



**LYNNWOOD FINANCE COMMITTEE - regular Finance Committee
meeting
Conference Room 4, City Hall
THURSDAY, MAY 25, 2023 3:30 PM**

1. CALL TO ORDER
2. ROLL CALL
3. FINANCIAL REPORTS
 - 3.A [4th Quarter 2022 Financial Report](#)
- 30 minutes
Michelle Meyer, Finance Director
4. DISCUSSION ITEM
 - 4.A [Sales Tax Report](#) - *20 minutes*
Michelle Meyer, Finance Director
 - 4.B [American Rescue Plan Act Update](#) - *30 minutes*
Michelle Meyer, Director of Finance
5. ADJOURN

FINANCE COMMITTEE 3.A

CITY OF LYNNWOOD FINANCE COMMITTEE

TITLE:

4th Quarter 2022 Financial Report

DEPARTMENT CONTACT: Sandra Fujioka, Finance

SUMMARY:

4th Quarter 2022 Financial Reports will be reviewed

PRESENTER:

Michelle Meyer, Finance Director

ESTIMATED TIME:

30

BACKGROUND:

The Finance Department carefully monitors the City's finances and this report provides detailed information about our financial health through the end of the 4th quarter of 2022.

Lynnwood is committed to maintaining fiscal sustainability and transparency as the City receives and expends funds according to the amended 2021 - 2022 Biennial Budget. Lynnwood utilizes a biennial budget (24 months) and this reporting period equals 24 of 24 months, which is 100% of the two-year period.

SUGGESTED ACTION:

Review and discussion.

DEPARTMENT ATTACHMENTS

Description:

[Quarterly Financial Report Q4 2022.pdf](#)

Summary by Fund January 01, 2021 through December 31, 2022

Fund	Beginning Fund Balance	Revenue	Expenditures	Ending Fund Balance
General Fund				
011 General Fund	\$ 4,124,541	\$ 116,526,900	\$ 106,950,815	\$ 13,700,626
Total General Fund	\$ 4,124,541	\$ 116,526,900	\$ 106,950,815	\$ 13,700,626
Other General Government				
020 Econ Dev Infrastructure	\$ 11,043,874	\$ (16,312)	\$ 1,144,955	\$ 9,882,607
098 Revenue Stabilization	4,870,033	1,129,967	-	6,000,000
101 Lodging Tax	894,194	1,372,006	1,362,408	903,792
104 Drug Enforcement	292,264	20,489	36,579	276,174
105 Criminal Justice	2,802,496	2,422,368	2,942,113	2,282,751
110 Transportation Impact Fee	2,308,893	2,552,399	3,320,000	1,541,292
111 Street Operating	243,324	5,667,454	5,619,017	291,761
114 Cumulative Park Reserve	87,956	48,846	8,666	128,136
116 Cumulative Art Reserve	50,514	508,874	27,600	531,788
119 Aid Car Reserve	176	(124)	-	52
121 Tree Reserve	233,168	223,151	104,673	351,646
128 Paths & Trails	8,888	(132)	-	8,756
131 American Rescue Plan Act	-	953,719	953,719	-
144 Solid Waste Management	87,570	64,942	57,638	94,874
146 Affordable Housing	87,293	442,431	-	529,724
147 Opioid Settlement	-	123,435	-	123,435
150 Transportation Benefit District	4,614,317	8,896,689	10,515,119	2,995,887
180 Park Impact Fee	2,431,017	5,579,690	5,049,953	2,960,754
Total Other General Government Fund	\$ 30,055,977	\$ 29,989,892	\$ 31,142,440	\$ 28,903,429
Debt Service				
203 General Govt Debt Service	\$ -	\$ 4,000,000	\$ 2,978,432	\$ 1,021,568
223 Rec Center 2012 LTGO	111,901	3,313,026	3,312,425	112,502
Total Debt Service Funds	\$ 111,901	\$ 7,313,026	\$ 6,290,857	\$ 1,134,070
Capital Funds				
330 REET 2	\$ 3,816,236	\$ 2,974,714	\$ 4,586,123	\$ 2,204,827
331 REET 1	2,689,004	2,966,181	2,968,142	2,687,043
332 HRDW/SFTW	6,519	-	-	6,519
333 Capital Development	1,237,564	2,205,083	1,964,338	1,478,309
357 Other Government Capital	26,625	861,589	473,670	414,544
360 Transportation Capital	2,492,680	36,002,281	37,062,825	1,432,136
370 Facilities Capital	1,192,062	2,471,600	3,181,669	481,993
380 Parks & Recreation Capital	597,636	15,864,991	15,100,421	1,362,206
390 Public Safety Capital	473,156	71,544,692	32,744,919	39,272,929
Total Capital Funds	\$ 12,531,482	\$ 134,891,131	\$ 98,082,107	\$ 49,340,506
Enterprise Funds				
411 Utility Operations	\$ 19,933,825	\$ 65,496,564	\$ 50,592,842	\$ 34,837,547
412 Utility Capital	9,945,184	10,764,721	15,928,948	4,780,957
417 Not budgeted	(14,943)	-	(14,943)	-
419 2010 Utility System Bonds	255,295	-	255,295	-
460 Golf Course	3,382,851	3,757,674	3,158,407	3,982,118
Total Enterprise Funds	\$ 33,502,212	\$ 80,018,959	\$ 69,920,549	\$ 43,600,622
Internal Service Funds				
510 Equipment Rental Reserve	\$ 5,055,599	\$ 3,360,740	\$ 2,668,176	\$ 5,748,163
511 Equipment Rental Oper	(932,816)	5,167,865	3,525,995	709,054
513 Lynnwood Shop Operations	132,948	244,241	297,460	79,729
515 Self Insurance	398,726	(638)	92,747	305,341
520 Technology Reserve	300,819	262,400	54,419	508,800
Total Internal Service Funds	\$ 4,955,276	\$ 9,034,608	\$ 6,638,797	\$ 7,351,087
Total for all funds	\$ 85,281,389	\$ 377,774,516	\$ 319,025,565	\$ 144,030,340

Revenue Comparison through Budget Year 2, Quarter 4

Fund	2019 - 2020 Actual	2021 - 2022 Actual	2021-2022 Budget	% Budget
General Fund				
011 General Fund	\$ 100,253,265	\$ 116,526,900	\$ 111,398,467	105%
Total General Fund	\$ 100,253,265	\$ 116,526,900	\$ 111,398,467	
Other General Government				
020 Econ Dev Infrastructure	\$ 2,657,810	\$ (16,312)	\$ 300,000	-5%
098 Revenue Stabilization	-	1,129,967	1,500,000	75%
101 Lodging Tax	2,018,717	1,372,006	1,170,000	117%
104 Drug Enforcement	335,770	20,489	302,000	7%
105 Criminal Justice	2,057,709	2,422,368	2,171,741	112%
110 Transportation Impact Fee	798,015	2,552,399	1,040,000	245%
111 Street Operating	4,784,447	5,667,454	5,405,088	105%
114 Cumulative Park Reserve	26,474	48,846	59,500	82%
116 Cumulative Art Reserve	2,203	508,874	52,000	979%
119 Aid Car Reserve	740	(124)	-	0%
121 Tree Reserve	101,947	223,151	50,000	446%
128 Paths & Trails	80,085	(132)	-	0%
131 American Rescue Plan Act	-	953,719	10,936,804	9%
144 Solid Waste Management	83,299	64,942	77,276	84%
146 Affordable Housing	87,293	442,431	401,200	110%
147 Opioid Settlement	-	123,435	-	0%
150 Transportation Benefit District	7,782,014	8,896,689	7,680,000	116%
180 Park Impact Fee	2,422,395	5,579,690	5,023,800	111%
Total Other General Government Funds	\$ 23,238,918	\$ 29,989,892	\$ 36,169,409	
Debt Service				
203 General Govt Debt Service	\$ -	\$ 4,000,000	\$ 4,000,000	100%
223 Rec Center 2012 LTGO	3,313,276	3,313,026	3,313,026	100%
Total Debt Service Funds	\$ 3,313,276	\$ 7,313,026	\$ 7,313,026	
Capital Funds				
330 REET 2	\$ 2,276,635	\$ 2,974,714	\$ 1,670,000	178%
331 REET 1	2,361,798	2,966,181	1,650,000	180%
332 HRDW/SFTW	-	-	-	0%
333 Capital Development	1,157,291	2,205,083	2,230,000	99%
357 Other Government Capital	133,049	861,589	5,243,242	16%
360 Transportation Capital	13,725,579	36,002,281	49,411,022	73%
370 Facilities Capital	1,287,882	2,471,600	3,245,798	76%
380 Parks & Recreation Capital	1,917,151	15,864,991	19,197,476	83%
390 Public Safety Capital	2,700,426	71,544,692	66,908,000	107%
Total Capital Funds	\$ 25,559,811	\$ 134,891,131	\$ 149,555,538	
Enterprise Funds				
411 Utility Operations	\$ 75,202,010	\$ 65,496,564	\$ 54,356,413	120%
412 Utility Capital	2,751,399	10,764,721	14,734,440	73%
417 Not budgeted	-	-	-	0%
419 2010 Utility System Bonds	6,693,072	-	-	0%
460 Golf Course	3,003,008	3,757,674	2,950,710	127%
Total Enterprise Funds	\$ 87,649,489	\$ 80,018,959	\$ 72,041,563	
Internal Service Funds				
510 Equipment Rental Reserve	\$ 3,213,524	\$ 3,360,740	\$ 3,176,291	106%
511 Equipment Rental Oper	2,892,507	5,167,865	5,402,935	96%
513 Lynnwood Shop Operations	230,806	244,241	243,000	101%
515 Self Insurance	6,145	(638)	1,610,310	0%
520 Technology Reserve	576,895	262,400	262,400	100%
Total Internal Service Funds	\$ 6,919,877	\$ 9,034,608	\$ 10,694,936	
Total for all funds	\$ 246,934,636	\$ 377,774,516	\$ 387,172,939	

Expenditure Comparison through Budget Year 2, Quarter 4

Fund	2019 - 2020 Actual	2021 - 2022 Actual	2021-2022 Budget	% Budget
General Fund				
011 General Fund	\$ 101,559,594	\$ 106,950,815	\$ 111,636,325	96%
Total General Fund	\$ 101,559,594	\$ 106,950,815	\$ 111,636,325	
Other General Government				
020 Econ Dev Infrastructure	\$ 1,058,000	\$ 1,144,955	\$ 9,500,000	12%
098 Revenue Stabilization	1,129,967	-	402,883	0%
101 Lodging Tax	2,276,427	1,362,408	1,427,771	95%
104 Drug Enforcement	249,169	36,579	200,000	18%
105 Criminal Justice	3,033,642	2,942,113	4,014,168	73%
110 Transportation Impact Fee	-	3,320,000	3,320,000	100%
111 Street Operating	4,663,331	5,619,017	5,621,942	100%
114 Cumulative Park Reserve	13,237	8,666	63,000	14%
116 Cumulative Art Reserve	90	27,600	30,000	92%
119 Aid Car Reserve	-	-	-	0%
121 Tree Reserve	86,244	104,673	105,000	100%
128 Paths & Trails	78,780	-	-	0%
131 American Rescue Plan Act	-	953,719	10,936,804	9%
144 Solid Waste Management	63,183	57,638	77,276	75%
146 Affordable Housing	-	-	-	0%
150 Transportation Benefit District	5,714,083	10,515,119	11,907,464	88%
180 Park Impact Fee	43,000	5,049,953	5,900,000	86%
Total Other General Government Funds	\$ 18,409,153	\$ 31,142,440	\$ 53,506,308	
Debt Service				
203 General Govt Debt Service	\$ -	\$ 2,978,432	\$ 3,997,354	75%
223 Rec Center 2012 LTGO	3,312,075	3,312,425	3,313,625	100%
Total Debt Service Funds	\$ 3,312,075	\$ 6,290,857	\$ 7,310,979	
Capital Funds				
330 REET 2	\$ 1,201,561	\$ 4,586,123	\$ 5,233,495	88%
331 REET 1	1,474,619	2,968,142	3,883,102	76%
332 HRDW/SFTW	-	-	-	0%
333 Capital Development	881,643	1,964,338	2,789,593	70%
357 Other Government Capital	233,558	473,670	5,225,000	9%
360 Transportation Capital	17,917,654	37,062,825	46,917,777	79%
370 Facilities Capital	471,584	3,181,669	4,408,859	72%
380 Parks & Recreation Capital	1,777,719	15,100,421	19,417,103	78%
390 Public Safety Capital	2,227,270	32,744,919	65,000,000	50%
Total Capital Funds	\$ 26,185,608	\$ 98,082,107	\$ 152,874,929	
Enterprise Funds				
411 Utility Operations	\$ 48,116,745	\$ 50,592,842	\$ 60,069,311	84%
412 Utility Capital	23,632,695	15,928,948	24,662,043	65%
417 Not budgeted	(29,885)	(14,943)	-	0%
419 2010 Utility System Bonds	449,871	255,295	303,596	84%
460 Golf Course	2,646,782	3,158,407	3,169,119	100%
Total Enterprise Funds	\$ 74,816,208	\$ 69,920,549	\$ 88,204,069	
Internal Service Funds				
510 Equipment Rental Reserve	\$ 1,614,378	\$ 2,668,176	\$ 4,009,124	67%
511 Equipment Rental Oper	3,099,575	3,525,995	4,208,120	84%
513 Lynnwood Shop Operations	246,071	297,460	298,300	100%
515 Self Insurance	(66,002)	92,747	1,710,310	5%
520 Technology Reserve	305,171	54,419	262,400	21%
Total Internal Service Funds	\$ 5,199,193	\$ 6,638,797	\$ 10,488,254	
Total for all funds	\$ 229,481,831	\$ 319,025,565	\$ 424,020,864	

Cash and Investments as of December 31, 2022

	As of December 31, 2022
Cash in Bank	\$ 13,308,840
Cash on Hand	18,000
Total Cash	\$ 13,326,840
WA State Local Government Investment Pool	\$ 69,298,101
Snohomish County Investment Pool	10,176,006
US Bank Investments	26,450,000
Total Investments	\$ 105,924,107
Total Cash & Investments	\$ 119,250,947

US Bank 'Investment Activity	
PAR Value at September 30, 2022	\$ 24,450,000
Purchases (Sales)	2,000,000
PAR Value at December 31, 2022	\$ 26,450,000
Market Value at December 31, 2022	\$ 24,944,306
Earnings for Quarter Ending December 31, 2022	\$ 67,725

Summary by Department January 01, 2021 through December 31, 2022

Development & Business Services	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ 1,605,079	\$ 1,638,062	\$ 2,355,029	\$ 2,775,870	\$ 5,393,772	95%
Personnel Benefits	643,317	641,987	893,614	1,068,543	2,132,853	92%
Supplies	35,887	25,859	40,184	53,929	159,000	59%
Services & Charges	1,246,160	1,150,190	1,152,108	1,331,339	3,910,758	64%
Intergovernmental	-	-	-	-	-	-
Total	\$ 3,530,443	\$ 3,456,098	\$ 4,440,935	\$ 5,229,681	\$ 11,596,383	83%

Executive	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ 498,617	\$ 500,410	\$ 580,883	\$ 839,891	\$ 1,236,252	115%
Personnel Benefits	166,756	166,785	200,516	228,530	467,149	92%
Supplies	22,041	2,150	5,153	12,927	17,400	104%
Services & Charges	184,437	160,598	236,820	316,270	599,694	92%
Intergovernmental	-	-	-	-	-	-
Total	\$ 871,851	\$ 829,943	\$ 1,023,372	\$ 1,397,618	\$ 2,320,495	104%

Finance	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ 2,151,133	\$ 2,294,175	\$ 2,167,371	\$ 2,122,151	\$ 4,393,586	98%
Personnel Benefits	875,435	915,539	898,565	818,151	1,746,116	98%
Supplies	36,147	14,501	9,487	12,264	32,890	66%
Services & Charges	523,810	499,482	610,332	580,372	1,125,703	106%
Intergovernmental	-	-	-	-	-	-
Total	\$ 3,586,525	\$ 3,723,697	\$ 3,685,755	\$ 3,532,938	\$ 7,298,295	99%

Fire	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-
Personnel Benefits	2,243	-	-	-	-	-
Supplies	3,075	2,192	2,971	252	3,000	107%
Services & Charges	52,408	14,536	18,235	19,481	24,489	154%
Intergovernmental	1,119,109	1,111,995	935,217	935,117	1,900,000	98%
Total	\$ 1,176,835	\$ 1,128,723	\$ 956,423	\$ 954,850	\$ 1,927,489	99%

Human Resources	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ 446,198	\$ 522,514	\$ 542,067	\$ 577,032	\$ 1,074,949	104%
Personnel Benefits	201,185	213,849	197,328	197,920	409,448	97%
Supplies	22,937	21,413	12,523	6,999	26,500	74%
Services & Charges	108,058	103,856	136,870	123,277	354,629	73%
Intergovernmental	-	-	-	-	-	-
Total	\$ 778,378	\$ 861,632	\$ 888,788	\$ 905,228	\$ 1,865,526	96%

Information Technology	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ 1,118,378	\$ 1,138,499	\$ 1,278,481	\$ 1,307,504	\$ 2,505,514	103%
Personnel Benefits	450,636	467,356	518,885	502,480	995,609	103%
Supplies	96,140	80,739	27,285	105,907	95,350	140%
Services & Charges	710,330	651,515	668,704	558,152	1,423,030	86%
Intergovernmental	-	-	-	-	-	-
Total	\$ 2,375,484	\$ 2,338,109	\$ 2,493,355	\$ 2,474,043	\$ 5,019,503	99%

Legal	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-
Personnel Benefits	-	-	-	-	-	-
Supplies	-	1,700	-	-	-	-
Services & Charges	1,713,925	1,607,260	1,375,024	1,417,390	2,751,400	101%
Intergovernmental	-	-	-	-	-	-
Total	\$ 1,713,925	\$ 1,608,960	\$ 1,375,024	\$ 1,417,390	\$ 2,751,400	101%

Legislative	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ 209,824	\$ 191,912	\$ 189,990	\$ 198,168	\$ 398,915	97%
Personnel Benefits	154,765	155,979	158,051	170,274	371,309	88%
Supplies	2,255	938	2,404	2,267	3,700	126%
Services & Charges	39,702	25,939	54,223	57,661	103,148	108%
Intergovernmental	-	-	-	-	-	-
Total	\$ 406,546	\$ 374,768	\$ 404,668	\$ 428,370	\$ 877,072	95%

Municipal Court	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ 691,003	\$ 731,868	\$ 755,803	\$ 965,903	\$ 1,616,284	107%
Personnel Benefits	316,735	350,492	348,156	574,252	718,632	128%
Supplies	6,081	16,697	15,258	13,172	13,350	213%
Services & Charges	277,602	231,317	231,137	248,508	567,307	85%
Intergovernmental	-	-	-	-	-	-
Total	\$ 1,291,421	\$ 1,330,374	\$ 1,350,354	\$ 1,801,835	\$ 2,915,573	108%

Non-Departmental - General Fund	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ -	\$ 314,017	\$ 147,358	\$ 72,136	\$ 195,233	112%
Personnel Benefits	-	43,158	5,968	5,157	-	-
Supplies	-	99,304	-	32,136	-	-
Services & Charges	-	1,379,747	-	-	-	-
Intergovernmental	-	-	-	-	-	-
Capital Outlay	-	144,654	-	-	-	-
Transfers-out	3,966,788	2,778,588	5,004,515	3,832,773	9,207,321	96%
Total	\$ 3,966,788	\$ 4,759,468	\$ 5,157,841	\$ 3,942,202	\$ 9,402,554	97%

Parks, Recreation, & Cultural Arts	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ 4,380,580	\$ 3,623,405	\$ 3,995,957	\$ 4,628,947	\$ 9,124,835	95%
Personnel Benefits	1,573,364	1,505,512	1,544,102	1,641,747	3,433,636	93%
Supplies	361,598	189,190	247,415	463,932	800,135	89%
Services & Charges	1,703,613	1,002,431	1,185,595	1,534,204	3,753,283	72%
Intergovernmental	-	-	-	-	-	-
Total	\$ 8,019,155	\$ 6,320,538	\$ 6,973,069	\$ 8,268,830	\$ 17,111,889	89%

Police	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ 11,845,248	\$ 11,320,869	\$ 11,162,078	\$ 12,310,188	\$ 23,397,043	100%
Personnel Benefits	4,160,806	3,987,383	3,971,850	4,130,303	8,591,281	94%
Supplies	549,638	334,508	369,174	644,831	1,020,532	99%
Services & Charges	2,831,189	2,096,983	2,309,401	2,721,052	5,157,688	98%
Intergovernmental	1,963,562	1,460,406	1,419,013	2,285,499	4,106,485	90%
Total	\$ 21,350,443	\$ 19,200,149	\$ 19,231,516	\$ 22,091,873	\$ 42,273,029	98%

Public Works - General Fund	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ 1,453,984	\$ 1,779,342	\$ 1,478,329	\$ 1,600,068	\$ 2,588,174	119%
Personnel Benefits	597,109	694,205	613,786	608,904	1,085,639	113%
Supplies	95,394	99,656	73,506	92,302	306,978	54%
Services & Charges	943,870	895,782	875,915	989,643	2,296,326	81%
Intergovernmental	-	-	-	-	-	-
Total	\$ 3,090,357	\$ 3,468,985	\$ 3,041,536	\$ 3,290,917	\$ 6,277,117	101%

Public Works - Street Operating Fund	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ 819,118	\$ 763,616	\$ 845,162	\$ 972,227	\$ 1,756,830	103%
Personnel Benefits	331,626	339,634	362,898	410,789	756,496	102%
Supplies	439,920	511,646	456,526	815,114	1,304,550	97%
Services & Charges	715,236	668,563	890,113	782,031	1,754,066	95%
Intergovernmental	-	-	-	-	-	-
Capital Outlay	12,376	61,596	21,710	62,447	50,000	168%
Total	\$ 2,318,276	\$ 2,345,055	\$ 2,576,409	\$ 3,042,608	\$ 5,621,942	100%

Public Works - Utility Operations Fund	Actuals				Budget	
	2019	2020	2021	2022	2021-2022	%
Salaries & Wages	\$ 3,695,289	\$ 4,086,159	\$ 4,139,916	\$ 4,406,716	\$ 8,529,046	100%
Personnel Benefits	1,143,167	1,068,659	299,980	1,651,089	3,262,667	60%
Supplies	3,245,474	3,621,864	3,501,351	4,014,538	8,215,050	91%
Services & Charges	6,645,496	7,561,130	8,406,398	7,623,297	14,983,732	107%
Intergovernmental	28,514	28,349	237,146	-	110,000	216%
Capital Outlay	2,706,068	2,797,283	3,030,811	33,243	200,000	1532%
Debt Service	1,558,642	1,538,727	1,496,455	1,345,787	7,964,576	36%
Total	\$ 19,022,650	\$ 20,702,171	\$ 21,112,057	\$ 19,074,670	\$ 43,265,071	93%

General Fund
Year-to-date Summary as of December 31, 2022

Fund	2019	2020	2021	2022	2021-2022 Budget	% Budget
Beginning Fund Balance						
BEGINNING FUND BALANCE	\$ 5,430,870	\$ 4,125,561	\$ 4,124,541	\$ 8,981,041	\$ 4,124,787	
Revenues and Other Sources						
OPERATING REVENUES						
Taxes	\$ 33,277,064	\$ 31,188,752	\$ 37,681,934	\$ 40,873,774	\$ 69,759,561	113%
Licenses & Permits	4,495,492	7,063,745	5,504,095	5,511,479	12,934,243	85%
Intergovernmental Revenue	1,820,475	1,602,141	1,365,227	1,621,566	3,619,644	83%
Charges for Services	5,885,720	4,417,843	5,880,138	6,042,818	13,459,743	89%
Fines & Forfeitures	4,774,184	3,112,338	4,895,690	5,817,008	9,642,017	111%
Investment Interest	(77,817)	48,592	27,772	206,487	183,525	128%
Other Revenue	641,134	301,594	523,118	570,050	1,387,027	79%
TOTAL REVENUES	\$ 50,816,252	\$ 47,735,005	\$ 55,877,974	\$ 60,643,182	\$ 110,985,760	55%
OTHER FINANCING SOURCES						
Other Financing Sources	\$ 30,784	\$ 7,859	\$ 1,160	\$ 4,584	\$ 9,824	58%
Transfers-in	5,805	1,657,559	-	-	402,883	0%
TOTAL OTHER FINANCING SOURCES	\$ 36,589	\$ 1,665,418	\$ 1,160	\$ 4,584	\$ 412,707	1%
TOTAL REVENUES & OTHER SOURCES	\$ 50,852,841	\$ 49,400,423	\$ 55,879,134	\$ 60,647,766	\$ 111,398,467	54%
Expenditures and Other Uses						
OPERATING EXPENDITURES						
Salaries & Wages	\$ 24,400,046	\$ 24,055,073	\$ 24,653,342	\$ 27,397,861	\$ 51,924,557	100%
Personnel Benefits	9,142,350	9,142,245	9,350,821	9,946,260	19,951,672	97%
Supplies	1,231,191	888,846	805,361	1,440,918	2,478,835	91%
Services & Charges	10,216,257	9,780,182	8,765,952	9,887,710	21,919,077	85%
Intergovernmental	3,082,671	2,572,401	2,354,230	3,220,616	6,006,485	93%
TOTAL OPERATING EXPENDITURES	\$ 48,072,515	\$ 46,438,747	\$ 45,929,706	\$ 51,893,365	\$ 102,280,626	96%
Operating Revenues over (under) Operating Expenditures	\$ 2,780,326	\$ 2,961,676	\$ 9,949,428	\$ 8,754,401	\$ 9,117,841	
OTHER FINANCING USES						
Capital Outlay	\$ 118,847	\$ 183,508	\$ 87,807	\$ 201,443	\$ 147,678	196%
Debt Service	-	600	606	600	700	172%
Transfers-out	3,966,788	2,778,588	5,004,515	3,832,773	9,207,321	96%
TOTAL OTHER FINANCING USES	\$ 4,085,635	\$ 2,962,696	\$ 5,092,928	\$ 4,034,816	\$ 9,355,699	98%
TOTAL EXPENDITURES & OTHER USES	\$ 52,158,150	\$ 49,401,443	\$ 51,022,634	\$ 55,928,181	\$ 111,636,325	96%
ENDING FUND BALANCES						
ENDING FUND BALANCES	\$ 4,125,561	\$ 4,124,541	\$ 8,981,041	\$ 13,700,626	\$ 3,886,929	

RESERVE REQUIREMENT						
Fund	2019	2020	2021	2022	2021-2022 Budget	
REQUIRED RESERVE 2.5 MONTHS EXPENDITURES	\$ 10,706,253	\$ 10,166,182	\$ 10,015,107	\$ 9,674,739	\$ 10,015,107	
General Fund	4,125,561	4,124,541	8,981,041	13,700,626	3,886,929	
Stabilization Fund	6,000,000	4,870,033	6,000,000	6,000,000	5,967,150	
Economic Development Infrastructure Fund	10,559,048	11,043,874	9,818,547	9,882,607	1,843,874	
RESERVE EXCESS (DEFICIT)	\$ (580,692)	\$ (1,171,608)	\$ 4,965,934	\$ 10,025,887	\$ (161,028)	

FINANCE COMMITTEE 4.A

CITY OF LYNNWOOD FINANCE COMMITTEE

TITLE: Sales Tax Report

DEPARTMENT CONTACT: Sandra Fujioka, City Council

SUMMARY:

Review of Sales Tax Revenues through April 2023

PRESENTER:

Michelle Meyer, Finance Director

ESTIMATED TIME:

20

BACKGROUND:

The City receives Sales Tax revenue distributions on a monthly basis for sales that occurred two months prior. Detailed reports through February 2023 sales (revenues received in April 2023) will be reviewed.

SUGGESTED ACTION:

Review of Sales Tax detail

PREVIOUS COUNCIL ACTIONS:

The Finance Committee reviews monthly sales tax detail at each meeting.

DEPARTMENT ATTACHMENTS

Description:

[Lynnwood Sales Tax Analysis Through April 2023.pdf](#)



Sales Tax Analysis - Annual Summary
April 2023

Tax Categories	Jan - Apr 2020	Jan - Apr 2021	Jan - Apr 2022	Jan - Apr 2023
Construction	\$ 500,549	\$ 916,121	\$ 1,048,697	\$ 1,090,894
Manufacturing & Wholesale Trade	233,453	331,049	272,704	268,802
Retail Trade	2,300,851	3,045,314	3,356,092	4,018,323
Motor Vehicle & Parts Dealers	1,191,452	2,086,886	2,258,030	2,669,296
Information	190,927	202,810	202,672	257,510
Finance & Insurance	84,563	113,753	123,247	78,641
Real Estate Rental and Leasing	74,887	85,790	95,246	101,396
Professional, Scientific, & Technical Services	150,487	254,149	189,708	224,364
Arts, Entertainment, & Recreation	32,525	23,714	41,254	48,457
Accommodation	57,583	49,549	86,272	94,048
Food Services	408,461	468,371	568,895	662,859
Other Products and Services*	328,998	452,524	572,864	599,749
Total Sales Tax Collected	\$ 5,554,736	\$ 8,030,030	\$ 8,815,681	\$ 10,114,339
Budgeted Sales Tax Collections	\$ 23,058,883	\$ 24,453,852	\$ 24,744,533	\$ 28,186,576
Realized Revenue as Compared to Budget	24%	33%	36%	36%

*Categories with small amounts of sales tax revenues have been combined

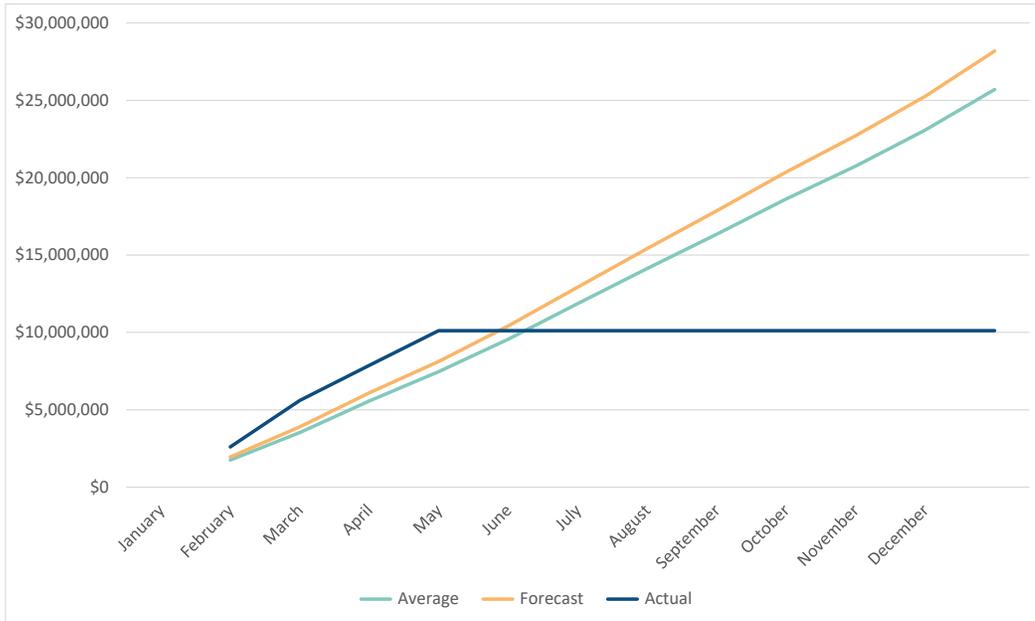
YEAR TO DATE SALES TAX COLLECTION BY CATEGORY





Sales Tax Analysis - Annual Summary
April 2023

			3-Year Average Collection 2020 - 2022		Forecast 2023	Actual 2023	% Change 2022 - 2023
	2021	2022	Rate	Amount			
January	\$ 1,673,177	\$ 1,901,554	6.91%	\$ 1,752,505	\$ 1,948,729	\$ 2,599,134	26.84%
February	1,733,822	2,074,602	6.92%	1,774,807	1,951,314	2,998,393	30.81%
March	2,355,720	2,568,509	7.77%	2,043,807	2,189,026	2,266,392	-13.33%
April	2,267,311	2,271,016	7.22%	1,895,697	2,035,803	2,250,419	-0.92%
May	2,286,659	2,404,505	8.13%	2,099,183	2,290,332	-	NA
June	2,456,345	2,631,081	8.92%	2,299,394	2,513,967	-	NA
July	2,405,511	2,485,667	8.85%	2,267,547	2,494,207	-	NA
August	2,370,461	2,380,789	8.68%	2,218,906	2,445,371	-	NA
September	2,348,177	2,485,667	8.88%	2,269,252	2,502,243	-	NA
October	2,191,650	2,380,789	8.32%	2,130,083	2,344,204	-	NA
November	2,296,275	2,734,291	9.02%	2,318,679	2,543,213	-	NA
December	2,717,370	2,658,769	10.39%	2,630,355	2,928,167	-	NA
Total Sales Tax Collected	\$ 27,102,478	\$ 28,977,239			\$ 28,186,576	\$ 10,114,339	
Percentage Increase(Decrease)	22.44%	6.47%					

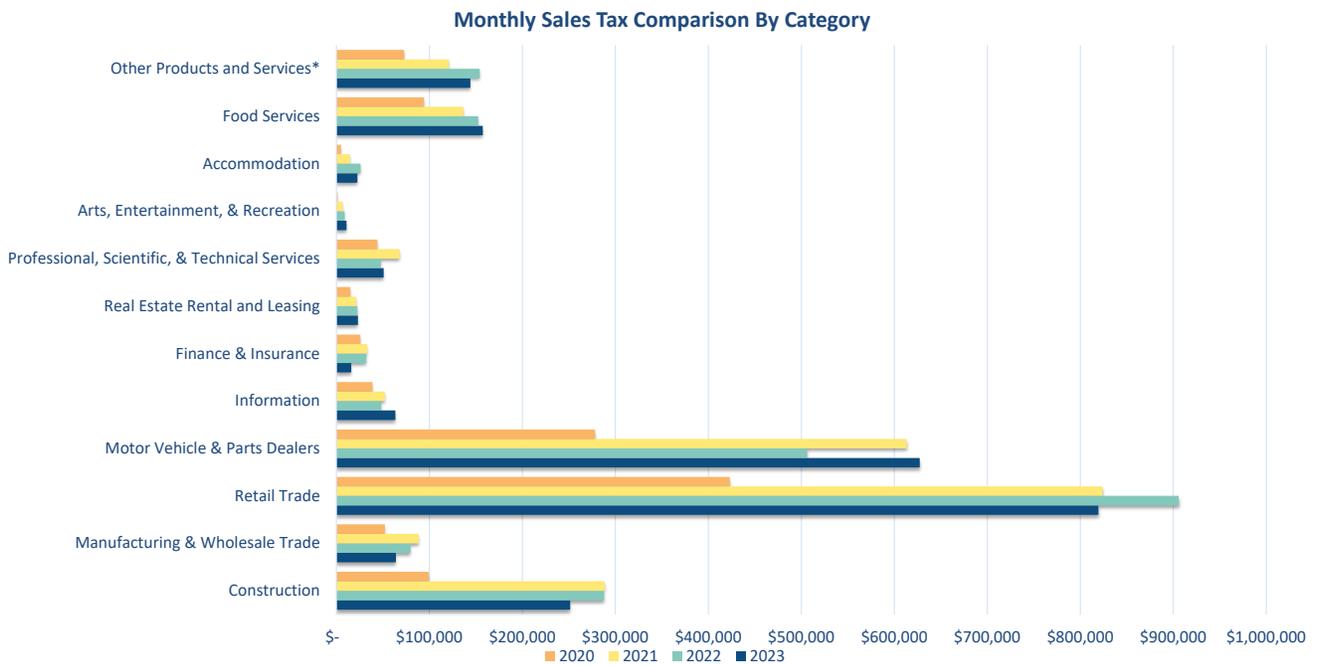




Sales Tax Analysis - Monthly Comparison
April 2023

Tax Categories	April 2020	April 2021	April 2022	April 2023	Change in Collections from Prior Year	
					\$	%
Construction	\$ 99,275	\$ 288,517	\$ 287,708	\$ 251,360	\$ (36,348)	(12.63%)
Manufacturing & Wholesale Trade	52,186	88,459	79,612	63,894	(15,718)	(19.74%)
Retail Trade	422,970	823,853	905,752	819,524	(86,228)	(9.52%)
Motor Vehicle & Parts Dealers	278,047	613,460	506,124	627,425	121,301	23.97%
Information	38,748	52,038	48,230	63,451	15,221	31.56%
Finance & Insurance	25,678	33,133	32,190	15,918	(16,272)	(50.55%)
Real Estate Rental and Leasing	15,022	21,226	22,468	23,107	639	2.84%
Professional, Scientific, & Technical Services	43,951	67,847	47,724	50,853	3,129	6.56%
Arts, Entertainment, & Recreation	1,176	6,775	8,743	10,898	2,155	24.65%
Accommodation	4,848	14,607	25,933	22,507	(3,426)	(13.21%)
Food Services	94,079	136,465	152,440	157,491	5,051	3.31%
Other Products and Services*	72,783	120,930	154,092	143,992	(10,100)	(6.55%)
Total Sales Tax Collected	\$ 1,148,763	\$ 2,267,310	\$ 2,271,016	\$ 2,250,419	\$ (20,596)	-0.91%

*Categories with small amounts of sales tax revenues have been combined

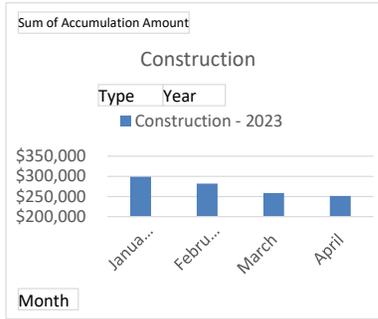




LYNNWOOD
WASHINGTON

Sales Tax Analysis - Monthly Category Comparisons
April 2023

Sum of Accumulation Amount	Column Labels
Row Labels	Construction 2023
January	\$298,823
February	\$282,011
March	\$258,701
April	\$251,360
Grand Total	\$1,090,894



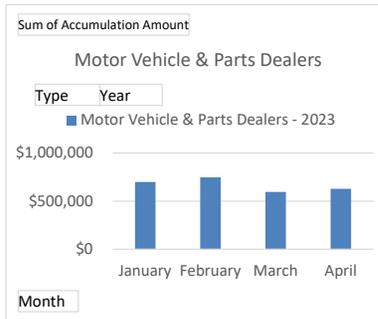
Sum of Accumulation Amount	Column Labels
Row Labels	Manufacturing & Wholesale Trade 2023
January	\$74,558
February	\$68,755
March	\$61,594
April	\$63,894
Grand Total	\$268,802



Sum of Accumulation Amount	Column Labels
Row Labels	Retail Trade 2023
January	\$1,020,321
February	\$1,334,647
March	\$843,832
April	\$819,524
Grand Total	\$4,018,323

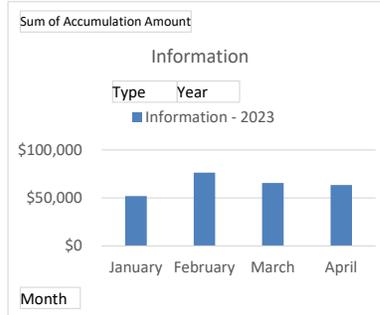


Sum of Accumulation Amount	Column Labels
Row Labels	Motor Vehicle & 2023
January	\$700,263
February	\$746,673
March	\$594,935
April	\$627,425
Grand Total	\$2,669,296

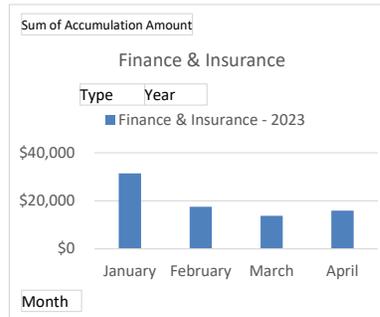




Sum of Accumulation Amount	Column Labels
Row Labels	Information 2023
January	\$52,007
February	\$76,438
March	\$65,614
April	\$63,451
Grand Total	\$257,510



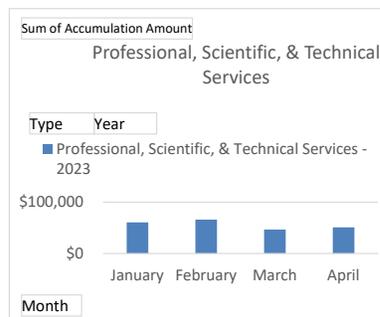
Sum of Accumulation Amount	Column Labels
Row Labels	Finance & Insurance 2023
January	\$31,442
February	\$17,551
March	\$13,731
April	\$15,918
Grand Total	\$78,641



Sum of Accumulation Amount	Column Labels
Row Labels	Real Estate Rental 2023
January	\$24,180
February	\$28,101
March	\$26,007
April	\$23,107
Grand Total	\$101,396



Sum of Accumulation Amount	Column Labels
Row Labels	Professional, 2023
January	\$60,761
February	\$65,998
March	\$46,752
April	\$50,853
Grand Total	\$224,364





LYNNWOOD
WASHINGTON

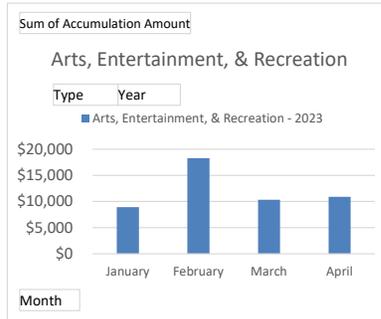
Sales Tax Analysis - Monthly Category Comparisons
April 2023



LYNNWOOD
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Sales Tax Analysis - Monthly Category Comparisons
April 2023

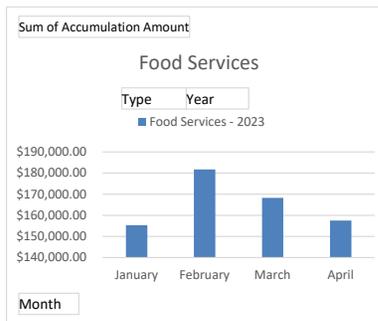
Sum of Accumulation Amount	Column Labels
Row Labels	Arts, Entertainment, 2023
January	\$8,926
February	\$18,285
March	\$10,348
April	\$10,898
Grand Total	\$48,457



Sum of Accumulation Amount	Column Labels
Row Labels	Accommodation 2023
January	\$27,274
February	\$21,385
March	\$22,882
April	\$22,507
Grand Total	\$94,048



Sum of Accumulation Amount	Column Labels
Row Labels	Food Services 2023
January	\$155,368.42
February	\$181,730.93
March	\$168,269.30
April	\$157,490.77
Grand Total	\$662,859.42



Sum of Accumulation Amount	Column Labels
Row Labels	Other Products and 2023
January	\$145,212
February	\$156,818
March	\$153,727
April	\$143,992
Grand Total	\$599,749



FINANCE COMMITTEE 4.B

CITY OF LYNNWOOD FINANCE COMMITTEE

TITLE: American Rescue Plan Act Update

DEPARTMENT CONTACT: Michelle Meyer, Finance

SUMMARY:

Review ARPA project listing

PRESENTER:

Michelle Meyer, Director of Finance

ESTIMATED TIME:

30

BACKGROUND:

Review of ongoing ARPA projects.

Allocations and expenditures through the grant reporting period ended 3/31/23 are attached.

SUGGESTED ACTION:

Review status of ARPA allocations

PREVIOUS COUNCIL ACTIONS:

FUNDING:

Funds were awarded in a prior year and are available in the the 2023-2024 Budget in the American Rescue Plan Act Fund (131).

DEPARTMENT ATTACHMENTS

Description:

[ARPA Expenditures and Balance Remaining 5.1.23.pdf](#)

City of Lynnwood American Rescue Plan Act Allocations						
Date Approved	Expenditure Category and Detailed Description	2021 ACTUAL	2022 ACTUAL	2023 THROUGH Q1	2023+ REMAINING	Total
2. Negative Economic Impacts						
5/23/2022	2.37 Economic Impact Assistance: Other: VOAWW Neighborhood Center Construction (orig \$1M)				\$ 998,500	
3. Public Sector Capacity						
8/9/2021	3.2 Rehiring Public Sector Staff: PW Custodian (1 FTE)	\$ 18,720			\$ -	
9/13/2021	3.4 Effective Service Delivery: City Council Chambers AV	\$ 6,133	\$ 100,954		\$ 42,913	
6. Replace Lost Revenue & Provide Expanded Services up to \$10M						
8/9/2021	6.1 Provision of Government Services: Body camera equipment, services, and warranty	\$ 400,000	\$ -		\$ -	
8/9/2021	6.1 Provision of Government Services: Body camera program staff (1 FTE)		\$ 52,312		\$ -	
4/11/2022	6.1 Provision of Government Services: Municipal Court Chambers AV			\$ 32,939	\$ 37,061	
4/25/2022	6.1 Provision of Government Services: Residential Street Improvements				\$ 2,500,000	
5/9/2022	6.1 Provision of Government Services: Recreation Scholarships				\$ 25,000	
6/27/2022	6.1 Provision of Government Services: Hire 5 new full time police officers through 2024		\$ 187,883	\$ 137,867	\$ 1,532,127.53	
6/27/2022	6.1 Provision of Government Services: 18 additional body cameras for Police Department		\$ 92,512		\$ -	
6/27/2022	6.1 Provision of Government Services: 20 Tasers for Police Department		\$ 75,644		\$ -	
7/25/2022	6.1 Provision of Government Services: Capital Facilities Plan for Veteran's Hub				\$ 55,000	
10/10/2022	6.1 Provision of Government Services: Lynnwood Police Assistance Fund				\$ 20,000	
11/14/2022	6.1 Provision of Government Services: Community and Human Services Position				\$ 300,000	
2/27/2023	6.1 Provision of Government Services: Hire 2 FTE for Parks Graffiti Mitigation & Trailer				\$ 388,432	
5/23/2022	6.2 Non-federal match for other Federal Programs: Scriber Lake Park Boardwalk				\$ 2,000,000	
5/23/2022	6.1 and 2.1 Household Assistance: Food Programs Lynnwood Food Bank				\$ 400,000	
2/27/2023	6.1 and 2.34 Assistance to Impacted Nonprofit Organizations: NW Veteran's Museum				\$ 2,500	
2/27/2023	6.1 and 2.34 Assistance to Impacted Nonprofit Organizations: Sno-Isle Genealogical Society				\$ 2,500	
2/27/2023	6.1 and 2.34 Assistance to Impacted Nonprofit Organizations: Lynnwood Alderwood-Manor Heritage Assn.				\$ 2,500	
4/25/2022	6.1 and 2.37 Economic Impact Assistance: Other: Heroes' Café				\$ 5,000	
7/25/2022	6.1 and 2.37 Economic Impact Assistance: Other: Kids in Transition Snohomish County Grant Match				\$ 150,000	
11/14/2022	6.1 and 2.37 Economic Impact Assistance: Other: Lynnwood Chamber of Commerce Shop Lynnwood				\$ 43,000	
7/25/2022	6.1 and x.xx VOAWW Rapid Rehousing Snohomish County Grant Match				\$ 250,000	
11/14/2022	6.1 and x.xx Tutoring				\$ 60,000	
7. Administrative						
6/13/2022	7.1 Administrative Expenses: ARPA Accountant (.5 FTE 2.5 years)		\$ 19,561	\$ 12,727	\$ 92,712	
Eligible Category to be defined						
5/23/2022	Silver Creek Church (\$15K lighting, \$50K repave parking lot for FB)				\$ 65,000	
Total		\$ 424,852	\$ 528,867	\$ 183,533	\$ 8,972,246	\$ 10,109,497.29
ARPA Revenue (tranches 1 and 2)						\$ 10,936,804.00
Allocated To Date						\$ 10,109,497.29
Balance Remaining						\$ 827,306.71