



LYNNWOOD FINANCE COMMITTEE - Regular Finance Committee Meeting
City Hall, Conference Room 4
WEDNESDAY, JULY 23, 2025 3:30 PM

1. CALL TO ORDER
2. ROLL CALL
3. FINANCIAL REPORTS
 - 3.A [2nd Quarter 2025 Financial Report](#) - 20 minutes
Michelle Meyer, Finance Director
 - 3.B [Sales Tax Report](#) - 20 minutes
Michelle Meyer, Finance Director
4. DISCUSSION ITEM
 - 4.A [Revenue Tracking for Public Electric Vehicle Charging Fees](#) - 5 minutes
Michelle Meyer, Finance Director
 - 4.B [Public Facilities District Short-Term Financing Resolution](#) - 20 minutes
Michelle Meyer, Finance Director
 - 4.C [American Rescue Plan Act Final Report](#) - 20 minutes
Michelle Meyer, Finance Director
5. ADJOURN

FINANCE COMMITTEE 3.A

CITY OF LYNNWOOD FINANCE COMMITTEE

TITLE: 2nd Quarter 2025 Financial Report

DEPARTMENT CONTACT: Michelle Meyer, Finance

SUMMARY:

2nd Quarter 2025 Financial Report

PRESENTER:

Michelle Meyer, Finance Director

ESTIMATED TIME:

20

BACKGROUND:

This report provides detailed information about budget status through the second quarter of 2025. The City is committed to maintaining fiscal sustainability and transparency as the City receives and expends funds according to the adopted 2025-2026 Budget. Lynnwood utilizes a biennial budget (24 months) and this reporting period covers 6 of 24 months, which is 25% of the two-year period.

The General Fund beginning fund balance for 2025 was \$4.2 million lower than forecasted during the budget process. As identified during the review of the Q1 2025 report, the Mayor worked with all departments to manage their budgets and identify ways to reduce expenditures in order to close that gap (equivalent to 3% of operating budgets).

As national economic uncertainty persists, certain revenue areas continue to be negatively impacted through Q2. The Mayor has directed that departments identify additional expenditure reductions. A review of the impacted revenue streams and identified departmental reduction strategies will be reviewed.

SUGGESTED ACTION:

Review and Discussion

PREVIOUS COUNCIL ACTIONS:

Q2 2025 report reviewed at July 21, 2025 Work Session
Q1 2025 report FYI memo in June 16, 2025 Work Session packet
Q1 2025 report reviewed at May 28, 2025 Finance Committee meeting
Q4 2024 report FYI memo in May 5, 2025 Work Session packet
Q4 2024 report reviewed at April 23, 2025 Finance Committee meeting

DEPARTMENT ATTACHMENTS

Description:

[Q2 2025 7.16.25.pdf](#)

Summary by Fund January 01, 2025 through June 30, 2025

Fund	Beginning Fund Balance	Revenue	Expenditures	Ending Fund Balance
General Fund				
011 General Fund	\$ 8,799,275	\$ 31,274,790	\$ 36,497,152	\$ 3,576,913
Total General Fund	\$ 8,799,275	\$ 31,274,790	\$ 36,497,152	\$ 3,576,913
Other General Government				
020 Econ Dev Infrastructure	\$ 2,756,567	\$ 42,408	\$ 300,000	\$ 2,498,975
098 Revenue Stabilization	6,000,000	-	-	6,000,000
101 Lodging Tax	1,128,392	384,628	546,656	966,364
104 Drug Enforcement	249,142	3,581	-	252,723
105 Criminal Justice	2,914,716	2,306,997	1,015,179	4,206,534
110 Transportation Impact Fee	1,710,974	76,057	-	1,787,031
111 Street Operating	263,283	1,668,713	1,715,758	216,238
114 Cumulative Park Reserve	143,986	-	5,195	138,791
116 Cumulative Art Reserve	306,015	-	530	305,485
121 Tree Reserve	295,467	22,941	3,646	314,762
131 American Rescue Plan Act	-	235,164	235,164	-
144 Solid Waste Management	107,849	13,250	17,531	103,568
146 Affordable Housing	895,949	68,611	-	964,560
147 Opioid Settlement	1,149,940	48,602	10,582	1,187,960
150 Transportation Benefit District	2,370,005	2,222,515	1,243,828	3,348,692
180 Park Impact Fee	4,375,551	133,470	156,178	4,352,843
Total Other General Government Funds	\$ 24,667,836	\$ 7,226,937	\$ 5,250,247	\$ 26,644,526
Debt Service				
203 General Govt Debt Service	\$ 23	\$ 1,891,838	\$ 1,251,716	\$ 640,145
223 Rec Center 2012 LTGO	3,196	791,250	375,875	418,571
Total Debt Service Funds	\$ 3,219	\$ 2,683,088	\$ 1,627,591	\$ 1,058,716
Capital Funds				
330 REET 2	\$ 392,627	\$ 599,535	\$ 310,729	\$ 681,433
331 REET 1	2,877,963	631,368	518,951	2,990,380
333 Capital Development	330,973	-	-	330,973
357 Other Government Capital	275,898	180,000	200,287	255,611
360 Transportation Capital	8,363,005	2,234,241	2,478,637	8,118,609
370 Facilities Capital	661,716	371,796	489,724	543,788
380 Parks & Recreation Capital	2,442,830	2,560,582	1,426,967	3,576,445
390 Public Safety Capital	6,313,955	144,636	1,450,155	5,008,436
Total Capital Funds	\$ 21,658,967	\$ 6,722,158	\$ 6,875,450	\$ 21,505,675
Enterprise Funds				
411 Utility Operations	\$ 48,844,917	\$ 15,306,407	\$ 13,298,106	\$ 50,853,218
412 Utility Capital	4,690,667	2,773,387	2,548,008	4,916,046
460 Golf Course	1,195,483	1,073,699	1,033,785	1,235,397
Total Enterprise Funds	\$ 54,490,459	\$ 19,153,493	\$ 16,879,899	\$ 56,764,053
Internal Service Funds				
510 Equipment Rental Reserve	\$ 7,812,244	\$ 1,434,458	\$ 864,611	\$ 8,382,091
511 Equipment Rental Oper	585,771	1,013,210	1,330,706	268,275
513 Lynnwood Shop Operations	54,282	149,075	96,140	107,217
515 Self Insurance	136,293	2,657	-	138,950
520 Technology Reserve	268,961	432,610	145,102	556,469
Total Internal Service Funds	\$ 8,857,551	\$ 3,032,010	\$ 2,436,559	\$ 9,453,002
Total for all funds	\$ 118,477,307	\$ 70,092,476	\$ 69,566,898	\$ 119,002,885

Revenue Comparison through Budget Year 1, Quarter 2				
Fund	2023 - 2024 Actual	2025 - 2026 Actual	2025-2026 Budget	% Budget
General Fund				
011 General Fund	\$ 27,721,689	\$ 31,274,790	\$ 155,077,800	20%
Total General Fund	\$ 27,721,689	\$ 31,274,790	\$ 155,077,800	
Other General Government				
020 Econ Dev Infrastructure	\$ 121,304	\$ 42,408	\$ -	0%
098 Revenue Stabilization	-	-	-	0%
101 Lodging Tax	346,998	384,628	1,730,800	22%
104 Drug Enforcement	13,973	3,581	40,000	9%
105 Criminal Justice	607,361	2,306,997	3,205,334	72%
110 Transportation Impact Fee	460,935	76,057	1,500,000	5%
111 Street Operating	1,432,234	1,668,713	6,930,600	24%
114 Cumulative Park Reserve	7,361	-	20,000	0%
116 Cumulative Art Reserve	7,020	-	-	0%
121 Tree Reserve	8,179	22,941	30,000	76%
131 American Rescue Plan Act	547,376	235,164	522,000	45%
144 Solid Waste Management	35,975	13,250	89,462	15%
146 Affordable Housing	65,891	68,611	400,000	17%
147 Opioid Settlement	-	48,602	400,000	12%
150 Transportation Benefit District	2,328,666	2,222,515	8,400,000	26%
180 Park Impact Fee	1,064,959	133,470	3,505,000	4%
Total Other General Government Funds	\$ 7,048,232	\$ 7,226,937	\$ 26,773,196	
Debt Service				
203 General Govt Debt Service	\$ 1,758,855	\$ 1,891,838	\$ 7,567,350	25%
223 Rec Center 2012 LTGO	801,715	791,250	3,165,000	25%
Total Debt Service Funds	\$ 2,560,570	\$ 2,683,088	\$ 10,732,350	
Capital Funds				
330 REET 2	\$ 427,316	\$ 599,535	\$ 1,840,000	33%
331 REET 1	434,448	631,368	1,840,000	34%
333 Capital Development	18,263	-	-	0%
357 Other Government Capital	4,355	180,000	50,000	360%
360 Transportation Capital	2,915,266	2,234,241	36,393,628	6%
370 Facilities Capital	(61,303)	371,796	1,560,000	24%
380 Parks & Recreation Capital	4,154,257	2,560,582	19,055,316	13%
390 Public Safety Capital	773,177	144,636	3,250,000	4%
Total Capital Funds	\$ 8,665,779	\$ 6,722,158	\$ 63,988,944	
Enterprise Funds				
411 Utility Operations	\$ 13,533,698	\$ 15,306,407	\$ 79,040,000	19%
412 Utility Capital	827,177	2,773,387	39,235,000	7%
460 Golf Course	980,219	1,073,699	3,845,400	28%
Total Enterprise Funds	\$ 15,341,094	\$ 19,153,493	\$ 122,120,400	
Internal Service Funds				
510 Equipment Rental Reserve	\$ 969,910	\$ 1,434,458	\$ 7,133,300	20%
511 Equipment Rental Oper	949,200	1,013,210	6,171,800	16%
513 Lynnwood Shop Operations	-	149,075	596,300	25%
515 Self Insurance	-	2,657	-	0%
520 Technology Reserve	-	432,610	332,282	130%
Total Internal Service Funds	\$ 1,919,110	\$ 3,032,010	\$ 14,233,682	
Total for all funds	\$ 63,256,474	\$ 70,092,476	\$ 392,926,372	

Expenditure Comparison through Budget Year 1, Quarter 2				
Fund	2023 - 2024 Actual	2025 - 2026 Actual	2025-2026 Budget	% Budget
General Fund				
011 General Fund	\$ 27,982,794	\$ 36,497,152	\$ 158,066,798	23%
Total General Fund	\$ 27,982,794	\$ 36,497,152	\$ 158,066,798	
Other General Government				
020 Econ Dev Infrastructure	\$ 1,002,253	\$ 300,000	\$ 2,300,000	13%
098 Revenue Stabilization	-	-	-	0%
101 Lodging Tax	394,890	546,656	1,902,404	29%
104 Drug Enforcement	-	-	180,000	0%
105 Criminal Justice	418,408	1,015,179	2,972,834	34%
110 Transportation Impact Fee	-	-	2,730,000	0%
111 Street Operating	1,735,237	1,715,758	6,807,392	25%
114 Cumulative Park Reserve	5,027	5,195	20,000	26%
116 Cumulative Art Reserve	24,300	530	228,000	0%
121 Tree Reserve	8,354	3,646	70,000	5%
131 American Rescue Plan Act	547,376	235,164	522,000	45%
144 Solid Waste Management	35,943	17,531	89,462	20%
146 Affordable Housing	-	-	-	0%
147 Opioid Settlement	-	10,582	400,000	3%
150 Transportation Benefit District	586,259	1,243,828	10,000,000	12%
180 Park Impact Fee	226,754	156,178	5,985,710	3%
Total Other General Government Funds	\$ 4,984,801	\$ 5,250,247	\$ 34,207,802	
Debt Service				
203 General Govt Debt Service	\$ 1,313,991	\$ 1,251,716	\$ 7,567,350	17%
223 Rec Center 2012 LTGO	307,615	375,875	3,166,000	12%
Total Debt Service Funds	\$ 1,621,606	\$ 1,627,591	\$ 10,733,350	
Capital Funds				
330 REET 2	\$ 323,572	\$ 310,729	\$ 2,720,000	11%
331 REET 1	7,870	518,951	3,600,000	14%
333 Capital Development	156,000	-	303,250	0%
357 Other Government Capital	164,456	200,287	465,000	43%
360 Transportation Capital	4,825,580	2,478,637	36,423,628	7%
370 Facilities Capital	5,013,732	489,724	2,174,050	23%
380 Parks & Recreation Capital	3,703,618	1,426,967	20,048,600	7%
390 Public Safety Capital	11,528,607	1,450,155	9,425,000	15%
Total Capital Funds	\$ 25,723,435	\$ 6,875,450	\$ 75,159,528	
Enterprise Funds				
411 Utility Operations	\$ 8,787,828	\$ 13,298,106	\$ 89,522,165	15%
412 Utility Capital	641,887	2,548,008	39,835,000	6%
460 Golf Course	682,895	1,033,785	4,120,400	25%
Total Enterprise Funds	\$ 10,112,610	\$ 16,879,899	\$ 133,477,565	
Internal Service Funds				
510 Equipment Rental Reserve	\$ 824,692	\$ 864,611	\$ 1,901,600	45%
511 Equipment Rental Oper	1,064,219	1,330,706	6,011,922	22%
513 Lynnwood Shop Operations	56,741	96,140	627,370	15%
515 Self Insurance	-	-	120,000	0%
520 Technology Reserve	87,116	145,102	520,000	28%
Total Internal Service Funds	\$ 2,032,768	\$ 2,436,559	\$ 9,180,892	
Total for all funds	\$ 72,458,014	\$ 69,566,898	\$ 420,825,935	

General Fund
Year-to-date Summary as of June 30, 2025

Fund	2023	2024	2025	2025-2026 Budget	% Budget
BEGINNING FUND BALANCE	\$ 14,312,752	\$ 13,974,509	\$ 8,799,275	\$ -	
Revenues and Other Sources					
OPERATING REVENUES					
Taxes	\$ 20,121,428	\$ 19,820,338	\$ 20,962,822	\$ 96,427,100	22%
Licenses & Permits	2,193,859	2,048,811	1,965,575	15,979,600	12%
Intergovernmental Revenue	768,490	1,001,728	903,471	2,946,800	31%
Charges for Services	1,720,937	3,445,416	3,848,005	17,303,100	22%
Fines & Forfeitures	2,212,678	2,648,934	2,864,868	20,300,000	14%
Investment Interest	170,818	45,727	82,966	380,000	22%
Other Revenue	533,479	568,782	578,748	1,736,600	33%
TOTAL REVENUES	\$ 27,721,689	\$ 29,579,736	\$ 31,206,455	\$ 155,073,200	20%
OTHER FINANCING SOURCES					
Other Financing Sources	\$ -	\$ 3,135	\$ -	\$ 4,600	0%
Transfers-in	-	-	-	-	0%
TOTAL OTHER FINANCING SOURCES	-	3,135	-	4,600	0%
TOTAL REVENUES & OTHER SOURCES	\$ 27,721,689	\$ 29,582,871	\$ 31,206,455	\$ 155,077,800	20%
Expenditures and Other Uses					
OPERATING EXPENDITURES					
Salaries & Wages	\$ 13,406,306	\$ 15,216,607	\$ 17,881,234	\$ 78,080,405	23%
Personnel Benefits	4,941,344	5,506,439	6,416,674	27,395,944	23%
Supplies	537,094	720,804	727,599	4,078,850	18%
Services & Charges	4,250,613	4,816,975	7,115,060	31,379,653	23%
Intergovernmental	2,272,688	932,696	1,062,576	3,572,694	30%
TOTAL OPERATING EXPENDITURES	\$ 25,408,045	\$ 27,193,521	\$ 33,203,143	\$ 144,507,546	23%
OTHER FINANCING USES					
Capital Outlay	\$ 37,174	\$ 6,894	\$ -	\$ 383,573	0%
Debt Service	-	-	-	-	0%
Transfers-out	2,537,575	2,361,075	3,052,660	12,210,640	25%
TOTAL OTHER FINANCING USES	\$ 2,574,749	\$ 2,367,969	\$ 3,052,660	\$ 12,594,213	24%
TOTAL EXPENDITURES & OTHER USES	\$ 27,982,794	\$ 29,561,490	\$ 36,255,803	\$ 157,101,759	23%

FUND BALANCE RESERVE REQUIREMENT (RUNNING TOTAL FOR THE QUARTER)				
Fund	2023	2024	2025	
REQUIRED RESERVE 2.5 MONTHS OP EXPENDITURES	\$ 11,012,917	\$ 11,608,715	\$ 13,049,742	
General Fund	14,051,647	13,995,890	3,749,927	
Stabilization Fund	6,000,000	6,000,000	6,000,000	
RESERVE EXCESS (DEFICIT)	\$ 9,038,730	\$ 8,387,175	\$ (3,299,815)	

Summary by Department January 01, 2021 through June 30, 2025

Development & Business Services	Actuals			Budget	
	2023	2024	2025	2025-2026	%
Salaries & Wages	\$ 1,445,219	\$ 1,682,076	\$ 1,790,303	\$ 8,112,286	22%
Personnel Benefits	541,812	589,094	638,569	2,892,352	22%
Supplies	8,566	28,031	9,052	125,750	7%
Services & Charges	613,967	501,125	421,829	3,620,496	12%
Intergovernmental	5,057	5,531	6,027	88,000	7%
Total	\$ 2,614,621	\$ 2,805,857	\$ 2,865,780	\$ 14,838,884	19%

Executive	Actuals			Budget	
	2023	2024	2025	2025-2026	%
Salaries & Wages	\$ 440,942	\$ 534,518	\$ 561,901	\$ 2,443,727	23%
Personnel Benefits	149,144	186,443	193,167	779,040	25%
Supplies	7,249	9,445	5,080	30,700	17%
Services & Charges	191,394	208,336	351,684	1,256,776	28%
Total	\$ 788,729	\$ 938,742	\$ 1,111,832	\$ 4,510,243	25%

Finance	Actuals			Budget	
	2023	2024	2025	2025-2026	%
Salaries & Wages	\$ 920,035	\$ 1,048,204	\$ 1,220,294	\$ 5,389,222	23%
Personnel Benefits	369,782	379,764	429,389	1,836,729	23%
Supplies	22,523	6,811	1,733	15,000	12%
Services & Charges	157,348	138,510	130,440	1,214,300	11%
Intergovernmental	-	-	-	-	-
Total	\$ 1,469,688	\$ 1,573,289	\$ 1,781,856	\$ 8,455,251	21%

Fire	Actuals			Budget	
	2023	2024	2025	2025-2026	%
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	-
Personnel Benefits	-	-	-	-	-
Supplies	10	75	468	3,000	16%
Services & Charges	9,401	8,911	1,450	5,800	25%
Intergovernmental	1,073,917	-	88,411	500,000	18%
Total	\$ 1,083,328	\$ 8,986	\$ 90,329	\$ 508,800	18%

Human Resources	Actuals			Budget	
	2023	2024	2025	2025-2026	%
Salaries & Wages	\$ 266,044	\$ 324,412	\$ 321,940	\$ 1,456,146	22%
Personnel Benefits	82,911	103,445	93,651	449,914	21%
Supplies	15,878	11,950	6,064	50,000	12%
Services & Charges	37,799	109,193	150,080	685,684	22%
Intergovernmental	-	-	-	-	-
Total	\$ 402,632	\$ 549,000	\$ 571,735	\$ 2,641,744	22%

Information Technology	Actuals			Budget	
	2023	2024	2025	2025-2026	%
Salaries & Wages	\$ 687,562	\$ 800,291	\$ 859,220	\$ 3,838,358	22%
Personnel Benefits	262,815	289,751	303,537	1,346,007	23%
Supplies	31,907	10,826	39,687	159,200	25%
Services & Charges	294,015	253,680	375,586	1,673,215	22%
Intergovernmental	-	-	-	-	-
Total	\$ 1,276,299	\$ 1,354,548	\$ 1,578,030	\$ 7,016,780	22%

Legal	Actuals			Budget	
	2023	2024	2025	2025-2026	%
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	-
Personnel Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Services & Charges	609,959	663,477	644,731	3,084,900	21%
Intergovernmental	-	-	-	-	-
Total	\$ 609,959	\$ 663,477	\$ 644,731	\$ 3,084,900	21%

Legislative	Actuals			Budget	
	2023	2024	2025	2025-2026	%
Salaries & Wages	\$ 97,595	\$ 99,171	\$ 91,590	\$ 435,458	21%
Personnel Benefits	85,038	78,071	71,709	370,646	19%
Supplies	2,583	809	4,790	27,000	18%
Services & Charges	37,340	44,061	80,375	241,606	33%
Intergovernmental	-	-	-	-	-
Total	\$ 222,556	\$ 222,112	\$ 248,464	\$ 1,074,710	23%

Municipal Court	Actuals			Budget	
	2023	2024	2025	2025-2026	%
Salaries & Wages	\$ 486,869	\$ 551,690	\$ 790,906	\$ 3,701,919	21%
Personnel Benefits	181,197	207,058	274,940	1,380,281	20%
Supplies	7,854	2,757	38,515	28,200	137%
Services & Charges	95,947	168,190	302,675	864,300	35%
Intergovernmental	-	-	-	-	-
Total	\$ 771,867	\$ 929,695	\$ 1,407,036	\$ 5,974,700	24%

Non-Departmental - General Fund	Actuals			Budget	
	2023	2024	2025	2025-2026	%
Salaries & Wages	\$ -	\$ (1)	\$ -	\$ -	-
Personnel Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Services & Charges	297,578	320,429	-	-	-
Intergovernmental	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-out	2,537,575	2,361,075	3,052,660	12,210,640	25%
Total	\$ 2,835,153	\$ 2,681,503	\$ 3,052,660	\$ 12,210,640	25%

Parks, Recreation, & Cultural Arts	Actuals			Budget	
	2023	2024	2025	2025-2026	%
	Salaries & Wages	\$ 2,446,798	\$ 2,715,231	\$ 2,746,676	\$ 12,316,606
Personnel Benefits	875,344	905,277	956,481	4,108,590	23%
Supplies	214,454	279,778	208,315	1,029,250	20%
Services & Charges	611,017	744,638	1,056,359	4,229,544	25%
Intergovernmental	-	33,216	174,229	-	-
Capital Outlay	-	-	-	-	-
Total	\$ 4,147,613	\$ 4,678,140	\$ 5,142,060	\$ 21,683,990	24%

Police	Actuals			Budget	
	2023	2024	2025	2025-2026	%
	Salaries & Wages	\$ 5,829,699	\$ 6,763,704	\$ 8,778,249	\$ 36,714,924
Personnel Benefits	2,091,738	2,510,800	3,184,330	12,437,112	26%
Supplies	177,326	309,254	346,330	2,354,350	15%
Services & Charges	1,039,157	1,290,189	2,773,226	12,088,712	23%
Intergovernmental	1,193,713	893,949	793,909	2,974,694	27%
Total	\$ 10,331,633	\$ 11,767,896	\$ 15,876,044	\$ 66,569,792	24%

Public Works - General Fund	Actuals			Budget	
	2023	2024	2025	2025-2026	%
	Salaries & Wages	\$ 785,546	\$ 697,311	\$ 720,150	\$ 3,671,759
Personnel Benefits	301,564	256,737	270,900	1,795,273	15%
Supplies	48,745	61,068	67,565	256,400	26%
Services & Charges	344,104	510,571	920,399	2,435,520	38%
Intergovernmental	-	-	-	-	-
Total	\$ 1,479,959	\$ 1,525,687	\$ 1,979,014	\$ 8,158,952	24%

Public Works - Street Operating Fund	Actuals			Budget	
	2023	2024	2025	2025-2026	%
	Salaries & Wages	\$ 506,510	\$ 552,934	\$ 560,735	\$ 2,505,986
Personnel Benefits	208,798	217,106	230,224	956,910	24%
Supplies	602,119	160,611	176,310	1,110,600	16%
Services & Charges	417,810	430,354	724,167	1,886,606	38%
Intergovernmental	-	-	-	-	-
Capital Outlay	-	35,136	-	250,000	0%
Total	\$ 1,735,237	\$ 1,396,141	\$ 1,691,436	\$ 6,710,102	25%

Public Works - Utility Operations Fund	Actuals			Budget	
	2023	2024	2025	2025-2026	%
	Salaries & Wages	\$ 2,236,957	\$ 2,493,814	\$ 2,418,469	\$ 11,606,653
Personnel Benefits	858,939	905,703	937,868	4,362,348	21%
Supplies	1,826,566	1,717,241	1,722,824	10,477,446	16%
Services & Charges	6,288,264	4,174,330	5,468,965	22,595,824	24%
Intergovernmental	888	853	1,224	185,000	1%
Capital Outlay	(3,112,660)	148,597	(64,709)	-	-
Debt Service	(41,125)	(40,526)	(39,349)	2,647,000	-1%
Total	\$ 8,057,829	\$ 9,400,012	\$ 10,445,292	\$ 51,874,271	20%

Cash and Investments as of June 30, 2025

	As of June 30, 2025	
Cash in Bank	\$	16,786,840
Cash on Hand		9,400
Total Cash	\$	16,796,240
WA State Local Government Investment Pool	\$	12,557,395
Snohomish County Investment Pool		10,907,449
US Bank Investments (Principal Cost)		35,996,488
Total Investments	\$	59,461,332
Total Cash & Investments	\$	76,257,572
US Bank Investment Activity		
PAR Value at March 31, 2025	\$	39,350,000
Purchases (Sales)		(1,000,000)
PAR Value at June 30, 2025	\$	38,350,000
Market Value at June 30, 2025	\$	37,073,559
Earnings for Quarter Ending June 30, 2025	\$	153,805

FINANCE COMMITTEE 3.B

CITY OF LYNNWOOD FINANCE COMMITTEE

TITLE: Sales Tax Report

DEPARTMENT CONTACT: Michelle Meyer, Finance

SUMMARY:

Review of Sales Tax Revenues

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 for April 2025 sales (revenues received in June 2025) will be reviewed. A quarterly comparison is also included.

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 June 2025.pdf](#)



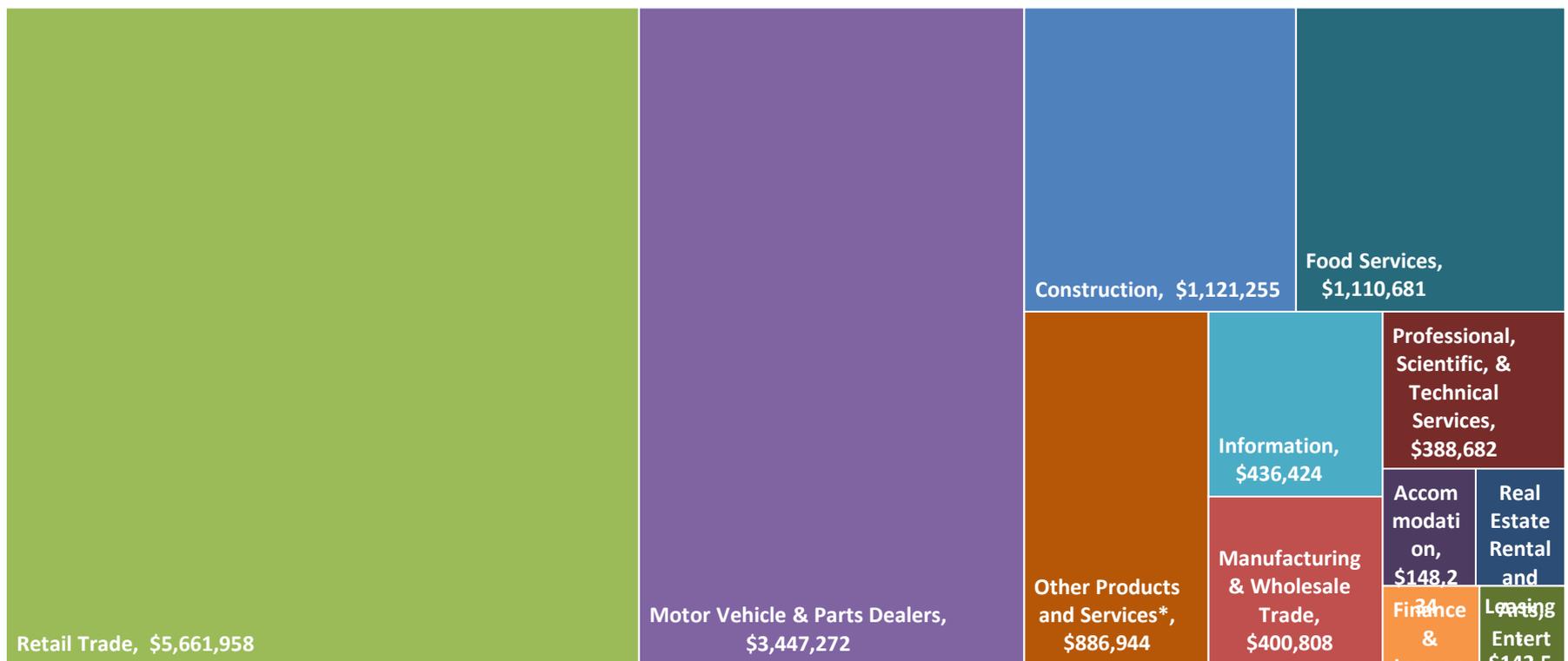
Sales Tax Analysis - Annual Summary
June 2025

Tax Categories	Jan - Jun 2022	Jan - Jun 2023	Jan - Jun 2024	Jan - Jun 2025
Construction	\$ 1,659,252	\$ 1,609,743	\$ 1,373,482	\$ 1,121,255
Manufacturing & Wholesale Trade	\$ 418,565	\$ 426,616	\$ 426,638	\$ 400,808
Retail Trade	\$ 5,292,482	\$ 5,805,510	\$ 5,664,993	\$ 5,661,958
Motor Vehicle & Parts Dealers	\$ 3,547,786	\$ 4,009,739	\$ 3,777,240	\$ 3,447,272
Information	\$ 312,089	\$ 374,571	\$ 371,181	\$ 436,424
Finance & Insurance	\$ 185,138	\$ 100,139	\$ 94,459	\$ 105,762
Real Estate Rental and Leasing	\$ 145,850	\$ 148,191	\$ 145,795	\$ 142,502
Professional, Scientific, & Technical Services	\$ 305,343	\$ 333,997	\$ 366,369	\$ 388,682
Arts, Entertainment, & Recreation	\$ 65,696	\$ 76,023	\$ 63,911	\$ 93,125
Accommodation	\$ 150,631	\$ 152,457	\$ 165,267	\$ 148,234
Food Services	\$ 883,554	\$ 1,022,027	\$ 1,085,030	\$ 1,110,681
Other Products and Services*	\$ 884,881	\$ 913,888	\$ 856,058	\$ 886,944
Total Sales Tax Collected**	\$ 13,851,267	\$ 14,972,901	\$ 14,390,423	\$ 13,943,647
Budgeted Sales Tax Collections	\$ 24,744,533	\$ 30,180,485	\$ 30,320,115	\$ 32,018,000
Realized Revenue as Compared to Budget	56%	50%	47%	44%

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

**Totals do not reflect deduction of admin fees paid to the State

YEAR TO DATE SALES TAX COLLECTION BY CATEGORY

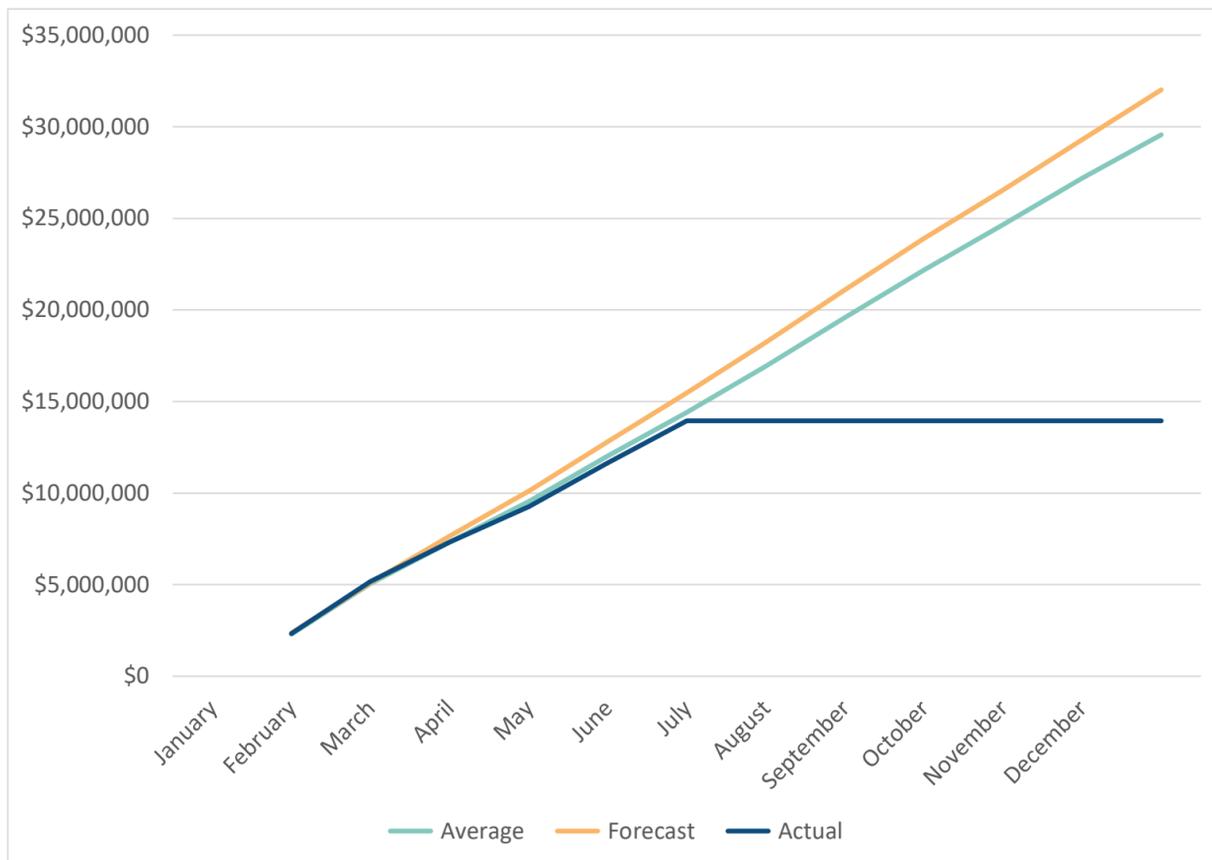




Sales Tax Analysis - Annual Summary
June 2025

	2022	2023	2024	4-Year Average Collection 2021 - 2024		Forecasted Budget 2025	Actual 2025	2025 Budget vs Actual	% Difference Budget vs Actual
				Rate	Amount				
January	\$ 1,901,553	\$ 2,599,135	\$ 2,371,961	7.34%	\$ 2,290,883	\$ 2,351,506	\$ 2,327,759	\$ (23,747)	-1.00%
February	2,074,600	2,998,393	3,222,619	8.60%	2,765,204	2,754,738	\$ 2,845,191	\$ 90,453	2.81%
March	2,568,511	2,266,392	1,942,924	7.91%	2,259,276	2,532,530	\$ 2,151,087	\$ (381,443)	-19.63%
April	2,271,016	2,250,420	2,159,099	7.74%	2,226,845	2,479,116	\$ 1,930,033	\$ (549,083)	-25.43%
May	2,404,506	2,601,479	2,412,733	8.38%	2,472,906	2,683,385	\$ 2,391,323	\$ (292,062)	-12.11%
June	2,631,081	2,257,082	2,281,087	8.34%	2,389,750	2,669,498	\$ 2,298,254	\$ (371,244)	-16.27%
July	2,485,666	2,638,901	2,443,306	8.62%	2,522,624	2,759,108	\$ -		
August	2,380,789	2,806,745	2,798,531	8.94%	2,662,022	2,861,023	\$ -		
September	2,485,666	2,636,684	2,662,304	8.75%	2,594,885	2,801,440	\$ -		
October	2,380,789	2,500,319	2,529,350	8.29%	2,470,153	2,654,027	\$ -		
November	2,734,292	2,583,228	2,267,162	8.54%	2,528,227	2,732,739	\$ -		
December	2,658,768	2,284,091	2,198,929	8.55%	2,380,596	2,738,890	\$ -		
Total Sales Tax Collected**	\$ 28,977,237	\$ 30,422,869	\$ 29,290,005			\$ 32,018,000	\$ 13,943,647	\$ (1,527,126)	-9.87%
Increase (Decrease)		4.99%	-3.72%					YTD difference	YTD variance

**Totals do not reflect deduction of admin fees paid to the State

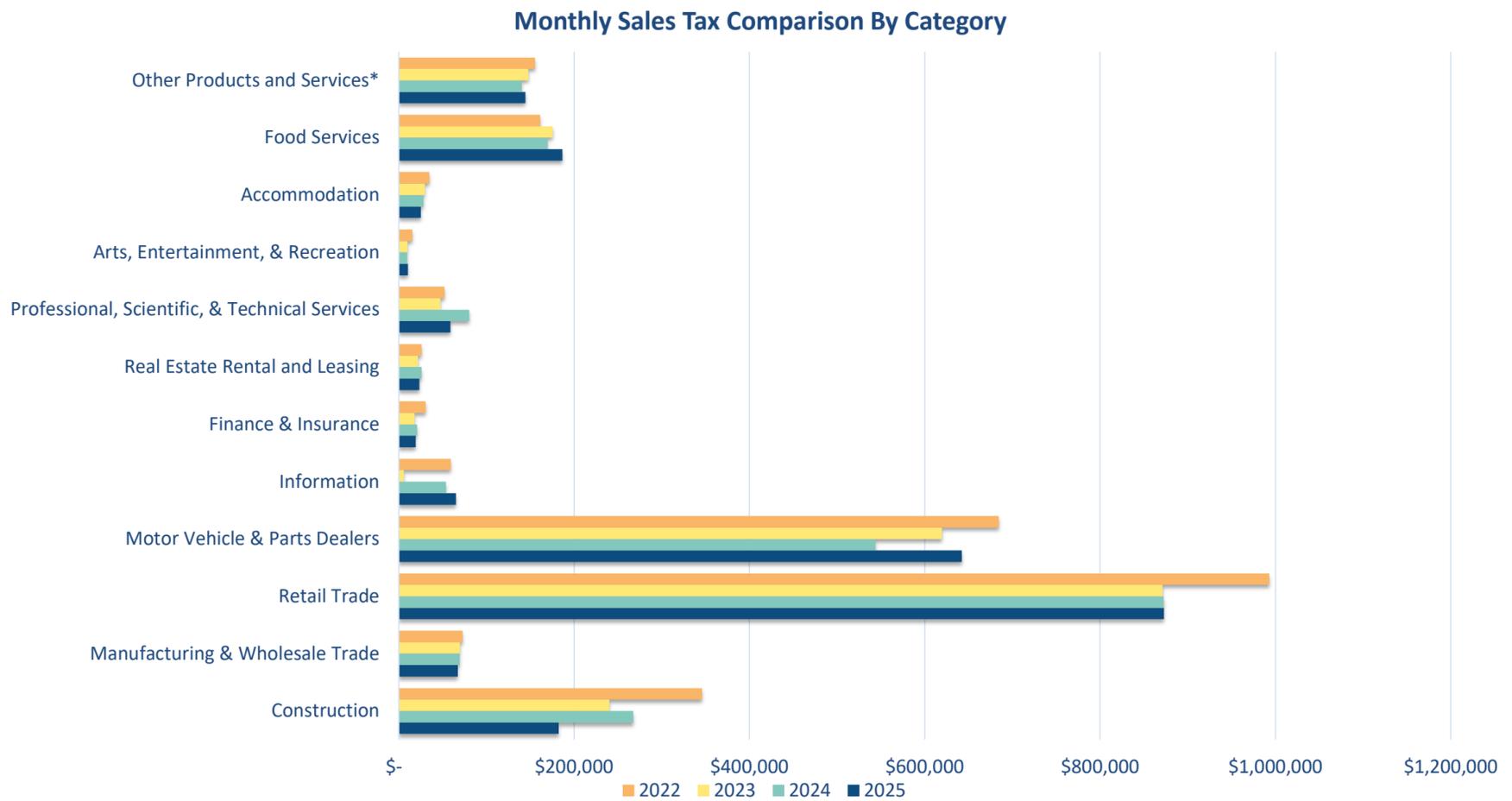




Sales Tax Analysis - Monthly Comparison
June 2025

Tax Categories	June 2022	June 2023	June 2024	June 2025	Change in Collections from Prior Year	
					\$	%
Construction	\$ 346,009	\$ 240,223	\$ 267,392	\$ 182,547	\$ (84,845)	-31.73%
Manufacturing & Wholesale Trade	72,797	70,007	69,359	67,328	(2,031)	-2.93%
Retail Trade	992,835	871,139	872,310	872,888	578	0.07%
Motor Vehicle & Parts Dealers	684,301	619,307	543,604	642,123	98,519	18.12%
Information	59,187	5,708	53,714	65,380	11,666	21.72%
Finance & Insurance	30,709	17,796	20,852	19,077	(1,775)	-8.51%
Real Estate Rental and Leasing	26,032	21,767	25,942	23,531	(2,411)	-9.29%
Professional, Scientific, & Technical Services	52,119	47,502	80,214	58,813	(21,401)	-26.68%
Arts, Entertainment, & Recreation	15,490	10,054	9,615	10,376	761	7.91%
Accommodation	34,869	29,815	28,036	25,281	(2,755)	-9.83%
Food Services	161,125	175,828	169,712	186,550	16,838	9.92%
Other Products and Services*	155,608	147,936	140,337	144,360	4,023	2.87%
Total Sales Tax Collected**	\$ 2,631,081	\$ 2,257,082	\$ 2,281,087	\$ 2,298,254	\$ 17,167	0.75%

*Categories with small amounts of sales tax revenues have been combined.
**Totals do not reflect deduction of admin fees paid to the State





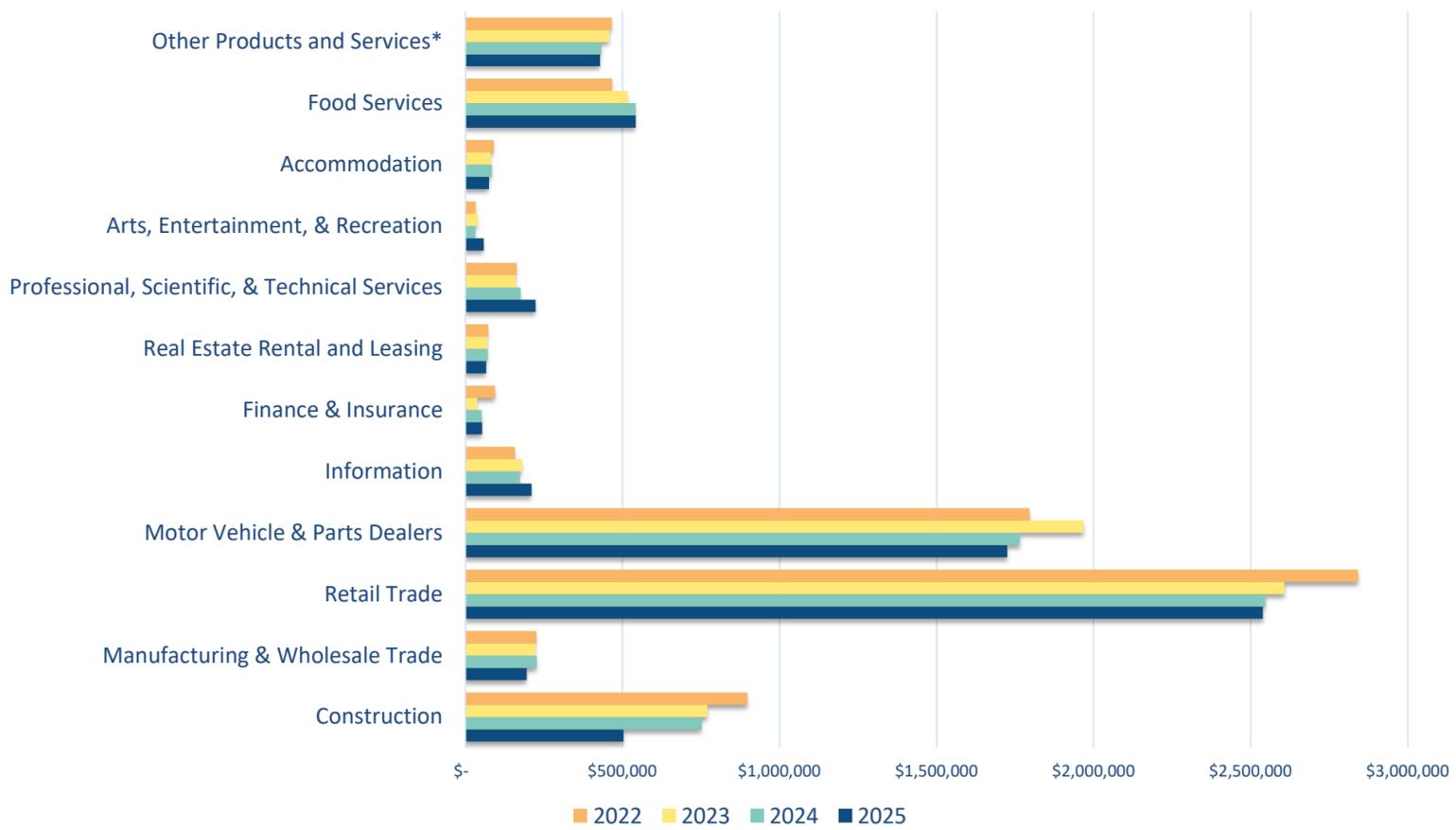
Sales Tax Analysis - Quarterly Comparison
2025 Quarter 2

Tax Categories	Quarter 2	Quarter 2	Quarter 2	Quarter 2	Change in Collections	
	2022	2023	2024	2025	\$	%
Construction	\$ 898,263	\$ 770,208	\$ 752,797	\$ 503,716	\$ (249,081)	-33.09%
Manufacturing & Wholesale Trade	225,473	221,709	227,399	194,843	(32,556)	-14.32%
Retail Trade	2,842,142	2,606,710	2,546,618	2,538,864	(7,754)	-0.30%
Motor Vehicle & Parts Dealers	1,795,880	1,967,868	1,764,821	1,724,983	(39,838)	-2.26%
Information	157,647	180,512	172,999	210,799	37,800	21.85%
Finance & Insurance	94,082	37,415	51,578	53,120	1,542	2.99%
Real Estate Rental and Leasing	73,072	69,903	70,649	65,662	(4,987)	-7.06%
Professional, Scientific, & Technical	163,359	160,486	175,599	223,524	47,925	27.29%
Arts, Entertainment, & Recreation	33,185	38,464	31,441	58,653	27,212	86.55%
Accommodation	90,291	80,916	83,983	75,504	(8,479)	-10.10%
Food Services	467,099	516,659	542,331	542,014	(317)	-0.06%
Other Products and Services*	466,110	458,131	432,704	427,928	(4,776)	-1.10%
Total Sales Tax Collected**	\$ 7,306,603	\$ 7,108,981	\$ 6,852,919	\$ 6,619,610	\$ (233,309)	-3.40%

*Categories with less significant amounts of sales tax revenues have been combined

**Totals do not reflect deduction of admin fees paid to the State

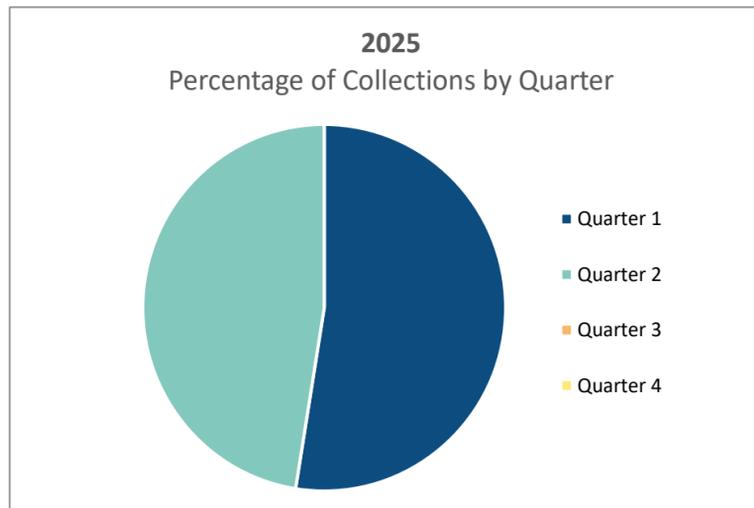
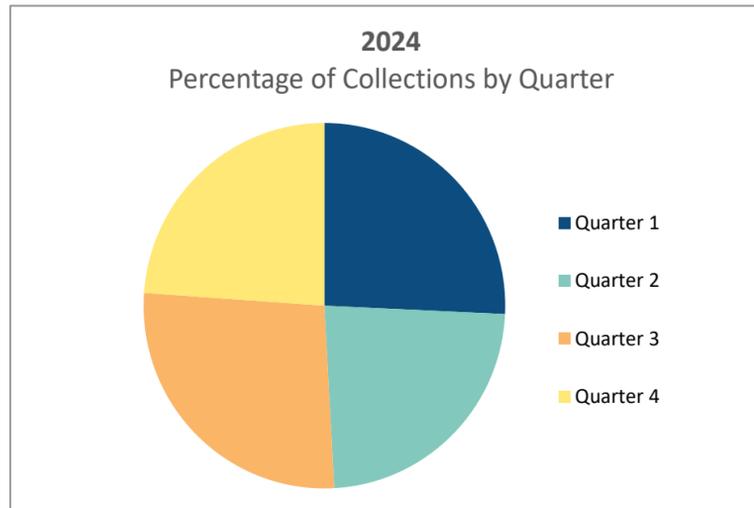
Quarterly Sales Tax Comparison By Category





Sales Tax Analysis - Quarterly Comparison
2025 Quarter 2

Total Gross Sales Tax Earned by Quarter				
	2024	2025		% Change
Quarter 1	\$ 7,537,504	\$ 7,324,037		-2.83%
Quarter 2	6,852,919	6,619,610		-3.40%
Quarter 3	7,904,141	-		
Quarter 4	6,995,441	-		
Total	\$ 29,290,005	\$ 13,943,647		



Financial Policy Comparison				
	Two most recent Quarters	Same period one year ago		% Change
Q2 2025	\$ 6,619,610			
Q1 2025	7,324,037			
Q2 2024		6,852,919		
Q1 2024		7,537,504		
Total	\$ 13,943,647	\$ 14,390,423		-3.10%



LYNNWOOD
WASHINGTON

Sales Tax Analysis - Monthly Category Comparisons
January 2025

Sum of Accumulation Amount	Column Labels
Row Labels	Construction 2025
January	\$185,273
February	\$224,578
March	\$207,688
April	\$148,853
May	\$172,316
June	\$182,547
Grand Total	\$1,121,257



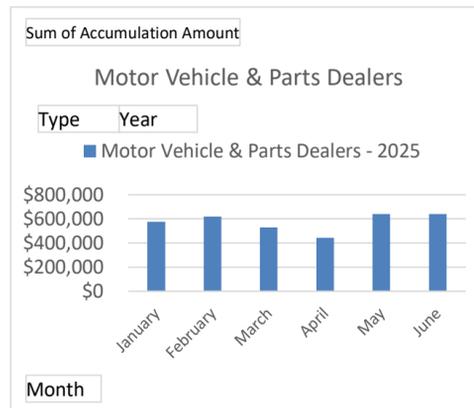
Sum of Accumulation Amount	Column Labels
Row Labels	Manufacturing & Wholesale Trade 2025
January	\$61,405
February	\$77,337
March	\$67,223
April	\$56,286
May	\$71,229
June	\$67,328
Grand Total	\$400,810



Sum of Accumulation Amount	Column Labels
Row Labels	Retail Trade 2025
January	\$995,202
February	\$1,321,357
March	\$806,535
April	\$783,793
May	\$882,183
June	\$872,888
Grand Total	\$5,661,958



Sum of Accumulation Amount	Column Labels
Row Labels	Motor Vehicle & Parts Dealers 2025
January	\$574,706
February	\$619,399
March	\$528,184
April	\$443,637
May	\$639,223
June	\$642,123
Grand Total	\$3,447,273





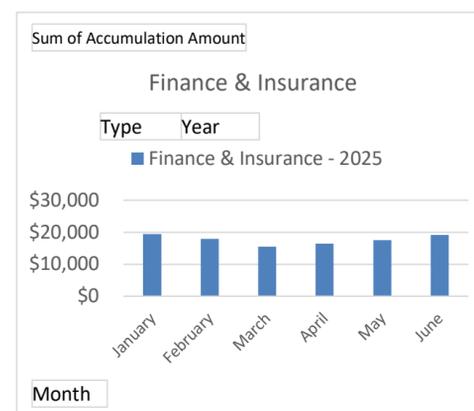
LYNNWOOD
WASHINGTON

Sales Tax Analysis - Monthly Category Comparisons
January 2025

Sum of Accumulation Amount	Column Labels
Row Labels	Information 2025
January	\$62,905
February	\$91,277
March	\$71,443
April	\$73,815
May	\$71,604
June	\$65,380
Grand Total	\$436,425



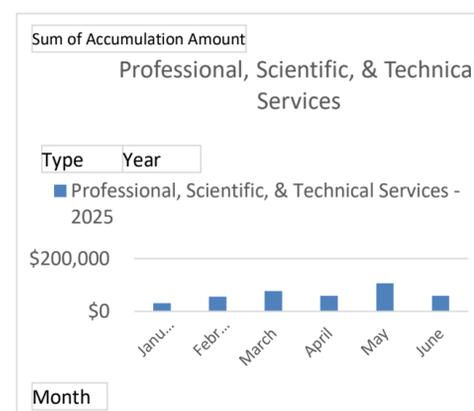
Sum of Accumulation Amount	Column Labels
Row Labels	Finance & Insurance 2025
January	\$19,348
February	\$17,870
March	\$15,424
April	\$16,474
May	\$17,569
June	\$19,077
Grand Total	\$105,763



Sum of Accumulation Amount	Column Labels
Row Labels	Real Estate Rental 2025
January	\$23,444
February	\$32,475
March	\$20,921
April	\$20,834
May	\$21,297
June	\$23,531
Grand Total	\$142,503



Sum of Accumulation Amount	Column Labels
Row Labels	Professional, Scientific, Technical 2025
January	\$31,311
February	\$56,116
March	\$77,731
April	\$58,169
May	\$106,542
June	\$58,813
Grand Total	\$388,683

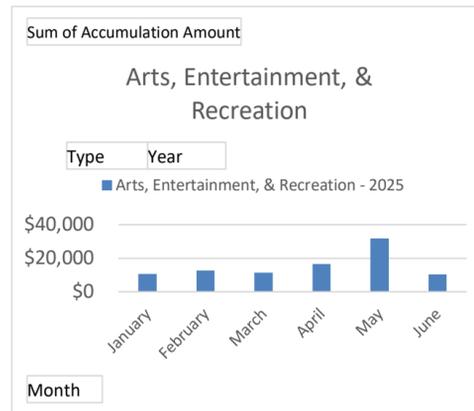




LYNNWOOD
WASHINGTON

Sales Tax Analysis - Monthly Category Comparisons
January 2025

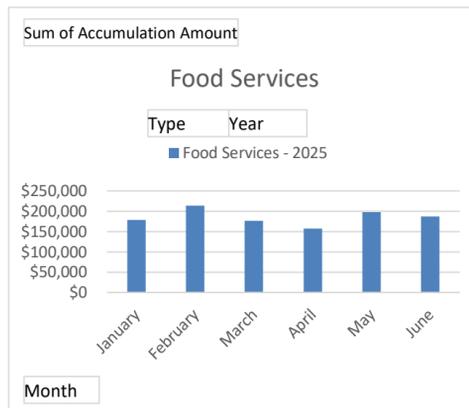
Sum of Accumulation Amount	Column Labels
Row Labels	Arts, 2025
January	\$10,525
February	\$12,572
March	\$11,375
April	\$16,582
May	\$31,695
June	\$10,376
Grand Total	\$93,124



Sum of Accumulation Amount	Column Labels
Row Labels	Accommodation 2025
January	\$27,033
February	\$22,539
March	\$23,158
April	\$20,308
May	\$29,915
June	\$25,281
Grand Total	\$148,234



Sum of Accumulation Amount	Column Labels
Row Labels	Food Services 2025
January	\$178,157
February	\$214,157
March	\$176,353
April	\$157,267
May	\$198,197
June	\$186,550
Grand Total	\$1,110,681



Sum of Accumulation Amount	Column Labels
Row Labels	Other Products 2025
January	\$158,450
February	\$155,514
March	\$145,052
April	\$134,015
May	\$149,553
June	\$144,360
Grand Total	\$886,945



FINANCE COMMITTEE 4.A

CITY OF LYNNWOOD FINANCE COMMITTEE

TITLE: Revenue Tracking for Public Electric Vehicle Charging Fees

DEPARTMENT CONTACT: Michelle Meyer, Finance

SUMMARY:

Overview of how EV charging revenues will be tracked.

PRESENTER:

Michelle Meyer, Finance Director

ESTIMATED TIME:

5

BACKGROUND:

The City of Lynnwood currently offers three electric vehicle (EV) charging stations (six charging heads) for public use. The charging stations were installed through a grant in 2025 and are located at the main City Hall parking lot. City Council adopted an ordinance to recover costs and support the continued adoption of clean EVs in Lynnwood by maintaining a low-cost charging option for the community.

A separate revenue line was set up in the General Fund to track the funds that come in from the use of the chargers. The rate is currently set at \$0.39 per kilowatt hour.

SUGGESTED ACTION:

Discussion

DEPARTMENT ATTACHMENTS

Description:

FINANCE COMMITTEE 4.B

CITY OF LYNNWOOD FINANCE COMMITTEE

TITLE: Public Facilities District Short-Term Financing Resolution

DEPARTMENT CONTACT: Michelle Meyer, Finance

SUMMARY:

Update on status of PFD short-term loan

PRESENTER:

Michelle Meyer, Finance Director

ESTIMATED TIME:

20

BACKGROUND:

Staff will provide an update on the short-term loan program that is being proposed as a financing strategy for the Lynnwood Public Facilities District (PFD) redevelopment. The PFD took action at their last board meeting to approve a resolution authorizing the funding. The attached City resolution is was prepared by the PFD's bond counsel and reviewed by the City's bond counsel. It is proposed to move forward for full City Council review and potential action in conjunction with the Development Agreement between the City and PFD later this year.

SUGGESTED ACTION:

Review and Discussion

PREVIOUS COUNCIL ACTIONS:

Reviewed during April and May Finance Committee meetings.

DEPARTMENT ATTACHMENTS

Description:

[City Resolution Approving Inclusion of County Notes in Contingent Loan Agreement 7.3.2025.pdf](#)

RESOLUTION NO. ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LYNNWOOD RELATING TO THE ISSUANCE BY THE LYNNWOOD PUBLIC FACILITIES DISTRICT OF THE DISTRICT'S SUBORDINATE NOTES (TAXABLE) TO EVIDENCE LOANS FROM SNOHOMISH COUNTY TO FINANCE COSTS OF CERTAIN IMPROVEMENTS, TO REFUND A PORTION OF THE DISTRICT'S OUTSTANDING CONVENTION CENTER REVENUE REFUNDING BONDS, 2015, AND PAY COSTS OF ISSUANCE.

WHEREAS, in 1999, the City of Lynnwood (the "City") by Ordinance No 2266 established the Lynnwood Public Facilities District (the "District") pursuant to Chapter 35.57 RCW to acquire, design, construct, own, finance, operate and maintain the Lynnwood convention and event center and related facilities, which constitute a regional center defined under RCW 35.57.020 (the "Regional Center"); and

WHEREAS, in connection with the issuance of the District's bonds to finance the Regional Center, the City undertook certain additional responsibilities under the Supplemental Interlocal Agreement Regarding Financing for Multijurisdictional Convention Center Facility, dated September 14, 2004 (the "Contingent Loan Agreement," also referred to as "City-District Agreement No. 4") to reduce interest costs for the District's long-term obligations issued to finance the Regional Center and thus to reduce costs to taxpayers and ensure the successful construction and operation of the Regional Center; and

WHEREAS, in the Contingent Loan Agreement, the City agreed that in the event that the District was unable to timely provide for the payment of principal of or interest on its bonds issued to finance the Regional Center or any obligations issued to refund those obligations (collectively defined as the "Long-Term Obligations"), the City would loan the District the amount necessary to make such timely payment; and

WHEREAS, the District now expects to refund a portion of its outstanding Long-Term Obligations through the issuance of its Subordinate Notes (Taxable) (the "Notes"), evidencing loans to be made by the Snohomish County Treasurer from the County Investment Pool to the District, from time to time up to a maximum principal amount of \$15,000,000; and

WHEREAS, a portion of the proceeds of the Notes also will be applied to pay costs of the District's project to expand and improve the Regional Center in the City Center of Lynnwood by transforming the Lynnwood Event Center and surrounding 1960's era shopping mall into a 13-acre town square with expected public plazas, downtown open space, festival streets, 80,000 square feet of commercial spaces for local Pacific Northwest retailers, a new hotel, a 550-stall parking garage with a new City Center ring road, and privately developed workforce apartments serving households with 60-80% of area median income (the "Project"); and

WHEREAS, the District expects the Project is estimated to provide new economic impact based on \$76,395,625 of direct spend annually with the creation of 800 full- and part-time new jobs in the District, in addition to off-site jobs indirectly created and supported by household spending and tourism generated by District activities; and

WHEREAS, to reduce interest costs for the Notes, and thus to reduce Project costs to taxpayers, the City now desires to amend the Contingent Loan Agreement to include the Notes as a Long-Term Obligation for the purposes thereof and to specify the payment mechanics for the Notes;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LYNNWOOD WASHINGTON as follows:

Section 1. The City acknowledges and approves the District’s planned issuance of the Notes and the City’s continuing contingent loan commitment with respect to the District’s outstanding Long-Term Obligations under the Contingent Loan Agreement. The City agrees that the Notes shall constitute Long-Term Obligations for the purposes of the Contingent Loan Agreement.

Section 2. The Finance Director of the City is authorized to execute an amendment to the Contingent Loan Agreement in substantially the form set forth as an exhibit hereto, and to take any other action and execute any document on behalf of the City that is reasonably necessary to facilitate the District’s issuance of the Notes consistent with this resolution and the Contingent Loan Agreement.

The foregoing resolution was ADOPTED by the City Council of the City of Lynnwood Washington at regular open public meeting thereof this __ day of _____, 2025.

APPROVED

ATTEST/AUTHENTICATED

AMENDMENT TO SUPPLEMENTAL INTERLOCAL
AGREEMENT REGARDING FINANCING FOR
MULTIJURISDICTIONAL CONVENTION CENTER FACILITY

("CITY-DISTRICT AGREEMENT #4")

This Amendment to the Supplemental Interlocal Agreement Regarding Finance for Multijurisdictional Convention Center Facility (this "Amendment") is dated as of the ___ day of 2025 and is made by and between the CITY OF LYNNWOOD, WASHINGTON (the "City"), and the LYNNWOOD PUBLIC FACILITIES DISTRICT, SNOHOMISH COUNTY, WASHINGTON (the "District");

RECITALS

WHEREAS, the City and the District entered into the Supplemental Interlocal Agreement Regarding Financing for Multijurisdictional Convention Center Facility, dated September 14, 2004 (the "Contingent Loan Agreement," also referred to as "City-District Agreement No. 4") in connection with the issuance by the District of its \$1,930,000 Convention Center Sales Tax Bonds, 2004 Series A (Taxable), \$10,000,000 Convention Center Sales Tax Bonds, 2004 Series B, and \$17,265,000 Convention Center Revenue Bonds 2005 (the "2004/2005 Bonds") to finance costs of the Regional Center owned and operated by the District pursuant to Chap. 35.57 RCW; and

WHEREAS, pursuant to Resolution No. 2014-19 adopted by the City Council on October 13, 2014, the City reaffirmed its commitment that, in the event that the District was unable to timely provide for the payment of principal of or interest on any of its 2004/2005 Bonds or any obligations issued to refund those obligations, specifically the Convention Center Sales Tax Refunding Bond, 2015 and Convention Center Revenue Refunding Bonds, 2015 (collectively defined as the "Long-Term Obligations"), the City would loan the District the amount necessary to make such timely payment; and

WHEREAS, the District's Convention Center Sales Tax Refunding Bond, 2015 is currently outstanding in the principal amount of \$_____, and the District's Convention Center Revenue Refunding Bonds, 2015 are currently outstanding in the principal amount of \$_____; and

WHEREAS, the City is willing to reduce interest costs for the District's Subordinate Notes (Taxable) (the "Notes"), evidencing loans to be made by the Snohomish County Treasurer from the County Investment Pool to the District, from time to time up to a maximum principal amount of \$15,000,000; and

WHEREAS, the proceeds of the Notes will be applied to refund a portion of the outstanding Convention Center Revenue Refunding Bonds, 2015, and to pay costs of the District's project to expand and improve the Regional Center (the "Project");

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained, the parties hereto covenant and agree as follows.

Section 1. Definitions. Capitalized terms used but not defined in this Amendment (including the Recitals) shall have the meanings assigned to those terms in or incorporated by reference in the Contingent Loan Agreement.

Section 2. Reaffirmation of Past Commitments. Except to the extent expressly supplemented and/or amendment in this Amendment, all obligations of the City and the District set forth in the Contingent Loan Agreement shall remain in full force and effect.

Section 3. Amendments to Contingent Loan Agreement. The following provisions of the Contingent Loan Agreement are amended as set forth below, with additions shown in double-underlined text and deletions struck.

Section 1. Definitions. Capitalized terms used but not defined in this Agreement (including the Recitals) shall have the meanings assigned to those terms in the Four Party Agreement. As of this date, the currently outstanding “Long-Term Obligations” means the Lynnwood Public Facilities District Convention Center Revenue Refunding Bonds, 2015 and the Lynnwood Public Facilities District Convention Center Sales Tax Refunding Bond, 2015. The definition of “Long-Term Obligations” is amended to include the Notes as set forth below.

“Bonds” means the outstanding Lynnwood Public Facilities District Convention Center Revenue Refunding Bonds, 2015, and the Lynnwood Public Facilities District Convention Center Sales Tax Refunding Bond, 2015.

“Long-Term Obligations” means the Bonds and any Notes outstanding from time to time.

“Notes” means each Lynnwood Public Facilities District, Washington Subordinate Note (Taxable), issued to evidence loans from the Snohomish County Treasurer from the County Investment Pool to the District in an aggregate principal amount not to exceed \$15,000,000.

Section 3. City Contingent Loan Commitment for Long-Term Obligations. In the event that the District is unable to timely provide for the payment of principal of or interest on any of its Long-Term Obligations, the City shall loan the District the amount necessary to make such timely payment. The District agrees to borrow the amounts described above from the City pursuant to this Agreement and to apply those amounts immediately for the purpose of meeting its obligations under the Long-Term Obligations. The District shall enter into an assignment agreement or custodial agreement under which each City loan would be transferred directly to the District's Fiscal Agent (i.e., the fiscal agency for the State of Washington) to be applied to the payment of debt service on District Long-Term Obligations that are Bonds. In the event that the District has not transferred to its fiscal agency, sufficient amounts to make a debt service payment on any Long-Term Obligations that are Bonds on a debt service date, the City shall transfer to that fiscal agency the amount of the deficiency. In the event that the District has not transferred to the Snohomish County Treasurer sufficient amounts to make a debt service payment on any Note by the business day prior to the date due, the City shall transfer to the Snohomish County Treasurer the amount of the deficiency on or prior to the date such debt service payment is due. The total amount of funds to be loaned by the City pursuant to this Section 3 shall not exceed the principal amount of the Long-Term Obligations plus interest owed and unpaid thereon. The obligation of the City to advance funds to the District in the amounts, at the times and in the manner described herein shall be absolute and unconditional, and shall not be subject to diminution by setoff, counterclaim, abatement or otherwise. The full faith, credit and resources of the City are pledged irrevocably for the payment to the fiscal agency for the District and the Snohomish County Treasurer, as applicable, of the amounts described herein.

Section 4.3. Period District Transfers to Debt Service Funds. Each month, the District shall irrevocably deposit into each of its debt service funds for the Long-Term Obligations that are Bonds, an amount equal to approximately 1 /12 of the next payment of principal coming due, and approximately 1/6 of the next payment of interest coming due (such fractions to be adjusted during the first and last years during which the Long-Term Obligations are outstanding). The District shall inform the City immediately if the District fails to make any such deposit in full, and the District

shall also inform the City at any time that the District determines that there is a reasonable possibility that the District may not be able to timely and fully provide for a debt service payment on the Long-Term Obligations when due (although the District's failure to provide any such notices as required shall not diminish the City's obligations hereunder). The District shall also transfer a sufficient amount to provide for each debt service payment on the Long-Term Obligations that are Bonds to its fiscal agency, at least five business days prior to the applicable payment date. The District shall also transfer a sufficient amount to provide for each debt service payment on the Long-Term Obligations that are Notes to the Snohomish County Treasurer, at least two business days prior to the applicable payment date and shall provide confirmation to the City that the payment has been made.

Section 4. Miscellaneous.

4.1 *Severability.* In the event any provision of this Amendment shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

ORAL AGREEMENTS OR ORAL COMMITMENTS TO LEND MONEY, EXTEND CREDIT, OR FORBEAR FROM ENFORCING REPAYMENT OF A DEBT ARE NOT ENFORCEABLE UNDER WASHINGTON LAW.

IN WITNESS WHEREOF, the City and the District have caused this Amendment to be executed by their duly authorized representatives on this ____ day of _____, 2025.

CITY OF LYNNWOOD

By:

LYNNWOOD PUBLIC FACILITIES
DISTRICT

By:

FINANCE COMMITTEE 4.C

CITY OF LYNNWOOD FINANCE COMMITTEE

TITLE: American Rescue Plan Act Final Report

DEPARTMENT CONTACT: Michelle Meyer, Finance

SUMMARY:

ARPA wrap-up

PRESENTER:

Michelle Meyer, Finance Director

ESTIMATED TIME:

20

BACKGROUND:

The City Council fully allocated all of the City's \$10.9 million of American Rescue Plan Act (ARPA) funding. All funds have now been spent and closeout reports will be submitted after the Q2 2025 reports.

SUGGESTED ACTION:

Review

DEPARTMENT ATTACHMENTS

Description:

[ARPA Expenditures Final No Balance Remaining 6.30.25.pdf](#)

ARPA Expenditures Final						
Date Approved	Expenditure Category and Detailed Description	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2025 ACTUAL
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	\$ 41,172		
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	\$ 390,720	\$ 9,280			
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			\$ 64,209		
4/25/2022	6.1 Provision of Government Services: Residential Street Improvements			\$ 903,780	\$ 1,945,491	
4/25/2022	6.1 and 2.37 Economic Impact Assistance: Other: Heroes' Café			\$ 2,295	\$ 2,705	
5/9/2022	6.1 Provision of Government Services: Recreation Scholarships			\$ 8,790	\$ 9,971	
5/23/2022	6.2 Non-federal match for other Federal Programs: Scriber Lake Park Boardwalk			\$ 117,575	\$ 1,655,206	\$ 220,946
5/23/2022	6.1 and 2.1 Household Assistance: Food Programs Lynnwood Food Bank			\$ 37,546	\$ 362,454	
6/27/2022	6.1 Provision of Government Services: Hire 5 new full time police officers through 2024		\$ 187,883	\$ 735,070	\$ 893,027	
6/27/2022	6.1 Provision of Government Services: 18 additional body cameras for Police Department		\$ 92,512			
6/27/2022, 7/22/2024	6.1 Provision of Government Services: 20 Tasers for Police Department (additional \$50,300 for tasers)		\$ 75,644		\$ 50,109	
10/10/2022, 8/14/2023	6.1 Provision of Government Services: Lynnwood Police Assistance Fund 20K,25K			\$ 14,732	\$ 30,268	
11/14/2022	6.1 Provision of Government Services: Community and Human Services Position (incl \$33K hotel/motel)			\$ 58,617	\$ 233,241	
11/14/2022	6.1 and 2.25 Addressing Educational Disparities: C2 Education of Lynnwood				\$ 59,632	
2/27/2023	6.1 Provision of Government Services: Hire 2 FTE for Parks Graffiti Mitigation & Trailer			\$ 112,356	\$ 148,068	
2/27/2023	6.1 and 2.34 Assistance to Impacted Nonprofit Organizations: NW Veteran's Museum				\$ 2,099	
2/27/2023	6.1 and 2.34 Assistance to Impacted Nonprofit Organizations: Sno-Isle Genealogical Society			\$ 1,741	\$ 759	
2/27/2023	6.1 and 2.34 Assistance to Impacted Nonprofit Organizations: Lynnwood Alderwood-Manor Heritage Assn.			\$ 2,500	-	
7/25/2022	6.1 and 2.37 Economic Impact Assistance: Other: Kids in Transition Snohomish County Grant Match				\$ 146,636	
11/14/2022	6.1 and 2.37 Economic Impact Assistance: Other: Lynnwood Chamber of Commerce Shop Lynnwood			\$ 4,685	\$ 18,925	
7/25/2022	6.1 and 2.2 VOAWW Rapid Rehousing Snohomish County Grant Match				\$ 110,736	
6/12/2023	6.1 Provision of Government Services: Gun Buy Back Program			\$ 7,688		
6/12/2023	6.1 Community Families in Need Holiday Gift Cards				\$ 7,300	
8/14/2023,	6.1 and 1.11 Violence Prevention, 1.12 Mental Health Services: ACCESS project (7/22 add'l \$50K)			\$ 8,622	\$ 120,847	
8/14/2023	6.1 and 1.13 Substance Use Services: Evergreen Recovery Centers: Hire 2 Additional Nurses			\$ 59,548	\$ 193,172	
8/14/2023	6.1, 1.12 Mental Health Services:CHS Edmonds School District School Based Clinicians				\$ 199,657	
8/14/2023	6.1 and 2.34 Assistance to Impacted Non-Profit: Clothes for Kids, Clothing				\$ 58,500	
8/14/2023	6.1 and 2.18 Housing Support: Other Housing Assistance: Keep Dreams Alive Foundation Housing Academy				\$ 5,874	
8/14/2023	6.1 and 2.25 Addressing Educational Disparities: Foundation for Edmonds School District: On the Job Training Program				\$ 43,200	
8/14/2023	6.1 and 2.1 Household Assistance: Food Programs Homage Senior Services				\$ 3,000	
9/25/2023	6.1 and 2.1, 2.18 Heroes' Cafe				\$ 10,000	
9/25/2023	6.1 and 2.34 Homage Senior Services -Center for Healthy Living				\$ 75,000	
9/25/2023	6.1 Gold Park Fencing (internal project PRWR005400)			\$ 49,396		
7/22/2024	6.1 and 7.1 Administrative Expenses: ARPA Accountant Q3 2024 and beyond				\$ 37,966	\$ 14,218
7. Administrative						
6/13/2022, 7/22/2024	7.1 Administrative Expenses: ARPA Accountant through Q2 2024		\$ 19,561	\$ 59,838	\$ 30,430	
Total		\$ 415,572	\$ 538,146	\$ 2,290,160	\$ 7,452,774	\$ 235,164

ARPA Allocations Internal and External Final

External		
VOAWW Neighborhood Center Construction	\$	998,500
Heroes' Café	\$	15,000
Lynnwood Food Bank	\$	400,000
C2 Education of Lynnwood	\$	59,623
NW Veteran's Museum	\$	2,099
Sno-Isle Genealogical Society	\$	2,500
Lynnwood Alderwood-Manor Heritage Assn.	\$	2,500
Kids in Transition Snohomish County Grant Match	\$	146,636
Lynnwood Chamber of Commerce Shop Lynnwood	\$	23,610
VOAWW Rapid Rehousing Snohomish County Grant Match	\$	110,736
ACCESS project	\$	129,469
Evergreen Recovery Centers: Hire 2 Additional Nurses	\$	252,720
CHS Edmonds School District School Based Clinicians	\$	199,657
Clothes for Kids, Clothing	\$	58,500
Keep Dreams Alive Foundation Housing Academy	\$	5,874
Foundation for Edmonds School District: On the Job Training Program	\$	43,200
Food Programs Homage Senior Services	\$	3,000
Center for Healthy Living	\$	75,000
TOTAL EXTERNAL	\$	2,528,625
Parks Recreation and Cultural Arts		
Recreation Scholarships	\$	17,484
Scriber Lake Park Boardwalk	\$	2,000,000
Community and Human Services Position (1FTE)	\$	291,858
Hire 2FTE MW for Parks Graffiti Mitigation & Trailer	\$	260,424
Gold Park Fencing	\$	49,396
TOTAL PARKS RECREATION AND CULTURAL ARTS	\$	2,619,162
Police		
Body camera equipment, services, and warranty, and 30 tasers for PD	\$	618,265
Body camera program staff (1 FTE)	\$	52,312
5 new full time police officers through 2024 (5 FTE)	\$	1,815,981
Lynnwood Police Assistance Fund	\$	45,000
Gun Buy Back Program	\$	7,688
Community Families in Need Holiday Gift Cards	\$	7,300
TOTAL POLICE	\$	2,546,546
Public Works		
PW Custodian (1 FTE)	\$	18,720
Residential Street Improvements	\$	2,849,271
TOTAL PUBLIC WORKS	\$	2,867,991
City Council		
City Council Chambers AV	\$	148,259
TOTAL CITY COUNCIL	\$	148,259
ARPA Grant Administration (Finance)		
PT ARPA Accountant (.5 FTE)	\$	162,013
TOTAL GRANT ADMINISTRATION (FINANCE)	\$	162,013
Municipal Court		
Municipal Court Chambers AV	\$	64,209
TOTAL MUNICIPAL COURT	\$	64,209
TOTAL	\$	10,936,804