AGENDA

FINANCE/PERSONNEL COMMITTEE MEETING

May 7, 2020

9:00 am

Zoom Online Meeting
City of Stanwood

1. Ordinance 1487 – Budget Amendment
2. First Quarter Financial Reports as of March 21, 2020

CITY OF STANWOOD
AGENDA STAFF REPORT

ITEM NUMBER:

DATE: May 14, 2020

SUBJECT: Ordinance 1487 – 2019-20 Budget Amendment No. 3, First Reading, Second Reading and Final Adoption

CONTACT PERSON: Jennifer Ferguson, City Administrator

ATTACHMENTS: A – Proposed Ordinance

ISSUE

Should the City Council adopt an ordinance to amend the 2019-20 budget?

RECOMMENDATION

City Council consideration of Ordinance 1487 and approve the first and second reading and final adoption of the budget amendments.

FINANCIAL IMPACT

The financial impacts are outlined below.

COMMITTEE REVIEW

The Finance Committee reviewed the proposed budget amendment at the regular committee meeting on May 7, 2020; staff will provide verbal briefing regarding committee recommendation.

CITY COUNCIL OPTIONS

1. Approve first and second reading and final adoption of Ordinance 1487 amending the 2019-20 budget.

2. Do not approve first and second reading and final adoption of Ordinance 1487 amending the 2019-20 budget and direct staff to areas of concern. The City Council may want to direct the Finance Committee to review the proposed amendment further before taking action.

RECOMMENDED MOTION

I MOVE TO APPROVE FIRST AND SECOND READING AND FINAL ADOPTION OF ORDINANCE 1487 AMENDING THE 2019-20 BUDGET AS PRESENTED.

DISCUSSION

Adjust Beginning Net Cash to Actual – All Funds

During biennial budget development, beginning net cash or fund balance is based on a conservative estimate prior to year end and the adoption of the budget. This amendment adjusts beginning net cash to actual, reconciled cash per bank statements. While not required by law or the State Auditor, it is the city's practice to amend the budget to match actual beginning net cash.

The budget adjustment "trues up" beginning net cash, setting fund balance amounts to actual in order to give the city a clearer picture of available funds as of January 1, 2020 for better analysis of our overall financial health. Each of the City's funds beginning cash balance is adjusted by this amendment. Exhibit 1 to the attached ordinance provides the amount each fund's beginning fund balance was adjusted.

Adjust Capital Projects – Sewer and Park Construction

When it comes to multi-year capital improvement projects, it is difficult to anticipate every possible financial scenario. For example, completion dates of capital projects may change due to circumstances outside of the City's control and funding sources or bidding estimates may require revision during the course of a project. Each of these situations is different and must be evaluated by the Administration and brought forward for Council consideration to adjust several capital projects in the Sewer Construction Fund and delay, the construction allocation for the Hamilton Park project to the next budget year.

- Sewer Construction Fund
    - The Upper Pioneer Highway/85th Cedarhome design will be reduced as it will be developer funded.
    - The Smoke Testing/camera/flow Meter Basin 1 project will be reduced because it will be completed in-house.
    - The Telemetry System Upgrade will be reduced as the bid is under the amount budgeted.
    - The Grit Removal Unit Install project has been deemed unnecessary due to the Main lift station project.
    - The lower Pioneer Highway project and the Pioneer Cedarhome to 267th project will be combined and called the Pioneer Highway Sewer project under one project line item.

- The Main Lift Station upgrades will be added to the 2020 budget as well as the Viking Way Sewer Improvements which should have been included in conjunction with the overall Viking Way Reconstruction Project.

- Park Improvement Fund
  - Hamilton Park continues to be in the design and permitting phase of the project, so construction will begin in 2021 and the 2020 budget has been decreased to reflect this.
  - Heritage Park is currently in the design and permitting phase and construction will start in 2020.
  - The Stanwood Port Susan Trail project received funding from the State Legislature through two grant programs; one from RCO and one from DOC. These grants will pay for a significant amount of the phase II design and permitting cost of $450,000. Phase II of this trail will connect the Stanwood Port Susan Trail, atop of the SR532 Berm, at 92nd and run south and west around the Wastewater Treatment Plant, connect to Hamilton Park, cross Irvine Slough and end at the outlook behind Mission Motors.

Adjust Operating Expenditures – All Funds

A number of other budget allocations will also be adjusted to reflect work load accommodation and correct budget allocations for known changes. These adjustments include:

- Delay the budget allocation for community wide strategic planning to 2021-2022
- Adjust all operating funds insurance liability expenditure due to adjusted cost allocation of vehicles, equipment, and staffing.
- Decrease the budget allocation for the transfer of funds from the General Fund to the Park Improvement Fund for the acquisition of the Josephine property for the Heritage Park project which came in under estimate
- Decrease the budget allocation for design costs for the Civic Campus Project as this project was put on hold due to the COVID 19 pandemic.

ATTACHMENT A

CITY OF STANWOOD
Stanwood, Washington

ORDINANCE 1487

AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, AMENDING ORDINANCE 1473 RELATING TO THE 2019-2020 BUDGET

WHEREAS, the City previously adopted the 2019 and 2020 biennial budget on November 19, 2018, pursuant to Ordinance 1465; and

WHEREAS, the City amended the 2019 and 2020 biennial budget on April 11, 2019, pursuant to Ordinance 1473; and

WHEREAS, the City amended the 2019 and 2020 biennial budget on November 25, 2019, pursuant to Ordinance 1482; and

WHEREAS, by law the City may not have expenditures in excess of budgeted appropriations for an individual fund;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD DO HEREBY ORDAIN AS FOLLOWS:

Section 1. Ordinance No. 1473 is hereby amended to reflect the totals of 2019 and 2020 amended budgeted revenues and appropriations for each separate fund as set forth in summary form in Exhibit 1.

Section 2. Except as provided herein and any prior amendments, all provisions of Ordinance 1465, 1473, and 1482 shall remain in full force and effect unchanged.

ADOPTED by the City Council and APPROVED by the Mayor this ____ day of ______________ 2019.

CITY OF STANWOOD

____
Leonard Kelley, Mayor

ATTEST:

____
Jennifer Ferguson, City Clerk

APPROVED AS TO FORM:

____
Grant Weed, City Attorney

EXHIBIT 1

Fund Title	Fund No.	Description	2020 Current Budget Amendment #2 adopted 11/25/19	2020 Proposed Budget Amd. No. 3	Increase (Decrease)
General Fund	001	Beginning Fund Balance	$ 2,316,924	$ 3,390,534	$ 1,073,610
General Fund	001	Revenue	$ 4,870,958	$ 4,892,458	$ 21,500
General Fund	001	Expenditures	$ 5,912,843	$ 5,621,715	$ (291,128)
General Fund	001	Ending Fund Balance	$ 1,275,039	$ 2,661,277	$ 1,386,238
Street Fund	101	Beginning Fund Balance	$ 115,915	$ 120,695	$ 4,780
Street Fund	101	Revenue	$ 360,172	$ 360,172	$ -
Street Fund	101	Expenditures	$ 436,501	$ 427,743	$ (8,758)
Street Fund	101	Ending Fund Balance	$ 39,586	$ 53,124	$ 13,538
Street Impact Fee Fund	102	Beginning Fund Balance	$ 522,095	$ 602,771	$ 80,676
Street Impact Fee Fund	102	Revenue	$ 220,403	$ 220,403	$ -
Street Impact Fee Fund	102	Expenditures	$ 250,000	$ 250,000	$ -
Street Impact Fee Fund	102	Ending Fund Balance	$ 492,498	$ 573,174	$ 80,676
Street Construction	103	Beginning Fund Balance	$ 515,877	$ 540,870	$ 24,993
Street Construction	103	Revenue	$ 2,748,900	$ 2,748,900	$ -
Street Construction	103	Expenditures	$ 2,870,000	$ 2,860,000	$ (10,000)
Street Construction	103	Ending Fund Balance	$ 394,777	$ 429,770	$ 34,993
Park Improvement	104	Beginning Fund Balance	$ 1,081,528	$ 894,551	$ (186,977)
Park Improvement	104	Revenue	$ 2,145,400	$ 2,163,900	$ 18,500
Park Improvement	104	Expenditures	$ 2,920,000	$ 2,020,000	$ (900,000)
Park Improvement	104	Ending Fund Balance	$ 306,928	$ 1,038,451	$ 731,523
Fire Impact Fees Fund	105	Beginning Fund Balance	$ 13,760	$ 27,126	$ 13,366
Fire Impact Fees Fund	105	Revenue	$ 13,400	$ 13,400	$ -
Fire Impact Fees Fund	105	Expenditures	$ 25,000	$ 25,000	$ -
Fire Impact Fees Fund	105	Ending Fund Balance	$ 2,160	$ 15,526	$ 13,366
Park Impact Fees Fund	106	Beginning Fund Balance	$ 63,002	$ 136,413	$ 73,411
Park Impact Fees Fund	106	Revenue	$ 40,948	$ 40,948	$ -
Park Impact Fees Fund	106	Expenditures	$ 100,000	$ 100,000	$ -
Park Impact Fees Fund	106	Ending Fund Balance	$ 3,950	$ 77,361	$ 73,411
Equipment Reserve Fund	107	Beginning Fund Balance	$ 372,417	$ 568,171	$ 195,754
Equipment Reserve Fund	107	Revenue	$ 180,192	$ 180,192	$ -
Equipment Reserve Fund	107	Expenditures	$ 358,000	$ 358,000	$ -
Equipment Reserve Fund	107	Ending Fund Balance	$ 194,609	$ 390,363	$ 195,754
Transportation Sales Tax	108	Beginning Fund Balance	$ 221,783	$ 381,574	$ 159,791
Transportation Sales Tax	108	Revenue	$ 307,500	$ 307,500	$ -
Transportation Sales Tax	108	Expenditures	$ 315,854	$ 315,854	$ -
Transportation Sales Tax	108	Ending Fund Balance	$ 213,429	$ 373,220	$ 159,791
Contingency Fund	109	Beginning Fund Balance	$ 355,915	$ 356,374	$ 459
Contingency Fund	109	Revenue	$ 32,400	$ 32,400	$ -
Contingency Fund	109	Expenditures	$ -	$ -	$ -
Contingency Fund	109	Ending Fund Balance	$ 388,315	$ 388,774	$ 459

EXHIBIT 1

Fund Title	Fund No.	Description	2020 Current Budget Amendment #2 adopted 11/25/19	2020 Proposed Budget Amd. No. 3	Increase (Decrease)
Building Improvement	110	Beginning Fund Balance	$ 1,297,274	$ 1,355,732	$ 58,458
Building Improvement	110	Revenue	$ 516,800	$ 516,800	$ -
Building Improvement	110	Expenditures	$ 200,000	$ 55,000	$ (145,000)
Building Improvement	110	Ending Fund Balance	$ 1,614,074	$ 1,817,532	$ 203,458
Tourism & Promotion DSC	115	Beginning Fund Balance	$ -	$ -	$ -
Tourism & Promotion DSC	115	Revenue	$ 120,000	$ 120,000	$ -
Tourism & Promotion DSC	115	Expenditures	$ 120,000	$ 120,000	$ -
Tourism & Promotion DSC	115	Ending Fund Balance	$ -	$ -	$ -
REET 1 - Capital Improvements	120	Beginning Fund Balance	$ 354,313	$ 466,141	$ 111,828
REET 1 - Capital Improvements	120	Revenue	$ 109,300	$ 109,300	$ -
REET 1 - Capital Improvements	120	Expenditures	$ -	$ -	$ -
REET 1 - Capital Improvements	120	Ending Fund Balance	$ 463,613	$ 575,441	$ 111,828
REET 2 - Growth Management	121	Beginning Fund Balance	$ 719,150	$ 831,273	$ 112,123
REET 2 - Growth Management	121	Revenue	$ 114,500	$ 114,500	$ -
REET 2 - Growth Management	121	Expenditures	$ 200,000	$ 200,000	$ -
REET 2 - Growth Management	121	Ending Fund Balance	$ 633,650	$ 745,773	$ 112,123
Debt Service Fund	205	Beginning Fund Balance	$ 149,183	$ 149,032	$ (151)
Debt Service Fund	205	Revenue	$ 222,700	$ 222,700	$ -
Debt Service Fund	205	Expenditures	$ 204,050	$ 204,050	$ -
Debt Service Fund	205	Ending Fund Balance	$ 167,833	$ 167,682	$ (151)
Sewer Fund	401	Beginning Fund Balance	$ 867,147	$ 1,294,721	$ 427,574
Sewer Fund	401	Revenue	$ 2,089,221	$ 2,089,221	$ -
Sewer Fund	401	Expenditures	$ 2,327,086	$ 2,340,748	$ 13,662
Sewer Fund	401	Ending Fund Balance	$ 629,282	$ 1,043,194	$ 413,912
Sewer Construction Fund	403	Beginning Fund Balance	$ 1,259,908	$ 1,657,202	$ 397,294
Sewer Construction Fund	403	Revenue	$ 1,251,300	$ 1,251,300	$ -
Sewer Construction Fund	403	Expenditures	$ 1,640,000	$ 1,460,000	$ (180,000)
Sewer Construction Fund	403	Ending Fund Balance	$ 871,208	$ 1,448,502	$ 577,294
Sewer Plant Investment Fund	405	Beginning Fund Balance	$ 1,043,743	$ 944,015	$ (99,728)
Sewer Plant Investment Fund	405	Revenue	$ 482,040	$ 482,040	$ -
Sewer Plant Investment Fund	405	Expenditures	$ 1,042,000	$ 1,042,000	$ -
Sewer Plant Investment Fund	405	Ending Fund Balance	$ 483,783	$ 384,055	$ (99,728)
Drainage Fund	410	Beginning Fund Balance	$ 398,854	$ 459,647	$ 60,793
Drainage Fund	410	Revenue	$ 865,951	$ 865,951	$ -
Drainage Fund	410	Expenditures	$ 1,059,698	$ 1,035,452	$ (24,246)
Drainage Fund	410	Ending Fund Balance	$ 205,107	$ 290,146	$ 85,039
					$ -
Drainage Construction Fund	411	Beginning Fund Balance	$ 181,741	$ 367,343	$ 185,602
Drainage Construction Fund	411	Revenue	$ 3,165,000	$ 3,165,000	$ -
Drainage Construction Fund	411	Expenditures	$ 3,115,000	$ 3,050,000	$ (65,000)
Drainage Construction Fund	411	Ending Fund Balance	$ 231,741	$ 482,343	$ 250,602

EXHIBIT 1

Fund Title	Fund No.	Description	2020 Current Budget Amendment #2 adopted 11/25/19	2020 Proposed Budget Amd. No. 3	Increase (Decrease)
Drainage Plant Invest Fund	412	Beginning Fund Balance	$ 43,792	$ 63,002	$ 19,210
Drainage Plant Invest Fund	412	Revenue	$ 85,540	$ 85,540	$ -
Drainage Plant Invest Fund	412	Expenditures	$ 100,000	$ 100,000	$ -
Drainage Plant Invest Fund	412	Ending Fund Balance	$ 29,332	$ 48,542	$ 19,210
Water Fund	421	Beginning Fund Balance	$ 861,336	$ 1,084,899	$ 223,563
Water Fund	421	Revenue	$ 2,058,017	$ 2,064,752	$ 6,735
Water Fund	421	Expenditures	$ 2,569,924	$ 2,355,565	$ (214,359)
Water Fund	421	Ending Fund Balance	$ 349,429	$ 794,086	$ 444,657
Water Construction Fund	422	Beginning Fund Balance	$ 2,037,595	$ 2,762,285	$ 724,690
Water Construction Fund	422	Revenue	$ 894,800	$ 894,800	$ -
Water Construction Fund	422	Expenditures	$ 2,388,000	$ 2,388,000	$ -
Water Construction Fund	422	Ending Fund Balance	$ 544,395	$ 1,269,085	$ 724,690
Cedarhome Plant Investment	423	Beginning Fund Balance	$ 98,424	$ 113,085	$ 14,661
Cedarhome Plant Investment	423	Revenue	$ 12,680	$ 12,680	$ -
Cedarhome Plant Investment	423	Expenditures	$ 10,580	$ 10,580	$ -
Cedarhome Plant Investment	423	Ending Fund Balance	$ 100,524	$ 115,185	$ 14,661
Water Plant Investment Fund	424	Beginning Fund Balance	$ 300,215	$ 398,140	$ 97,925
Water Plant Investment Fund	424	Revenue	$ 419,920	$ 419,920	$ -
Water Plant Investment Fund	424	Expenditures	$ 600,000	$ 600,000	$ -
Water Plant Investment Fund	424	Ending Fund Balance	$ 120,135	$ 218,060	$ 97,925
Water Bond Reserve Fund	451	Beginning Fund Balance	$ 404,405	$ 405,225	$ 820
Water Bond Reserve Fund	451	Revenue	$ 423,875	$ 424,075	$ 200
Water Bond Reserve Fund	451	Expenditures	$ 419,175	$ 419,175	$ -
Water Bond Reserve Fund	451	Ending Fund Balance	$ 409,105	$ 410,125	$ 1,020
Sewer Bond Reserve Fund	452	Beginning Fund Balance	$ 493,125	$ 492,711	$ (414)
Sewer Bond Reserve Fund	452	Revenue	$ 8,900	$ 8,900	$ -
Sewer Bond Reserve Fund	452	Expenditures	$ -	$ -	$ -
Sewer Bond Reserve Fund	452	Ending Fund Balance	$ 502,025	$ 501,611	$ (414)
Sewer Equipment Reserve	457	Beginning Fund Balance	$ 871,621	$ 949,782	$ 78,161
Sewer Equipment Reserve	457	Revenue	$ 141,426	$ 141,426	$ -
Sewer Equipment Reserve	457	Expenditures	$ 556,500	$ 556,500	$ -
Sewer Equipment Reserve	457	Ending Fund Balance	$ 456,547	$ 534,708	$ 78,161
Drainage Equipment Reserve	458	Beginning Fund Balance	$ 194,884	$ 276,562	$ 81,678
Drainage Equipment Reserve	458	Revenue	$ 56,165	$ 56,165	$ -
Drainage Equipment Reserve	458	Expenditures	$ 37,500	$ 37,500	$ -
Drainage Equipment Reserve	458	Ending Fund Balance	$ 213,549	$ 295,227	$ 81,678
Water Equipment Reserve	459	Beginning Fund Balance	$ 204,168	$ 285,688	$ 81,520
Water Equipment Reserve	459	Revenue	$ 65,892	$ 65,892	$ -
Water Equipment Reserve	459	Expenditures	$ 65,000	$ 65,000	$ -
Water Equipment Reserve	459	Ending Fund Balance	$ 205,060	$ 286,580	$ 81,520

EXHIBIT 1

Fund Title	Fund No.	Description	2020 Current Budget Amendment #2 adopted 11/25/19	2020 Proposed Budget Amd. No. 3	Increase (Decrease)
Custodial Fund	630	Beginning Fund Balance	$ 9,418	$ 1,654	$ (7,764)
Custodial Fund	630	Revenue	$ -	$ -	$ -
Custodial Fund	630	Expenditures	$ -	$ -	$ -
Custodial Fund	630	Ending Fund Balance	$ 9,418	$ 1,654	$ (7,764)
All Funds		Beginning Fund Balance	$ 17,369,512	$ 21,377,219	$ 4,007,707
All Funds		Revenue	$ 24,024,300	$ 24,071,235	$ 46,935
All Funds		Expenditures	$ 29,842,711	$ 28,017,882	$ (1,824,829)
All Funds		Ending Fund Balance	$ 11,551,101	$ 17,430,572	$ 5,879,471

CITY OF STANWOOD
AGENDA STAFF REPORT

ITEM NUMBER:	
DATE:	May 14, 2020
SUBJECT:	First Quarter 2020 Financial Report
CONTACT PERSON:	Jennifer Ferguson, City Administrator
ATTACHMENTS:	**A** – Budget vs. Actual Reports for period ending March 31, 2020

SUMMARY STATEMENT

The First Quarter 2020 financial report is hereby submitted to City Council.

DISCUSSION

Attached are the first quarter financial reports for the period ending March 31, 2020. Attachment A is a year-to-date budget versus actual revenue and expenditures report with impact on ending fund balance. The financial reports are presented in a new framework to better understand the financial performance of all city funds.

Key Messages regarding the city's 2020 first quarter financial performance:

- Tax collections, which include property, real estate excise taxes (REET), local sales taxes and utility taxes) are on target with and some exceeding budgeted forecasts of these sources year-to-date. Sales taxes overall are 32% higher than the first quarter of 2019 at this same date.

- Building and development related revenues continue to exceed forecasts, which has resulted in strong 2019 ending fund balances giving the City stable footing for 2020.

- Despite a slight decline of interest rates in 2019, interest earnings in 2020 are on target due to the city maintaining higher investment balances and lower cash balances.

- Expenditures were within expectations for all funds for the year.

- The COVID19 Pandemic will change our expected outlook but to what end is unknown. Sales Tax forecasting is underway and assumptions are being developed for a range of impact, between a 20% to 40% reduction in this tax source. However, the General Fund ending balances are strong and reserves are significantly over the required levels, per Council Financial policy, and the City's ability to weather an economic downturn by implementing a new staffing resource strategy and delay various planned initiatives until the next budget cycle will be key to our local economic recovery.

Investment Performance:

The interest rate environment changed since the beginning of the year from rising to declining in March. Longer term rates have declined faster than short terms rates. The first table below provides monthly and quarterly investment portfolio performance compared to the required benchmark, which is the two-year average of the two-year US Treasury Bond.

INVESTMENT PERFORMANCE - Q1 2020				
	Jan	Feb	Mar	Quarter Average
Amount Invested	$ 20,860,793	$ 21,612,330	$ 21,633,302	$ 21,368,808
Return (average percentage yield)	1.90%	1.90%	1.84%	1.88%
Benchmark*	2.23%	2.19%	2.11%	2.18%
*Per Finance Policy, Two Year Average of Two-Year Treasury Note				

The table below provides a detailed listing of holdings in the city's investment portfolio as of March 31, 2020.

Detailed Investment Holdings					
Investment	Maturity Date	Return (APY)	Balance	% of total balance	Weighted rate
WA Federal Public Funds	N/A	0.947%	$ 655,483	0.03	0.03%
Opus Checking	N/A	1.810%	$ 3,487,257	0.16	0.29%
WA LGIP	N/A	1.300%	$ 197,552	0.01	0.01%
Snoh. County Inv. Pool	N/A	1.987%	$ 3,095,613	0.14	0.28%
ResFundCorp	7/15/2020	2.641%	$ 999,195	0.05	0.12%
FHLB (5/17/2019)	9/11/2020	2.274%	$ 1,007,730	0.05	0.11%
FHLMC	11/17/2020	2.250%	$ 994,500	0.05	0.10%
Fed Farm Credit Bank	1/4/2021	1.700%	$ 1,084,834	0.05	0.09%
FHLB (7/3/2019)	3/12/2021	1.851%	$ 998,310	0.05	0.09%
FHLB (7/18/2019)	3/12/2021	1.938%	$ 1,007,050	0.05	0.09%
Fed Farm Credit Bank	9/20/2021	1.908%	$ 1,019,940	0.05	0.09%
Farmer Mac	1/3/2022	1.594%	$ 1,029,890	0.05	0.08%
FHLB (8/30/19)	3/11/2022	1.501%	$ 1,018,527	0.05	0.07%
FHLB (10/11/2019)	9/9/2022	1.535%	$ 1,013,190	0.05	0.07%
Fed Farm Credit Bank	6/1/2022	1.500%	$ 1,001,290	0.05	0.07%
Fed National Mortgage Assn	1/19/2023	1.629%	$ 1,022,940	0.05	0.08%
Fed Home Loan Mtg Corp	2/22/2023	1.875%	$ 1,000,000	0.05	0.09%
Fed Home Loan Mtg Corp	7/13/2023	1.850%	$ 1,000,000	0.05	0.09%
Subtotal U.S. Agency Securities			$ 14,197,396		
Investment Total			$ 21,633,302	1.00	1.84%
Cash (Treasurer's Checking)			$ 860,994		
Total Cash and Investments			$ 22,494,296		

General Fund

General Fund Revenue

At the end of the first quarter, general fund revenues were 25% of the budget which is slightly higher than expected as the majority of property taxes, the general fund largest tax source, are received during the second and fourth quarters. The primary reason is due to strong sales tax from building and development activity. The city also collects various utility taxes on telephone, cable, garbage and other utility activities in the city. Details are provided in Attachment A.

Sales Tax

Sales tax received in the first quarter 2020 was $709,465 which is a 46% increase from the $485,445 collected in the first quarter of 2019. 2020 sales tax from construction was over 300% higher than collected in the 1st quarter of 2019. Sales tax from construction has been allocated between the General Fund and Building Improvement Fund, per Council direction for the 2019-2020 budget, for matching one-time construction revenues with one-time expenditures such as the new Civic Campus project; however, this project has been put on hold as the major source of funding would come from a ballot measure approved by voters but due to the COVID 19 pandemic is not ideal timing.

YEAR-MONTH Distributed	Jan-19	Feb-19	Mar-19	First Qtr 2019	Jan-20	Feb-20	Mar-20	First Qtr 2020	Quarterly Comparison 2019 to 2020
Convenience & Grocers	$ 8,177	$ 8,986	$ 8,247	$ 25,410	$ 8,482	$ 6,517	$ 8,533	$ 23,531	*-7%*
Auto/RV Dealer	$ 9,111	$ 8,904	$ 6,658	$ 24,673	$ 10,117	$ 10,051	$ 8,240	$ 28,408	*15%*
Department Store	$ 8,926	$ 18,117	$ 7,709	$ 34,752	$ 8,903	$ 19,441	$ 8,488	$ 36,832	*6%*
Specialty Retail	$ 41,120	$ 50,092	$ 34,790	$ 126,002	$ 46,644	$ 52,154	$ 39,210	$ 138,008	*10%*
Restaurants	$ 19,460	$ 25,823	$ 21,424	$ 66,707	$ 22,634	$ 25,236	$ 23,791	$ 71,661	*7%*
Building & Construction	$ 18,381	$ 29,615	$ 16,449	$ 64,445	$ 92,931	$ 92,673	$ 73,365	$ 258,968	*302%*
All Other Sales & Use Tax	$ 39,915	$ 61,115	$ 42,425	$ 143,455	$ 47,168	$ 59,707	$ 45,181	$ 152,057	*6%*
Totals	**$ 145,090**	**$ 202,652**	**$ 137,703**	**$ 485,445**	**$ 236,879**	**$ 265,778**	**$ 206,808**	**$ 709,465**	*46%*

Licenses & Permits

For the 1st quarter the city has received $134,924, or 41%, of budgeted License and Permit Revenues, reflecting continued strength of development in Stanwood.

State Generated Revenues

State Generated revenues, often referred to as Entitlements, include the city's share of liquor excise tax and liquor board profits, PUD Privilege Tax, reimbursement for the school resource officer, along with other miscellaneous state shared revenues. For the 1st quarter of 2020 receipts were $47,140 which were 27% of budget.

Charges for Services & Miscellaneous Revenue

Charges for Services include a portion of the development related fees that the city collects and is at 51% of revenue estimates. Additionally, miscellaneous revenues include passport revenue which is not a large revenue source, but it is an opportunity to provide a convenient service to the community and has generated $8,224 of the $34,872 so far collected to date.

General Fund Expenditures

General fund expenditures for the 1st quarter are 19% of budget. All departments are at or below the expected 25% first quarter target with the exception of general governmental services which include our WCIA liability insurance premium and dues which are paid fully in the first quarter. Departmental expenditure performance details are included in Attachment A

General Fund – Fund Balance

Fund balance is the difference between total assets and total liabilities in each fund and measures the net financial resources available for spending. The City of Stanwood operates and reports on a cash basis so revenue and expenditures are reported when received. While fund balance is not required to be "budgeted" it is a key figure in understanding what is available. Currently the beginning 2020 fund balance, in the first quarter reports does not show the upcoming budget amendment which will update our actual cash balances. What is key to understand about the financial health of the general fund is the actual beginning fund balance, which is over one million dollars than anticipated. This places the city on a strong foundation for starting 2020. Next, the change in fund balance is the difference between anticipated revenues and budgeted expenditures. For 2020, the budget was set to reduce fund balance in the amount of (1,041,885); however, the result is still positive ending fund balance which exceeds the required amount of reserves, per City Council Financial Policy. The primary reason for the budgeted decrease in ending fund balance is due to the larger transfer out of the general fund to the park improvement fund for the purchase of property from Josephine's for the Heritage Park project.

STREET OPERATING FUND

In 2016, the street operating fund began receiving 8% of the property tax received in the city, which was $5,228 this quarter. The other major revenue the street fund relies on is unrestricted motor vehicle excise tax (MVET), or “fuel tax”. The city received $37,149 this quarter in fuel taxes. Expenditures for street operations and maintenance are under budget. See Attachment A for fund performance.

Special Revenue Funds

Special Revenue Funds are separate from the General Fund and are utilized for collection of revenues that may only be used for a specific purpose such as impact fees, REET or other sources. Expenditures in these funds are primarily transfers-out to other funds for capital projects. Special Revenue Fund budget and activities are included in Attachment A, on the financial reports page 4.

Capital Project Funds

Capital Project Funds are utilized to track project sources and uses. While most capital projects are multi-year projects and often do not align with a biennial budget cycle, the amounts budgeted are likely to change as projects move through design, permitting and construction phases. Capital project funds are meant to be spent to build and invest in city infrastructure. Sources of revenue are transfers from other special revenue funds or the general fund but the primary source for some capital projects is grants and reliant on our ability to seek out opportunities and ultimately be awarded the funding. Capital budgets are included in Attachment A, on the financial reports page 5.

Utility Funds

Utility Funds are proprietary funds or “business like funds” and should be analyzed in their entirety to understand the overall financial health of each fund. While the City has separated these funds into many funds for utility operations, capital, debt and reserves, it is not required. The Budget vs actual reports combine each utility to better reflect and align with how the funds are reported to the state auditor. Utility fund financial reports for the first quarter of 2020 start on Attachment A, page 8.

Sewer Fund

For the 1st quarter 2020 sewer service revenues were $504,414, which is 24.5% of budget. This includes a 7.5% rate increase effective January 1, 2020. Operating expenditures were $607,310 (including 32.9% of budgeted debt payments) or 26.1% of budget. Sewer Plant Investment Fees include developer activity, which is constructing a significant project included in the sewer capital improvement plan which results in credits against Sewer plant investment fees significantly less than budget. This has a neutral effect on the city because the project will be completed and transferred to the city at no cost. There are many “buckets” of fund balance for the utility, some are restricted to specific uses such as capital improvements and debt reserve. The financial health of the utility will be assessed in the coming months to ensure adequate levels of reserves for operations and longer-term investments in the sewer system.

Drainage Fund

Drainage charges for services for the 1st quarter were $207,922 or 24.2% of budget for 2020. This represents a 22.5% rate increase in fees effective January 1, 2020. Operating expenditures of $221,250 were 21% of budget. The financial health of the utility will be assessed in the coming months to ensure adequate levels of reserves for operations and longer-term investments in the drainage system.

Water Fund

Water service charges for the 1st quarter of 2020 were $474,923 or 25% of budget. This represents a 3% rate increase in fees effective January 1, 2020. Operating expenditures were $500,329 or 20% of budget. The financial health of the utility will be assessed in the coming months to ensure adequate levels of reserves for operations and longer-term investments in the water system.

City of Stanwood
Budget vs Actual
As of March 30, 2020

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
GENERAL FUND 001				
Beginning Cash & Investments	2,316,924	3,390,534	146.3%	(1,073,610)
REVENUE				
Taxes				
Property Tax	1,491,778	63,850	4.3%	1,427,928
Sales Tax	1,300,000	399,907	30.8%	900,093
Natural Gas Tax	2,500	547	21.9%	1,953
Sales Tax Criminal Justice	102,000	35,223	34.5%	66,777
Gas Utility Tax	95,000	45,275	47.7%	49,725
Garbage Utility Tax	78,000	26,273	33.7%	51,727
Cable Tv Utility Tax	36,000	13,438	37.3%	22,562
Telephone Utility Tax	150,000	28,176	18.8%	121,824
Electric Utility Tax	290,000	94,991	32.8%	195,009
Water/Sewer/Drainage Utility Tax	345,000	100,988	29.3%	244,012
Gambling Tax	3,000	909	30.3%	2,091
Taxes	**3,893,278**	**809,579**	**20.8%**	**3,083,699**
License & Permits	331,650	134,924	40.7%	196,726
Grants & Entitlements	173,095	47,140	27.2%	125,955
Charges for Service	381,170	196,810	51.6%	184,360
Fines & Forfeitures	25,700	2,796	10.9%	22,904
Miscellaneous	66,065	34,872	52.8%	31,193
Total Revenues	**4,870,958**	**1,226,121**	**25.2%**	**3,644,837**
EXPENDITURES				
City Council & Clerk	148,357	35,204	23.7%	113,153
Legal & Judicial	123,500	19,308	15.6%	104,192
Mayor	28,139	6,963	24.7%	21,176
Administration	378,924	91,424	24.1%	287,500
Building & Grounds	176,911	46,554	26.3%	130,357
General Government Services	88,652	64,405	72.6%	24,247
Public Safety	2,338,618	250,107	10.7%	2,088,511
Community Development	1,001,211	211,043	21.1%	790,168
Park Maintenance	336,576	70,994	21.1%	265,582
Interfund Transfer-Out	1,291,955	322,989	25.0%	968,966
Total Expenditures	**5,912,843**	**1,118,990**	**18.9%**	**4,793,853**
Ending Cash & Investments	1,275,039	-	0.0%	1,275,039
Revenue Over (Under) Expenditures	**(1,041,885)**	**107,131**		

IMPACT ON FUND BALANCE	***Budget***	***Actual***
Beginning Fund Balance	*2,316,924*	*3,390,534*
Change to Fund Balance	*(1,041,885)*	*107,131*
Ending Fund Balance	*1,275,039*	*3,497,665*

City of Stanwood
Budget vs Actual
As of March 30, 2020

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
STREET OPERATING FUND 101				
Beginning Cash & Investments	115,915	120,695	104.1%	(4,780)
REVENUE				
Taxes	119,342	5,228	4.4%	114,114
Licenses & Permits	18,500	5,085	27.5%	13,415
Grants & Entitlements	157,600	37,149	23.6%	120,451
Miscellaneous	64,730	16,026	24.8%	48,704
Total Revenues	**360,172**	**63,488**	**17.6%**	**296,684**
EXPENDITURES				
Street Maintenance	436,501	91,269	20.9%	345,232
Total Expenditures	**436,501**	**91,269**	**20.9%**	**345,232**
Ending Balance	39,586	-	0.0%	39,586

Revenue Over (Under) Expenditures	**(76,329)**	**(27,781)**
IMPACT ON FUND BALANCE-Street Operati	***Budget***	***Actual***
Beginning Fund Balance	*115,915*	*120,695*
Change to Fund Balance	*(76,329)*	*(27,781)*
Ending Fund Balance	*39,586*	*92,914*

City of Stanwood
Budget vs Actual
As of March 30, 2020

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
STREET IMPACT FEES 102				
Beginning Cash & Investments	522,095	602,771	115.5%	(80,676)
REVENUE				
Charges for Service				
Street Impact Fees	211,403	10,570	5.0%	200,833
Sub-total Charges for Service	**211,403**	**10,570**	**5.0%**	**200,833**
Miscellaneous & Interfund Transfers				
Interest Income	9,000	2,403	26.7%	6,597
Sub-total Misc & Transfers-In	**9,000**	**2,403**	**26.7%**	**6,597**
Total Revenues	**220,403**	**12,973**	**5.9%**	**207,430**
EXPENDITURES				
Interfund Transfers				
Transfer-out to Street Capital Projects	250,000	62,500	25.0%	187,500
Sub-total Transfers-Out	**250,000**	**62,500**	**25.0%**	**187,500**
Total Expenditures	**250,000**	**62,500**	**25.0%**	**187,500**
Ending Balance	492,498	-	0.0%	492,498
Revenue Over (Under) Expenditures	**(29,597)**	**(49,527)**		

IMPACT ON FUND BALANCE-STREET IMPACT FEES	*Budget*	*Actual*
Beginning Fund Balance	*522,095*	*602,771*
Change to Fund Balance	*(29,597)*	*(49,527)*
Ending Fund Balance	*492,498*	*553,245*

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
FIRE IMPACT FEES 103				
Beginning Cash & Investments	13,760	27,126	197.1%	(13,366)
REVENUE				
Charges for Service				
Fire Impact Fees	12,000	6,300	52.5%	5,700
Sub-total Charges for Service	**12,000**	**6,300**	**52.5%**	**5,700**
Miscellaneous & Interfund Transfers				
Interest Income	1,400	417	29.8%	983
Sub-total Misc & Transfers-In	**1,400**	**417**	**29.8%**	**983**
Total Revenues	**13,400**	**6,717**	**50.1%**	**6,683**
EXPENDITURES				
Interfund Transfers				
Transfer-out to Debt Service Fund-Fire	25,000	6,250	25.0%	18,750
Sub-total Transfers-Out	**25,000**	**6,250**	**25.0%**	**18,750**

City of Stanwood
Budget vs Actual
As of March 30, 2020

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
Total Expenditures	**25,000**	**6,250**	**25.0%**	**18,750**
Ending Balance	2,160	-	0.0%	2,160
Revenue Over (Under) Expenditures	**(11,600)**	**467**		

IMPACT ON FUND BALANCE-FIRE IMPACT FEES	*Budget*	*Actual*
Beginning Fund Balance	*13,760*	*27,126*
Change to Fund Balance	*(11,600)*	*467*
Ending Fund Balance	*2,160*	*27,593*

				-
PARK IMPACT FEES 104				
Beginning Cash & Investments	63,002	136,413	216.5%	(73,411)
REVENUE				
Charges for Service				
Park Impact Fees	38,448	41,010	106.7%	(2,562)
Sub-total Charges for Service	**38,448**	**41,010**	**106.7%**	**(2,562)**
Miscellaneous & Interfund Transfers				
Interest Income	2,500	2,539	101.6%	(39)
Sub-total Misc & Transfers-In	**2,500**	**2,539**	**101.6%**	**(39)**
Total Revenues	**40,948**	**43,549**	**106.4%**	**(2,601)**
EXPENDITURES				
Interfund Transfers				
Transfer-out to Park Capital Project Fund	100,000	25,000	25.0%	75,000
Sub-total Transfers-Out	**100,000**	**25,000**	**25.0%**	**75,000**
Total Expenditures	**100,000**	**25,000**	**25.0%**	**75,000**
Ending Balance	3,950	-	0.0%	3,950
Revenue Over (Under) Expenditures	**(59,052)**	**18,549**		

IMPACT ON FUND BALANCE-PARK IMPACT FEES	*Budget*	*Actual*
Beginning Fund Balance	*63,002*	*136,413*
Change to Fund Balance	*(59,052)*	*18,549*
Ending Fund Balance	*3,950*	*154,962*

City of Stanwood
Budget vs Actual
As of March 30, 2020

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
STREET CAPITAL FUND 103				
Beginning Cash & Investments	515,877	540,870	0.0%	(24,993)
REVENUE				
Grants & Entitlements				
RTCC - Viking Way	1,437,000	-	0.0%	1,437,000
WSDOT - Viking Way	510,000	-	0.0%	510,000
TIB - Overlays	240,000	205,659	85.7%	34,341
Sub-Total Grants & Entitlements	**2,187,000**	**205,659**	**9.4%**	**1,981,341**
Miscellaneous & Interfund Transfers				
Interest Income	11,900	17,493	147.0%	(5,593)
Transfer-in from Street Impact Fees	250,000	62,500	25.0%	187,500
Transfer-in from TBD	300,000	75,000	25.0%	225,000
Sub-Total Miscellaneous	**561,900**	**154,993**	27.6%	406,907
Total Revenues	**2,748,900**	**360,652**	**13.1%**	**2,388,248**
EXPENDITURES				
Sidewalks				
New Sidewalk Installation	70,000	-	0.0%	70,000
Annual Sidewalk Repairs	-	9,435	0.0%	(9,435)
276th Sidewalk	50,000	-	0.0%	50,000
92nd Ave Sidewalk	150,000	60	0.0%	149,940
72nd Ave Sidewalk ROW	20,000	-	0.0%	20,000
Street Improvements				
Viking Way ROW	-	5,306	0.0%	(5,306)
Viking Way Construction	2,000,000	7,584	0.4%	1,992,416
Misc Capital Projects	-	5,915	0.0%	(5,915)
Annual Overlay & Sealcoat				
102nd Ave	-	387	0.0%	(387)
276th St	270,000	11,283	4.2%	258,718
271st St (94th To Viaduct)	250,000	-	0.0%	250,000
272nd Pl (99th To 102nd)	-	424	0.0%	(424)
Street Project Planning				
Pavement Inventory	50,000	-	0.0%	50,000
SR532 Corridor Access Study	10,000	-	0.0%	10,000
Sub-total Street Capital Projects	**2,870,000**	**40,393**	1.4%	**2,829,607**
Total Expenditures	**2,870,000**	**40,393**	**1.4%**	**2,829,607**
Ending Balance	394,777	-	0.0%	394,777

Revenue Over (Under) Expenditures	**(121,100)**	**320,259**
IMPACT ON FUND BALANCE-Street Capital	***Budget***	***Actual***
Beginning Fund Balance	*515,877*	*540,870*
Change to Fund Balance	*(121,100)*	*320,259*
Ending Fund Balance	*394,777*	*861,129*

City of Stanwood
Budget vs Actual
As of March 30, 2020

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
PARK & TRAIL CAPITAL FUND 104				
Beginning Cash & Investments	1,081,528	894,551	0.0%	186,977
REVENUE				
Grants & Entitlements				
AELA - Hamilton Park	-	49,755	0.0%	(49,755)
RCO-YAF - Heritage Park	350,000	-	0.0%	350,000
RCO - Heritage Park	500,000	-	0.0%	500,000
SNOCO - Church Creek	10,000	-	0.0%	10,000
Sub-Total Grants & Entitlements	**860,000**	**49,755**	**5.8%**	**810,245**
Miscellaneous & Interfund Transfers				
Interest Income	5,400	3,719	68.9%	1,681
Rents And Leases	-	5,727	0.0%	(5,727)
Contributions & Donations	20,000	-	0.0%	20,000
Intergovtl Loan Sno-Co	73,000	-	0.0%	73,000
Transfer-in from Park Impact Fees	100,000	25,000	25.0%	75,000
Transfer-in from REET 2	200,000	50,000	25.0%	150,000
Transfer-in from General Fund	887,000	221,750	25.0%	665,250
Sub-Total Miscellaneous	**1,285,400**	**306,196**	**23.8%**	**979,204**
Total Revenues	**2,145,400**	**355,951**	**16.6%**	**1,789,449**
EXPENDITURES				
Trails				
Stanwood Port Susan Trail	450,000	-	0.0%	450,000
Park Improvements				
Hamiliton Park	1,220,000	58,354	4.8%	
Heritage Park	1,070,000	3,644	0.3%	
New Downtown Neighborhood Park	30,000	-	0.0%	30,000
Church Creek Park	150,000	-	0.0%	150,000
Refund Retainage	-	4,676	0.0%	(4,676)
Sub-total Park & Trail Capital Projects	**2,920,000**	**66,674**	**2.3%**	**625,324**
Total Expenditures	**2,920,000**	**66,674**	**2.3%**	**625,324**
Ending Balance	306,928	-	0.0%	306,928

Revenue Over (Under) Expenditures	**(774,600)**	**289,276**
IMPACT ON FUND BALANCE-Park/Trail Capital	***Budget***	***Actual***
Beginning Fund Balance	*1,081,528*	*894,551*
Change to Fund Balance	*(774,600)*	*289,276*
Ending Fund Balance	*306,928*	*1,183,827*

City of Stanwood
Budget vs Actual
As of March 30, 2020

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
BUILDING CAPITAL FUND 104				
Beginning Cash & Investments	1,297,274	1,355,732	0.0%	(58,458)
REVENUE				
Taxes				
Sales Tax Construction	500,000	174,463	34.9%	325,537
Sub-total Taxes	**500,000**	**174,463**	**34.9%**	**325,537**
Miscellaneous & Interfund Transfers				-
Interest Income	16,800	12,412	73.9%	4,388
Sub-Total Miscellaneous	**16,800**	**12,412**	**73.9%**	**4,388**
Total Revenues	**516,800**	**186,875**	36.2%	**329,925**
EXPENDITURES				
Facilities Imrovements				
Police/City Hall Design	200,000	45,121	22.6%	154,879
Refund Retainage	-	2,490	0.0%	(2,490)
Sub-total Park & Trail Capital Projects	**200,000**	**47,611**	**23.8%**	152,389
Total Expenditures	**200,000**	**47,611**	**23.8%**	**152,389**
Ending Balance	1,614,074	-	0.0%	1,614,074

Revenue Over (Under) Expenditures	**316,800**	**139,264**
IMPACT ON FUND BALANCE-Facilities	***Budget***	***Actual***
Beginning Fund Balance	*1,297,274*	*1,355,732*
Change to Fund Balance	*316,800*	*139,264*
Ending Fund Balance	*1,614,074*	*1,494,996*

City of Stanwood
Budget vs Actual
As of March 30, 2020

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
SEWER FUNDS 401, 403, 405 COMBINED				
Beginning Cash & Investments-Operating	867,147	1,294,721	149.3%	(427,574)
Beginning Cash & Investments-Capital	1,259,908	1,657,202	131.5%	(397,294)
Beginning Cash & Investments-PIF	1,043,743	944,015	90.4%	99,728
Beginning Cash & Investments	871,621	949,782	109.0%	(78,161)
Restricted Beginning Cash & Investments	493,125	492,711	99.9%	414
REVENUE				
Charges for Service				
Sewer Service Charges	2,060,566	504,414	24.5%	1,556,152
Sewer - Other Fees	1,100	84	7.6%	1,016
Late Penalties	-	2,300	0.0%	(2,300)
Sewer Connection Fees	30,000	15,750	52.5%	14,250
Plant Investment Fees	463,140	27,147	5.9%	435,993
Sub-Total Charges for Service	**2,554,806**	**549,696**	**21.5%**	**2,005,110**
Miscellaneous & Interfund Transfers				
Interest Income	91,600	17,465	19.1%	74,135
Miscellaneous	255	-	0.0%	255
Transfer In From Sewer	134,226	33,557	25.0%	100,669
Transfer-in from Sewer Plant Investment	1,042,000	260,500	25.0%	781,500
Transfer-in from Sewer Operating	150,000	37,500	25.0%	112,500
Sub-Total Miscellaneous & Transfers	**1,418,081**	**349,022**	24.6%	**1,069,059**
Total Revenues	**3,972,887**	**898,718**	**22.6%**	**3,074,169**
EXPENDITURES				
Salary & Benefits	**642,334**	**118,777**	**18.5%**	**523,557**
Supplies & Equipment	**46,452**	**5,387**	**11.6%**	**41,065**
Professional Services	**91,097**	**17,638**	**19.4%**	**73,459**
Maintenance Operations	**332,560**	**112,005**	**33.7%**	**220,555**
Debt	**905,417**	**282,446**	**31.2%**	**622,971**
Machinery & Equipment	25,000	-	0.0%	25,000
Machinery & Equipment	556,500	38,751	7.0%	517,749
Refund Retainage	-	32,786	0.0%	(32,786)
Biosolids Processing Facility	300,000	-	0.0%	300,000
Improvements	35,000	-	0.0%	35,000
Pioneer/Cedarhome To 267th	100,000	-	0.0%	100,000
Viking Way Sewer Improve	169,000	-	0.0%	169,000
Main Lift Station Upgrades	150,000	31,028	20.7%	118,972
Upper Pioneer Hwy/85th-CedarhomeDesign	86,000	-	0.0%	86,000
Lower Pioneer Hwy (Ex18)	100,000	-	0.0%	100,000
Church Creek Collection System (Ex5A)	150,000	-	0.0%	150,000
Grit Removal Unit Install (EX9)	100,000	-	0.0%	100,000
Telemetry System Upgrade	300,000	-	0.0%	300,000
Telemetry Equipment	-	1,987	0.0%	(1,987)
Smoke Testing/Camera/Flow Meter Basin 1	150,000	-	0.0%	150,000

City of Stanwood
Budget vs Actual
As of March 30, 2020

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
Sub-total Capital Investments	**2,221,500**	**104,552**	**4.7%**	**2,116,948**
Transfer-to Equipment Replacement	134,226	33,557	25.0%	100,669
Transfer-out to Sewer Capital (403)	150,000	37,500	25.0%	112,500
Transfer-out to Sewer Capital (403)	1,042,000	260,500	25.0%	781,500
Sub-total Interfund Transfers	**1,326,226**	**331,557**	**25.0%**	**994,669**
Total Expenditures	**5,565,586**	**972,362**	**17.5%**	**4,593,225**
Ending Cash & Investments	629,282	-	0.0%	629,282
Ending Cash & Investments	871,208		0.0%	871,208
Ending Cash & Investments	483,783		0.0%	483,783
Restricted Ending Cash & Investments	502,025		0.0%	502,025
Ending Cash & Investments	456,547	-	0.0%	456,547

Revenue Over (Under) Expenditures	**(1,592,699)**	**(73,644)**
IMPACT ON FUND BALANCE-Sewer Funds	***Budget***	***Actual***
Beginning Fund Balance	*4,535,544*	*5,338,431*
Change to Fund Balance	*(1,592,699)*	*(73,644)*
Ending Fund Balance	*2,942,845*	*5,264,787*

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
				-
DRAINAGE FUNDS 401, 403, 405 COMBINED				
Beginning Cash & Investments	398,854	459,647	115.2%	(60,793)
Beginning Cash & Investments	181,741	367,343	202.1%	(185,602)
Beginning Cash & Investments	43,792	63,002	143.9%	(19,210)
Beginning Cash & Investments	194,884	276,562	141.9%	(81,678)
REVENUE				
Charges for Service				
Drainage Service Charges	860,651	207,922	24.2%	652,729
Drainage - Other Fees	200	-	0.0%	200
Late Penalties	-	896	0.0%	(896)
Drainage Connection Fees	12,000	6,800	56.7%	5,200
Plant Investment Fees	84,840	26,466	31.2%	58,374
Sub-Total Charges for Service	**957,691**	**242,084**	**25.3%**	**715,607**
Miscellaneous & Interfund Transfers				
Interest Income	13,900	10,674	76.8%	3,226
Miscellaneous	255	-	0.0%	255
Grant - Department Of Ecology	1,750,000	-	0.0%	1,750,000
Intergovtl Loan Snohomish County	900,000	243,480	27.1%	656,520
Transfer-in from Drainage Operating	52,565	13,141	25.0%	39,424
Transfer-in from Drainage Capital	400,000	100,000	25.0%	300,000
Transfer-in from Drainage PIF	100,000	25,000	25.0%	75,000
Sub-Total Miscellaneous & Transfers	**3,216,720**	**392,295**	12.2%	**2,824,425**
Total Revenues	**4,174,411**	**634,379**	**15.2%**	**3,540,032**

City of Stanwood
Budget vs Actual
As of March 30, 2020

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
EXPENDITURES				
Salary & Benefits	**257,487**	**57,873**	**22.5%**	**199,614**
Supplies & Equipment	**12,171**	**4,790**	**39.4%**	**7,381**
Professional Services	**40,767**	**6,449**	**15.8%**	**34,318**
Maintenance Operations	**93,232**	**20,190**	**21.7%**	**73,042**
Debt	**205,231**	**18,808**	**9.2%**	**186,423**
Irvine Slough Stormwtr Sep & Pump Station	1,900,000	37,180	2.0%	1,862,820
SR 532 Flood Berm	900,000	4,519	0.0%	895,481
Irvine Slough Erosion Control	15,000	-	0.0%	15,000
Machinery & Equipment	37,500	-	0.0%	37,500
85th Drainage (Pioneer Hwy To 276th)	50,000	-	0.0%	50,000
101st,102nd,103rd Replacement	250,000	-	0.0%	250,000
Sub-total Capital Investments	**3,152,500**	**41,700**	**1.3%**	**3,110,800**
Transfer-out to Drainage Capital	400,000	100,000	25.0%	300,000
Transfer-out to Drainage Capital	100,000	25,000	25.0%	75,000
Transfer-out to Equipment Replacement (458)	52,565	13,141	25.0%	39,424
Sub-total Interfund Transfers	**552,565**	**138,141**	**25.0%**	**414,424**
Total Expenditures	**4,313,953**	**287,950**	**6.7%**	**4,026,003**
Ending Cash & Investments	205,107	-	0.0%	205,107
Ending Cash & Investments	231,741		0.0%	231,741
Ending Cash & Investments	29,332		0.0%	29,332
Ending Cash & Investments	213,549	-	0.0%	213,549

Revenue Over (Under) Expenditures	**(139,542)**	**346,429**
IMPACT ON FUND BALANCE- Drainage Funds	***Budget***	***Actual***
Beginning Fund Balance	*819,271*	*1,166,555*
Change to Fund Balance	*(139,542)*	*346,429*
Ending Fund Balance	*679,729*	*1,512,984*

WATER FUNDS 421, 422, 423 COMBINED				
Beginning Cash & Investments	861,336	1,084,899	126.0%	(223,563)
Beginning Cash & Investments	2,037,595	2,762,285	135.6%	(724,690)
Beginning Cash & Investments	98,424	113,085	114.9%	(14,661)
Beginning Cash & Investments	300,215	398,140	132.6%	(97,925)
Restricted Beginning Cash & Investments	404,405	405,225	100.2%	(820)
Beginning Cash & Investments	204,168	285,688	139.9%	(81,520)
REVENUE				
Charges for Service				
Water Service Charges	1,892,204	473,384	25.0%	1,418,820
Water - Other Fees	7,000	1,539	22.0%	5,461
Late Penalties	40,000	1,981	0.0%	38,019

City of Stanwood
Budget vs Actual
As of March 30, 2020

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
Water Connection Fees	36,000	20,400	56.7%	15,600
Plant Investment Fees-Cedarhome	10,580	2,570	24.3%	8,010
Plant Investment Fees	414,720	175,872	42.4%	238,848
Sub-Total Charges for Service	**2,400,504**	**675,745**	**28.2%**	**1,724,759**
Miscellaneous & Interfund Transfers				
Interest Income - Operating	23,600	21,285	90.2%	2,315
Miscellaneous	200	-	0.0%	200
Retainage	-	28,393	0.0%	(28,393)
Transfer-in from Water Capital	250,000	62,500	25.0%	187,500
Transfer-in from Water PIF	600,000	150,000	25.0%	450,000
Transfer-in from Debt Reserve	418,975	104,744	25.0%	314,231
Transfer-in from Equip Reserve	63,292	15,823	25.0%	47,469
Transfer-in from General Fund	88,933	22,233	25.0%	66,700
Transfer-in from Cedarhome PIF	10,580	2,645	25.0%	7,935
Sub-Total Miscellaneous & Transfers	**1,455,580**	**407,623**	28.0%	**1,047,958**
Total Revenues	**3,856,084**	**1,083,368**	**28.1%**	**2,772,716**
EXPENDITURES				
Salary & Benefits	**640,904**	**151,673**	**23.7%**	**489,231**
Supplies & Equipment	**95,400**	**22,291**	**23.4%**	**73,109**
Professional Services	**78,367**	**15,116**	**19.3%**	**63,251**
Maintenance Operations	**298,700**	**83,692**	**28.0%**	**215,008**
Debt	**1,164,161**	**44,491**	**3.8%**	**1,073,770**
Machinery & Equipment	25,000	-	0.0%	25,000
Improvements	50,000	1,629	0.0%	48,371
Viking Way Water Main	498,000	-	0.0%	498,000
Long Term Water Supply Study	60,000	-	0.0%	60,000
Bryant Well Monitor	30,000	-	0.0%	30,000
297 Zone Reservoir Construction	1,700,000	657,680	38.7%	1,042,320
Water Meter Replacement Program	50,000	-	0.0%	50,000
Sub-total Capital Investments	**2,413,000**	**659,309**	**27.3%**	**1,753,691**
Transfer-out to Water Capital	250,000	62,500	25.0%	187,500
Transfer-out to Water Operating	10,580	2,645		7,935
Transfer-out to Water Capital	600,000	150,000		450,000
Transfer-out to Equipment Reserve	63,292	15,823	25.0%	47,469
Transfer-out to Debt Reserve	419,175	104,744	25.0%	314,431
Sub-total Interfund Transfers	**1,343,047**	**335,712**	**25.0%**	**1,007,335**
Total Expenditures	**6,033,579**	**1,312,283**	**21.7%**	**4,675,396**
Ending Cash & Investments	349,429	-	0.0%	349,429
Ending Cash & Investments	544,395	-	0.0%	544,395
Ending Cash & Investments	100,524	-	0.0%	100,524
Ending Cash & Investments	120,135	-	0.0%	120,135
Restricted Ending Cash & Investments	409,105	-	0.0%	409,105

City of Stanwood
Budget vs Actual
As of March 30, 2020

Account Description	Adopted Budget	Year-to-Date	% Received	Amount Remaining
Ending Cash & Investments	205,060	-	0.0%	205,060

Revenue Over (Under) Expenditures	**(2,177,495)**	**(228,916)**
IMPACT ON FUND BALANCE-Water Funds	***Budget***	***Actual***
Beginning Fund Balance	*3,906,143*	*4,763,635*
Change to Fund Balance	*(2,177,495)*	*(228,916)*
Ending Fund Balance	*1,728,648*	*4,534,720*