\$ 2,539,022	\$ 2,441,322
7	Lynnwood Municipal Court Acct	493,585	448,375
8	Custodial Accounts	11,529	11,549
9	Police Major Buy Fund	103,546	103,546
10	<b>Cash in Bank</b>	<b>\$ 3,147,682</b>	<b>\$ 3,004,792</b>
11			
12	LGIP	51,347,457	50,094,372
13	LGIP - 2018 Utility Rev Bond	4,340,177	-
14	LGIP - Rev Bonds - Bond Reserves	-	368
15	LGIP - Transportation Benefit District	2,778,896	2,539,303
16	LGIP - 2015 Util Sys	-	782
17	Investments	22,528,252	24,305,909
18	<b>Total Investments</b>	<b>\$ 80,994,782</b>	<b>\$ 76,940,734</b>
19			
20	<b>Total Cash in Bank &amp; Investments</b>	<b>\$ 84,142,464</b>	<b>\$ 79,945,526</b>
21			
22	<b>Other Cash</b>		
23			
24	Cash in Office	10,000	10,000
25	Advance Travel	15,000	15,000
26	Police Investigation	8,000	8,000
27	<b>Total Other Cash</b>	<b>\$ 33,000</b>	<b>\$ 33,000</b>
28			
29	<b>Grand Total</b>	<b>\$ 84,175,464</b>	<b>\$ 79,978,526</b>

**Table 26: Investment Portfolio**

Listed below are the City's investment portfolio as of March 31, 2020.

	A	B	C	D	E	F	G	
1	<b>City of Lynnwood</b>							
2	<b>Treasurer's Investment Report</b>							
3	<b>Activity for March 2020</b>							
4			<b>YIELD</b>		<b>TYPE</b>			
5		<b>PURCHASE</b>	<b>INTEREST</b>	<b>MATURITY</b>	<b>OF</b>	<b>PAR</b>	<b>COST OF</b>	
6	<b>INVESTMENTS</b>	<b>FUND</b>	<b>DATE</b>	<b>RATE</b>	<b>INVEST</b>	<b>AMOUNT</b>	<b>INVESTMENT</b>	
7	Resolution Funding Corp Strips	699	2/28/18	2.28%	7/15/20	RFCSP	1,055,000	999,613
8	Federal Farm Credit Bank	699	8/24/16	1.32%	8/24/20	FFCB	2,250,000	2,250,000
9	Resolution Funding Corp Strip Princ	699	12/22/16	1.90%	10/15/20	RFCSP	2,150,000	2,000,422
10	Federal Home Loan Bank	699	3/18/19	2.46%	12/11/20	FHLB	1,000,000	1,012,024
11	Federal Home Loan Mtg Corp	699	10/30/17	1.89%	4/30/21	FHLMC	1,000,000	999,000
12	Federal Home Loan Mtg Corp	699	5/31/19	2.15%	11/9/21	FHLMC	1,000,000	1,013,099
13	Federal Home Loan Bank	699	2/19/19	2.54%	12/10/21	FHLB	1,000,000	1,013,168
14	Federal Home Loan Mtg Corp*	699	1/15/20	1.66%	10/13/22	FHLMC	2,000,000	2,003,224
15	Federal National Mortgage Assn	699	12/12/19	1.57%	1/19/23	FNMA	2,000,000	2,048,556
16	Farmer Mac*	699	2/11/20	1.64%	2/10/23	FAMCA	2,000,000	2,002,168
17	Federal Farm Credit Bank	699	6/14/19	2.17%	6/7/23	FFCB	1,000,000	1,004,826
18	Federal National Mortgage Assn	699	11/11/19	1.57%	9/12/23	FNMA	2,000,000	2,097,456
19	Federal Home Loan Bank	699	3/18/19	2.45%	12/8/23	FHLB	2,000,000	2,083,788
20	Federal Farm Credit Bank	699	6/5/19	2.53%	6/5/24	FFCB	1,000,000	999,500
21	Federal Home Loan Mtg Corp	699	8/2/19	2.27%	7/30/24	FHLMC	1,000,000	1,001,408
22						<b>Total Investments</b>	<b>\$22,455,000</b>	<b>\$22,528,252</b>
23	<b>*New investment</b>							
24								
25	<b>Investments Sold or Called in December 2019</b>							
26	Federal Home Loan Bank	699	6/15/18	2.25%	2/11/20	FHLB	1,000,000	995,800
27	Federal Farm Credit Bank	699	10/30/17	2.04%	3/14/22	FFCB	1,000,000	994,575
28	Farmer Mac	699	1/17/19	3.13%	1/17/24	FAMCA	1,000,000	1,000,000
29						<b>Total Sold or Called</b>	<b>\$3,000,000</b>	<b>\$2,990,375</b>



**Table 27: Investment Interest Earnings**

Listed below are the City's interest earnings performance as of March 31, 2020.

	A	B	C	D	E	
1	<b>Comparative Interest Earnings</b>					
2	<b>For the Year-To-Date Period Ending March 2017 - 2020</b>					
3	<b>Fund</b>	<b>Actual thru March 2020</b>	<b>Actual thru March 2019</b>	<b>% of Incr (Decr) from 2019 to 2020</b>	<b>Actual thru March 2018</b>	<b>Actual thru March 2017</b>
4	GENERAL FUND	\$ 31,994	\$ 455	6931.6%	\$ 41,929	\$ -
5	ECO DEV INFRASTRUCTURE	42,645	58,748	-27.4%	21,646	-
6	OTHER GENERAL GOVTL	\$ 29,267	\$ 40,550	-27.8%	\$ 19,920	\$ -
7	TRANSPO BD DISTRICT (TBD)	10,041	14,697	-31.7%	4,352	153
8	REET I & II	\$ 19,533	\$ 28,248	-30.9%	\$ 9,539	\$ -
9	CAPITAL DEV FUND	5,828	6,733	-13.4%	-	-
10	UTILITIES	\$ 188,163	\$ 220,112	-14.5%	\$ 73,673	\$ 16,826
11	GOLF	306	519	-41.0%	624	-
12	INTERNAL SERVICE	\$ 8,293	\$ 13,567	-38.9%	\$ 6,268	\$ -
13	OTHER FUNDS	2,899	3,898	-25.6%	2,679	77,661
15	<b>Grand Total</b>	<b>\$ 338,969</b>	<b>\$ 387,527</b>	<b>-12.53%</b>	<b>\$ 180,630</b>	<b>\$ 94,640</b>

**Table 28: General Fund’s Biennial Revenues by Category**

A	B	C	D	E
1	<b>Biennial Revenue Through March 31, 2020</b>			
3	<b>Category</b>	<b>Biennial Actual thru March 2020</b>	<b>2019-2020 Budget</b>	<b>% of Budget</b>
4	<b>BEGINNING FUND BALANCE</b>	<b>\$ 5,430,869</b>	<b>\$ 5,962,407</b>	<b>100.0%</b>
5	<b>31-Taxes</b>	<b>40,705,426</b>	<b>70,398,437</b>	<b>57.8%</b>
6	BUSINESS & EXCISE TAXES	8,503,741	14,530,701	58.5%
7	GENERAL PROPERTY TAXES	5,042,205	8,355,000	60.3%
8	EMS PROPERTY TAXES	24,140	-	100.0%
9	RETAIL SALES AND USE TAXES	27,135,340	47,512,736	57.1%
10	<b>32-Licenses and Permits</b>	<b>4,410,456</b>	<b>9,618,798</b>	<b>45.9%</b>
11	BUSINESS LICENSES AND PERMITS	3,075,942	7,234,498	42.5%
12	NON-BUS LICENSES & PERMITS	1,334,514	2,384,300	56.0%
13	<b>33-Intergovernmental Revenue</b>	<b>3,190,300</b>	<b>6,628,573</b>	<b>48.1%</b>
14	GROUND EMERGENCY MEDICAL TRANSPORT	1,164,794	1,217,193	95.7%
15	INDIRECT FEDERAL GRANTS	39,933	61,385	0.0%
16	INTLCL GRNTS ENT IMP PYMTS	1,005,303	3,471,845	29.0%
17	ST ENT IMPCT PYMTS & IN LIEU T	666,846	1,280,123	52.1%
18	STATE GRANTS	48,921	60,442	80.9%
19	STATE SHARED REVENUES	264,503	537,585	49.2%
20	<b>34-Charges for Services</b>	<b>7,173,254</b>	<b>13,518,552</b>	<b>53.1%</b>
21	CULTURE & RECREATION	2,764,955	5,350,350	51.7%
22	UTILITIES & ECONOMIC ENVIRONMENT	855,624	2,391,573	35.8%
23	GENERAL GOVERNMENT	3,178,433	5,026,609	63.2%
24	SECURITY OF PERSONS & PROPERTY	374,242	750,020	49.9%
25	<b>35-Fines and Forfeits</b>	<b>5,878,164</b>	<b>9,141,660</b>	<b>64.3%</b>
26	CIVIL PARKING INFRACTION PENAL	3,943,432	6,606,190	59.7%
27	CRIMINAL COSTS	1,872,422	2,437,812	76.8%
28	NON-CRT FINES, FORFEIT & PENAL	62,310	97,658	63.8%
29	<b>36-Miscellaneous Revenues</b>	<b>717,395</b>	<b>2,041,826</b>	<b>35.1%</b>
30	CONTRIB/DONATIONS FROM PRV SRC	30,932	100,000	30.9%
31	INTEREST & OTHER EARNINGS	11,888	306,864	3.9%
32	P CARD REBATES	131,193	252,000	52.1%
33	OTHER	49,678	321,212	15.5%
34	RENTS, LEASES & CONCESSIONS	493,704	1,061,750	46.5%
35	<b>38-Non-Revenue</b>	<b>35,656</b>	<b>12,448</b>	<b>286.4%</b>
36	PROC LONG-TRM DBT-PROP FUNDS ON	35,656	12,448	286.4%
37	<b>39-Other Financing Sources</b>	<b>10,429</b>	<b>1,671,610</b>	<b>0.6%</b>
38	OTHER	3,148	-	0.0%
39	DISPOSITION OF FIXED ASSETS	-	-	0.0%
39	OPERATING TRANSFERS-IN	7,281	1,671,610	0.4%
40	<b>Total Revenue</b>	<b>62,121,080</b>	<b>113,031,904</b>	<b>55.0%</b>
41	<b>Total Revenue Including Fund Balance</b>	<b>\$ 67,551,949</b>	<b>\$ 118,994,311 *</b>	<b>56.8%</b>

\* The report includes actual beginning fund balance of the respective years. RE: CAFR

**Table 29: General Fund's Comparative Annual Revenues by Category**

A	B	C	D	E	
1	<b>Comparative Revenues ending March 31, 2018, 2019 &amp; 2020</b>				
2	<b>Category</b>	<b>Actual thru March 2020</b>	<b>Actual thru March 2019</b>	<b>% of Incr (Decr) from 2019 to 2020</b>	<b>Actual thru March 2018</b>
3	<b>BEGINNING FUND BALANCE</b>	<b>\$ 4,125,560</b>	<b>\$ 10,134,924</b>		<b>\$ 11,596,466</b>
4	<b>31-Taxes</b>	<b>7,428,361</b>	<b>6,842,166</b>	<b>8.6%</b>	<b>7,552,003</b>
5	BUSINESS & EXCISE TAXES	1,773,987	841,052	110.9%	1,069,575
6	GENERAL PROPERTY TAXES	1,074,999	1,008,694	6.6%	873,102
7	EMS PROPERTY TAXES	301	11,244	-97.3%	587,702
8	RETAIL SALES AND USE TAXES	4,579,074	4,981,176	-8.1%	5,021,624
9	<b>32-Licenses and Permits</b>	<b>1,079,758</b>	<b>1,102,615</b>	<b>-2.1%</b>	<b>1,577,017</b>
10	BUSINESS LICENSES AND PERMITS	809,976	889,128	-8.9%	1,394,625
11	NON-BUS LICENSES & PERMITS	269,782	213,487	26.4%	182,392
12	<b>33-Intergovernmental Revenue</b>	<b>205,032</b>	<b>128,572</b>	<b>59.5%</b>	<b>271,614</b>
13	DIRECT FEDERAL GRANTS	-	-	0.0%	-
14	GEMT-GROUND EMERGENCY MED TRANSP	-	-	0.0%	-
15	INDIRECT FEDERAL GRANTS	-	-	0.0%	1,172
16	INTLCL GRNTS ENT IMP PYMTS	64,488	50,583	27.5%	129,114
17	ST ENT IMPCT PYMTS & IN LIEU T	140,544	77,989	80.2%	141,328
18	STATE GRANTS	-	-	0.0%	-
19	<b>34-Charges for Services</b>	<b>1,287,533</b>	<b>1,279,862</b>	<b>0.6%</b>	<b>1,486,185</b>
20	CULTURE & RECREATION	380,233	501,876	-24.2%	585,364
21	UTILITIES & ECONOMIC ENVIRONMENT	317,595	110,007	188.7%	266,994
22	GENERAL GOVERNMENT	555,754	601,407	-7.6%	574,619
23	SECURITY OF PERSONS & PROPERTY	33,951	66,572	-49.0%	59,208
24	<b>35-Fines and Forfeits</b>	<b>1,103,980</b>	<b>944,592</b>	<b>16.9%</b>	<b>1,042,895</b>
25	CIVIL PARKING INFRACTION PENAL	750,362	673,218	11.5%	705,030
26	CRIMINAL COSTS	345,868	263,710	31.2%	328,643
27	NON-CRT FINES, FORFEIT & PENAL	7,750	7,664	1.1%	9,222
28	<b>36-Miscellaneous Revenues</b>	<b>157,226</b>	<b>149,244</b>	<b>5.3%</b>	<b>182,591</b>
29	CONTRIB/DONATIONS FROM PRV SRC	506	6,600	-92.3%	20,723
30	INTEREST & OTHER EARNINGS	36,204	8,779	312.4%	44,854
31	P CARD REBATES	36,621	40,023	-8.5%	19,187
32	OTHERS	2,484	12,668	-80.4%	7,090
33	RENTS, LEASES & CONCESSIONS	81,411	81,174	0.3%	90,737
34	<b>38-Non-Revenue</b>	<b>4,873</b>	<b>8,563</b>	<b>-43.1%</b>	<b>7,006</b>
35	PROC LONG-TRM DBT-PROP FUNDS ON	4,873	8,563	-43.1%	7,006
36	<b>39-Other Financing Sources</b>	<b>1,476</b>	<b>1,476</b>	<b>0.0%</b>	<b>119</b>
37	K-9 INSURANCE RECOVERY	-	-	0.0%	119
38	DISPOSITION OF FIXED ASSETS	-	-	0.0%	-
39	OPERATING TRANSFERS-IN	1,476	1,476	0.0%	-
40	<b>Total Revenue</b>	<b>11,268,239</b>	<b>10,457,090</b>	<b>7.8%</b>	<b>12,119,430</b>
41	<b>Total Revenue Including Fund Balance</b>	<b>\$ 15,393,799</b>	<b>\$ 20,592,014</b>	<b>-25.2%</b>	<b>\$ 23,715,896</b>

\* The report includes actual beginning fund balance of the respective years. RE: CAFR

ADMINISTRATIVE SERVICES

Table 30: General Fund's Biennial Departmental Expenditures by Department

	A	B	C	D
1	<b>Actual Expenditures thru March 31, 2020</b>			
2	<b>Department</b>	<b>Biennial Actual thru March 2020</b>	<b>2019-2020 Biennial Budget</b>	<b>% of Budget</b>
3	<b>ADMINISTRATIVE SERVICES</b>	<b>4,340,854</b>	<b>7,645,789</b>	<b>56.77%</b>
4	1-Salaries & Wages	2,639,700	4,453,723	59.27%
5	2-Personnel Benefits	1,069,157	1,849,197	57.82%
6	3-Supplies	45,025	61,200	73.57%
7	4-Services	573,823	1,278,869	44.87%
8	5-Intergovernmental Svcs	98	1,800	5.44%
9	6-Capital Outlay	12,751	-	0.00%
10	8-Debt Service-Interest	300	1,000	30.00%
11	<b>INFORMATION TECHNOLOGY</b>	<b>2,801,050</b>	<b>5,244,292</b>	<b>53.41%</b>
12	1-Salaries & Wages	1,359,555	2,401,888	56.60%
13	2-Personnel Benefits	544,302	1,002,100	54.32%
14	3-Supplies	112,830	179,650	62.81%
15	4-Services	756,333	1,638,403	46.16%
16	6-Capital Outlay	28,030	22,251	125.97%
17	<b>COMMUNITY DEVELOPMENT</b>	<b>3,146,071</b>	<b>6,982,765</b>	<b>45.05%</b>
18	1-Salaries & Wages	1,548,789	3,377,537	45.86%
19	2-Personnel Benefits	643,803	1,485,616	43.34%
20	3-Supplies	41,245	129,000	31.97%
21	4-Services	912,234	1,990,612	45.83%
22	<b>ECONOMIC DEVELOPMENT</b>	<b>1,150,974</b>	<b>3,954,842</b>	<b>29.10%</b>
23	1-Salaries & Wages	399,349	695,792	57.39%
24	2-Personnel Benefits	134,256	258,843	51.87%
25	3-Supplies	1,616	9,350	17.28%
26	4-Services	615,753	2,990,857	20.59%
27	<b>EXECUTIVE</b>	<b>1,080,015</b>	<b>1,881,717</b>	<b>57.40%</b>
28	1-Salaries & Wages	621,185	994,722	62.45%
29	2-Personnel Benefits	204,469	368,454	55.49%
30	3-Supplies	23,290	22,450	103.74%
31	4-Services	231,071	496,091	46.58%
32	<b>FIRE MARSHAL</b>	<b>1,386,523</b>	<b>2,276,882</b>	<b>60.90%</b>
33	2-Personnel Benefits	2,191	-	0.00%
34	3-Supplies	5,080	4,500	112.89%
35	4-Services	55,476	80,817	68.64%
36	5-Intergovernmental Svcs	1,323,776	2,191,565	60.40%
37	<b>HUMAN RESOURCES</b>	<b>964,278</b>	<b>1,916,267</b>	<b>50.32%</b>
38	1-Salaries & Wages	559,583	973,523	57.48%
39	2-Personnel Benefits	242,614	419,714	57.80%
40	3-Supplies	33,413	47,100	70.94%
41	4-Services	128,668	475,930	27.04%

ADMINISTRATIVE SERVICES

Table 30: General Fund's Biennial Departmental Expenditures by Department

	A	B	C	D
1	<b>Actual Expenditures thru March 31, 2020</b>			
2	<b>Department</b>	<b>Biennial Actual thru March 2020</b>	<b>2019-2020 Biennial Budget</b>	<b>% of Budget</b>
42	<b>LEGAL</b>	<b>1,940,257</b>	<b>3,348,654</b>	<b>57.94%</b>
43	3-Supplies	1,700	8,900	0.00%
44	4-Services	1,938,557	3,339,754	58.04%
45	<b>LEGISLATIVE</b>	<b>491,862</b>	<b>872,547</b>	<b>56.37%</b>
46	1-Salaries & Wages	252,981	406,385	62.25%
47	2-Personnel Benefits	188,352	329,554	57.15%
48	3-Supplies	2,941	5,200	56.56%
49	4-Services	47,588	131,408	36.21%
50	<b>MUNICIPAL COURT</b>	<b>1,594,246</b>	<b>2,871,854</b>	<b>55.51%</b>
51	1-Salaries & Wages	855,772	1,550,219	55.20%
52	2-Personnel Benefits	395,299	647,764	61.03%
53	3-Supplies	18,804	17,500	107.45%
54	4-Services	324,371	656,371	49.42%
55	<b>NON-DEPARTMENTAL</b>	<b>4,624,794</b>	<b>7,942,376</b>	<b>58.23%</b>
56	0-Transfers	4,590,810	7,742,376	59.29%
57	1-Salaries & Wages	33,984	200,000	16.99%
58	<b>PARKS &amp; RECREATION</b>	<b>9,610,008</b>	<b>17,261,088</b>	<b>55.67%</b>
59	1-Salaries & Wages	5,328,424	8,987,767	59.29%
60	2-Personnel Benefits	1,918,590	3,399,794	56.43%
61	3-Supplies	426,986	811,177	52.64%
62	4-Services	1,906,860	3,897,350	48.93%
63	5-Intergovernmental Svcs	(3,516)	165,000	-2.13%
64	6-Capital Outlay	32,664	-	0.00%
65	<b>POLICE</b>	<b>25,591,727</b>	<b>43,826,031</b>	<b>58.39%</b>
66	1-Salaries & Wages	14,315,709	23,121,854	61.91%
67	2-Personnel Benefits	5,063,208	8,891,833	56.94%
68	3-Supplies	666,992	1,406,375	47.43%
69	4-Services	3,282,930	5,905,235	55.59%
70	5-Intergovernmental Svcs	2,216,545	4,490,734	49.36%
71	6-Capital Outlay	46,343	10,000	0.00%
72	<b>PUBLIC WORKS</b>	<b>3,964,554</b>	<b>8,693,624</b>	<b>45.60%</b>
73	1-Salaries & Wages	1,884,511	4,084,341	46.14%
74	2-Personnel Benefits	772,834	1,894,520	40.79%
75	3-Supplies	128,257	370,280	34.64%
76	4-Services	1,145,827	2,291,483	50.00%
77	9-Interfund Payment for Svcs	33,125	53,000	62.50%
78	<b>Grand Totals</b>	<b>\$ 62,687,213</b>	<b>\$ 114,718,728</b>	<b>54.64%</b>

**Table 31: General Fund's Comparative Year-To-Date Detailed Expenditures by Department**

	A	B	C	D	E
1	<b>March 31, 2018, 2019 &amp; 2020</b>				
2	<b>Department</b>	<b>Actual thru March 2020</b>	<b>Actual thru March 2019</b>	<b>% of Incr (Decr) from 2019 to 2020</b>	<b>Actual thru March 2018</b>
3	<b>ADMINISTRATIVE SERVICES</b>	<b>754,329</b>	<b>721,182</b>	<b>4.60%</b>	<b>776,014</b>
4	1-Salaries & Wages	488,566	462,559	5.62%	496,993
5	2-Personnel Benefits	193,722	179,104	8.16%	187,714
6	3-Supplies	8,878	11,016	-19.41%	1,868
7	4-Services	62,863	55,736	12.79%	89,439
8	5-Intergovernmental Svcs	-	16	0.00%	-
9	6-Capital Outlay	-	12,751	0.00%	-
10	8-Debt Service-Interest	300	-	0.00%	-
11	<b>INFORMATION TECHNOLOGY</b>	<b>425,565</b>	<b>764,583</b>	<b>-44.34%</b>	<b>722,856</b>
12	1-Salaries & Wages	241,177	262,161	-8.00%	275,523
13	2-Personnel Benefits	93,666	100,720	-7.00%	107,931
14	3-Supplies	16,690	24,919	-33.02%	27,644
15	4-Services	73,091	361,674	-79.79%	169,463
16	6-Capital Outlay	941	15,109	-93.77%	142,295
17	<b>COMMUNITY DEVELOPMENT</b>	<b>591,796</b>	<b>731,008</b>	<b>-19.04%</b>	<b>724,475</b>
18	1-Salaries & Wages	268,062	420,220	-36.21%	357,602
19	2-Personnel Benefits	110,031	134,259	-18.05%	146,298
20	3-Supplies	6,265	6,111	2.52%	9,956
21	4-Services	207,438	170,418	21.72%	210,619
22	6-Capital Outlay	-	-	0.00%	-
23	<b>ECONOMIC DEVELOPMENT</b>	<b>174,806</b>	<b>122,830</b>	<b>42.32%</b>	<b>88,533</b>
24	1-Salaries & Wages	74,996	70,742	6.01%	53,683
25	2-Personnel Benefits	24,711	23,366	5.76%	18,444
26	3-Supplies	709	51	1290.20%	324
27	4-Services	74,390	28,671	159.46%	16,082
28	<b>EXECUTIVE</b>	<b>208,164</b>	<b>223,601</b>	<b>-6.90%</b>	<b>188,087</b>
29	1-Salaries & Wages	122,568	111,765	9.67%	101,794
30	2-Personnel Benefits	37,713	35,711	5.61%	35,193
31	3-Supplies	1,249	10,870	-88.51%	2,088
32	4-Services	46,634	65,255	-28.54%	49,012
33	<b>FIRE</b>	<b>209,688</b>	<b>210,173</b>	<b>-0.23%</b>	<b>772,920</b>
34	2-Personnel Benefits	(52)	-	0.00%	-
35	3-Supplies	2,005	1,009	98.71%	(699)
36	4-Services	3,068	4,497	-31.78%	(13,710)
37	5-Intergovernmental Svcs	204,667	204,667	0.00%	787,329
38	<b>HUMAN RESOURCES</b>	<b>185,901</b>	<b>215,289</b>	<b>-13.65%</b>	<b>198,090</b>
39	1-Salaries & Wages	113,385	83,865	35.20%	109,134
40	2-Personnel Benefits	41,429	30,955	33.84%	45,936
41	3-Supplies	10,476	10,757	-2.61%	1,019
42	4-Services	20,611	89,712	-77.03%	42,001

**Table 31: General Fund's Comparative Year-To-Date Detailed Expenditures by Department**

	A	B	C	D	E
1	<b>March 31, 2018, 2019 &amp; 2020</b>				
2	<b>Department</b>	<b>Actual thru March 2020</b>	<b>Actual thru March 2019</b>	<b>% of Incr (Decr) from 2019 to 2020</b>	<b>Actual thru March 2018</b>
43	<b>LEGAL</b>	<b>226,332</b>	<b>252,063</b>	<b>-10.21%</b>	<b>279,079</b>
44	3-Supplies	1,700	-	0.00%	96
45	4-Services	224,632	252,063	-10.88%	278,983
46	<b>LEGISLATIVE</b>	<b>85,316</b>	<b>87,102</b>	<b>-2.05%</b>	<b>84,982</b>
47	1-Salaries & Wages	43,156	42,983	0.40%	42,066
48	2-Personnel Benefits	33,587	31,348	7.14%	31,550
49	3-Supplies	687	1,536	-55.27%	658
50	4-Services	7,886	11,235	-29.81%	10,708
51	<b>MUNICIPAL COURT</b>	<b>302,825</b>	<b>255,818</b>	<b>18.38%</b>	<b>292,777</b>
52	1-Salaries & Wages	164,769	141,323	16.59%	163,114
53	2-Personnel Benefits	78,564	61,692	27.35%	62,879
54	3-Supplies	12,723	2,579	393.33%	9,679
55	4-Services	46,769	50,224	-6.88%	57,105
56	<b>NON-DEPARTMENTAL</b>	<b>684,506</b>	<b>967,797</b>	<b>-29.27%</b>	<b>1,024,742</b>
57	0-Transfers	650,522	967,797	-32.78%	973,853
58	1-Salaries & Wages	33,984	-	0.00%	-
59	2-Personnel Benefits	-	-	0.00%	50,889
60	<b>PARKS &amp; RECREATION</b>	<b>1,590,853</b>	<b>1,685,087</b>	<b>-5.59%</b>	<b>1,640,825</b>
61	1-Salaries & Wages	947,844	926,197	2.34%	897,296
62	2-Personnel Benefits	345,226	334,874	3.09%	325,123
63	3-Supplies	65,388	73,335	-10.84%	86,127
64	4-Services	234,446	345,015	-32.05%	332,279
65	5-Intergovernmental Svcs	(2,051)	5,666	-136.20%	-
66	6-Capital Outlay	-	-	0.00%	-
67	<b>POLICE</b>	<b>4,241,284</b>	<b>4,648,162</b>	<b>-8.75%</b>	<b>4,312,427</b>
68	1-Salaries & Wages	2,470,461	2,594,177	-4.77%	2,282,401
69	2-Personnel Benefits	902,402	978,488	-7.78%	862,470
70	3-Supplies	117,354	122,456	-4.17%	145,227
71	4-Services	498,084	520,656	-4.34%	479,054
72	5-Intergovernmental Svcs	252,983	432,385	-41.49%	543,275
73	6-Capital Outlay	-	-	0.00%	-
74	<b>PUBLIC WORKS</b>	<b>847,697</b>	<b>816,927</b>	<b>3.77%</b>	<b>703,234</b>
75	1-Salaries & Wages	430,526	392,743	9.62%	323,969
76	2-Personnel Benefits	175,725	163,359	7.57%	130,828
77	3-Supplies	32,864	40,818	-19.49%	39,180
78	4-Services	201,957	213,382	-5.35%	194,007
79	6-Capital Outlay	-	-	0.00%	-
80	9-Interfund Payment for Svcs	6,625	6,625	0.00%	15,250
81	<b>Grand Totals</b>	<b>\$ 10,529,062</b>	<b>\$ 11,701,622</b>	<b>-10.0%</b>	<b>\$ 11,809,041</b>



**Table 32: Year to Date Operation - Fund Balance Report**

	A	B	C	D	
1	<b>Period Ending: March 31, 2020</b>				
2	<b>Fund</b>	<b>Balance 01/01/20 - (Note 1)</b>	<b>2020 YTD Revenue</b>	<b>2020 YTD Expenditure</b>	<b>Balance 3/31/2020- Ending Balance</b>
3	011 General	\$ 4,125,560	\$ 11,268,239	\$ 10,529,062	\$ 4,864,737
4	020 Econ Dev Infrastructure	10,559,048	136,395	-	10,695,443
5	098 Revenue Stabilization Fund	6,000,000	-	-	6,000,000
6	099 Program Development Fund	15,627	-	-	15,627
7	101 Lodging Tax Fund	1,266,951	276,029	389,661	1,153,319
8	104 Drug Enforcement	230,480	121,790	23,750	328,520
9	105 Criminal Justice	3,591,505	89,959	33,766	3,647,698
10	110 Transportation Impact Fee	2,018,715	74,282	-	2,092,997
11	111 Street	259,415	362,710	558,377	63,748
12	114 Cum. Parks	77,239	530	1,070	76,699
13	116 Cum. Art	49,878	200	-	50,078
14	119 Cum. Aid Car	16,766	62	-	16,828
15	121 Tree Fund Reserve	293,816	848	1,825	292,839
16	128 Path and Trails	8,852	-	-	8,852
17	144 Solid Waste	81,982	6,625	10,816	77,791
18	150 Transportation Bene Dist-TBD	3,354,819	404,903	5,839	3,753,883
19	180 Park Impact Fees	184,353	807,649	-	992,002
20	215 800 MHz Debt Service	6,003	-	1,476	4,527
21	223 Rec Ctr 2012 LTGO Bonds	111,277	414,159	-	525,436
22	224 Local Improvement Guaranty	184,721	753	-	185,474
23	263 LID 93 1-5 196th Project	495,180	218	93,750	401,648
24	330 Real Estate Excise Tax II	2,875,598	92,701	-	2,968,299
25	331 Real Estate Excise Tax I	2,312,969	90,426	280,000	2,123,395
26	333 Capital Development Plan	1,441,225	5,828	-	1,447,053
27	<b>Total</b>	<b>\$ 39,561,979</b>	<b>\$ 14,154,306</b>	<b>\$ 11,929,392</b>	<b>\$ 41,786,893</b>



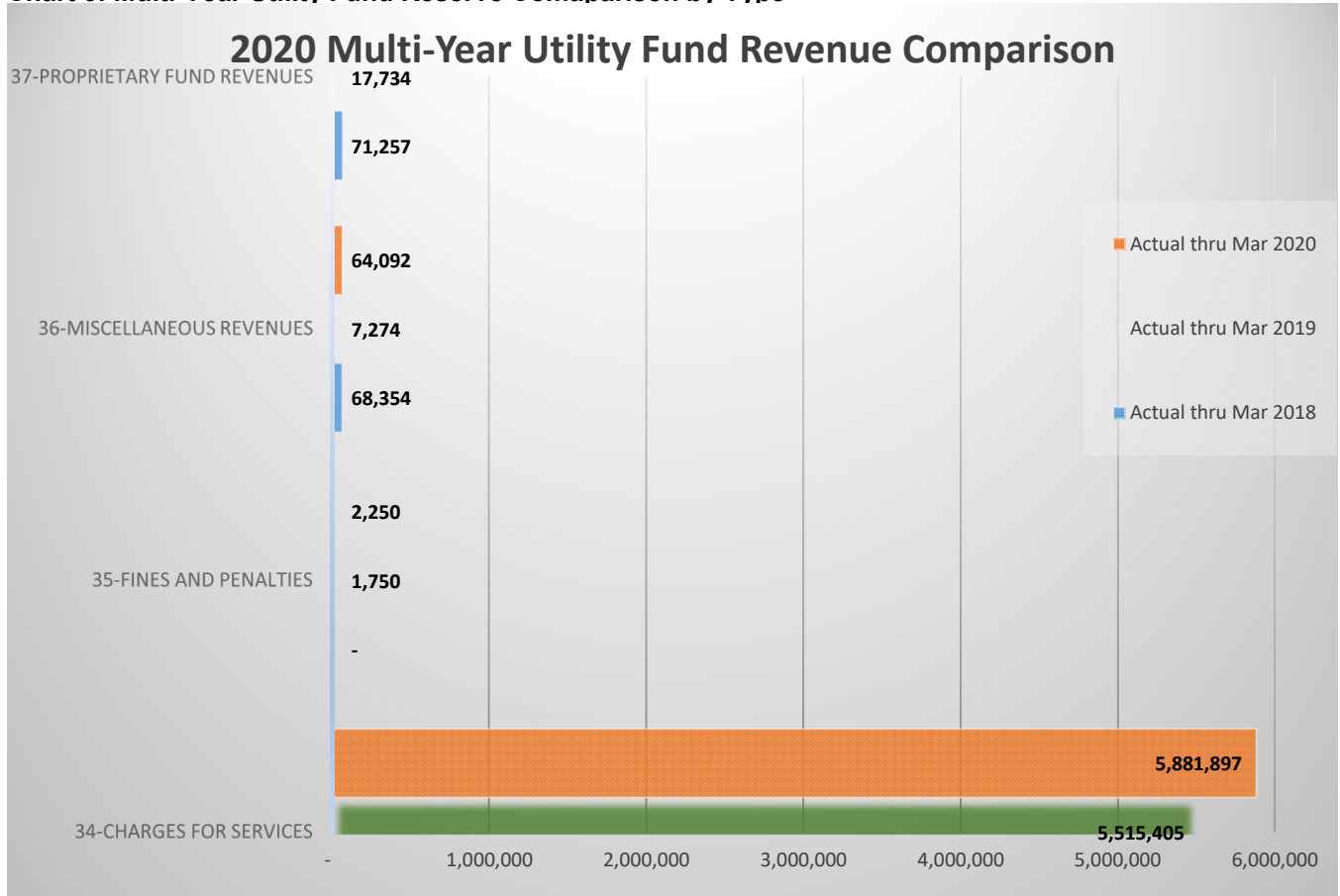
**Table 33: Year to Date Capital (CIP) - Fund Balance Report**

	A	B	C	D	
1	<b>Period Ending: March 31, 2020</b>				
2	<b>Fund</b>	<b>Balance 01/01/20 - (Note 1)</b>	<b>2020 YTD Revenue</b>	<b>2020 YTD Expenditure</b>	<b>Balance 3/31/2020- Ending Balance</b>
3	332 Hardware/Software Upgrade	\$ 6,519	\$ -	\$ -	\$ 6,519
4	357 Other General Govt Capital Improv.	70,264	-	13,889	56,375
5	360 Transportation Capital Project	5,689,590	24,689	2,754,085	2,960,194
6	370 Facilities Capital Infrastructure	1,578,105	-	28,586	1,549,519
7	380 Parks & Recr Capital Infrastructure	422,887	280,000	3,181	699,706
8	390 Public Safety Capital Infrastructure	795,146	-	29,747	765,399
9	412 Utilities Capital Construction	18,754,871	127,792	62,520	18,820,143
10					
11	<b>Total</b>	<b>27,317,382</b>	<b>432,481</b>	<b>2,892,008</b>	<b>24,857,855</b>
12	Note 1 -- Beginning fund balances reflected unaudited 2019 year-end financial closing.				

**Table 34: Utility Fund Comparative Year-To-Date Revenue Ending Mar 2018, 2019 & 2020**

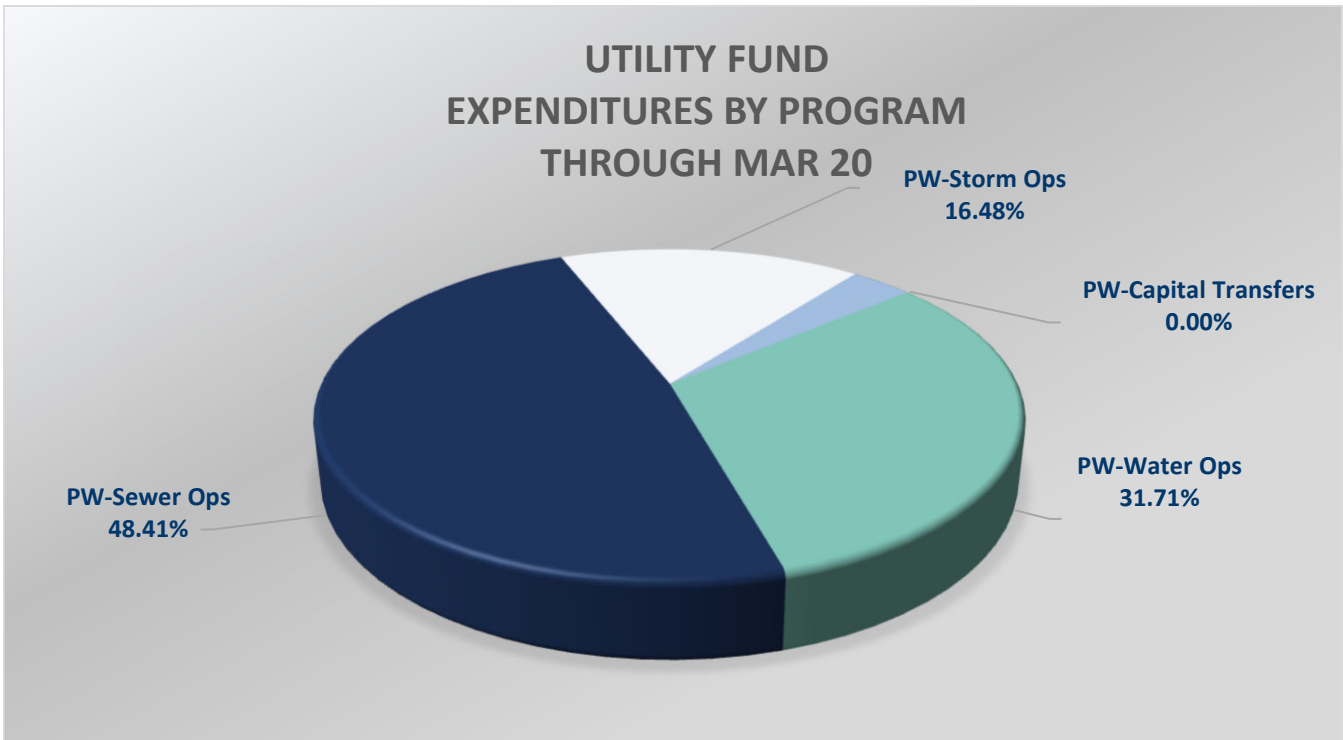
	A	B	C	D	E	F
1	<b>Utility Fund Revenues</b>					
2	<b>Comparative Fiscal Revenue For the Year-To-Date</b>					
3	<b>Period ending Mar 2018, 2019 &amp; 2020</b>					
4	<b>Category</b>	<b>2019-2020 Budget</b>	<b>Actual thru Mar 2020</b>	<b>% Incr (Decr) 2019-2020</b>	<b>Actual thru Mar 2019</b>	<b>Actual thru Mar 2018</b>
5	<b>34-CHARGES FOR SERVICES</b>	56,550,404	5,881,897	6.64%	5,515,405	5,187,806
6	Water Sales	14,865,936	1,778,373	6.38%	1,671,757	1,502,498
7	Sewer/Reclaimed Water Sales	1,594,317	126,921	50.00%	84,614	82,806
8	Sewer Connection Fees	2,242,651	14,980	101.34%	7,440	-
9	Sewer Service	29,063,458	2,877,728	6.22%	2,709,309	2,562,055
10	Storm Drainage Services	8,432,194	1,060,238	4.41%	1,015,463	1,003,831
11	Misc Services	351,848	23,657	-11.80%	26,822	36,616
12	<b>35-FINES AND PENALTIES</b>	-	2,250	28.57%	1,750	-
13	Sewer Admin Fine	-	2,250	28.57%	1,750	-
14	<b>36-MISCELLANEOUS REVENUES</b>	301,121	64,092	781.11%	7,274	68,354
15	Interest Earnings	300,000	60,372	984.27%	5,568	68,026
16	Misc Water	-	3,720	164.58%	1,406	128
17	Misc Sewer	1,121	-	-100.00%	300	200
18	<b>37-PROPRIETARY FUND REVENUES</b>	-	45,216	154.97%	17,734	71,257
19	Contributions	-	45,216	154.97%	17,734	71,257
20	<b>Total Revenue</b>	56,851,525	5,993,455	8.14%	5,542,163	5,327,417

Chart 6: Multi-Year Utility Fund Reserve Comparison by Type



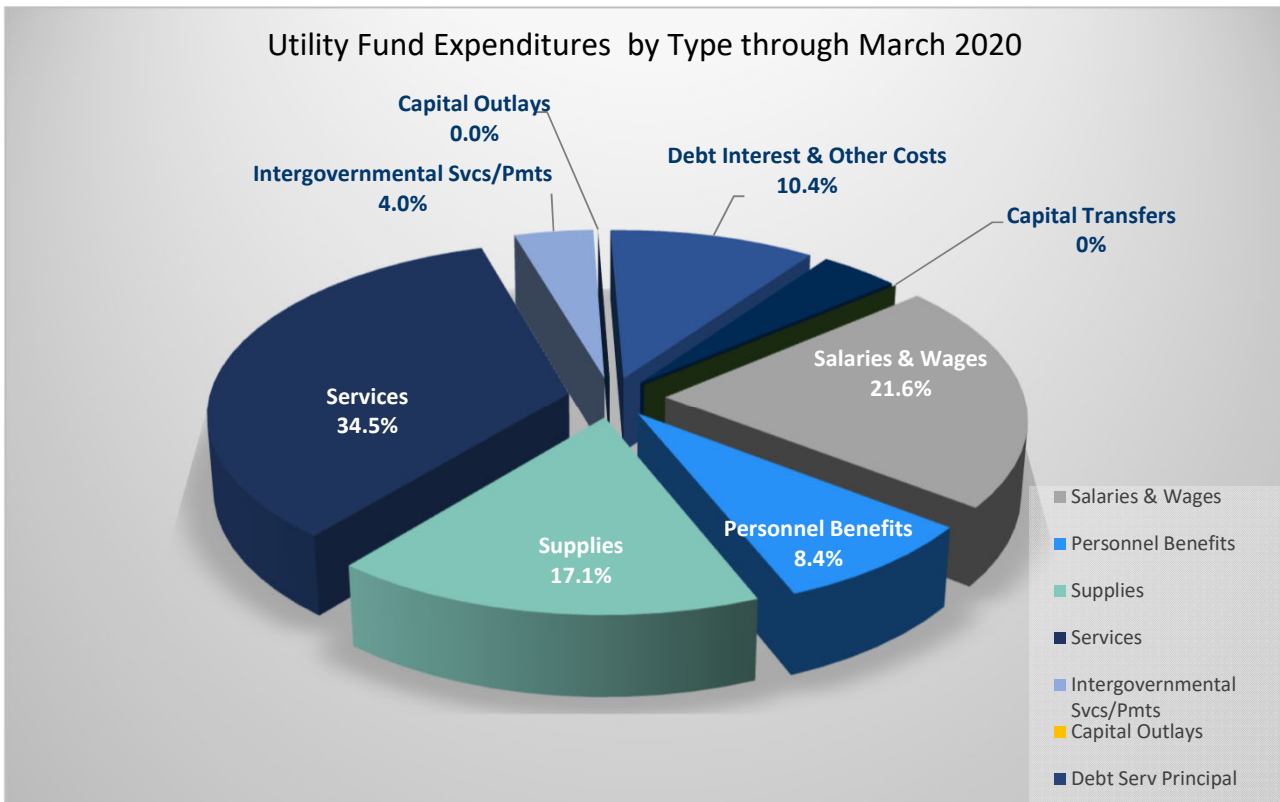
**Table 35: Utility Fund Expenditures by Utility Program through Mar 2020**

	A	B	D	E	G
1	<b>Expenditures by Utility Fund Program thru Mar 2020</b>				
2	<b>FY 2019-2020</b>				
3					
4	<b>Program Type</b>	<b>2019-2020 Revised Budget</b>	<b>Actual thru Mar 2020</b>	<b>% of Total</b>	<b>% of Budget</b>
5	PW-Water Ops	11,760,445	6,636,730	31.71%	56.43%
6	PW-Sewer Ops	18,433,865	10,132,299	48.41%	54.97%
7	PW-Storm Ops	6,281,248	3,450,210	16.48%	54.93%
8	PW-Debt Service Fund Transfer	1,140,350	712,453	3.40%	62.48%
9	PW-Capital Transfers	15,062,453	-	0.00%	0.00%
10	<b>Grand Total</b>	<b>52,678,361</b>	<b>20,931,692</b>	<b>100%</b>	<b>39.73%</b>



**Table 36: Utility Fund Comparative Year-To-Date Expenditures and Summary**

	A	B	C	D	E	F
	<b>Utility Fund</b>					
1	<b>Comparative Fiscal Expenditure Categories through Mar 2018-2020</b>					
2						
3	<b>Category</b>	<b>2019-2020 Budget</b>	<b>Actual thru Mar 2020</b>	<b>Actual thru Mar 2019</b>	<b>% Incr (Decr) 2019-2020</b>	<b>Actual thru Mar 2018</b>
4	Salaries & Wages	\$ 7,807,134	\$ 771,138	\$ 824,103	-6.4%	\$ 803,083
5	Personnel Benefits	3,263,326	300,524	316,152	-4.9%	322,616
6	Supplies	6,503,200	610,677	479,748	27.3%	504,259
7	Services	11,945,008	1,231,887	1,267,901	-2.8%	1,043,544
8	Intergovernmental Svcs/Pmts	40,000	142,708	54,616	161.3%	-
9	Capital Outlays	106,281	-	-	0.0%	33,228
10	Debt Serv Principal	3,210,000	-	-	0.0%	-
11	Debt Interest & Other Costs	3,600,609	372,727	(91,090)	-509.2%	192,710
12	Debt Service Transfer	1,140,350	144,904	284,431	-49.1%	253,600
13	Capital Transfers	15,062,453	-	-	0.0%	-
14	<b>Grand Total</b>	<b>\$ 52,678,361</b>	<b>\$ 3,574,565</b>	<b>\$ 3,135,861</b>	<b>14.0%</b>	<b>\$ 3,153,040</b>
15						
16	<b>Summary</b>	<b>2019-2020 Budget</b>	<b>Actual thru Mar 2020</b>	<b>Actual thru Mar 2019</b>	<b>Actual thru Mar 2018</b>	
17	Salaries and Benefits	\$ 11,070,460	\$ 1,071,662	\$ 1,140,255	\$ 1,125,699	
18	Other Costs	25,405,098	2,357,999	1,711,175	1,773,741	
19	Transfers	16,202,803	\$ 144,904	\$ 284,431	253,600	
20	<b>Grand Total</b>	<b>\$ 52,678,361</b>	<b>\$ 3,574,565</b>	<b>\$ 3,135,861</b>	<b>\$ 3,153,040</b>	



**Table 37: Utility Fund Revenue and Expenditure by Program**

	A	B	C	D	E
1	<b>Utility Fund Revenue &amp; Expenditure</b>				
2	<b>by Fund Program</b>				
3	<b>Biennial Year-To-Date through Mar 2020</b>				
4		<b>Water</b>	<b>Sewer</b>	<b>Storm</b>	<b>Total</b>
5	<b>Operating Revenue</b>	10,293,754	14,059,630	5,242,135	29,595,519
6	<b>Operating Expenditures</b>	(6,636,730)	(10,132,299)	(3,450,210)	(20,219,239)
7	<b>Subtotal - Revenue over/under Expenditures prior to Operating/Capital FundsTransfers</b>	<b>3,657,024</b>	<b>3,927,331</b>	<b>1,791,925</b>	<b>9,376,280</b>
8	<b>Transfers to Utility Capital Fund Total</b>	(50,156)	(411,442)	(250,855)	(712,453)
9	<b>Total Revenues over/(under) Expenditures and Operating/Capital Transfers</b>	<b>\$ 3,606,868</b>	<b>\$ 3,515,889</b>	<b>\$ 1,541,070</b>	<b>\$ 8,663,827</b>

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