



**LYNNWOOD FINANCE COMMITTEE - regular Finance Committee  
meeting  
zoom  
THURSDAY, NOVEMBER 18, 2021 3:00 PM**

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1. CALL TO ORDER
2. ROLL CALL
3. FINANCIAL REPORTS
  - A. 3<sup>rd</sup> Quarter Financial Report
    - 20 minutes
    - [Financial Report 3rd Qtr 2021 September Updated.pdf](#)
4. DISCUSSION ITEM
  - A. Utility Update - 20 minutes  
Michelle Meyer, Finance Director; Corbitt Loch, Strategic Planner  
[11.18.21 FC Utility Info.pdf](#)
  - B. Review of city funds - 20 minutes
  - C. City Clerk Test Project- Passport Service - 30 minutes  
Mary Davis, Leah Jensen, Frantz Jocelyn, Karen Fitzthum
  - D. January meeting date - 5 minutes
5. ADJOURN

## FINANCE COMMITTEE 3.A

### CITY OF LYNNWOOD FINANCE COMMITTEE

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**TITLE:**

**3<sup>rd</sup> Quarter Financial Report**

**DEPARTMENT CONTACT:** Lisa Harrison, Finance

**SUMMARY:**

3rd Quarter 2021 Financial Reports will be reviewed

**ESTIMATED TIME:**

20

**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 third quarter of 2021. Lynnwood is committed to maintaining fiscal sustainability and transparency as the City receives and expends funds according to the adopted 2021 - 2022 Biennial Budget. Lynnwood utilizes a biennial budget (24 months) and this reporting period equals 9 of 24 months, which is 37.5% of the two-year period.

**SUGGESTED ACTION:**

Review and discussion.

**DEPARTMENT ATTACHMENTS**

Description:

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[Financial Report 3rd Qtr 2021 September Updated.pdf](#)

## EXECUTIVE SUMMARY – September 2021 FINANCIAL REPORT

The Finance Department carefully monitors the City’s finances and this report provides detailed information about our financial health through the end of the second quarter of 2021. Lynnwood is committed to maintaining fiscal sustainability and transparency as the City receives and expends funds according to the adopted 2021-2022 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 9 of 24 months, which is 37.5% of the two-year period.

### General Fund Summary

Biennial Actual thru September 2021	Actual	Budgeted for 2021-2022	Percent, Actual to Budgeted
Total Operating Revenue	\$ 36,631,028	\$ 110,657,067	33.1%
Total Operating Expenditures	\$ 34,760,055	\$ 108,511,866	32.0%
Less Transfers from General Fund	\$ 825,003	\$ 2,200,000	37.5%
Net Revenue over (under) net expenditures	\$ 1,045,970	\$ (54,799)	N/A

### General Fund Reserve Requirements

Reserve Requirements = 2.5 Months 2019 Expenditures	Actual	Required @ 12/31/2020	Over/(Under)
Reserves (Revenue Stabilization + General Fund balance)	\$ 10,464,527	\$ 9,519,143	\$ 945,384

### Economic Indicator - Quarterly Sales Tax Revenues - Includes both General Fund and EDIF

Quarterly Sales Tax Indicator	Recent Year	Prior Year	Percent Change
Total Sales Tax Revenue, Quarter 1, 2021 vs 2020	\$ 5,762,718	\$ 4,405,973	30.79%
Total Sales Tax Revenue, Quarter 2, 2021 vs 2020	\$ 7,010,315	\$ 4,565,906	53.54%

**General Fund Biennial Revenues by Category thru September 2021**

Actual YTD through September 2021	Actual	Budgeted for 2021-2022	Percent, Actual to Budgeted
Taxes	\$23,546,294	\$ 69,026,561	34.1%
Licenses and Permits	3,646,805	12,934,243	28.2%
intergovernmental Revenue	1,181,849	3,611,244	32.7%
Charges for Services	4,444,940	13,459,743	33.0%
Fines and Forfeitures	3,423,932	9,642,017	35.5%
Miscellaneous Revenues	379,764	1,570,552	24.2%
Non-Revenue	907	9,824	9.2%
Other Financing Sources	6,537	402,883	1.6%
<b>Grand Total</b>	<b>\$36,631,028</b>	<b>\$ 110,657,067</b>	<b>33.1%</b>

**General Fund Biennial Expenditures by Department thru September 2021**

Actual YTD through September 2021	Actual	Budgeted for 2021-2022	Percent, Actual to Budgeted
Development Business Services	\$ 2,803,189	\$ 10,596,383	26.5%
DBS Economic Development	286,652	1,000,000	28.7%
Executive	719,629	2,295,434	31.4%
Finance	2,660,599	7,246,356	36.7%
Fire Marshal	718,573	1,927,489	37.3%
Human Resources	614,360	1,825,526	33.7%
Information Technology	1,849,428	4,911,171	37.7%
Legal	887,992	2,751,400	32.3%
Legislative	289,581	877,072	33.0%
Municipal Court	953,030	2,835,573	33.6%
Non-Departmental (Incl. Transfers )	3,327,759	9,286,324	35.8%
Parks & Recreation	4,909,482	16,722,992	29.4%
Police	13,339,937	42,166,029	31.6%
Public Works	2,224,847	6,270,117	35.5%
<b>Grand Total</b>	<b>\$35,585,058</b>	<b>\$ 110,711,866</b>	<b>32.1%</b>

**General Fund Biennial Expenditures by Category thru September 2021**

Actual YTD through September 2021	Actual	Budgeted for 2021-2022	Percent, Actual to Budgeted
Salaries and Wages	\$17,378,543	\$ 51,414,293	33.8%
Personnel Benefits	6,821,149	19,728,936	34.6%
Supplies	589,380	2,478,835	23.8%
Services	6,000,317	21,759,526	27.6%
Intergovernmental Services	1,447,019	6,172,485	23.4%
Capital Outlays	58,376	13,000	449.0%
Debt Interest & Other Costs	-	700	
Operating Transfers Out	3,290,274	9,144,091	36.0%
<b>Grand Total</b>	<b>\$35,585,058</b>	<b>\$ 110,711,866</b>	<b>32.1%</b>

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

Actual YTD through September 2021	Actual	Biennial Budget	Percent, Actual to Budgeted
REET Revenue, 2021	\$ 1,588,136	\$ 1,600,000	99.26%
REET Revenue, 2020	\$ 163,594	\$ 2,200,000	7.44%
Change: Increase (Decrease)	\$ 1,424,542	\$ (600,000)	N/A
Change: Percent	870.78%	-27.27%	N/A

**Utilities Fund**

Actual YTD through September 2021	Actual	Budgeted for 2021-2022	Percent, Actual to Budgeted
Biennial Operating Revenue	\$ 5,046,141	\$ 56,851,525	8.88%
Biennial Operating Expenditures	\$ 3,602,737	\$ 37,615,908	9.58%
Net Revenue over (under) net expenses	\$ 1,443,404	\$ 19,235,617	7.50%
Transfers to Utility Capital Fund	\$ 3,694,610	\$ 15,062,453	24.53%
Total Revenues over (under) all expenses	\$ (2,251,206)	\$ 4,173,164	-53.94%

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

As of September 30 2021, 2020	September 2021	September 2020
Funds Invested - LGIP	\$ 32,169,354	\$ 53,768,879
Investment Portfolio	\$ 24,892,788	\$ 22,598,593
Cash in Bank Accounts and Petty Cash	\$ 4,421,264	\$ 4,922,990
Total Cash & Investments	\$ 61,483,406	\$ 81,290,462
Investment Interest Earnings, Year to Date	\$ 26,224	\$ 64,816



DATE: Thursday, November 18, 2021

TO: Mayor Nicola Smith  
Lynnwood City Council  
Finance Committee

FROM: Michelle Meyer, Finance Director  
Janella Lewis, Acting Accounting Manager/ Budget  
Arum Kwon, Utility/Fleet Accountant

SUBJECT: 3rd Quarter Ending September 2021 Financial Report (unreconciled)

	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 September 2021</b>			
4				
5		<b>Biennial Actual thru September 2021</b>	<b>2021-2022 Adopted Budget</b>	<b>% of Budget</b>
6	<b>Operating Revenue</b>	\$ 36,631,028	\$ 110,657,067	33.1%
7	Operating Expenditures not including transfers to Capital Fund	34,760,055	108,511,866	32.0%
8	<b>Subtotal Revenue over (under) expenditures prior to Operating/Capital Funds Transfers</b>	<b>\$ 1,870,973</b>	<b>\$ 2,145,201</b>	
9				
10	Transfer to Capital Development Fund	825,003	2,200,000	37.5%
11				
12	<b>Total Revenue</b>	<b>\$ 36,631,028</b>	<b>\$ 110,657,067</b>	<b>33.1%</b>
13	All Expenditures including Transfer to Capital Development Fund	35,585,058	110,711,866	32.1%
14	<b>Total Revenue over/(under) Expenditures and</b>	<b>\$ 1,045,970</b>	<b>\$ (54,799)</b>	

Through September 2021, which represents 37.5% of the 2021-2022 Biennial Budget, not including transfers to the Capital Development Fund, the General Fund revenues were at 33.1% and expenditures were at 32.0% of the adopted budget.

As of September, before one-time transfers to the Capital Development Fund, General Fund's biennial revenues exceeded expenditures by \$1,870,973.

**Table 2: Year-To-Date Revenue and Expenditure Performance Through September -  
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 September 2019, 2020 &amp; 2021</b>				
3					
4		<b>Actual thru September 2021</b>	<b>Actual thru September 2020</b>	<b>% of Incr (Decr) from 2020 to 2021</b>	<b>Actual thru September 2019</b>
5	<b>Operating Revenue</b>	\$ 36,631,028	\$ 35,241,980	3.9%	\$ 36,779,880
6	Operating Expenditures not including transfers to Capital Fund	34,760,055	34,992,628	-0.7%	37,166,021
7	<b>Subtotal Revenue over (under) Expenditures prior to Operating/Capital Funds Transfers</b>	<b>\$ 1,870,973</b>	<b>\$ 249,352</b>	<b>650.3%</b>	<b>\$ (386,141)</b>
8	Transfer to Capital Development Fund	825,003	-	100.0%	825,003
9	<b>Total Revenue</b>	<b>\$ 36,631,028</b>	<b>\$ 35,241,980</b>	<b>3.9%</b>	<b>\$ 36,779,880</b>
10	All Expenditures including Transfer to Capital Development Fund	35,585,058	34,992,628	1.7%	37,991,024
11	<b>Total Revenue over/(under) Expenditures and Operating/Capital Transfers</b>	<b>\$ 1,045,970</b>	<b>\$ 249,352</b>	<b>319.5%</b>	<b>\$ (1,211,144)</b>

For 2021, before transfers to the Capital Development Fund, revenues exceeded expenditures by \$1,870,973.

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

The 2021-2022 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 3378 11/23/2020)</b>										
2											
3	Beginning Fund Balance								3,519,143	(A)	
4	2021-2022 Budgeted Revenue with Transfers & Amendments								110,657,067	(B)	
5											
6	<b>2021-2022 Original Adopted Budget (Ord 3378 11/23/2020)</b>								<b>\$ 114,176,210</b>		
7	<b>2021 - 2022 Original Revenue Budget</b>								<b>General Fund #</b>	<b>011</b>	
8											
9	<b>Beginning Fund Balance (Ord 3378 11/23/2020)</b>								<b>\$ 3,519,143</b>	(A)	
10											
11	<b>Total Adjusted Budgeted Beginning Fund Balance</b>								<b>\$ 3,519,143</b>		
12											
13	<b>2021-2022 Original Approved Revenue Budget (Ord 3378 11/23/2020)</b>								<b>\$ 110,657,067</b>	(B)	
14	<b>Total 2021-2022 Budget Amendments and Approvals</b>								<b>-</b>		
15	<b>Total 2021-2022 Original Revenue Budgets with Amendments</b>								<b>110,657,067</b>		
16	<i>The above amount is presented in our revenue budget and actual presentation.</i>										
17	<b>2021-2022 Adopted Budget with Amendments - September 30, 2021</b>								<b>\$ 114,176,210</b>		

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

The 2021-2022 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 3378 11/23/2020)</b>										
2											
3	2020-2022 Budgeted Expenditures with Transfers & Amendments								110,711,866	(A)	
4	Ending Fund Balance								3,464,344	(B)	
5											
6	<b>2019-2020 Original Adopted Budget</b>								<b>\$ 114,176,210</b>		
7	<b>2021-2022 Revised Expenditure Budget</b>								<b>General Fund</b>		
8											
9	<b>2021-2022 Original Approved Budget (Ord 3378 11/23/2020)</b>								<b>\$ 110,711,866</b>	<b>(A)</b>	
10											
11	<b>Total 2021-2022 Budget Amendments and Approvals</b>								<b>-</b>		
12	<b>Total 2021-2022 Original Budgets with Amendments</b>								<b>110,711,866</b>		
13	<i>The above amount is presented in our expenditure budget and actual presentation.</i>										
14											
15	<b>Ending Fund Balance (Ord 3378 11/23/2020)</b>								<b>3,464,344</b>	<b>(B)</b>	
16	<b>2021-2022 Adopted Budget with Amendments - September 30, 2021</b>								<b>\$ 114,176,210</b>		

**Table 5: General Fund's Quarterly Revenue and Expenditure**

	A	B	C	D	E	F	G	H	I	J	
1	<b>Quarterly Revenue and Expenditure Summary - General Fund</b>										
2	<b>2021-2022 Biennium</b>										
3	<b>Year to Date</b>					<b>Quarterly</b>					
4											
5		Revenue Year to Date	Revenue Budget	Expenditure Year to Date	Expenditure Budget	Quarterly Revenue	Quarterly Revenue Allocation	% Over/(Under) Revenue Allocation	Quarterly Expenditure	Quarterly Expenditure Allocation	% Over/(Under) Expenditure Allocation
6	March-21	10,726,655	12,938,678	10,711,442	11,129,578	10,726,655	12,938,678	-17.10%	10,711,442	11,129,578	-3.76%
7	June-21	25,918,183	27,201,185	22,573,433	25,755,600	15,191,528	14,262,506	6.51%	11,861,991	14,626,023	-18.90%
8	September-21	36,631,028	41,990,826	35,585,058	39,666,784	10,712,845	14,789,642	-27.57%	13,011,625	13,911,184	-6.47%
9	December-21		55,803,888		55,809,464		13,813,061	-100.00%		16,142,680	-100.00%
10	March-22		67,135,653		67,846,164		11,331,766	-100.00%		12,036,700	-100.00%
11	June-22		80,932,218		80,514,901		13,796,565	-100.00%		12,668,736	-100.00%
12	September-22		95,604,453		94,887,700		14,672,234	-100.00%		14,372,800	-100.00%
13	December-22		110,711,866		110,711,866		15,107,413	-100.00%		15,824,166	-100.00%
14	<b>Total Revenues and Expenditures</b>					36,631,028	110,711,866	-66.91%	35,585,058	110,711,866	-67.86%

**Table 6: Change in the General Fund's Fund Balance in September 2021**

	A	B	C	D	E	F	G	H	I	
1	<b>Change in General Fund's Fund Balance in 2021</b>									
2										
3	<b>Beginning Fund Balance (Actual) - General Fund</b>								\$	4,124,786
4	Plus: 2021 Revenues									36,631,028
5	Less: 2021 Expenditures									(35,585,058)
6										
7	<b>Ending Fund Balance - General Fund</b>								\$	<b>5,170,756</b>
8	Plus: Revenue Stabilization Fund's Ending Fund Balance									5,293,771
9	<b>Total Fund Balance</b>								\$	<b>10,464,527</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>								\$	945,384
14	<b>Total Fund Balance</b>								\$	<b>10,464,527</b>

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

	A	B	C	D
1	<b>General Fund's Biennial Revenues Through September 2021</b>			
2	<b>FY 2021-2022</b>			
3				
4	<b>Category</b>	<b>Biennial Actual thru September 2021</b>	<b>2021-2022 Budget</b>	<b>% of Budget</b>
5	30-Fund Balance	\$ 4,124,786	\$ 3,519,143	117.2%
6	31-Taxes	23,546,294	69,026,561	34.1%
7	32-Licenses and Permits	3,646,805	12,934,243	28.2%
8	33-Intergovernmental Revenue	1,181,849	3,611,244	32.7%
9	34-Charges for Services	4,444,940	13,459,743	33.0%
10	35-Fines and Forfeits	3,423,932	9,642,017	35.5%
11	36-Miscellaneous Revenues	379,764	1,570,552	24.2%
12	38-Non-Revenue	907	9,824	9.2%
13	39-Other Financing Sources	6,537	402,883	1.6%
14	<b>Total Revenue</b>	<b>36,631,028</b>	<b>110,657,067</b>	<b>33.1%</b>
15	<b>Total Resources Including Fund Balance</b>	<b>\$ 40,755,814</b>	<b>\$ 114,176,210</b>	

**Table 8: General Fund's Comparative Year-To-Date Revenues Ending September 2019, 2020 & 2021**

	A	B	C	D	E
1	<b>General Fund's Annual Revenues</b>				
2	<b>Chart 4: Comparative Sales Tax Revenue Forecast from 2019 – 2021</b>				
3	<b>Category</b>	<b>Actual thru September 2021</b>	<b>Actual thru September 2020</b>	<b>% of Incr (Decr) from 2020 to 2021</b>	<b>Actual thru September 2019</b>
4	30-Fund Balance	\$ 4,124,786	\$ 4,125,560	-0.02%	\$ 10,134,924
5	31-Taxes	23,546,294	22,418,494	5.0%	24,433,573
6	32-Licenses and Permits	3,646,805	4,123,807	-11.6%	2,376,221
7	33-Intergovernmental Revenue	1,181,849	2,004,591	-41.0%	2,098,619
8	34-Charges for Services	4,444,940	3,332,785	33.4%	4,076,813
9	35-Fines and Forfeits	3,423,932	2,900,146	18.1%	3,308,333
10	36-Miscellaneous Revenues	379,764	245,987	54.4%	453,910
11	38-Non-Revenue	907	7,385	-87.7%	24,835
12	39-Other Financing Sources	6,537	208,786	-96.9%	7,577
13	<b>Total Revenue</b>	<b>36,631,028</b>	<b>35,241,981</b>	<b>3.9%</b>	<b>36,779,881</b>
14	<b>Total Resources Including Fund Balance</b>	<b>\$ 40,755,814</b>	<b>\$ 39,367,541</b>		<b>\$ 46,914,805</b>

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

	A	B	C	D	E
1	<b>General Fund Biennial Detailed Tax Revenue thru September 2021</b>				
2			<b>Biennial Actual thru September 2021</b>	<b>2021-2022 Budget</b>	<b>% of Budget</b>
3	<b>Taxes</b>				
4	<b>Business Taxes</b>				
5	Utility Tax-Electric		\$ 1,372,441	\$ 4,562,437	30.08%
6	Utility Tax-Water		260,189	931,187	27.94%
7	Utility Tax-Gas		353,327	1,082,184	32.65%
8	Utility Tax-Sewer		394,297	1,409,293	27.98%
9	Utility Tax-Solid Waste		411,475	1,285,619	32.01%
10	Utility Tax-Cable		245,990	1,010,521	24.34%
11	Utility Tax-Telephone/Pager		311,334	1,456,763	21.37%
12	Utility Tax-Storm		150,763	542,344	27.80%
13	Leasehold Tax		2,440	18,271	13.35%
14	Admissions Tax		74,776	1,018,116	7.34%
15	Gambling Tax-Punch Brds/Pulltabs		85,413	201,503	42.39%
16	Gambling Tax-Bingo and Raffles		628	3,779	16.62%
17	Gambling Tax-Amusement Games		1,908	19,585	9.74%
18	<b>Business Taxes Total</b>		<b>\$ 3,664,981</b>	<b>\$ 13,541,602</b>	<b>27.06%</b>
19	<b>General Property Tax</b>		2,329,927	8,800,000	26.48%
20	<b>EMS Property Tax</b>		2,380	-	100.00%
21	<b>Retail Sales Tax</b>		17,549,006	46,684,959	37.59%
22	<b>Total Taxes</b>		<b>\$ 23,546,294</b>	<b>\$ 69,026,561</b>	<b>34.11%</b>

**Table 10: Comparative Tax Revenue – Ending September 2019 to 2021**

	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 September 2019, 2020 &amp; 2021</b>					
3			<b>Actual thru September 2021</b>	<b>Actual thru September 2020</b>	<b>% of Incr (Decr) from 2020 to 2021</b>	<b>Actual thru September 2019</b>
4	<b>Taxes</b>					
5	<b>Business Taxes</b>					
6	Utility Tax-Electric	\$ 1,372,441	\$ 1,501,277	-8.6%	\$ 1,571,441	
7	Utility Tax-Water	260,189	343,172	-24.2%	328,706	
8	Utility Tax-Gas	353,327	386,152	-8.5%	347,746	
9	Utility Tax-Sewer	394,297	519,812	-24.1%	496,448	
10	Utility Tax-Solid Waste	411,475	399,975	2.9%	449,173	
11	Utility Tax-Cable	245,990	363,893	-32.4%	348,540	
12	Utility Tax-Telephone/Pager	311,334	563,310	-44.7%	628,084	
13	Utility Tax-Storm	150,763	190,192	-20.7%	186,955	
14	Leasehold Tax	2,440	5,112	-52.3%	1,255	
15	Admissions Tax	74,776	121,103	-38.3%	502,784	
16	Gambling Tax-Punch Brds/Pulltabs	85,413	29,844	186.2%	103,193	
17	Gambling Tax-Bingo and Raffles	628	962	-34.7%	1,459	
18	Gambling Tax-Amusement Games	1,908	1,658	15.1%	7,562	
19	<b>Business Taxes Total</b>	<b>\$ 3,664,981</b>	<b>\$ 4,426,462</b>	<b>-17.2%</b>	<b>\$ 4,973,346</b>	
20	<b>General Property Tax</b>	<b>2,329,927</b>	<b>3,224,997</b>	<b>-27.8%</b>	<b>3,000,000</b>	
21	<b>EMS Property Tax*</b>	<b>2,380</b>	<b>4,313</b>	<b>-44.8%</b>	<b>22,342</b>	
22	<b>Retail Sales Tax</b>	<b>17,549,006</b>	<b>14,762,722</b>	<b>18.9%</b>	<b>16,437,885</b>	
23	<b>Total Taxes</b>	<b>\$ 23,546,294</b>	<b>\$ 22,418,494</b>	<b>5.0%</b>	<b>\$ 24,433,573</b>	

\* 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.

Starting 2021 we will only accrue sales tax. This will better reflect the revenues to the expenditures.

**Table 11: Actual Gross Historical Sales Tax Collection**

	A	B	C	D	E	F	G	H	I
1	<b>Gross Sales Tax by Actual Month Collection from 2009-2020 For the City of Lynnwood</b>								
2	<b>Actual Month Sales Tax</b>	<b>% Chng</b>	<b>Year 2021</b>	<b>18-20 Avg % Rcpt</b>	<b>Year 2020</b>	<b>Year 2019</b>	<b>Year 2018</b>	<b>Year 2017</b>	<b>Year 2009</b>
3	January	-0.57%	\$ 1,673,176	7.39%	\$ 1,682,783	\$ 1,649,756	\$ 1,659,199	\$ 1,553,675	\$ 1,138,197
4	February	14.37%	1,733,822	6.74%	1,515,997	1,495,512	1,546,656	1,488,779	\$ 1,076,493
5	March	95.14%	2,355,720	7.64%	1,207,193	2,043,826	1,915,769	1,754,850	\$ 1,224,186
6	April	97.37%	2,267,311	7.21%	1,148,763	1,942,838	1,780,484	1,594,147	\$ 1,132,075
7	May	42.35%	2,286,659	8.10%	1,606,386	2,012,870	1,854,102	1,756,250	\$ 1,177,676
8	June	35.65%	2,456,345	8.62%	1,810,757	2,034,018	1,985,036	1,905,880	\$ 1,277,028
9	July	25.85%	2,405,512	8.72%	1,911,463	2,027,103	1,956,153	1,887,629	\$ 1,263,931
10	August	24.40%	2,370,461	8.76%	1,905,468	2,025,251	1,990,993	1,862,273	\$ 1,277,361
11	September	-100.00%		8.77%	1,973,911	2,005,520	1,949,367	1,948,209	\$ 1,231,375
12	October	-100.00%		8.21%	1,817,809	1,878,921	1,855,533	1,838,875	\$ 1,135,572
13	November	-100.00%		8.92%	1,925,471	2,051,950	2,052,650	1,864,936	\$ 1,201,577
14	December	-100.00%		10.91%	2,514,926	2,494,842	2,363,406	2,495,798	\$ 1,740,441
15			<b>\$ 17,549,006</b>	<b>100.0%</b>	<b>\$ 21,020,927</b>	<b>\$ 23,662,407</b>	<b>\$ 22,909,348</b>	<b>\$ 21,951,301</b>	<b>\$ 14,875,912</b>
16	<b>Percentage incr (decr)</b>		<b>37.22%</b>		<b>-11.16%</b>	<b>3.29%</b>	<b>4.36%</b>	<b>1.63%</b>	<b>-14.01%</b>

September sales revenue has not been received yet.

**Table 12: Quarterly Sales Tax as Economic Indicator**

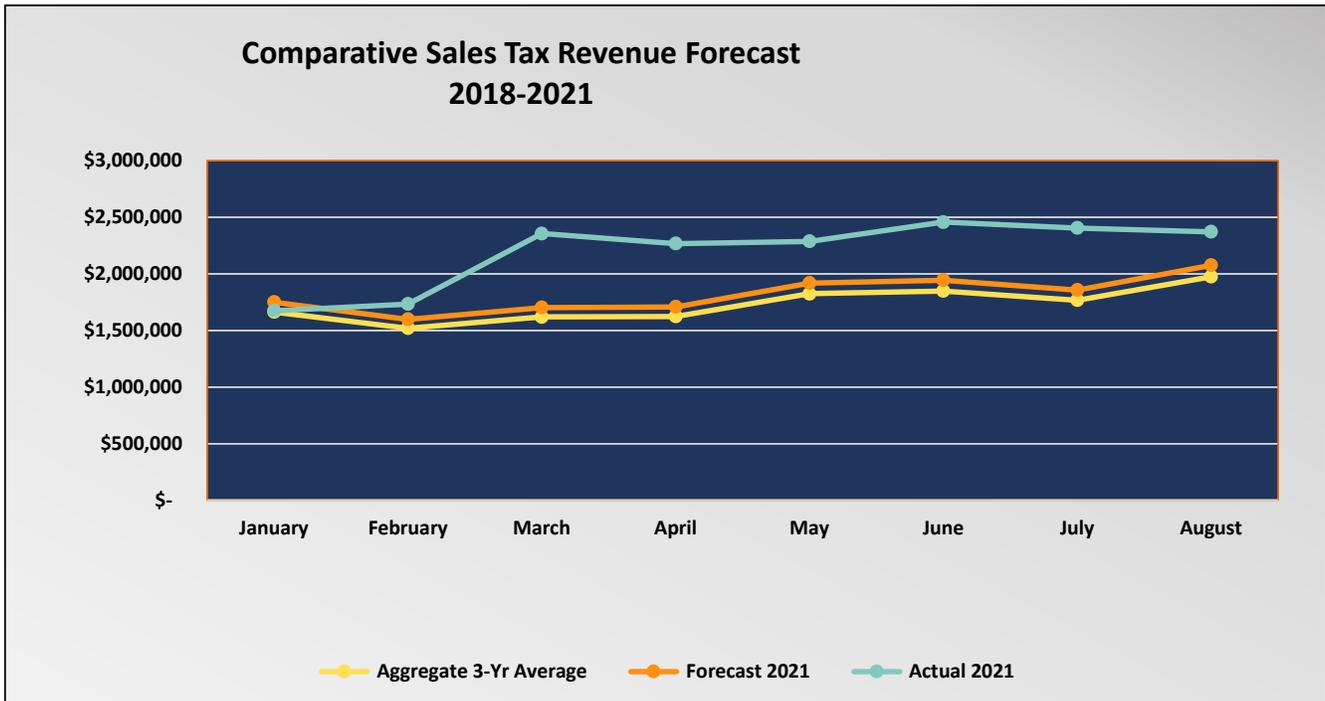
	A	B	C	D	E	F	G	H	I
1	<b>Total Gross Sales Tax Earned by Quarter</b>								
2		<b>% Chng</b>	<b>2nd Quarter 2021</b>			<b>2nd Quarter 2020</b>			
3	<b>Total</b>	<b>53.54%</b>	<b>\$ 7,010,315</b>			<b>\$ 4,565,906</b>			
4									
5		<b>% Chng</b>	<b>1st Quarter 2021</b>			<b>1st Quarter 2020</b>			
6	<b>Total</b>	<b>30.79%</b>	<b>\$ 5,762,718</b>			<b>\$ 4,405,973</b>			

**Table 13: Comparative General Fund Sales Tax Revenue Forecast 2018 – 2021**

	A	B	C	D	E	F	G	H
1	<b>Comparative Sales Tax Revenue Forecast 2018-2021 For the General Fund</b>							
2	<b>Actual Month Sales Tax</b>	<b>Actual 2021</b>	<b>Forecast 2021</b>	<b>Aggregate 3-Yr Average</b>	<b>18-20 Avg % Rcpt</b>	<b>Year 2020</b>	<b>Year 2019</b>	<b>Year 2018</b>
3	January	\$ 1,673,176	\$ 1,749,693	\$ 1,663,913	7.73%	\$ 1,682,783	\$ 1,649,756	\$ 1,659,199
4	February	1,733,822	1,597,718	1,519,388	7.06%	1,515,997	1,495,511	1,546,656
5	March	2,355,720	1,703,121	1,619,624	7.52%	1,207,193	1,835,909	1,815,769
6	April	2,267,311	1,707,753	1,624,028	7.54%	1,148,763	1,942,838	1,780,484
7	May	2,286,659	1,918,510	1,824,453	8.47%	1,606,386	2,012,870	1,854,102
8	June	2,456,345	1,943,950	1,848,645	8.59%	1,810,757	1,750,143	1,985,036
9	July	2,405,512	1,857,727	1,766,650	8.21%	1,911,463	2,027,102	1,361,384
10	August	2,370,461	2,075,666	1,973,904	9.17%	1,905,468	2,025,251	1,990,993
11	September			1,873,928	8.70%	1,973,911	1,698,505	1,949,367
12	October			1,850,754	8.60%	1,817,809	1,878,921	1,855,533
13	November			1,766,204	8.20%	1,925,471	2,051,950	1,321,192
14	December			2,198,964	10.21%	2,514,926	2,187,510	1,894,457
15		<b>\$ 17,549,006</b>	<b>\$ 14,554,138</b>	<b>\$ 21,530,455</b>	<b>100.0%</b>	<b>\$ 21,020,927</b>	<b>\$ 22,556,266</b>	<b>\$ 21,014,172</b>
16	<b>% Over/(Under) COVID Forecast</b>	<b>20.58%</b>			<b>% Increase (Decrease)</b>	<b>-6.81%</b>	<b>7.34%</b>	<b>1.28%</b>

September sales revenue has not been received yet.

**Chart 1: Comparative Sales Tax Revenue Forecast from 2018 – 2021**

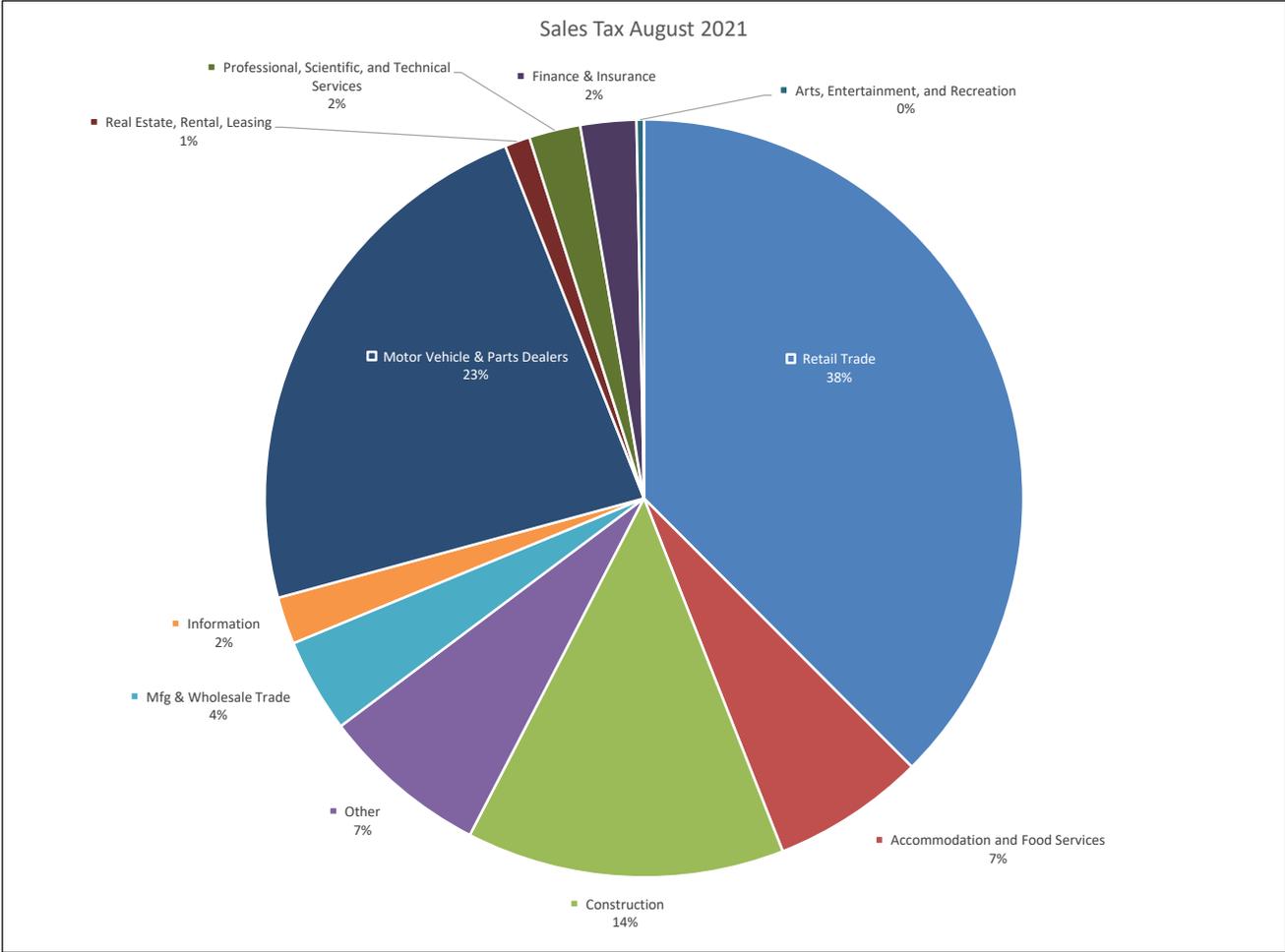


**Report on Year-To-Date Sales Tax Earned for the month of August 2021, Cash Received in October 2021**

**Table 14: 2021 & 2022 Year-To-Date Sales Tax Collection by Category**

A	B	C	D	E	F	G	H	I	J
1	<b>City of Lynnwood</b>								
2	<b>Year to Date Sales Tax Collection By Category</b>								
3	<b>Period Ending: August 30, 2021</b>								
4	<b>Source: Microflex - Washington State Department of Revenue</b>								
5									
6		<b>Month</b>	<b>Month</b>	<b>Month %</b>	<b>YTD</b>	<b>YTD</b>	<b>YTD</b>	<b>YTD</b>	<b>YTD</b>
7	<b>Category</b>	<b>August 2021</b>	<b>August 2020</b>	<b>Change</b>	<b>August 2021</b>	<b>August 2020</b>	<b>% Change</b>	<b>August 2019</b>	<b>August 2018</b>
8	Retail Trade	\$ 6,885,559	\$ 5,217,126	32.0%	\$ 6,885,559	\$ 5,217,126	32.0%	\$ 6,403,133	\$ 6,023,106
9	Accommodation and Food Services	1,051,030	872,377	20.5%	1,051,030	872,377	0.0%	1,294,919	1,411,134
10	Construction	1,976,756	1,121,283	76.3%	1,976,756	1,121,283	0.0%	1,363,673	1,416,712
11	All Others <sup>2</sup>	1,116,070	839,796	32.9%	1,116,070	839,796	0.0%	984,262	746,253
12	Mfg and Wholesale Trade	785,028	574,041	36.8%	785,028	574,041	0.0%	846,517	769,010
13	Information <sup>1</sup>	408,375	364,714	12.0%	408,375	364,714	0.0%	436,015	457,127
14	Motor Vehicle & Part's Dealers	4,249,841	3,040,541	39.8%	4,249,841	3,040,541	0.0%	3,126,940	3,208,597
15	Real Estate, Rental, Leasing	188,606	162,208	16.3%	188,606	162,208	0.0%	174,832	173,194
16	Professional, Scientific, and Technical Services	566,981	370,450	53.1%	566,981	370,450	0.0%	297,750	199,011
17	Finance and Insurance	261,855	185,434	41.2%	261,855	185,434	0.0%	212,412	195,171
18	Arts, Entertainment, and Recreation	58,906	40,839	44.2%	58,906	40,839	0.0%	91,062	88,277
19	<b>TOTAL</b>	<b>\$ 17,549,007</b>	<b>\$ 12,788,809</b>	<b>37.2%</b>	<b>\$ 17,549,007</b>	<b>\$ 12,788,809</b>	<b>37.22%</b>	<b>\$ 15,231,515</b>	<b>\$ 14,687,592</b>
20									
21	<sup>1</sup> Category on "information" pertains to businesses in telecommunications, internet service								
22	providers, motion pictures, sound record, publishing industries, broadcasting, and other								
23	information services.								
24									
25	<sup>2</sup> All Others pertain to various categories not included in the other segments and not material enough								
26	to have a separate category.								
27									
28									

Chart 2: Pie Chart for Q3 2021 Sales Tax Collection



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

	A	B	C	D
1	<b>Biennial Expenditures by Department through September 2021 FY 2021-2022</b>			
2				
3				
4	Department	Biennial Actual thru September 2021	2021-2022 Budget	% of Budget
5	DEVELOPMENT BUSINESS SERVICES	2,803,189	10,596,383	26.5%
6	DBS ECONOMIC DEVELOPMENT	286,652	1,000,000	28.7%
7	EXECUTIVE	719,629	2,295,434	31.4%
8	FINANCE	2,660,599	7,246,356	36.7%
9	FIRE MARSHAL	718,573	1,927,489	37.3%
10	HUMAN RESOURCES	614,360	1,825,526	33.7%
11	INFORMATION TECHNOLOGY	1,849,428	4,911,171	37.7%
12	LEGAL	887,992	2,751,400	32.3%
13	LEGISLATIVE	289,581	877,072	33.0%
14	MUNICIPAL COURT	953,030	2,835,573	33.6%
15	NON-DEPARTMENTAL	3,327,759	9,286,324	35.8%
16	PARKS & RECREATION	4,909,482	16,722,992	29.4%
17	POLICE	13,339,937	42,166,029	31.6%
18	PUBLIC WORKS	2,224,847	6,270,117	35.5%
19	<b>Grand Total</b>	<b>\$ 35,585,058</b>	<b>\$ 110,711,866</b>	<b>32.1%</b>

**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 September 2019, 2020 &amp; 2021</b>				
3	<b>Department</b>	<b>Actual thru September 2021</b>	<b>Actual thru September 2020</b>	<b>% of Incr (Decr) from 2020 to 2021</b>	<b>Actual thru September 2019</b>
4	DEVELOPMENT BUSINESS SERVICES	\$ 2,803,189	\$ 1,690,249	65.8%	\$ 1,792,340
5	DBS-ECONOMIC DEVELOPMENT	286,652	601,853	-52.4%	579,179
6	EXECUTIVE	719,629	615,799	16.9%	642,139
7	FINANCE	2,660,599	2,747,984	-3.2%	2,603,759
8	FIRE - MARSHAL	718,573	627,602	14.5%	960,966
9	HUMAN RESOURCES	614,360	584,553	5.1%	543,701
10	INFORMATION TECHNOLOGY	1,849,428	1,735,862	6.5%	1,835,853
11	LEGAL	887,992	1,055,457	-15.9%	1,185,007
12	LEGISLATIVE	289,581	276,376	4.8%	286,119
13	MUNICIPAL COURT	953,030	939,981	1.4%	912,383
14	NON-DEPARTMENTAL	3,327,759	3,042,542	9.4%	2,903,391
15	PARKS & RECREATION	4,909,482	4,685,649	4.8%	5,888,726
16	POLICE	13,339,937	13,746,524	-3.0%	15,214,592
17	PUBLIC WORKS	2,224,847	2,642,197	-15.8%	2,642,869
18	<b>Grand Total</b>	<b>\$ 35,585,058</b>	<b>\$ 34,992,628</b>	<b>1.69%</b>	<b>\$ 37,991,024</b>

**Table 17: General Fund Biennial Expenditure Categories Through September 2021**

	A	B	C	D	
1	<b>Biennial Expenditure Categories through September FY 2021-2022</b>				
2					
3					
4	<b>Category</b>	<b>Biennial Actual thru September 2021</b>	<b>2021-2022 Budget</b>	<b>% of Total</b>	<b>% of Budget</b>
5	SALARIES & WAGES	\$ 17,378,543	\$ 51,414,293	48.8%	33.8%
6	PERSONNEL BENEFITS	6,821,149	19,728,936	19.2%	34.6%
7	SUPPLIES	589,380	2,478,835	1.7%	23.8%
8	SERVICES	6,000,317	21,759,526	16.9%	27.6%
9	INTERGOVTL SERVICES/PYMNT	1,447,019	6,172,485	4.1%	23.4%
10	CAPITAL OUTLAYS	58,376	13,000	0.2%	449.0%
11	DEBT INTEREST & OTHER COST	-	700	0.0%	0.0%
12	OPERATING TRANSFERS OUT	3,290,274	9,144,091	9.2%	36.0%
13	<b>Grand Total</b>	<b>\$ 35,585,058</b>	<b>\$ 110,711,866</b>	<b>100.0%</b>	<b>32.1%</b>

**Table 18: General Fund Comparative Year-To-Date Expenditures from 2019-2021**

	A	B	C	D
1	<b>GENERAL FUND</b>			
2	<b>Comparative Fiscal Expenditure Categories through September 2019-2021</b>			
3				
4	<b>Category</b>	<b>Actual thru September 2021</b>	<b>Actual thru September 2020</b>	<b>% of Incr (Decr) from 2020 to 2021</b>
5	SALARIES & WAGES	\$ 17,378,543	\$ 17,376,712	0.0%
6	PERSONNEL BENEFITS	6,821,149	6,646,587	2.6%
7	SUPPLIES	589,380	613,773	-4.0%
8	SERVICES	6,000,317	6,742,091	-11.0%
9	INTERGOVTL SERVICES/PYMNT	1,447,019	1,517,825	-4.7%
10	CAPITAL OUTLAYS	58,376	94,732	-38.4%
11	DEBT INTEREST & OTHER COST	-	300	0.0%
12	OPERATING TRANSFERS OUT	3,290,274	2,000,608	64.5%
13	<b>Grand Total</b>	<b>\$ 35,585,058</b>	<b>\$ 34,992,628</b>	<b>1.7%</b>
14				
15				
16				
17				
18	<b>Category Summary:</b>	<b>Actual thru September 2021</b>	<b>Actual thru September 2020</b>	<b>% of Incr (Decr) from 2020 to 2021</b>
19	SALARIES & BENEFITS	\$ 24,199,692	\$ 24,023,299	0.7%
20	OTHER COSTS	8,095,092	8,968,721	-9.7%
21	OPERATING TRANSFERS OUT	3,290,274	2,000,608	64.5%
22	<b>Grand Total</b>	<b>\$ 35,585,058</b>	<b>\$ 34,992,628</b>	<b>1.7%</b>

**Table 19: General Fund's Biennial Legal Expenditures Through September 2021**

	A	B	C	D
1	<b>Biennial Legal Expenditures through September</b>			
2	<b>FY 2021-2022</b>			
3				
4	<b>Department</b>	<b>Biennial Actual thru September 2021</b>	<b>% of Total</b>	<b>2021-2022 Budget</b>
5	ATTORNEY FEES	(8,889)	-1.0%	35,000
6	PROSECUTING ATTORNEY	372,800	42.0%	1,118,400
7	PUBLIC DEFENDERS	521,159	58.7%	1,560,000
8	LANGUAGE INTERPRETERS	2,922	0.3%	38,000
9	<b>Grand Total</b>	<b>\$ 887,992</b>	<b>100.0%</b>	<b>\$ 2,751,400</b>

**Table 20: General Fund's Comparative Year-To-Date Legal Expenditures (2019 – 2021)**

	A	B	C	D
18	<b>General Fund Comparative Legal Expenditures</b>			
19	<b>From Jan 2021 to Date of Reporting</b>			
20				
21	<b>Department</b>	<b>Actual thru September 2021</b>	<b>Actual thru September 2020</b>	<b>% of Incr (Decr) from 2020 to 2021</b>
22	ATTORNEY FEES*	(8,889)	149,140	-106.0%
23	PROSECUTING ATTORNEY	372,800	372,800	0.0%
24	PUBLIC DEFENDERS	521,159	527,031	-1.1%
25	LANGUAGE INTERPRETERS	2,922	4,630	-36.9%
26	OTHERS	-	1,856	0.0%
27	<b>Grand Total</b>	<b>\$ 887,992</b>	<b>\$ 1,055,457</b>	<b>-15.87%</b>

\*Starting 2021-2022 Biennium we are allocating the attorney fees to the departments.

**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 2021</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>					\$ 2,689,004	\$ 2,396,093
5	Plus: 2021-2022 Operating Revenues					783,780	1,600,000
6	Investment Interest					9,120	50,000
7	2021-2022 Total Revenues and Other Financing Sources					792,900	1,650,000
8	<b>Total Beg F/B, Revenues &amp; Other Financing Sources</b>					<b>3,481,904</b>	<b>4,046,093</b>
9	Less: 2021-2022 Expenditures and Other Financing Uses						
10	Transfer to Fund 203 Other Governmental Debt					(1,125,000)	(3,000,000)
11	Transfer to Capital Funds					(39,701)	(883,102)
12	2021-2022 Total Expenditures and Other Financing Uses					(1,164,701)	(3,883,102)
13							
14	<b>Ending Fund Balance - (September 30, 2021)</b>					<b>\$ 2,317,203</b>	<b>\$ 162,991</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 2021</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>					\$ 3,816,237	\$ 3,575,598
5	Plus: 2021-2022 Operating Revenues					783,780	1,600,000
6	Investment Interest					11,456	70,000
7	2021-2022 Total Revenues					795,236	1,670,000
8	Total Beg F/B, Revenues & Other Sources					4,611,473	5,245,598
9	Less: 2021-2022 Expenditures						
10	2021-2022 Expenditures and Other Financing Uses						
11	Transfer to Capital Funds					(2,013,185)	(5,233,495)
12	2021-2022 Expenditures and Other Financing Uses					(2,013,185)	(5,233,495)
13							
14	<b>Ending Fund Balance - (September 30, 2021)</b>					<b>\$ 2,598,288</b>	<b>\$ 12,103</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: 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>\$ 11,043,874</b>	<b>\$ 11,084,048</b>
4	Plus: 2021-2022 Operating Revenues						
5	Investment Interest					39,912	300,000
6	2021-2022 Total Revenues and other Financing Sources					39,912	300,000
7	<b>Total Beg F/B, Revenues &amp; Other Financing Sources</b>					<b>11,083,786</b>	<b>11,384,048</b>
8	Less: 2021-2022 Expenditures						
9	Expenditures and Other Financing Uses						
10	Transfer to Fund 357					-	(4,000,000)
11	Transfer to Fund 360					(1,125,000)	(5,500,000)
12	Expenditures and Other Financing Uses					(1,125,000)	(9,500,000)
13	<b>Ending Fund Balance - (September 30, 2021)</b>					<b>\$ 9,958,786</b>	<b>\$ 1,884,048</b>

**Table 24: 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 September 30, 2021</b>		
4			
5		<b>September 2021</b>	<b>September 2020</b>
6	Lynnwood Main Account - US Bank	\$ 3,947,769	\$ 4,322,587
7	Lynnwood Municipal Court Acct	446,039	451,552
8	Custodial Accounts	2,903	12,305
9	Police Major Buy Fund	-	103,546
10	<b>Cash in Bank</b>	<b>\$ 4,396,711</b>	<b>\$ 4,889,990</b>
12	LGIP	25,273,387	47,989,541
14	LGIP - Transportation Benefit District	2,664,682	1,430,274
13	LGIP - 2018 Utility Rev Bond	4,231,285	4,349,064
15	LGIP - CJC Revenue Bond	60,149,492	-
14	SCIP	10,005,297	-
16	Investments	24,892,787	22,598,593
15	<b>Total Investments</b>	<b>\$ 127,216,930</b>	<b>\$ 76,367,472</b>
17			
16	<b>Total Cash in Bank &amp; Investments</b>	<b>\$ 131,613,641</b>	<b>\$ 81,257,462</b>
17	<b>Other Cash</b>		
18	Cash in Office	6,750	10,000
20	Advance Travel	15,053	15,000
19	Police Investigation	2,750	8,000
21	<b>Total Other Cash</b>	<b>\$ 24,553</b>	<b>\$ 33,000</b>
22	<b>Grand Total</b>	<b>\$ 131,638,194</b>	<b>\$ 81,290,462</b>

\*Not reconciled

**Table 25: Investment Portfolio**

Listed below are the City's investment portfolio as of September 30, 2021.

	A	B	C	D	E	F	G	
1	<b>City of Lynnwood</b>							
2	<b>Treasurer's Investment Report</b>							
3	<b>Activity for September 2021</b>							
4								
5								
6	<b>INVESTMENTS</b>	<b>FUND</b>	<b>PURCHASE DATE</b>	<b>YIELD INTEREST RATE</b>	<b>MATURITY DATE</b>	<b>TYPE OF INVEST</b>	<b>PAR AMOUNT</b>	<b>COST OF INVESTMENT</b>
7	Federal Home Loan Bank	699	2/19/19	2.54%	12/10/21	FHLB	1,000,000	1,013,168
8	Federal Home Loan Bank	699	3/18/19	2.45%	12/8/23	FHLB	2,000,000	2,083,788
9	Federal National Mortgage Assn	699	11/11/19	1.57%	9/12/23	FNMA	2,000,000	2,097,456
10	Federal National Mortgage Assn	699	12/12/19	1.57%	1/19/23	FNMA	2,000,000	2,048,556
11	Federal Home Loan Mtg Corp	699	7/22/20	0.45%	7/22/24	FHLMC	1,050,000	1,051,045
12	Federal Home Loan Mtg Corp	699	8/13/20	0.52%	8/13/25	FHLMC	1,000,000	999,000
13	Federal Home Loan Mtg Corp	699	10/15/20	0.30%	12/29/23	FHLMC	2,150,000	2,150,000
14	Federal Natl Mortgage Assn	699	10/15/20	0.22%	10/15/24	FNMA	2,000,000	2,112,000
15	Federal Natl Mortgage Assn	699	11/18/20	0.40%	11/18/24	FNMA	2,000,000	2,001,586
16	Federal Home Loan Mtg Corp	699	12/11/20	0.23%	11/16/23	FHLMC	1,000,000	1,001,925
17	Federal National Mortgage Assn	699	2/10/21	0.16%	2/5/24	FNMA	1,000,000	1,069,680
18	Federal Home Loan Bank	699	2/24/21	0.46%	2/24/26	FHLB	2,000,000	2,003,898
19	Federal Farm Credit Bank	699	3/9/21	0.76%	3/9/26	FFCB	2,250,000	2,254,406
20	Federal Farm Credit Bank	699	3/9/21	0.76%	3/9/26	FFCB	1,000,000	1,002,686
21	Federal Home Loan Bank	699	6/28/21	0.33%	6/28/24	FHLB	2,000,000	2,003,594
22					<b>Total Investments</b>		<b>\$24,450,000</b>	<b>\$24,892,788</b>
23								
24								

**Table 26: Investment Interest Earnings**

Listed below are the City's interest earnings performance as of September 30, 2021.

	A	B	C	D	E	
1	<b>Comparative Interest Earnings</b>					
2	<b>For the Year-To-Date Period Ending September 2018 - 2021</b>					
3	<b>Fund</b>	<b>Actual thru September 2021</b>	<b>Actual thru September 2020</b>	<b>% of Incr (Decr) from 2020 to 2021</b>	<b>Actual thru September 2019</b>	<b>Actual thru September 2018</b>
4	GENERAL FUND	\$ 14,228	\$ 46,726	-69.6%	\$ (37,724)	\$ 139,695
5	ECO DEV INFRASTRUCTURE	39,912	98,714	-59.6%	179,790	81,778
6	OTHER GENERAL GOVTL	\$ 27,798	\$ 78,190	-64.4%	\$ 137,326	\$ 78,266
7	TRANSPD BD DISTRICT (TBD)	1,738	12,089	-85.6%	46,756	20,004
8	REET I & II	\$ 20,576	\$ 46,456	-55.7%	\$ 92,723	\$ 38,043
9	CAPITAL DEV FUND	4,603	12,953	-64.5%	22,871	-
10	UTILITIES	\$ 81,988	\$ 358,332	-77.1%	\$ 747,884	\$ 261,861
11	GOLF	1,806	1,126	60.4%	3,434	2,666
12	INTERNAL SERVICE	\$ 11,409	\$ 28,007	-59.3%	\$ 50,486	\$ 25,730
13	OTHER FUNDS	90,969	43,573	108.8%	13,001	9,392
15	<b>Grand Total</b>	<b>\$ 295,027</b>	<b>\$ 726,166</b>	<b>-59.37%</b>	<b>\$ 1,256,547</b>	<b>\$ 657,435</b>

**Table 27: General Fund's Biennial Revenues by Category**

	A	B	C	D	E
1	<b>Biennial Revenue Through September 30, 2021</b>				
3	<b>Category</b>	<b>Biennial Actual thru September 2021</b>	<b>2021-2022 Budget</b>		<b>% of Budget</b>
4	<b>BEGINNING FUND BALANCE</b>	<b>\$ 4,124,787</b>	<b>\$ 3,519,143</b>		<b>100.0%</b>
5	<b>31-Taxes</b>	<b>23,546,294</b>	<b>69,026,561</b>		<b>34.1%</b>
6	BUSINESS & EXCISE TAXES	3,664,980	13,541,602		27.1%
7	GENERAL PROPERTY TAXES	2,329,927	8,800,000		26.5%
8	EMS PROPERTY TAXES	2,381	-		100.0%
9	RETAIL SALES AND USE TAXES	17,549,006	46,684,959		37.6%
10	<b>32-Licenses and Permits</b>	<b>3,646,805</b>	<b>12,934,243</b>		<b>28.2%</b>
11	BUSINESS LICENSES AND PERMITS	2,112,107	7,513,690		28.1%
12	NON-BUS LICENSES & PERMITS	1,534,698	5,420,553		28.3%
13	<b>33-Intergovernmental Revenue</b>	<b>1,181,848</b>	<b>3,611,244</b>		<b>32.7%</b>
14	CARES ACT FUNDING	202,646	-		100.0%
15	INDIRECT FEDERAL GRANTS	1,618	79,368		0.0%
16	INTLCL GRNTS ENT IMP PYMTS	482,753	1,736,669		27.8%
17	ST ENT IMPCT PYMTS & IN LIEU T	383,594	1,109,030		34.6%
18	STATE GRANTS	111,237	143,840		77.3%
19	STATE SHARED REVENUES	-	542,337		0.0%
20	<b>34-Charges for Services</b>	<b>4,444,941</b>	<b>13,459,743</b>		<b>33.0%</b>
21	CULTURE & RECREATION	1,181,114	4,557,500		25.9%
22	UTILITIES & ECONOMIC ENVIRONMENT	1,098,788	2,996,470		36.7%
23	GENERAL GOVERNMENT	2,039,144	5,591,680		36.5%
24	SECURITY OF PERSONS & PROPERTY	125,895	314,093		40.1%
25	<b>35-Fines and Forfeits</b>	<b>3,423,932</b>	<b>9,642,017</b>		<b>35.5%</b>
26	CIVIL PARKING INFRACTION PENAL	2,707,172	6,450,003		42.0%
27	CRIMINAL COSTS	713,998	3,083,639		23.2%
28	NON-CRT FINES, FORFEIT & PENAL	2,762	108,375		2.5%
29	<b>36-Miscellaneous Revenues</b>	<b>379,764</b>	<b>1,570,552</b>		<b>24.2%</b>
30	CONTRIB/DONATIONS FROM PRV SRC	11,457	75,000		15.3%
31	INTEREST & OTHER EARNINGS	26,224	236,543		11.1%
32	P CARD REBATES	61,920	185,436		33.4%
33	OTHER	10,897	127,173		8.6%
34	RENTS, LEASES & CONCESSIONS	269,266	946,400		28.5%
35	<b>38-Non-Revenue</b>	<b>907</b>	<b>9,824</b>		<b>9.2%</b>
36	PROC LONG-TRM DBT-PROP FUNDS ON	907	9,824		9.2%
37	<b>39-Other Financing Sources</b>	<b>6,537</b>	<b>402,883</b>		<b>1.6%</b>
38	OTHER	6,537	-		0.0%
39	OPERATING TRANSFERS-IN	-	402,883		0.0%
40	<b>Total Revenue</b>	<b>36,631,028</b>	<b>110,657,067</b>		<b>33.1%</b>
41	<b>Total Revenue Including Fund Balance</b>	<b>\$ 40,755,815</b>	<b>\$ 114,176,210</b>	*	<b>35.7%</b>

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

Table 28: General Fund's Comparative Annual Revenues by Category

A	B	C	D	E	
1	<b>Comparative Revenues ending September 30, 2019, 2020 &amp; 2021</b>				
2	<b>Category</b>	<b>Actual thru September 2021</b>	<b>Actual thru September 2020</b>	<b>% of Incr (Decr) from 2020 to 2021</b>	<b>Actual thru September 2019</b>
3	<b>BEGINNING FUND BALANCE</b>	<b>\$ 4,124,786</b>	<b>\$ 10,134,924</b>		<b>\$ 11,596,466</b>
4	<b>31-Taxes</b>	<b>23,546,294</b>	<b>22,418,494</b>	<b>5.0%</b>	<b>24,433,573</b>
5	BUSINESS & EXCISE TAXES	3,664,980	4,426,462	-17.2%	4,973,346
6	GENERAL PROPERTY TAXES	2,329,927	3,224,997	-27.8%	3,000,000
7	EMS PROPERTY TAXES	2,381	4,313	-44.8%	22,342
8	RETAIL SALES AND USE TAXES	17,549,006	14,762,722	18.9%	16,437,885
9	<b>32-Licenses and Permits</b>	<b>3,646,805</b>	<b>4,123,807</b>	<b>-11.6%</b>	<b>2,376,221</b>
10	BUSINESS LICENSES AND PERMITS	2,112,107	2,169,417	-2.6%	1,495,340
11	NON-BUS LICENSES & PERMITS	1,534,698	1,954,390	-21.5%	880,881
12	<b>33-Intergovernmental Revenue</b>	<b>1,181,848</b>	<b>2,004,590</b>	<b>-41.0%</b>	<b>2,098,619</b>
13	CARES ACT & GEMT FUNDING	202,646	962,264	-78.9%	1,160,028
14	INDIRECT FEDERAL GRANTS	1,618	12,591	-87.1%	20,400
15	LOCAL GRANTS ENTITLEMENTS & OTHER	482,753	379,828	27.1%	505,180
16	STATE ENTITLEMENT IMPACT PMTS & IN LI	383,594	365,791	4.9%	395,807
17	STATE GRANTS	111,237	18,969	486.4%	17,204
18	<b>34-Charges for Services</b>	<b>4,444,941</b>	<b>3,332,786</b>	<b>33.4%</b>	<b>4,076,813</b>
19	CULTURE & RECREATION	1,181,114	826,842	42.8%	1,897,709
20	UTILITIES & ECONOMIC ENVIRONMENT	1,098,788	758,788	44.8%	338,747
21	GENERAL GOVERNMENT	2,039,144	1,654,736	23.2%	1,600,169
22	SECURITY OF PERSONS & PROPERTY	125,895	92,420	36.2%	240,188
23	<b>35-Fines and Forfeits</b>	<b>3,423,932</b>	<b>2,900,145</b>	<b>18.1%</b>	<b>3,308,333</b>
24	CIVIL PARKING INFRACTION PENAL	2,707,172	2,025,277	33.7%	2,327,668
25	CRIMINAL COSTS	713,998	865,265	-17.5%	939,759
26	NON-CRT FINES, FORFEIT & PENAL	2,762	9,603	-71.2%	40,906
27	<b>36-Miscellaneous Revenues</b>	<b>379,764</b>	<b>245,987</b>	<b>54.4%</b>	<b>453,910</b>
28	CONTRIB/DONATIONS FROM PRV SRC	11,457	9,131	25.5%	27,982
29	INTEREST & OTHER EARNINGS	26,224	64,816	-59.5%	354
30	P CARD REBATES	61,920	68,225	-9.2%	76,410
31	OTHERS	10,897	10,945	-0.4%	39,290
32	RENTS, LEASES & CONCESSIONS	269,266	92,870	189.9%	309,874
33	<b>38-Non-Revenue</b>	<b>907</b>	<b>7,385</b>	<b>-87.7%</b>	<b>24,835</b>
34	PROC LONG-TRM DBT-PROP FUNDS ON	907	7,385	-87.7%	24,835
35	<b>39-Other Financing Sources</b>	<b>6,537</b>	<b>208,786</b>	<b>-96.9%</b>	<b>7,577</b>
36	INSURANCE RECOVERY	6,537	2,044	219.8%	3,148
37	DISPOSITION OF FIXED ASSETS	-	2,313	0.0%	-
38	OPERATING TRANSFERS-IN	-	204,429	0.0%	4,429
39	<b>Total Revenue</b>	<b>36,631,028</b>	<b>35,241,980</b>	<b>3.9%</b>	<b>36,779,881</b>
40	<b>Total Revenue Including Fund Balance</b>	<b>\$ 40,755,814</b>	<b>\$ 45,376,904</b>	<b>-10.2%</b>	<b>\$ 48,376,347</b>

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

Table 29: General Fund's Biennial Departmental Expenditures by Department

	A	B	C	D
1	<b>Actual Expenditures thru September 30, 2021</b>			
2	<b>Department</b>	<b>Biennial Actual thru September 2021</b>	<b>2021-2022 Biennial Budget</b>	<b>% of Budget</b>
3	<b>DEVELOPMENT BUSINESS SERVICES</b>	<b>2,803,190</b>	<b>10,596,384</b>	<b>26.45%</b>
4	1-Salaries & Wages	1,623,417	5,393,772	30.10%
5	2-Personnel Benefits	630,939	2,132,853	29.58%
6	3-Supplies	33,662	159,001	21.17%
7	4-Services	515,172	2,910,758	17.70%
8	<b>DBS ECONOMIC DEVELOPMENT</b>	<b>286,652</b>	<b>1,000,000</b>	<b>28.67%</b>
9	1-Salaries & Wages	5,782	-	0.00%
10	2-Personnel Benefits	1,771	-	0.00%
11	4-Services	279,099	1,000,000	27.91%
12	<b>EXECUTIVE</b>	<b>719,629</b>	<b>2,295,434</b>	<b>31.35%</b>
13	1-Salaries & Wages	399,172	1,218,922	32.75%
14	2-Personnel Benefits	142,926	459,418	31.11%
15	3-Supplies	2,631	17,400	15.12%
16	4-Services	174,900	599,694	29.16%
17	<b>FINANCE</b>	<b>2,660,599</b>	<b>7,246,356</b>	<b>36.72%</b>
18	1-Salaries & Wages	1,554,146	4,354,270	35.69%
19	2-Personnel Benefits	659,725	1,733,493	38.06%
20	3-Supplies	7,854	32,890	23.88%
21	4-Services	438,874	1,124,003	39.05%
22	5-Intergovernmental Svcs	-	1,000	0.00%
23	8-Debt Service-Interest	-	700	0.00%
24	<b>FIRE MARSHAL</b>	<b>718,573</b>	<b>1,927,489</b>	<b>37.28%</b>
25	3-Supplies	2,928	3,000	97.60%
26	4-Services	14,307	24,489	58.42%
27	5-Intergovernmental Svcs	701,338	1,900,000	36.91%
28	<b>HUMAN RESOURCES</b>	<b>614,360</b>	<b>1,825,527</b>	<b>33.65%</b>
29	1-Salaries & Wages	383,922	1,074,950	35.72%
30	2-Personnel Benefits	144,901	409,448	35.39%
31	3-Supplies	1,084	26,500	4.09%
32	4-Services	84,453	314,629	26.84%
33	<b>INFORMATION TECHNOLOGY</b>	<b>1,849,428</b>	<b>4,911,171</b>	<b>37.66%</b>
34	1-Salaries & Wages	903,824	2,505,514	36.07%
35	2-Personnel Benefits	372,995	995,609	37.46%
36	3-Supplies	20,841	95,350	21.86%
37	4-Services	500,272	1,314,698	38.05%
38	6-Capital Outlay	51,496	-	0.00%
39	<b>LEGAL</b>	<b>887,992</b>	<b>2,751,399</b>	<b>32.27%</b>
40	4-Services	887,992	2,751,399	32.27%

**Table 29: General Fund's Biennial Departmental Expenditures by Department**

	A	B	C	D
1	<b>Actual Expenditures thru September 30, 2021</b>			
2	<b>Department</b>	<b>Biennial Actual thru September 2021</b>	<b>2021-2022 Biennial Budget</b>	<b>% of Budget</b>
41	<b>LEGISLATIVE</b>	<b>289,581</b>	<b>877,072</b>	<b>33.02%</b>
42	1-Salaries & Wages	136,958	398,915	34.33%
43	2-Personnel Benefits	116,229	371,309	31.30%
44	3-Supplies	2,133	3,700	57.65%
45	4-Services	34,261	103,148	33.22%
46	<b>MUNICIPAL COURT</b>	<b>953,029</b>	<b>2,835,574</b>	<b>33.61%</b>
47	1-Salaries & Wages	531,941	1,560,965	34.08%
48	2-Personnel Benefits	256,508	693,951	36.96%
49	3-Supplies	7,542	13,351	56.49%
50	4-Services	157,038	567,307	27.68%
51	<b>NON-DEPARTMENTAL</b>	<b>3,327,759</b>	<b>9,286,324</b>	<b>35.84%</b>
52	0-Transfers	3,270,402	9,091,091	35.97%
53	1-Salaries & Wages	53,291	195,233	27.30%
54	2-Personnel Benefits	4,066	-	0.00%
55	<b>PARKS &amp; RECREATION</b>	<b>4,909,482</b>	<b>16,722,991</b>	<b>29.36%</b>
56	1-Salaries & Wages	2,884,152	8,842,013	32.62%
57	2-Personnel Benefits	1,135,210	3,307,457	34.32%
58	3-Supplies	181,748	800,135	22.71%
59	4-Services	756,192	3,608,386	20.96%
60	5-Intergovernmental Svcs	(47,820)	165,000	-28.98%
61	<b>POLICE</b>	<b>13,339,937</b>	<b>42,166,029</b>	<b>31.64%</b>
62	1-Salaries & Wages	7,837,948	23,323,054	33.61%
63	2-Personnel Benefits	2,896,046	8,558,270	33.84%
64	3-Supplies	276,116	1,020,532	27.06%
65	4-Services	1,529,445	5,144,688	29.73%
66	5-Intergovernmental Svcs	793,502	4,106,485	19.32%
67	6-Capital Outlay	6,880	13,000	52.92%
68	<b>PUBLIC WORKS</b>	<b>2,224,847</b>	<b>6,270,116</b>	<b>35.48%</b>
69	1-Salaries & Wages	1,063,990	2,546,685	41.78%
70	2-Personnel Benefits	459,834	1,067,128	43.09%
71	3-Supplies	52,840	306,977	17.21%
72	4-Services	628,311	2,296,326	27.36%
73	9-Interfund Payment for Svcs	19,872	53,000	37.49%
74	<b>Grand Totals</b>	<b>\$ 35,585,058</b>	<b>\$ 110,711,866</b>	<b>32.14%</b>

**Table 30: General Fund's Comparative Year-To-Date Detailed Expenditures by Department**

	A	B	C	D	E
1	<b>September 30, 2019, 2020 &amp; 2021</b>				
2	<b>Department</b>	<b>Actual thru September 2021</b>	<b>Actual thru September 2020</b>	<b>% of Incr (Decr) from 2020 to 2021</b>	<b>Actual thru September 2019</b>
3	<b>DEVELOPMENT BUSINESS SERVICES</b>	<b>2,803,190</b>	<b>1,690,248</b>	<b>65.84%</b>	<b>1,792,340</b>
4	1-Salaries & Wages	1,623,417	886,254	83.18%	952,383
5	2-Personnel Benefits	630,939	372,436	69.41%	370,266
6	3-Supplies	33,662	16,926	98.88%	27,185
7	4-Services	515,172	414,632	24.25%	442,506
8	<b>DBS ECONOMIC DEVELOPMENT</b>	<b>286,652</b>	<b>601,852</b>	<b>-52.37%</b>	<b>579,179</b>
9	1-Salaries & Wages	5,782	248,082	-97.67%	232,472
10	2-Personnel Benefits	1,771	82,703	-97.86%	80,089
11	3-Supplies	-	903	0.00%	2,870
12	4-Services	279,099	270,164	3.31%	263,748
13	<b>EXECUTIVE</b>	<b>719,629</b>	<b>615,799</b>	<b>16.86%</b>	<b>642,140</b>
14	1-Salaries & Wages	399,172	368,571	8.30%	358,343
15	2-Personnel Benefits	142,926	122,538	16.64%	119,044
16	3-Supplies	2,631	2,829	-7.00%	18,318
17	4-Services	174,900	121,861	43.52%	146,435
18	<b>FINANCE</b>	<b>2,660,599</b>	<b>2,747,983</b>	<b>-3.18%</b>	<b>2,603,760</b>
19	1-Salaries & Wages	1,554,146	1,643,127	-5.42%	1,529,422
20	2-Personnel Benefits	659,725	669,042	-1.39%	625,706
21	3-Supplies	7,854	12,302	-36.16%	25,095
22	4-Services	438,874	423,212	3.70%	410,704
23	5-Intergovernmental Svcs	-	-	0.00%	82
24	6-Capital Outlay	-	-	0.00%	12,751
25	8-Debt Service-Interest	-	300	0.00%	-
26	<b>FIRE MARSHAL</b>	<b>718,573</b>	<b>627,602</b>	<b>14.50%</b>	<b>960,966</b>
27	2-Personnel Benefits	-	-	0.00%	2,242
28	3-Supplies	2,928	2,155	35.87%	2,760
29	4-Services	14,307	11,445	25.01%	41,522
30	5-Intergovernmental Svcs	701,338	614,002	14.22%	914,442
31	<b>HUMAN RESOURCES</b>	<b>614,360</b>	<b>584,553</b>	<b>5.10%</b>	<b>543,701</b>
32	1-Salaries & Wages	383,922	371,238	3.42%	305,521
33	2-Personnel Benefits	144,901	140,815	2.90%	146,492
34	3-Supplies	1,084	11,713	-90.75%	16,669
35	4-Services	84,453	60,787	38.93%	75,019
37	<b>INFORMATION TECHNOLOGY</b>	<b>1,849,428</b>	<b>1,735,862</b>	<b>6.54%</b>	<b>1,835,853</b>
38	1-Salaries & Wages	903,824	809,675	11.63%	807,015
39	2-Personnel Benefits	372,995	330,817	12.75%	322,531
40	3-Supplies	20,841	33,368	-37.54%	78,125
41	4-Services	500,272	467,270	7.06%	611,076
42	6-Capital Outlay	51,496	94,732	-45.64%	17,106

Table 30: General Fund's Comparative Year-To-Date Detailed Expenditures by Department

	A	B	C	D	E
1	September 30, 2019, 2020 & 2021				
2	Department	Actual thru September 2021	Actual thru September 2020	% of Incr (Decr) from 2020 to 2021	Actual thru September 2019
43	<b>LEGAL</b>	<b>887,992</b>	<b>1,055,457</b>	<b>-15.87%</b>	<b>1,185,006</b>
44	3-Supplies	-	1,700	0.00%	-
45	4-Services	887,992	1,053,757	-15.73%	1,185,006
46	<b>LEGISLATIVE</b>	<b>289,581</b>	<b>276,377</b>	<b>4.78%</b>	<b>286,117</b>
47	1-Salaries & Wages	136,958	141,738	-3.37%	146,318
48	2-Personnel Benefits	116,229	112,003	3.77%	108,901
49	3-Supplies	2,133	887	140.47%	1,069
50	4-Services	34,261	21,749	57.53%	29,829
51	<b>MUNICIPAL COURT</b>	<b>953,029</b>	<b>939,981</b>	<b>1.39%</b>	<b>912,384</b>
52	1-Salaries & Wages	531,941	523,235	1.66%	492,681
53	2-Personnel Benefits	256,508	254,241	0.89%	222,883
54	3-Supplies	7,542	14,931	-49.49%	4,879
55	4-Services	157,038	147,574	6.41%	191,941
56	<b>NON-DEPARTMENTAL</b>	<b>3,327,759</b>	<b>3,042,543</b>	<b>9.37%</b>	<b>2,903,391</b>
57	0-Transfers	3,270,402	1,980,733	65.11%	2,903,391
58	1-Salaries & Wages	53,291	270,693	-80.31%	-
59	2-Personnel Benefits	4,066	27,979	-85.47%	-
60	3-Supplies	-	47,654	0.00%	-
61	4-Services	-	715,484	0.00%	-
62	<b>PARKS &amp; RECREATION</b>	<b>4,909,482</b>	<b>4,685,649</b>	<b>4.78%</b>	<b>5,888,726</b>
63	1-Salaries & Wages	2,884,152	2,682,077	7.53%	3,220,196
64	2-Personnel Benefits	1,135,210	1,111,124	2.17%	1,147,196
65	3-Supplies	181,748	154,413	17.70%	275,818
66	4-Services	756,192	711,797	6.24%	1,248,793
67	5-Intergovernmental Svcs	(47,820)	26,238	-282.25%	(3,277)
68	<b>POLICE</b>	<b>13,339,937</b>	<b>13,746,524</b>	<b>-2.96%</b>	<b>15,214,592</b>
69	1-Salaries & Wages	7,837,948	8,053,125	-2.67%	8,447,009
70	2-Personnel Benefits	2,896,046	2,893,941	0.07%	3,006,852
71	3-Supplies	276,116	226,402	21.96%	396,226
72	4-Services	1,529,445	1,695,470	-9.79%	1,990,809
73	5-Intergovernmental Svcs	793,502	877,586	-9.58%	1,373,696
74	6-Capital Outlay	6,880	-	0.00%	-
75	<b>PUBLIC WORKS</b>	<b>2,224,847</b>	<b>2,642,198</b>	<b>-15.80%</b>	<b>2,642,869</b>
76	1-Salaries & Wages	1,063,990	1,378,898	-22.84%	1,293,406
77	2-Personnel Benefits	459,834	528,947	-13.07%	545,549
78	3-Supplies	52,840	87,590	-39.67%	93,047
79	4-Services	628,311	626,888	0.23%	690,992
80	9-Interfund Payment for Svcs	19,872	19,875	-0.02%	19,875
81	<b>Grand Totals</b>	<b>\$ 35,585,058</b>	<b>\$ 34,992,628</b>	<b>1.7%</b>	<b>\$ 37,991,024</b>

**Table 31: Year to Date Operation - Fund Balance Report**

	A	B	C	D	
1	<b>Period Ending: September 30, 2021</b>				
2	<b>Fund</b>	<b>Balance 01/01/21 - (Note 1)</b>	<b>2021 YTD Revenue</b>	<b>2021 YTD Expenditure</b>	<b>Balance 9/30/2021- Ending Balance</b>
3	011 General	\$ 4,124,786	\$ 36,631,028	\$ 35,585,058	\$ 5,170,756
4	020 Econ Dev Infrastructure	11,043,874	39,912	1,125,000	9,958,786
5	098 Revenue Stabilization Fund	4,870,033	423,738	-	5,293,771
6	101 Lodging Tax Fund	894,195	274,884	502,690	666,389
7	104 Drug Enforcement	292,262	3,286	-	295,548
8	105 Criminal Justice	2,802,494	855,787	1,948,629	1,709,652
9	110 Transportation Impact Fee	2,308,893	334,910	2,370,000	273,803
10	111 Street	243,323	1,674,941	1,753,775	164,489
11	114 Cum. Parks	87,955	14,492	2,436	100,011
12	116 Cum. Art	50,514	192	-	50,706
13	119 Cum. Aid Car	16,973	64	-	17,037
14	121 Tree Fund Reserve	233,168	8,746	34,397	207,517
15	128 Path and Trails	8,888	-	-	8,888
16	131 American Rescue Plan Act	-	5,468,401	5,323	5,463,078
17	144 Solid Waste	87,569	22,015	18,759	90,825
18	146 Affordable Supportive Housing	87,293	130,087	-	217,380
19	150 Transportation Bene Dist-TBD	4,614,318	2,501,918	4,745,351	2,370,885
20	180 Park Impact Fees	2,431,018	2,827,957	329,301	4,929,674
21	203 General Governmental Debt	-	1,500,003	-	1,500,003
22	223 Rec Ctr 2012 LTGO Bonds	111,902	1,242,387	380,806	973,483
23	330 Real Estate Excise Tax II	3,816,237	795,236	2,013,185	2,598,288
24	331 Real Estate Excise Tax I	2,689,005	792,900	1,164,701	2,317,204
25	333 Capital Development Plan	1,237,565	829,606	898,469	1,168,702
26	<b>Total</b>	<b>\$ 42,052,265</b>	<b>\$ 56,372,490</b>	<b>\$ 52,877,880</b>	<b>\$ 45,546,875</b>

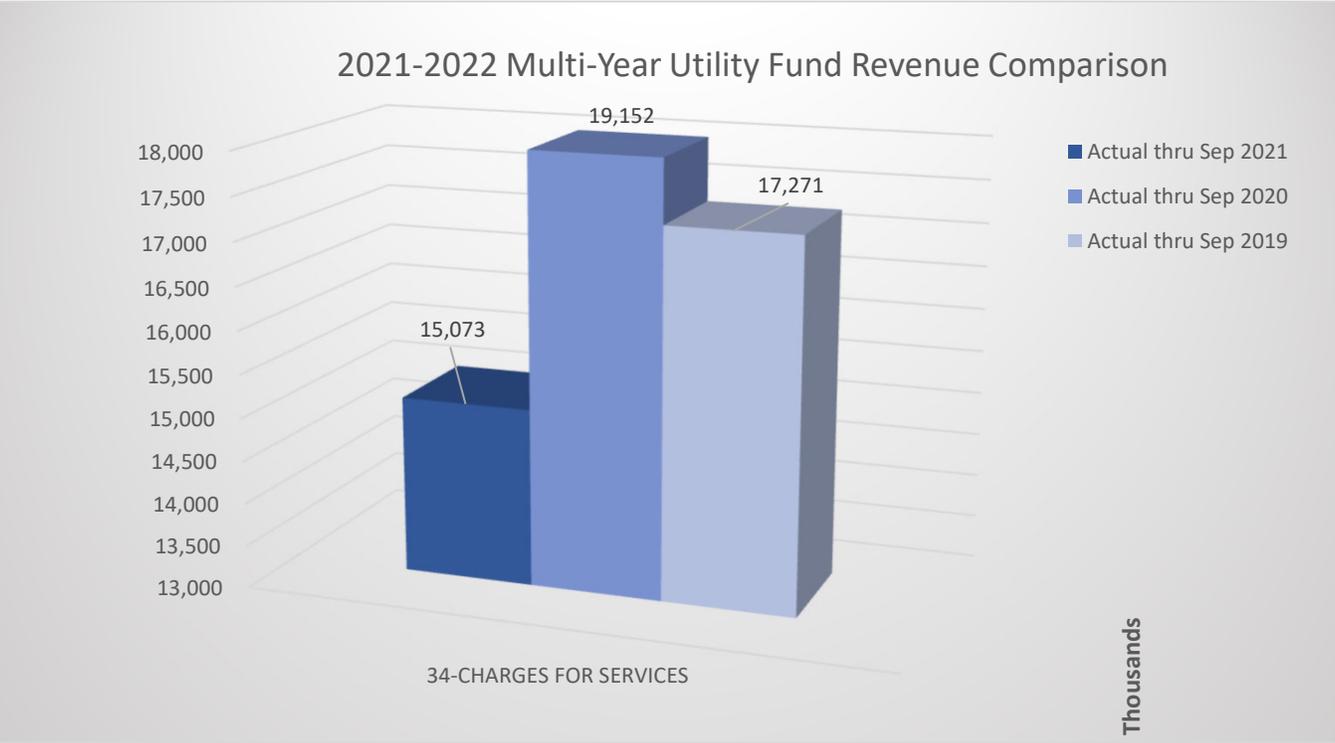
**Table 32: Year to Date Capital (CIP) - Fund Balance Report**

	A	B	C	D	
1	<b>Period Ending: September 30, 2021</b>				
2	<b>Fund</b>	<b>Balance 01/01/2021</b>	<b>2021 YTD Revenue</b>	<b>2021 YTD Expenditure</b>	<b>Balance 9/30/2021- Ending Balance</b>
3	332 Hardware/Software Upgrade	\$ 6,519	\$ -	\$ -	\$ 6,519
4	357 Other General Govt Capital Improv.	26,625	306,756	185,935	147,446
5	360 Transportation Capital Project	2,531,360	12,750,778	13,754,163	1,527,975
6	370 Facilities Capital Infrastructure	1,192,063	82,833	744,212	530,684
7	380 Parks & Recr Capital Infrastructure	597,636	1,510,814	1,042,564	1,065,886
8	390 Public Safety Capital Infrastructure	473,156	61,615,031	1,874,299	60,213,888
9	412 Utilities Capital Construction	9,956,283	3,644,160	8,597,278	5,003,165
10					
11	<b>Total</b>	<b>14,783,642</b>	<b>79,910,372</b>	<b>26,198,451</b>	<b>68,495,563</b>

Table 33: Utility Fund Comparative Year-To-Date Revenue Ending Sep 2019, 2020 &amp; 2021

	A	B	C	D	E
1	<b>Utility Fund Revenues</b>				
2	<b>Comparative Fiscal Revenue For the Year-To-Date</b>				
3	<b>Period ending September 2019, 2020 &amp; 2021</b>				
4	<b>Category</b>	<b>Actual thru Sep 2021</b>	<b>% Change 2020-2021</b>	<b>Actual thru Sep 2020</b>	<b>Actual thru Sep 2019</b>
5	<b>33-INTERGOVERNMENTAL REVENUES</b>	11,010	22.69%	8,974	-
6		11,010	22.69%	8,974	-
5	<b>34-CHARGES FOR SERVICES</b>	15,072,794	-21.30%	19,152,045	17,270,608
6	Water Sales	4,444,200	-22.41%	5,727,538	5,462,464
7	Sewer/Reclaimed Water Sales	380,763	-8.79%	417,472	338,256
8	Sewer Connection Fees	964,720	-17.29%	1,166,370	32,240
9	Sewer Service	6,685,740	-22.54%	8,631,546	8,239,495
10	Storm Drainage Services	2,570,341	-18.58%	3,156,967	3,100,946
11	Misc Services	27,030	-48.17%	52,152	97,207
12	<b>35-FINES AND PENALTIES</b>	-	-100.00%	2,850	2,250
13	Sewer Admin Fine	-	-100.00%	2,250	2,250
14	Water Admin Fine	-	-100.00%	600	250
14	<b>36-MISCELLANEOUS REVENUES</b>	106,372	-26.35%	144,421	158,671
15	Interest Earnings	43,713	-68.81%	140,153	151,900
16	Misc Water	58,531	1356.72%	4,018	1,670
17	Misc Sewer	4,128	1551.20%	250	5,101
18	Misc Storm	-	0.00%	-	-
18	<b>37-PROPRIETARY FUND REVENUES</b>	158,061	-50.87%	321,726	95,948
19	Contributions	157,393	-51.87%	326,992	68,432
20	Capital Gain/(Loss)/Transfer	668	-112.69%	(5,266)	27,516
21	<b>39-OTH &amp; DISP-CAP ASSET</b>	303,596	100.00%	0	-
22	Sale of Capital Assets/Net Book Value	-	0.00%	0	-
22	Transfers	303,596	100%	0	-
23	Revenue Bond Proceeds	-	0.00%	0	-
23	<b>Total Revenue</b>	<b>15,651,833</b>	<b>-20.27%</b>	<b>19,630,016</b>	<b>17,527,477</b>

Chart 3: Multi-Year Utility Fund Reserve Comparison - Charges for Services

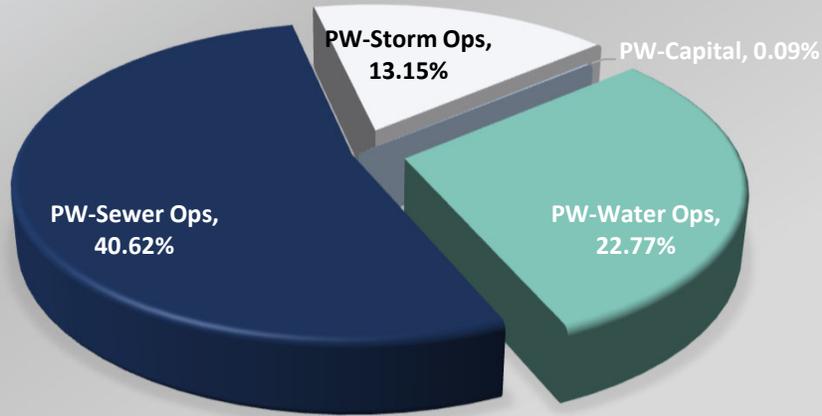


**Table 34: Utility Fund Expenditures by Utility Program through Sep 2021**

	A	B	C	D	E
1	<b>Expenditures by Utility Fund Program thru Sep 2021</b>				
2	<b>FY 2021-2022</b>				
3					
4	<b>Program Type</b>	<b>Actual thru Sep 2021</b>	<b>2021-2022 Revised Budget</b>	<b>% of Budget</b>	<b>% of Total</b>
5	PW-Water Ops	3,598,629	22,808,250	15.78%	22.77%
6	PW-Sewer Ops	6,421,326	10,535,038	60.95%	40.62%
7	PW-Storm Ops	2,078,928	9,712,782	21.40%	13.15%
8	PW-Capital	13,770	100,000	13.77%	0.09%
9	PW-Capital Transfers	3,694,610	12,753,441	28.97%	23.37%
10	<b>Grand Total</b>	<b>15,807,263</b>	<b>55,909,511</b>	<b>28.27%</b>	<b>100%</b>

**2021**

**UTILITY FUND  
EXPENDITURES BY PROGRAM  
THROUGH SEP 21**



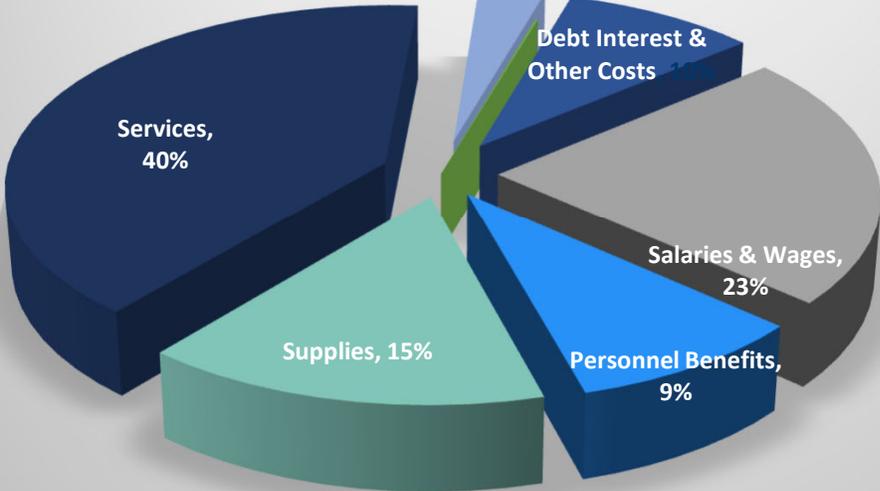
**Table 35: Utility Fund Comparative Year-To-Date Expenditures and Summary**

	A	B	C	D	E
	<b>Utility Fund</b>				
1	<b>Comparative Fiscal Expenditure Categories through Sep 2019-2021</b>				
2					
3	<b>Category</b>	<b>Actual thru Sep 2021</b>	<b>Actual thru Sep 2020</b>	<b>% Change 2020 - 2021</b>	<b>Actual thru Sep 2019</b>
4	Salaries & Wages	\$ 2,756,123	\$ 2,685,499	2.6%	\$ 2,681,943
5	Personnel Benefits	1,101,157	1,064,704	3.4%	1,034,051
6	Supplies	1,846,410	2,353,127	-21.5%	2,157,492
7	Services	4,880,345	4,708,425	3.7%	3,906,381
8	Intergovernmental Svcs/Pmts	387,398	459,982	-15.8%	426,717
9	Capital Outlays	13,770	164,700	-91.6%	-
10	Debt Interest & Other Costs	1,127,450	1,118,182	0.8%	1,169,895
11	Capital Transfers	3,694,610	-	100.0%	364,779
12	<b>Grand Total</b>	<b>\$ 15,807,263</b>	<b>\$ 12,554,619</b>	<b>25.9%</b>	<b>\$11,741,258</b>
13					
14	<b>Summary</b>	<b>Actual thru Sep 2021</b>	<b>Actual thru Sep 2020</b>	<b>Actual thru Sep 2019</b>	
15	Salaries and Benefits	\$ 3,857,280	\$ 3,750,203	\$ 3,715,994	
16	Other Costs	8,255,373	8,804,416	7,660,485	
17	Transfers	\$ 3,694,610	\$ -	364,779	
18	<b>Grand Total</b>	<b>\$ 15,807,263</b>	<b>\$ 12,554,619</b>	<b>\$ 11,741,258</b>	

Utility Fund Expenditures by Type through September

2021

Intergovernmental Svcs/Pmts,  
3%



- Salaries & Wages
- Personnel Benefits
- Supplies
- Services
- Intergovernmental Svcs/Pmts
- Capital Outlays

**Table 36: 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 Sep 2021</b>				
4		<b>Water</b>	<b>Sewer</b>	<b>Storm</b>	<b>Total</b>
5	<b>Operating Revenue</b>	5,046,141	8,035,351	2,570,341	15,651,833
6	<b>Operating Expenditures</b>	(3,598,629)	(6,421,326)	(2,078,928)	(12,098,883)
7	<b>Subtotal - Revenue over/under Expenditures prior to Operating/Capital Funds Transfers</b>	<b>1,447,512</b>	<b>1,614,025</b>	<b>491,413</b>	<b>3,552,950</b>
8	<b>Capital Expenditures</b>	(4,108)	(4,108)	(5,554)	(13,770)
9	<b>Operating/ Capital Fund Transfers Total</b>	(3,694,610)	-	-	(3,694,610)
10	<b>Total Revenues over/(under) Expenditures and Operating/Capital Transfers</b>	<b>\$ (2,251,206)</b>	<b>\$ 1,609,917</b>	<b>\$ 485,859</b>	<b>\$ (155,430)</b>

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## FINANCE COMMITTEE 4.A

### CITY OF LYNNWOOD FINANCE COMMITTEE

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**TITLE:** Utility Update

**DEPARTMENT CONTACT:** Lisa Harrison, Finance

**PRESENTER:**

Michelle Meyer, Finance Director; Corbitt Loch, Strategic Planner

**ESTIMATED TIME:**

20

**BACKGROUND:**

At the April, September and October Finance Committee meetings, staff reviewed information on delinquent utility accounts. Updated information as of the end of October has been compiled for review and discussion.

A copy of the letter that has been sent to delinquent accounts is also provided.

**SUGGESTED ACTION:**

Review of updated utility account information.

**PREVIOUS COUNCIL ACTIONS:**

April, September, October Finance Committee meetings

**DEPARTMENT ATTACHMENTS**

Description:

---

[11.18.21 FC Utility Info.pdf](#)

November 12, 2021

**IMPORTANT INFORMATION ABOUT YOUR UTILITY ACCOUNT**

<billing first name><billing last name>  
<billing number><billing street><billing unit>  
<billing city><billing state><billing zip>

Utility Account No. <account>

**CITY OF LYNNWOOD UTILITIES – PAST DUE NOTICE**

Dear City of Lynnwood Utility Customer:

COVID-19 brought financial hardship to many of the City’s utility customers. We are writing to our customers with an unpaid account balance to share information and to remind you that your utility account for water, sewer, and stormwater service at <service number> <service street><service unit> has a **past-due balance of \$<due amount>**. Payment is required. If you have recently paid the entire balance on this account, please disregard this notification.

*FYI: The installation of “smart” water meters throughout the City has caused delays in the normal billing schedule. We expect to be back on the regular schedule later this month.*

Governor Inslee’s moratorium on water shut-offs and utility penalty late fees expired on September 30, 2021. It is important that the City receive payment for the utility services provided to your home/business. Unpaid utility bills could lead to higher-than-normal rate increases in the future. Soon, the City will resume the normal practice of water shut-offs and/or imposing penalty fees or property liens. It is now time for you make full payment or apply for a payment plan, which can help you eliminate your past-due balance and avoid water shut-offs and/or other enforcement measures. An application for a payment plan is enclosed. See the next page for more information. ➔

English: This important letter regarding your water and sewer utility is available in other languages at the internet address below.

Spanish: Esta importante carta con respecto a su servicio de agua y alcantarillado está disponible en otros idiomas en la dirección de Internet a continuación.

Korean: 귀하의 물 및 하수도 유틸리티에 관한 이 중요한 편지는 아래 인터넷 주소에서 다른 언어로 제공됩니다.

Arabic: أدناه الإنترنت عنوان في أخرى بلغات متاحة بك الخاص الصحي والصرف بالماء المتعلقة الهامة الرسالة هذه.

Filipino: Ang mahalagang liham na ito hinggil sa iyong tubig at panahi utility ay makukuha sa iba pang mga wika sa internet address sa ibaba.

Russian: Это важное письмо, касающееся вашей канализации и канализации, доступно на других языках по интернет-адресу ниже.

Hindi: आपके पानी और सीवर उपयोगिता के बारे में यह महत्वपूर्ण पत्र नीचे इंटरनेट पते पर अन्य भाषाओं में उपलब्ध है।

<https://www.lynnwoodwa.gov/Government/Departments/Finance/Finance/Utility-Billing>

## CITY OF LYNNWOOD UTILITIES (WATER, SANITARY SEWER & STORMWATER)

- Your account has a past due balance. Payment of all current and past-due utility charges is required. The City encourages customers to make regular payments to reduce or eliminate outstanding account balances. Payments can be made using the City’s website, by telephone, mail, or the payment drop box at City Hall (see below). Due to the COVID-19 pandemic, City offices are currently closed to the public.
- The City has created a payment plan to help residential customers pay-down their past-due balance. With a payment plan in place, the City will not impose late fees, turn off your water, or place a property lien at the service location.
- **Financial assistance with utilities and rent/mortgage is available for qualifying low-income households. Financial assistance to local businesses may be available. Call 2-1-1 for information.**
- The City offers reduced rates and rebates on utility charges for qualifying low-income households. There are four programs available to you. The reduced rates and rebates apply to new charges only. Additional information and the application form are available on the City’s website (see below).
- Unless full payment is made or a voluntary payment plan is established, the City may take additional steps to ensure payment. For example, the City may: 1. impose late fees; 2. discontinue water service (shut-off); 3. create a utility lien on the property; and 4. refer the account to a collection agency. When water shut-off occurs, the property cannot be considered to be sanitary and occupiable. The City is hopeful customers will make payments and that these collection measures will not be needed.

Please make utility payments so that your past-due balance is minimized or eliminated. We look forward to continuing to serve you.

### CITY OF LYNNWOOD UTILITY CONTACT INFORMATION

City of Lynnwood Utility Billing Team	General account information:	425-670-5170 ub@Lynnwoodwa.gov
	Reduced rates & rebates:	425-670-5164 ubdiscounts@Lynnwoodwa.gov
Telephone cashier	Pay online. Search “utility billing” on City website	www.Lynnwoodwa.gov
	Pay by telephone:	425-670-5000
Financial assistance & other social services	Telephone:	2-1-1 or 800-223-8145

**AVOID LATE FEES, WATER SHUT-OFFS, LIENS – PAY ALL CITY OF LYNNWOOD UTILITY CHARGES OR SIGN UP FOR A PAYMENT PLAN.**

**IMPORTANT INFORMATION ABOUT YOUR UTILITY ACCOUNT**

### Request for Utility Payment Plan - City of Lynnwood Utilities

Residential customers with a past-due balance may request a payment plan in order to avoid the 10% late fee, water shutoff, and property liens. Payment Plan Terms require that customers pay all new service charges in full, plus 10% of the past-due account balance. To request a payment plan, complete this form and return to the City of Lynnwood (see below).

Service Street Address: \_\_\_\_\_ Account Number: \_\_\_\_\_

Customer Information		Property Owner (if different)	
Name		Name	
Street		Street	
City		City	
State / Zip		State / Zip	
Telephone		Telephone	
Email		Email	
Signature			
Date			

**Payment Plan Terms:**

1. Pay new charges for each future, two-month billing period, by the specified due date, and:
2. Every two months pay not less than 10% of the past due account balance by the payment due date for new charges. The customer is responsible for calculating and paying the 10% amount due.
3. While customers comply with Payment Plan Terms 1 and 2, the City of Lynnwood will not impose penalty fees, discontinue service (water shutoff), or impose property liens.
4. If the customer fails to comply with Payment Plan Terms 1 and 2, this payment plan will become null and void. The City of Lynnwood may impose a 10% penalty fee on the account balance, and may initiate water shutoff, property lien(s), or utilize other means to obtain payment.
5. By applying for a utility payment plan, applicant agrees to Payment Plan Terms.

Return this completed application to the City of Lynnwood:

Mailing address: Utility Billing, 19100 44<sup>th</sup> Ave W, Lynnwood, WA 98036

*DO NOT USE RETURN ENVELOPE PROVIDED WITH STATEMENT (NOT CITY ADDRESS)*

Email: [ub@Lynnwoodwa.gov](mailto:ub@Lynnwoodwa.gov)

Hand delivery: Utility Drop Box at Lynnwood City Hall (parking lot, across from entrance)

Financial assistance for qualifying low-income households: call 2-1-1

Lynnwood offers special rates and rebates for qualifying low-income households: 425-670-5146

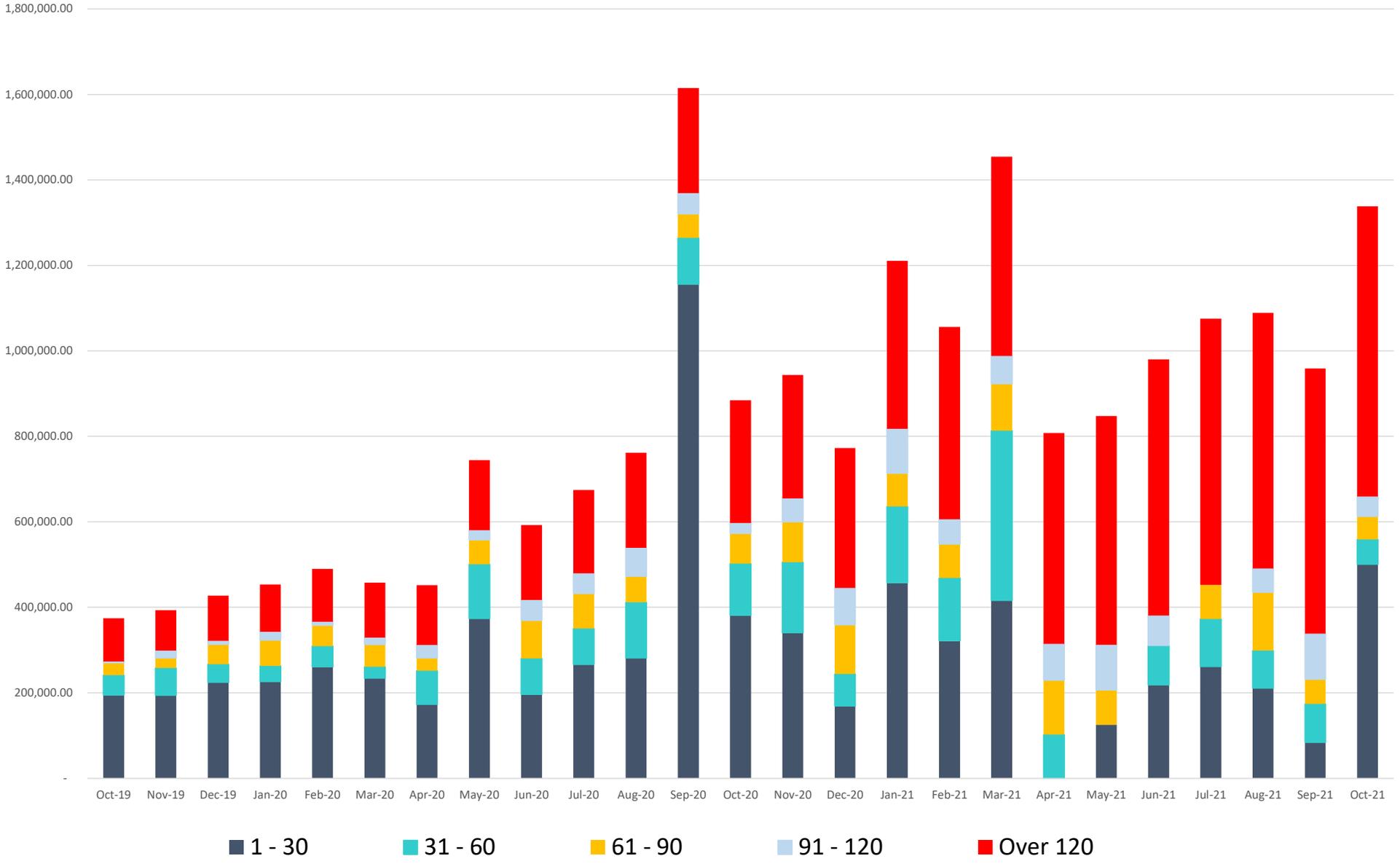
For Staff Use:		For Staff Use:	
Application received (date)		Current billing charge	\$
Application processed (date)		Past-due balance	\$
Processed by (staff)		Total account balance	\$
Approved (Yes/No)		10% past-due balance	\$

11/5/2021

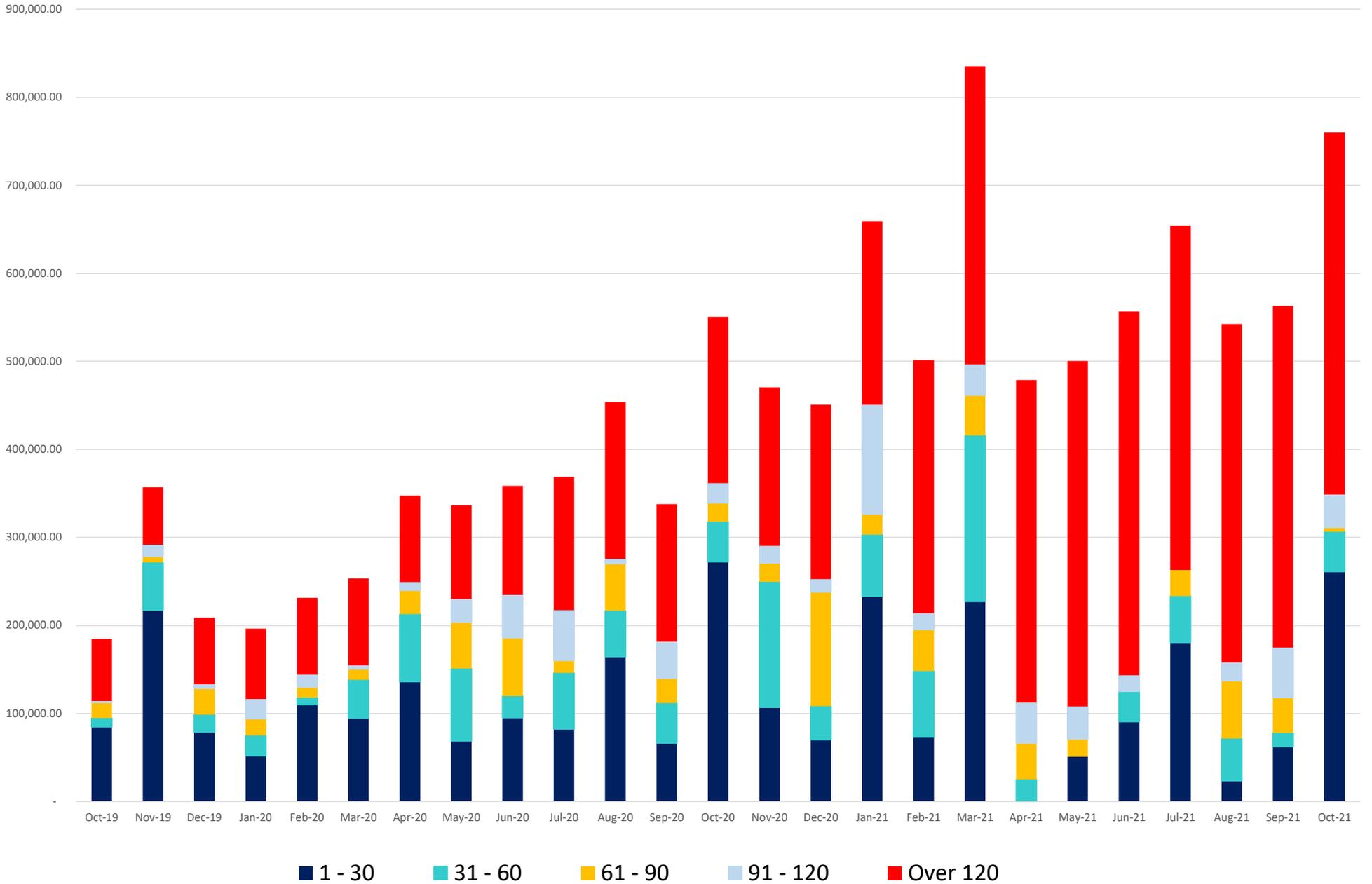
Contact us: 425-670-5170 phone or [UB@LynnwoodWA.gov](mailto:UB@LynnwoodWA.gov) email

This information can be provided in other formats or languages.

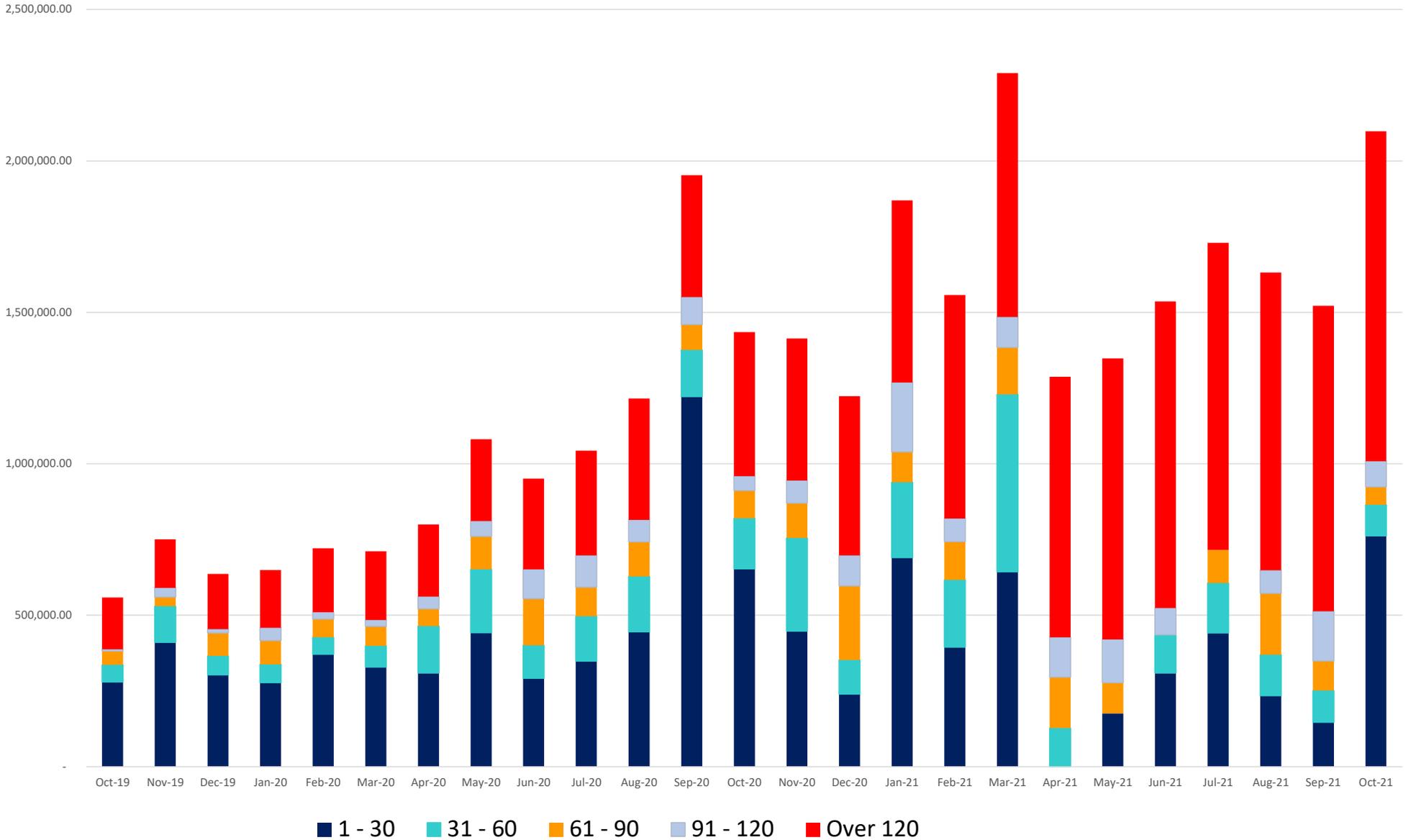
### Utility Accounts Receivable Aging-Residential



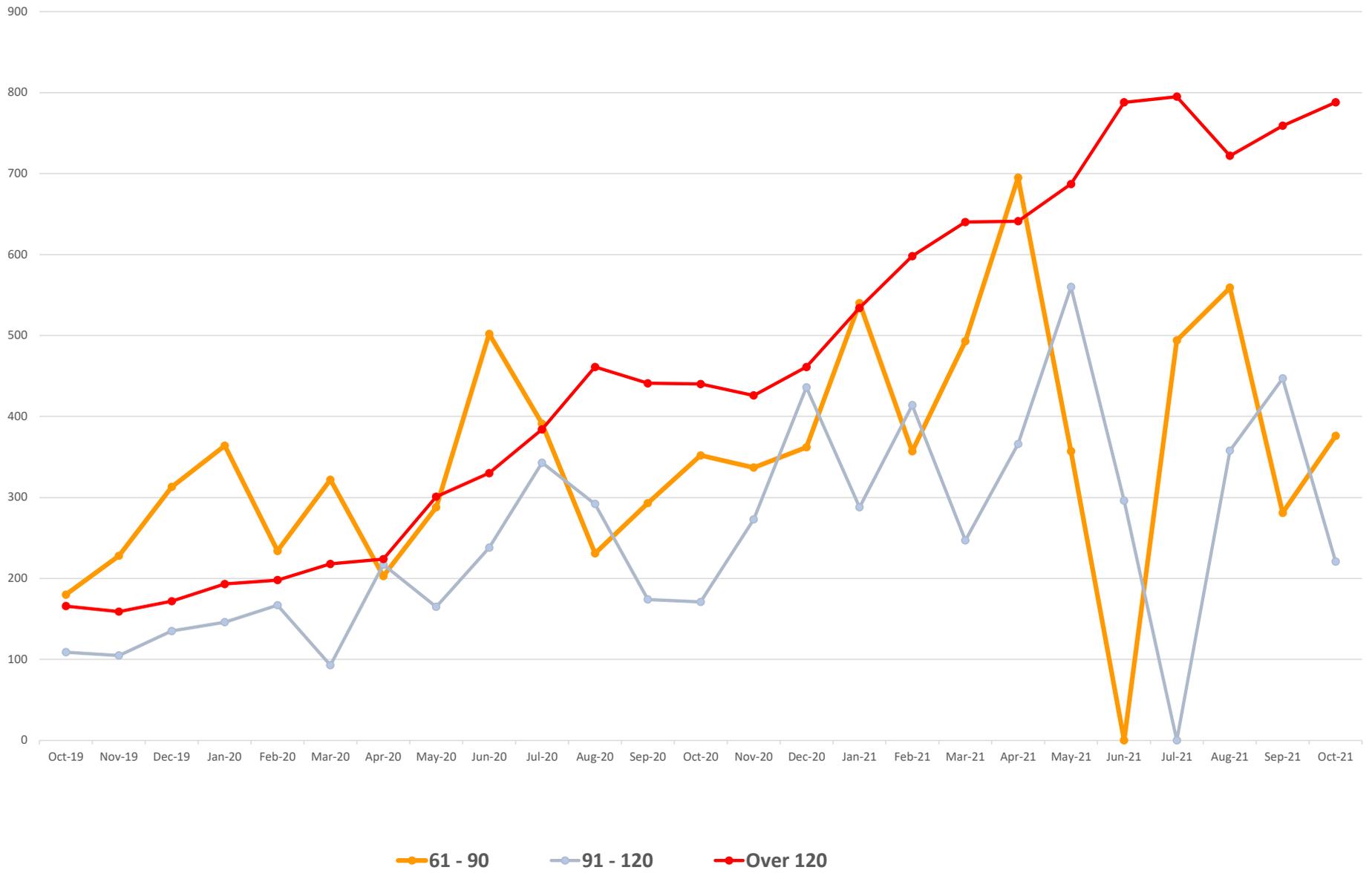
### Utility Accounts Receivable Aging-Commercial



## Utility Accounts Receivable Aging-Residential and Commercial



Number of Utility Past Due Accounts-Residential and Commercial, as of 10/31/2021



## City of Lynnwood Utility Account Aging October 31, 2021

Number of Accounts With Past-Due Balance By Time	Residential	Commercial	Total
1-30 Days Past Due	1,228	340	1,568
31-60 Days Past Due	282	63	345
61-90 Days Past Due	361	15	376
91-120 Days Past Due	160	61	221
More Than 120 Days Past Due	629	159	788
<b>Total number of Past Due Accounts</b>	<b>2,660</b>	<b>638</b>	<b>3,298</b>
<b>Percent of Total Accounts with Past Due Balance</b>	<b>81%</b>	<b>19%</b>	<b>100%</b>

Accounts With Past-Due Balance More than 120 Days		# of	% of	\$
Account Type		Accounts	Accounts	Amount
1 Single Family Residential		538	68.3%	\$ 353,708
2 Residential Special Rate A, Prop. Tax (40% rate, 60% discount)		7	0.9%	\$ 965
3 Residential Special Rate B (45%, rate, 55% discount)		1	0.1%	\$ 376
4 Residential Special Rate C (50% rate, 50% discount)		0	0.0%	-
5 Residential Special Rate L, SNAP/Tanf (40% rate, 60% discount)		17	2.2%	\$ 9,708
6 Mutli-Unit Complex (2-8 multifamily homes on 1 meter)		21	2.7%	\$ 30,293
7 Multi-Unit Apartment (>8 multifamily homes on 1 meter)		45	5.7%	\$ 283,894
8 Multi-Unit Condo (>10 condominiums on 1 meter)		0	0.0%	-
9 Multi-Unit MHP (mobile home park on 1 meter)		0	0.0%	-
10 Multi-Unit SPR (multifamily homes with individual meters)		0	0.0%	-
<b>Total Residential</b>		<b>629</b>	<b>79.82%</b>	<b>\$ 678,944</b>
11 Commercial Business (Single commercial property on 1 meter)		96	12.2%	\$ 261,863
12 Commercial Complex (>1 commercial businesses on 1 meter)		38	4.8%	\$ 88,138
13 Government (government property/land use)		1	0.1%	\$ 389
14 COL (City of Lynnwood property)		19	2.4%	\$ 7,570
15 School (public or private school or college)		5	0.6%	\$ 53,388
<b>Total Commercial</b>		<b>159</b>	<b>20.18%</b>	<b>\$ 411,349</b>
<b>Total Residential &amp; Commercial</b>		<b>788</b>	<b>100.00%</b>	<b>\$ 1,090,292</b>

## FINANCE COMMITTEE 4.B

### CITY OF LYNNWOOD FINANCE COMMITTEE

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**TITLE:** Review of city funds

**DEPARTMENT CONTACT:** Lisa Harrison, Finance

**SUMMARY:**

A list of funds with short descriptions of where they come from and what are the parameters for their usage

**ESTIMATED TIME:**

20

**DEPARTMENT ATTACHMENTS**

Description:

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## FINANCE COMMITTEE 4.C

### CITY OF LYNNWOOD FINANCE COMMITTEE

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**TITLE:** City Clerk Test Project- Passport Service

**DEPARTMENT CONTACT:** Lisa Harrison, Finance

**SUMMARY:**

Receive briefing on the Passport services proposa

**PRESENTER:**

Mary Davis, Leah Jensen, Frantz Jocelyn, Karen Fitzthum

**ESTIMATED TIME:**

30

**BACKGROUND:**

Learn about the proposal to accept passports at City Hall, and provide an essential and desired service to the community.

**DEPARTMENT ATTACHMENTS**

Description:

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**FINANCE COMMITTEE 4.D**

**CITY OF LYNNWOOD  
FINANCE COMMITTEE**

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**TITLE:** January meeting date

**DEPARTMENT CONTACT:** Lisa Harrison, Finance

**ESTIMATED TIME:**

5

**DEPARTMENT ATTACHMENTS**

Description:

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