



Finance & Personnel Committee  
Meeting Agenda  
February 24, 2022, 6:00 PM

This meeting will be conducted via Zoom or Telephone  
log-in information is posted below and the City Website

<https://www.stanwoodwa.org>

## **Agenda**

1. Select Chair
2. Personnel manual update
3. Budgeting, Planning and Reporting software
4. Fourth Quarter 2021 Finance Report
5. Transportation Benefit District Report – 2021
6. 2022 Finance/IT Workplan

## **Join Zoom Meeting**

Webinar ID: 828 3720 8994

Passcode: 527154

Telephone: (253) 215-8782



**CITY OF STANWOOD  
FINANCE & PERSONNEL COMMITTEE  
STAFF REPORT**

**ITEM NUMBER:** 2

**DATE:** February 24, 2022

**SUBJECT:** Proposed Personnel Policy Manual Amendments

**CONTACT PERSON:** Pat Adams, Human Resources Manager

**ATTACHMENT:** Proposed Amendments to Personnel Policy Manual

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**PURPOSE**

The purpose of this agenda item is for Finance & Personnel Committee discussion pertaining to the proposed amendments to the Personnel Policy Manual.

**BACKGROUND**

The proposed amendments to the Personnel Policy Manual are outlined and summarized below:

**Social Media** - Due to the increased availability and use by City employees of various social media platforms, it was determined adopting rules related to the use of social media both on and off-duty, and as it relates to the conduct of City business and public records requirements would be beneficial.

**Employee Files** – Concerns were raised regarding the process for adding, removing, or disputing information contained in an employee’s official personnel file. This policy explains who has access to employee files, the right of the employee to inspect their files, and a process for the removal or rebuttal of information contained within the files.

**Paid Time Off (PTO)** – The proposed changes to the PTO policy are to include not only Directors, but Assistant Directors, as it pertains to accruing the maximum PTO at 760 hours. Further, a non-represented employee may elect to cash out their PTO hours at one week (40 hours) annually, which is consistent with that offered to represented employees of the City.

**Executive Leave** - The proposed amendment is to offer executive leave to non-represented employees who are not directors, but are required to work substantially in excess of their general work schedule on an ongoing, regular basis. Such employees may, at the discretion of the City Administrator or the Mayor receive up to ten (10) days of executive leave.

**STAFF RECOMMENDATION:** That the Finance & Personnel Committee discuss the proposed amendments to the City’s Personnel Policy Manual.

## **Proposed Amendments to the City of Stanwood Personnel Policy Manual:**

### **307    Social Media**

Social media are technologies that enable online users to interact and share information publicly or privately with one another. Social media include a variety of internet-based communication tools, such as, Twitter, Facebook, blogs and wikis.

Social media use, whether on or off duty, that adversely affects an employee's job performance, the performance of other City employees, or that otherwise adversely affects the City's mission and functions may result in disciplinary action, up to and including termination. Note that employees have First Amendment freedoms of speech and association, and no discipline will be sustained that violates such rights.

The following additional rules apply to employees' use of social media, on and off-duty:

1. Social media content that relates to City business may be a public record subject to retention and disclosure under state law. For that reason, except for when assigned as part of their official duties, employees are prohibited from using social media to conduct City business.
2. Employees are required to protect and maintain the confidentiality of all private and confidential City information.
3. Employees may not create a link from their blog, website or other social networking site to a City of Stanwood website, if such link causes the viewer to reasonably believe that the City endorses the contents of the employee's social media site.
4. Employees may not use their City email addresses or the City's official logo for personal online communications or activities. Although employees may identify themselves as employees of the City, employees shall not identify themselves in a manner that suggests or implies they are speaking as a representative for the City, even when the communication occurs in a private setting. If any confusion is reasonably likely, the employee shall expressly state with a disclaimer that they are speaking in a personal individual capacity, and not for or on behalf of the City.

### No Expectation of Privacy

The City prefers that employees use their personal cell phones or tablets to access the internet while on breaks. To the extent that employees access the internet using the City's computer resources, the employee should be aware that all contents of the City's computer resources and communications systems are City property and employees should have no expectation of privacy whatsoever in any message, file, data, document, facsimile, social media post, conversation or message, or any other kind of information or communications transmitted to, received or printed from, or stored or recorded on the City's electronic information and communications system. City email and other electronic records are subject to public inspection and disclosure.

Using Social Media Off-Duty

Off-duty, personal use of social media by employees is not prohibited. However, employees are reminded that City rules and policies apply to social media conduct to the same extent as other off-duty conduct, including the terms of this policy.

**314 Employee Files**Access to Employee Files

Access to the employee personnel files shall be limited to the employee, a person with the employee's written consent, the employee's department head or appropriate supervisor, the Human Resources Manager, City Attorney, and the City Administrator and/or Mayor. Requests pursuant to a public records request shall be handled in accordance with RCW 42.56. Personnel records are property of the City.

Inspection

Employees may inspect their own personnel records and may request copies but must not remove documents in the file. A request to inspect the official personnel file should be made to the Human Resources Department and will be scheduled at a mutually convenient time. All inspections of the employee's official personnel file must be conducted in the presence of a designated member of the Human Resources Department or designee.

Removal or Rebuttal of Information

An employee who believes that a document in their official personnel file contains incomplete, inaccurate, or irrelevant information may submit a written request to the City Administrator and/or Mayor requesting that the document be removed. If the employee's request is denied, the employee may place a written statement of disagreement in their official personnel file.

**901 Paid Time Off (PTO) – Non-Represented Employees Only**

Directors and Assistant Directors - The maximum accrual for PTO is 760 hours. Once an employee's balance reaches 760 hours, all PTO accruals will stop. When the employee uses some PTO and brings the balance below 760 hours, the accruals will resume. This means, in pay periods where the maximum accrual of 760 hours is reached, only full accrual amounts will be granted, so if a full accrual amount will bring the balance over 760, there will be no PTO credited for that pay period. Employees are expected to manage their PTO balances and plan the use of PTO during non-peak operational times.

Use and Scheduling of PTO

Employees are required to use available PTO when taking time off from work. PTO may be taken in increments of as low as one hour for non-exempt staff.

Whenever possible, PTO must be scheduled in advance. PTO is subject to supervisory approval, department staffing needs and established departmental procedures. Unscheduled absences will be monitored. An employee will be counseled when the frequency of unscheduled absences adversely affects the operations of the department.

When PTO is used, an employee is required to use PTO hours according to his or her regularly scheduled workday. For example, if an employee works a six-hour day, he or she would request six hours of PTO when taking that day off. PTO is paid at the employee's straight time rate. PTO is not part of any overtime calculation.

An employee may run a negative PTO balance during the year, to the extent that the PTO balance is not less than zero (0) on the 31st of December. Employees who terminate their employment for any reason and have a negative PTO bank shall have such amount deducted from their final paycheck.

An employee may elect to cash out PTO hours of one week (40 hours) annually, with their June 8 or December 8 paycheck. In order to be eligible to cash out PTO, an employee must have a minimum of two-hundred forty (240) hours in their PTO bank after the cash out. Part-time employees shall be eligible for PTO cash out on a pro rata basis. PTO bank requirements shall be on the same pro rata basis.

## **902 Executive Leave**

~~In lieu of compensatory time,~~ All City Directors and Assistant Directors, Department Heads may be granted up to ten (10) days of executive leave each calendar year as determined by the City Administrator and/or the Mayor. Department Directors will identify employees who occupy FLSA-exempt positions which require the employee to work substantially in excess of the employee's general work schedule on an ongoing, regular basis. Such employees may, at the discretion of the City Administrator or the Mayor, also receive up to ten (10) days of executive leave.

Executive leave may be used for any reason. The Department Head must schedule and receive approval for the use of executive leave from the City Administrator. Executive leave must be used in the calendar year granted and shall not be carried into the next calendar year. Executive leave must be taken in full-day increments. The number of days of executive leave that an employee will earn shall be approved by the City Administrator. The City reserves the right to reduce, eliminate, or increase executive leave at any time.



**CITY OF STANWOOD  
FINANCE & PERSONNEL COMMITTEE  
STAFF REPORT**

**ITEM NUMBER:** 3

**DATE:** February 24, 2022

**SUBJECT:** Budgeting, Forecasting and Financial Transparency  
Software-as-a-Service Subscription with ClearGov, Inc.

**CONTACT PERSON:** David Hammond, Finance Director

**ATTACHMENTS:** A: ClearGov Proposal  
B: ClearGov Service order

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**PURPOSE:**

The purpose of this agenda item is for the Finance Committee to discuss the purchase of a software-as-a-service (SAAS) subscription with ClearGov, Inc. to provide budgeting, planning, forecasting and budget information presentation software services to the city.

**BACKGROUND:**

Currently the City of Stanwood's budget process is dependent on several Microsoft Excel spreadsheets, PDF and Word documents. The budgeting process must integrate with other key business processes, including capital improvement plan development, comprehensive plan development and collective bargaining. Currently, these are manual, labor intensive and time-consuming processes. Collaboration that needs to happen between management and staff is usually limited to in-person meeting format.

During the recent COVID-19 pandemic it became clear that the City needs a comprehensive web-based solution to replace these inefficient budgeting and planning processes. Most employees were required to work remotely and additional hardware and software purchases have been made to allow as many employees to work remotely as possible.

Our current budgeting processes do not allow online submission, electronic review, or remote approval. Finance staff have reviewed software available to solve these challenges, as well as provide a tool to present financial information more clearly and provide improved access to the City Council and the citizens of Stanwood.

## **SUMMARY:**

After researching and participating in demonstrations with various software companies, City staff have identified ClearGov as the preferred vendor to provide a modern cloud-based Budgeting, forecasting and financial transparency software suite. ClearGov has an excellent reputation and provides an entirely web-based product designed exclusively for local government that will allow the city to better manage the effects of events like the COVID-19 pandemic, improve our citizen engagement, provide increased transparency, and enhance our customer service experience.

The ClearGov Budgeting and Planning Suite is an integrated cloud solution for operating budget development, capital facility and equipment planning, personnel planning, revenue forecasting, and online budget book creation. This Software-as-a-Service (“SaaS”) solution also connects stakeholders to the budget process and provides improved reporting of budget to actual on line. The following summarizes the key features of the software package:

### **Operational Budgeting**

- A robust, yet simple-to-use budgeting and forecasting tool that is specifically tailored to the needs of local governments
- Enables finance teams to easily collaborate in real time
- Eliminates spreadsheet errors
- Automatically generates long-term forecasts
- Streamlines the entire budget-building process

### **Digital Budget Book**

- The easiest and fastest way to build an award-winning budget book
- Automatically generates a professionally formatted template that’s pre-populated with your financials, capital request data, charts, and more
- Lets you and your team work collaboratively to fill in the details
- Built to GFOA guidelines, optimized to ADA standards and designed to be mobile-friendly

### **Personnel Budgeting**

- A filterable personnel dashboard provides a birds-eye view of your headcount budget and enables you to visually compare unlimited personnel budgeting scenarios
- Automated workflows streamline position and reclassification requests
- Create salary and benefits plans for up to 20 years
- Analyze the effects of salary/benefit adjustments for more informed union negotiations
- Create and export custom reports to share your personnel budget internally and externally

### **Capital Budgeting**

- Utilize built-in templates to easily create customized capital request forms
- Automated workflows collect, organize and present capital requests in an intuitive dashboard
- with the ability to filter by department, funding source, request type and more

- Create unlimited multi-year scenario plans to optimize capital utilization
- Score and rank capital requests based on custom criteria to prioritize requests
- Includes a robust capital improvement portal to communicate projects internally and externally

### **Transparency**

- Transforms complex government financials into easy-to-understand infographics
- Publishes fiscal information in a uniquely compelling way that drives understanding and support throughout your community
- Includes simple but powerful tools that enable you to offer residents a window into capital projects and department performance

In addition to the biennial budget process, the ClearGov software will be used for development of Transportation Improvement Plans, Capital Improvement Plans and Equipment Replacement scheduling. Each of these long term planning processes will be able to be integrated into the biennial budget.

The ClearGov software will not be directly integrated with the city's existing accounting software program (SpringBrook Express). Instead, the city will provide actual revenue and expenditure information to ClearGov monthly for manual upload to the new Transparency pages. This monthly budget vs. actual comparison to budget will provide infographic presentations, as well as summary level comparison capability to citizens, but they will also be able to drill down into the detail behind the graphics and summary.

The software implementation cost (\$5,400.00) would be an eligible American Recovery Plan Act (ARPA) project as the upgrade of our budget process will enable remote access for staff, thus decreasing employee exposure to events like COVID-19 by providing a software solution that establishes a telework infrastructure, improves council access, and provides a tool for better communication and public access to the final budget. It allows staff to submit budget information remotely and minimizes physical contact. Further, this electronic software will also enhance transparency. Staff plans to include this project in the March workshop discussion regarding use of ARPA funds.

The ClearGov Software is available via participation in the National Purchasing Cooperative (Buyboard) with pricing and terms established. The city gains the advantage of Buyboard's national competitive procurement procedures, which include:

- 1) Advertisements are placed in 11 newspapers across Texas for once a week for two weeks.
- 2) The proposal invitation and specification document is posted to the website at [www.vendor.buyboard.com](http://www.vendor.buyboard.com). Registered vendors with BuyBoard are notified via e-mail regarding the proposal opportunity.
- 3) Electronic vendor responses are received. Vendor responses received after the due date and time are not opened.
- 4) Proposals are reviewed, tabulated, and analyzed based on the criteria outlined in the proposal terms and conditions, and a scoring matrix is used to rank the criteria.

- 5) Recommendations are prepared and presented to the Cooperative Board for consideration of award.

| <b>Fiscal Impact</b>                                                                                                                                                                                                                                                                                                                   |                                                                            |                            |                                                                                                      |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|----------------------------|------------------------------------------------------------------------------------------------------|
| This agreement obligates the city in one year increments. The base year cost is \$25,000, but is pro-rated for the remainder of 2022 (ten months) \$ 20,833.33, and there is a one-time implementation fee of \$5,400, for a total 2022 cost of \$26,223.33. Future year costs escalate at three percent, i.e., 2023 will be \$25,750. |                                                                            |                            |                                                                                                      |
| <b>Fund(s):</b>                                                                                                                                                                                                                                                                                                                        | Allocation between General Fund and Utility Funds based on employee count. |                            |                                                                                                      |
| <b>Amount:</b>                                                                                                                                                                                                                                                                                                                         | \$26,223.33                                                                | <b>Project Estimate:</b>   | \$ -                                                                                                 |
| <b>Budget Authorized</b>                                                                                                                                                                                                                                                                                                               | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No        | <b>Amendment Required:</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Monitor |



# Software Proposal

**PREPARED ON**

2/15/22

**PREPARED FOR**

David Hammond

Finance Director

City of Stanwood

**PREPARED BY**

Andrew Donohue

ClearGov, Inc.

aDonohue@cleargov.com

(508) 404-0984



## OUR MISSION

**We Create Easy-to-Use Software  
to Help Governments Budget Better**

2/15/22

David Hammond  
Finance Director  
City of Stanwood  
10220 270th Street NW  
Stanwood, WA 98292

Dear David,

Per our discussions, I am pleased to provide you and your team at Stanwood with the attached software proposal for your consideration

Our mission at ClearGov is to create easy-to-use, modern software to help governments budget better. We make it easy for governments like yours to operate more efficiently and communicate more effectively. Our solutions are easy to afford, implement, and use. They don't cause a lot of upheaval, and they don't force you to reinvent the wheel. ClearGov solutions are designed to be just right for local governments like Stanwood.

We fully appreciate the demands on your time, so I'd like to thank you in advance for the time that you and your team will spend reviewing this proposal. If you have any questions or need additional information of any kind, please do not hesitate to ask.

I am confident that you and your team will be impressed by the ClearGov solutions and even more impressed by how hard we will work to make you happy.

We look forward to working with you.

Sincerely yours,

Andrew Donohue  
ClearGov, Inc.  
aDonohue@cleargov.com  
(508) 404-0984

# Table of Contents

|                                         |           |
|-----------------------------------------|-----------|
| <b>EXECUTIVE SUMMARY</b>                | <b>5</b>  |
| <b>BUDGET CYCLE MANAGEMENT OVERVIEW</b> | <b>6</b>  |
| <b>PROJECT MANAGEMENT</b>               | <b>22</b> |
| <b>ONBOARDING</b>                       | <b>24</b> |
| <b>TRAINING &amp; SUPPORT</b>           | <b>29</b> |
| <b>FAQs</b>                             | <b>31</b> |

## Mission

ClearGov's mission is to create easy-to-use, modern software that helps local governments budget better. We believe that every local government should have the opportunity to leverage technology to operate more efficiently and communicate more effectively. We pursue this mission by carefully designing solutions that are clear, collaborative, compelling and cost-effective to fuel better budgeting and drive community support.

## Solutions Overview

Based on our conversations with Stanwood and our understanding of your key needs and objectives, we are proposing the following ClearGov solutions:

### ClearGov Operational Budgeting

- A robust, yet simple-to-use budgeting and forecasting tool that is specifically tailored to the needs of local governments
- Enables finance teams to easily collaborate in real time
- Eliminates spreadsheet errors
- Automatically generates long-term forecasts
- Streamlines the entire budget-building process

### ClearGov Digital Budget Book

- The easiest and fastest way to build an award-winning budget book
- Automatically generates a professionally formatted template that's pre-populated with your financials, capital request data, charts, and more
- Let's you and your team work collaboratively to fill in the details
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### ClearGov Personnel Budgeting

- A filterable personnel dashboard provides a birds-eye view of your headcount budget and enables you to visually compare unlimited personnel budgeting scenarios
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- Create and export custom reports to share your personnel budget internally and externally

### ClearGov Capital Budgeting

- Utilize built-in templates to easily create customized capital request forms
- Automated workflows collect, organize and present capital requests in an intuitive dashboard with the ability to filter by department, funding source, request type and more
- Create unlimited multi-year scenario plans to optimize capital utilization
- Score and rank capital requests based on custom criteria to prioritize requests
- Includes a robust capital improvement portal to communicate projects internally and externally

### ClearGov Transparency

- Transforms complex government financials into easy-to-understand infographics
- Publishes fiscal information in a uniquely compelling way that drives understanding and support throughout your community
- Includes simple but powerful tools that enable you to offer residents a window into capital projects and department performance

# Budget Cycle Management Overview

We know that you're working hard to make your government run better, and you know that technology can help you get it done. Unfortunately, most of the gov-tech software on the market right now is designed for sprawling megacities or state and federal government — not local agencies like yours. So, these platforms are often complicated, expensive, and loaded with bells and whistles that you'll never use. You don't need a chainsaw to carve a turkey. You simply need the right tool for the job.

ClearGov is built from the ground up specifically for local governments. It does everything you need it to do. It's just-right software for agencies that are looking to take that critical next step toward modernizing their budget process. Therefore, all ClearGov solutions are:



## **CLEAR AND EASY TO USE**

At ClearGov, everything we do is designed to make complex government data easy to understand and easy to use, internally and by the public at large. We present data in readily-understood infographic form, and offer an interface for our internal tools that's easy for every staff member to learn and use.



## **CLOUD-BASED**

Web-based software requires no installation, no maintenance and is always up-to-date. Plus, it gives Local governments the ability to quickly adjust to evolving input and changing dynamics. We host our software and our data with Amazon Web Services, which ensures data security and world-class software performance.



## **CONNECTED**

All ClearGov solutions share a common data set and work together seamlessly. Plus, when you're ready to implement, we do all the heavy lifting for you. To get started, all you have to do is send us an Excel file with your financial data, and we'll onboard it for you.



## **COLLABORATIVE**

ClearGov solutions are designed to improve collaboration and efficiency by automating processes and outcomes. Streamlining the collaborative process is vital to prevent key items from falling through the cracks. Centralization and remote access to documents, systems and processes is mission-critical.



## **COST EFFECTIVE**

ClearGov is built and priced for local governments and school districts. Our packages are all-inclusive, so you'll never be charged extra for per-seat licenses, never be surprised with hidden fees, and never pay for support or product updates...never.

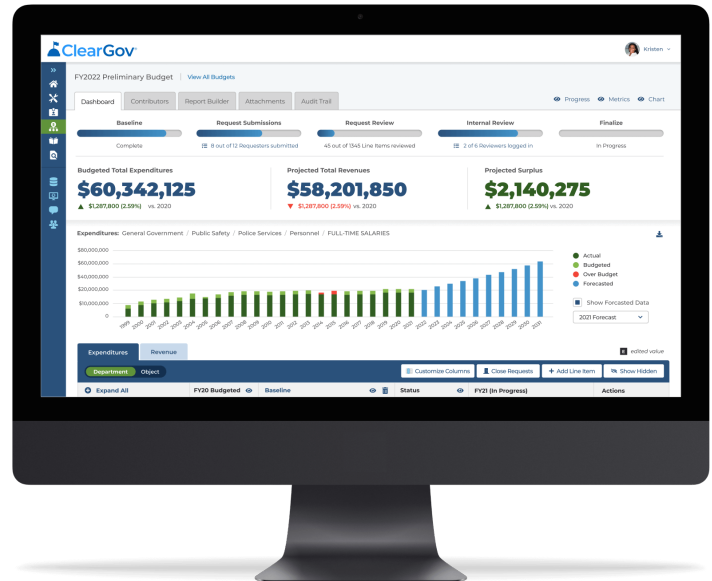
***Our goal is to delight our customers with unbeatable value in everything we do.***

# Operational Budgeting

## Budget Better Together

ClearGov Operational Budgeting is a suite of flexible, cloud-based budgeting and forecasting and benchmarking modules designed to leverage your existing financial data into a more efficient and collaborative budget building process that streamlines communication with department heads and other budget stakeholders.

It is a one-stop shop to dynamically forecast what-if scenarios, build a budget and communicate budgeting rationale. Designed specifically for local governments and school districts, ClearGov Operational Budgeting is a giant step forward from building your budgets and forecasts with Excel or the legacy accounting system budgeting tools.



[Watch a 5 minute micro-demo here](#)

✓ **Budget Dashboard**

✓ **AI Driven Forecasting**

✓ **Automated Audit Trail**

✓ **Budget to Actuals Charts**

✓ **Unlimited Budgets**

✓ **Departmental Collaboration**

✓ **Centralized Communication**

✓ **Integrated Report Builder**

✓ **Peer Benchmarking**

✓ **And more...**



*"From start to finish, ClearGov Budget Cycle Management is a suite that's well thought out. They clearly did their homework and did a great job integrating all of the products. ClearGov software is worth more than what we're paying for it!"*

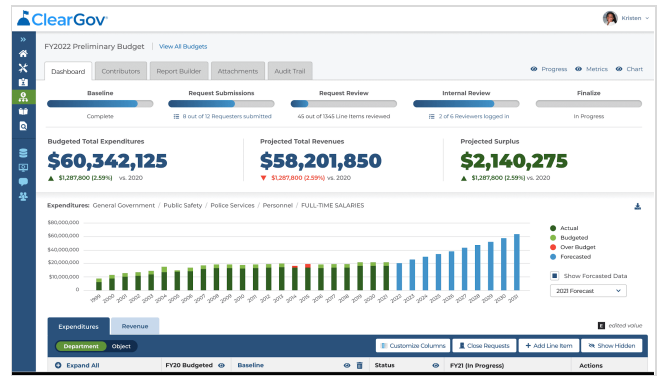
**Brandon Neish**  
Finance Director  
City of Sweet Home, OR  
Population: 10,000



## Budget Builder

ClearGov's Budget Builder helps your staff budget better, together. Using a single, shared online workspace, financial executives, committee members, and department heads can collaborate on building a budget using an efficient tool that's been designed specifically to meet the budgeting needs of local governments.

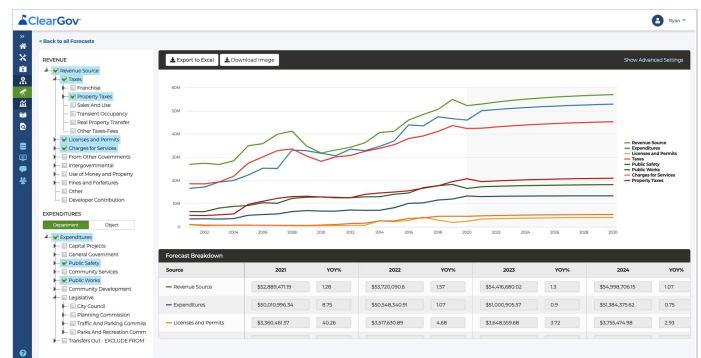
- **Choose your baseline:** Base your budget on last year's data, on a simple-to-generate budget forecast (see below) or use zero-based budgeting.
- **Collaborate effectively:** ClearGov Budgets makes it easy to manage, merge, track and review budget requests and changes as a team, every step of the way.
- **Create unlimited budgets:** Create multiple budgets every year across different funds or for the same fund. You can even build out what-if scenarios.
- **Add notes and supporting material:** Comments and supporting documents are easily attached directly to line items so they are readily available for reference.
- **Keep a thorough audit trail:** Automatically track every change, comment, and version so you always know who changed what and when.
- **Build custom reports with a click:** Easily create and export custom reports to share your operational budget with internal and external stakeholders and existing systems.
- **Operational Budget Dashboard:** Quickly see and share the status of your budget-building process. Filter on current and historical financial data. Automatically aggregate all budget requests in one place.



## Forecasting

With ClearGov's sophisticated yet easy-to-use Forecasting tool, you can generate AI-driven budget forecasts for up to ten years forward. The more historical data you provide the more accurate your forecast will be.

- **Create unlimited forecasts:** Create projections for every year or every fund. And, create multiple what-if scenarios.
- **Customize your forecast:** Easily override forecast figures. All changes automatically roll up to the parent categories.
- **Generate a baseline budget:** Generate a quick, one-click revenue and/or expense forecast to use as a baseline to build next year's budget.

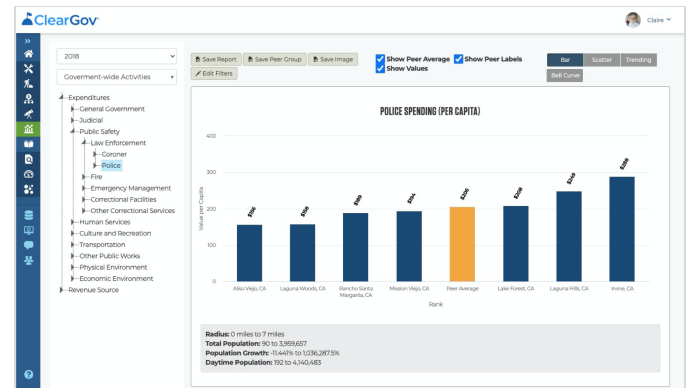




## Benchmarking

The ClearGov Benchmarking module lets you compare any budget category against a relevant set of peer communities — not just ClearGov clients, but everyone in your state — to help drive better budgeting decisions and outcomes.

- **Peer groups:** Instantly create side-by-side spending and funding comparisons vs. relevant peers based on size, area, average income, and other criteria.
- **Dynamic graphs:** Easily visualize metrics to identify opportunities to be more efficient with your spend.



## Why does Stanwood need this?

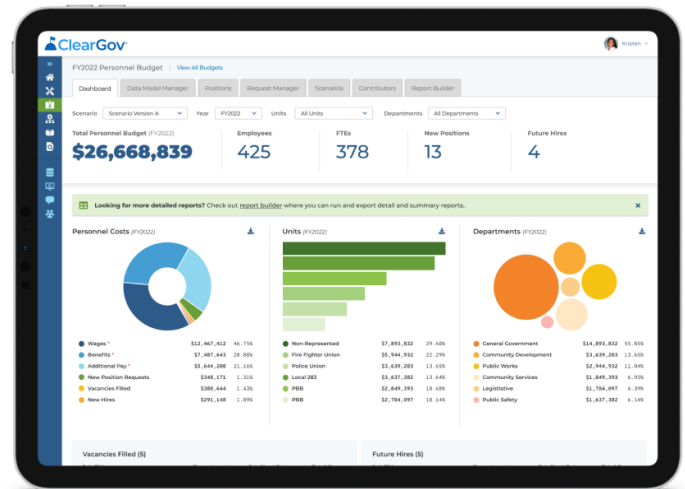
- **Improve accuracy:** Nearly 9 out of 10 spreadsheets contain errors. Finding those mistakes and fixing them can be frustrating and wastes precious time. But ClearGov is cloud-based, so everybody works on the same error-free master file vs. a multiple spreadsheet monster that has to be managed and merged manually.
- **Collaborate more effectively:** ClearGov allows everyone involved to work from the same platform, share comments and suggestions, and immediately see the impact across the organization — in real time — as budget development unfolds.
- **Free up time and resources:** Preparing the annual budget consumes a big chunk of your time, but it's not the only thing you do. Modernizing your budgeting process will free up your time and talent to focus on other critical projects as well.
- **Make better budgeting decisions:** ClearGov's dynamic, graphical interface helps you clearly visualize historical trends — at a glance — so you can readily identify areas that are consistently under or over budget and make adjustments accordingly.
- **Plan for the long term:** Access to an AI-driven forecasting tool enables you to better assess how budget decisions made today will impact revenues and expenditures down the road. Create multiple forecasts to better plan for “best case” or “worst case” scenarios.
- **Identify areas of potential overspend/prevent waste:** With instant, easy access to benchmarking data, you can uncover areas for savings quickly and adjust your budget accordingly.

# Personnel Budgeting

## Modern Personnel Planning

Chances are that people represent the biggest chunk of your annual budget, and it's also the most complicated. ClearGov's Personnel Budgeting solution enables you to throw away those massive spreadsheets that you've been managing by hand and streamlines the entire personnel planning and forecasting process in a single, cloud-based, collaborative solution.

Complete with powerful tools to manage position requests, inform union negotiations and much more, ClearGov's Personnel Budgeting application is a unique software platform built specifically to help finance directors more easily budget for salaries, benefits and other personnel costs.



[Watch a 5 minute micro-demo here](#)

✓ **Personnel Dashboard**

✓ **Union Negotiation Planning**

✓ **Position Request Manager**

✓ **Multi-year Position Budgeting**

✓ **Vacancy Planning**

✓ **Integrated Report Builder**

✓ **Unlimited Scenario Planning**

✓ **And more...**



*"ClearGov delivers exactly what they promise. The ClearGov solution helps us communicate our budget and key metrics in a way that everyone understands. Their solution is elegant, affordable, simple to use and saves us a bunch of time."*

**Ivy Adams**  
Budget Analyst  
Henry County, GA  
Population: 214,171



## Personnel Request Manager

The ClearGov Personnel Budgeting solution enables you to quickly and easily setup and organize your personnel data, collective bargaining rules, open positions and more. Automated workflow tools enable you to capture position requests in a digital format and automatically incorporate these changes into your personnel planning model.

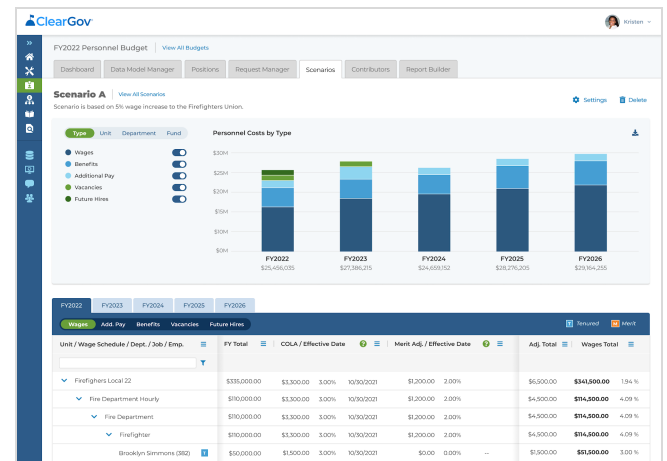
- **Position Management:** Easily import all people, positions and units from your accounting system and set up rules for steps, lanes, benefits, overtime and more.
- **Digital Request Forms:** Stop using paper or Excel request forms. Enable department heads to submit new position requests using digital request forms, and all data is automatically captured within your personnel plan.
- **Request Manager:** Manage all new position requests from one table. Easily see the details of each request, add comments for the requester, and take other actions on the request. Requests can be included in scenarios to see the impact of new positions as you build your personnel budget.



## Personnel Planning

ClearGov Personnel Budgeting provides a powerful yet intuitive set of tools to review, plan, compare and communicate multiple personnel plan scenarios to help you make smart decisions about your team and your budget. Compare and contrast single year or multi-year budgets. Easily alter any of your key assumptions to examine unlimited what-if scenarios.

- **Data and Rules Manager:** Intuitive tools enable you to set up and manage key assumptions and rules by position or by CBA unit.
- **Scenario Planning:** Seamlessly create unlimited, personnel budget scenarios based on applicable rules and assumptions by unit, by position or by individual.
- **Union Negotiations:** Analyze the effects of adjustments to salaries and benefits for more informed negotiations.
- **Vacancy Planning:** Get a complete picture of your current and future workforce budget; create and fill vacant positions on specified dates.
- **Multi-Year Planning:** Automatically create salary and benefit plans for up to 20 years in the future.

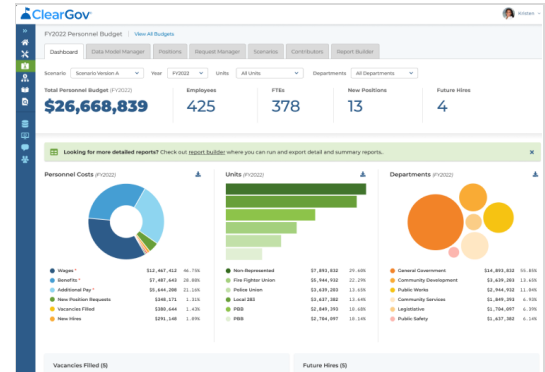




## Personnel Dashboard

ClearGov Personnel Budgeting rolls up all of your critical information into an easy-to-read, graphical dashboard to help you immediately see the impact of key decisions and share these insights with the rest of your team in a common cloud-based environment.

- **Robust Filtering:** Immediately see the impact on your headcount plans from multiple angles. Filter your personnel dashboard by department, job type, position, unit, and more.
- **Report Builder:** Create and export custom reports to share your workforce budget with internal and external stakeholders and existing systems.



## Why does Stanwood need this?

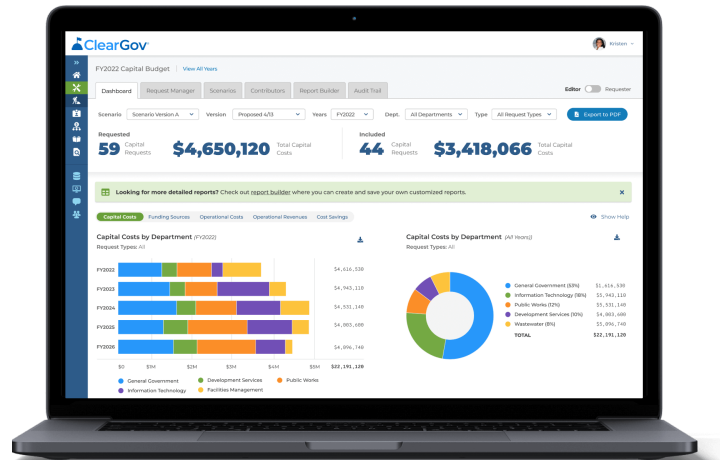
- **Scrap the Spreadsheets:** Get rid of those massive personnel planning spreadsheets and stop sorting through emails to find the right update. Best of all, eliminate those tedious spreadsheet errors that take hours and hours of precious time to find and fix. ClearGov is cloud-based, so everybody works on the same error-free master file vs. a multiple spreadsheet monster.
- **Accurate forecasts:** More accurately forecast personnel expenses, including salaries, benefits and other ancillary compensation such as overtime to help you make better, fact-based decisions today.
- **Critical insights:** Leverage scenario planning to understand the true impact of key labor contract negotiations, plan for vacancies, furloughs and more.
- **Save time and effort:** Manage new position and reclassification requests more efficiently and incorporate those changes directly into your planning.
- **Streamline Budget Reviews:** Share your dashboard and key reports with internal and external stakeholders for review, feedback and approval. With all of the relevant information in one place, your budget review meetings will be a snap.
- **Synchronized budgeting:** ClearGov's Personnel Budgeting also syncs directly with ClearGov Operational Budgeting to further streamline your overall annual budgeting process.

# Capital Budgeting

## Smart Capital Planning

Capital planning doesn't have to be complicated and it definitely doesn't need to be manual. It's time to get rid of those hard copy capital request forms and move your entire capital planning process into the digital age.

ClearGov Capital Budgeting is the first cloud-based capital improvement planning (CIP) solution specifically designed for local governments that streamlines requests, provides a multi-year scenario optimization process, and generates website-based pages automatically for each capital improvement.



[Watch a 7 minute micro-demo here](#)

✓ **Capital Plan Dashboard**

✓ **Plan Manager Planning**

✓ **Capital Request Manager**

✓ **Capital Improvement Website**

✓ **Request Scoring & Ranking**

✓ **Integrated Report Builder**

✓ **Unlimited Scenario Planning**

✓ **And more...**



*"The Capital Requests feature is very straightforward to use and department heads required no training to start using the software. It took just 5-10 minutes to create the custom forms, and it's nice to not have to worry about locking Excel sheets and consolidating requests. Department heads simply login and fill them out, and the requests automatically route to the software!"*

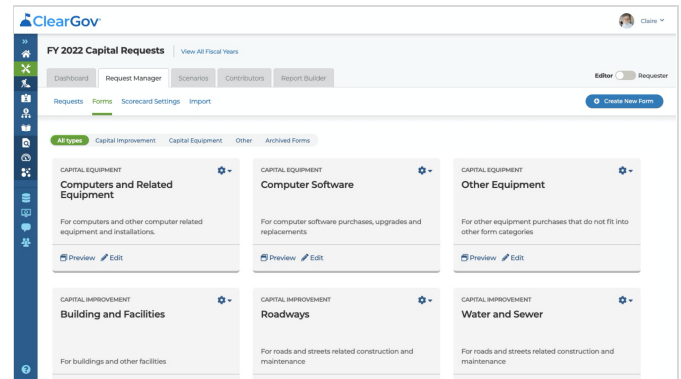
**Matthew Hamby**  
CRPF, Deputy Chief Financial Officer  
Gainesville, GA  
Population: 38,500



## Capital Requests

The Capital Request function is a dashboard-driven tool that automates and optimizes the process of collecting, organizing, and reporting capital requests across all departments and automatically populates your capital plan. Think of it as a modern, digital-first solution to an age-old, paper problem.

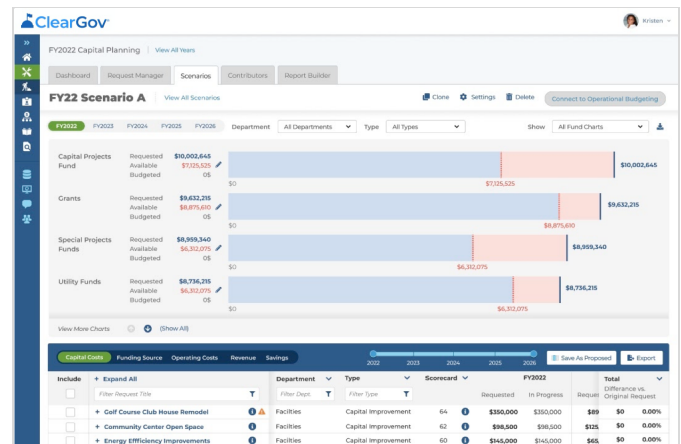
- **Digitize your requests:** Save some trees with a simple online form that captures and submits requests electronically.
- **Customize your form(s):** Easily customize the default templates with a few simple clicks to precisely fit your needs and preferences. Create as many different form types as you need.
- **Automate your workflow:** Initiate, collect, track, and manage all your requests online, even set triggered reminders for department heads.
- **Digital audit trail:** Your department heads can easily attach pictures, PDFs, and other supplemental materials to their digital request form. These materials travel with the request, so they're always just a click away.
- **View capital requests at a glance:** Report and review requests by department, funding source, fiscal year, and more — all from an intuitive dashboard.



## Capital Planning

All capital request data is automatically integrated into the Capital Planning functionality. Powerful but simple tools enable you to easily and visually identify how your expected funding matches up against all of the requests. Capital Planning makes it point-and-click easy to examine multiple scenarios to help you make insightful decisions about which projects you need and can afford to fund.

- **Scenario Planning:** Easily create and analyze multiple scenario plans to propose and optimize your capital budget - both near and long term.
- **Scoring and Ranking:** Assign priorities and ratings to each project based on how they directly impact your key strategic initiatives.
- **Shift Funding Assumptions:** Can't afford to completely fund a project in one year...no problem. ClearGov Capital Budgeting enables you to spread funding assumptions across multiple years and explore multi-year what-if scenarios.

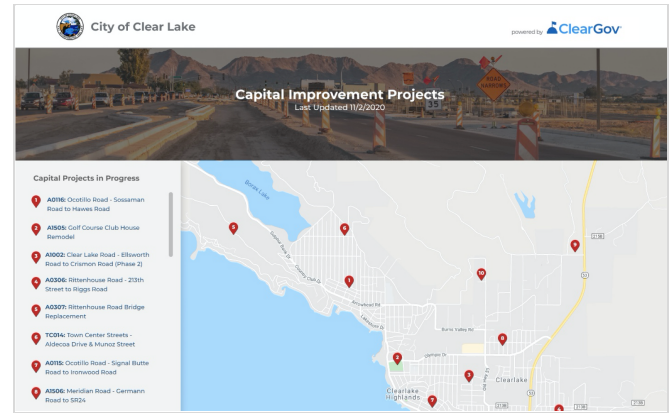




## Capital Projects Portal

Communicate your capital projects to internal and external stakeholders more effectively via a shareable, dynamic, map-based portal. All capital requests are automatically converted into detailed Project Pages that can be supplemented with project timelines, planning documents, pictures and additional content. Publish an unlimited number of Project Pages within your Capital Improvement Portal.

- **Share project finances:** Post your project's budget, funding sources and track expenditures along the way.
- **Share images:** Bring your project's story to life by posting photos and architectural renderings.
- **Allow citizens to subscribe:** Visitors to your Capital Improvement Portal can subscribe to receive automatic email updates every time you make a change.
- **Collect citizen feedback:** Invite visitors to ask questions or post comments in a moderated forum that you control.



## Why does Stanwood need this?

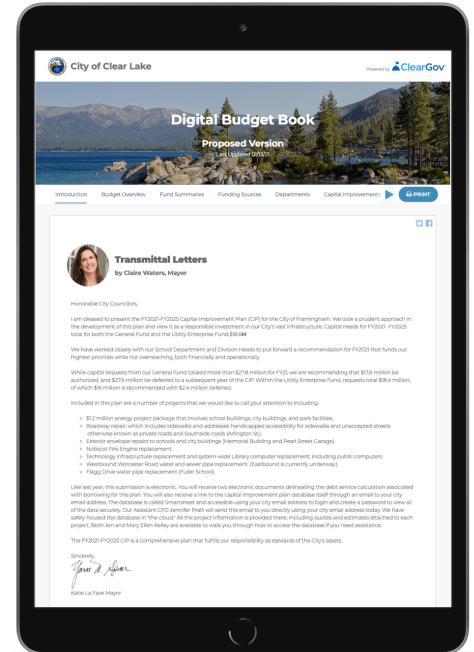
- **It's so much more efficient:** The sooner you automate out-dated manual processes, the more efficiently you can govern. Once you streamline the tedious task of organizing your capital requests, you'll have more time and energy to invest in one of the most critical components of good governance — strategic planning.
- **Eliminate the paper chase:** Instead of chasing down paper requests and slogging through the data entry process, you can kick off each new request cycle with a click.
- **Critical insights:** Leverage scenario planning to understand the true impact of key capital projects in both the short term and over time.
- **Shine a spotlight on community development:** A good chunk of every tax dollar funds important CIPs in your community — things like new construction, improvements to infrastructure, and other key initiatives. Keep residents (and the press) informed about the issues they care about most.
- **Synchronized budgeting:** ClearGov's Capital Budgeting syncs directly with ClearGov Operational Budgeting to further streamline your overall annual budgeting process. Capital Budgeting also syncs with and automatically generates a capital request summary with detail pages for each department/request for your ClearGov Digital Budget Book.

## Build an Award-Winning Budget Book in a Fraction of the Time

The annual budget book is your government's most important, public-facing policy document. You want it to be polished, professionally formatted, and accessible to as many residents and stakeholders as possible. And, ideally, you want it to be easy and efficient to produce on your end.

ClearGov Digital Budget Book is the industry's first website-based solution that automates most of the budget book creation process using templates and data-driven charts and tables. Meet GFOA award criteria and deliver new levels of clarity, engagement and understanding for your citizens.

[Watch a 5 minute micro-demo here](#)



✓ Automated Fund Summaries

✓ Capital Improvements Inclusion

✓ Department Specific Pages

✓ Automatic Data Updates

✓ Collaborate and Customize

✓ Automated Workflows

✓ Built-in GFOA Best Practices

✓ And more...



*"The ClearGov Digital Budget Book software enabled the City staff of Monte Sereno to turn an ordinary, plain text budget document into a dynamic 3-dimensional annual report. Our City Council was extremely pleased and complimentary of the presentation. The staff at ClearGov were outstanding in their efforts to help us deliver the budget on time and in great form."*

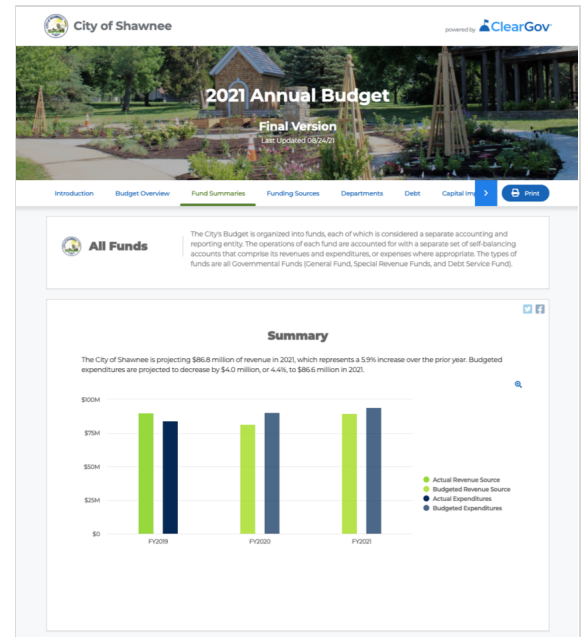
**Steven Leonardis**  
City Manager  
Monte Sereno, CA



## Budget Book Builder

The Budget Book Builder module helps you produce an interactive and engaging budget book in a fraction of the time it takes today. Instead of manually building your book in a clunky document editor, you build it collaboratively using simple web apps that streamline the steps from start to publish.

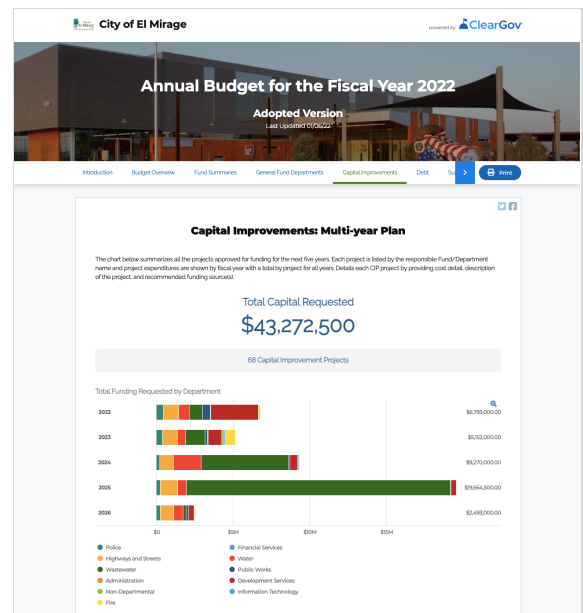
- **Prepopulated and preformatted:** Start with a core framework that includes all of your pre-loaded budget data with integrated, pre-built charts
- **Smarter workflow:** Collaborate and work faster to add your narrative with fewer headaches
- **Highly customizable:** Add images, choose chart colors, and select styles to reflect your civic brand.
- **Better end product:** Produce a polished piece that is ADA-Optimized and built from the ground up to meet GFOA best practices



## Capital Improvements Inclusion

Utilize the free **Capital Requests Module** to automate and optimize the process of collecting, organizing and reporting capital requests across all departments. The Capital Requests Module also automatically populates your Digital Budget Book.

- **Automate your workflow:** Initiate, collect, track, and manage all your capital requests with simply online forms that can be easily customized to precisely fit your needs and preferences.
- **Publish to your budget book:** Automatically add annual and multi-year capital improvement plans directly into your digital budget book.



## Digital Budget Book Examples

Check just a few of the outstanding Digital Budget Books created using the ClearGov solution:

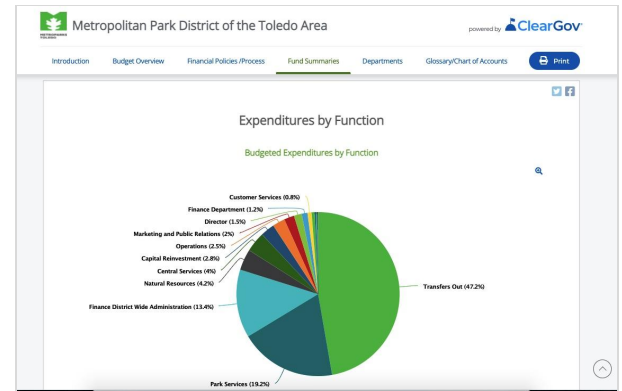
- [El Mirage, AZ Digital Budget Book](#)
- [Shawnee, KS Digital Budget Book](#)
- [Sweet Home, OR Digital Budget Book](#)
- [Yuma County, AZ Digital Budget Book](#)
- [Sussex County, DE Digital Budget Book](#)



## Automatic Data Updates

Revenue and expense data are automatically updated throughout your Digital Budget book as the numbers change, eliminating errors and saving time - especially valuable for those inevitable last-minute tweaks.

- **Embedded Data:** Easily embed budget numbers into your narrative. Embedded numbers automatically update whenever your budget changes. No more searching through 300 pages.
- **Smart Charts:** All charts and graphs also update automatically, and they're interactive to help provide a complete picture of your budget.
- **Integrated Budget:** Syncs directly with ClearGov Operational Budgeting or upload your budget data into an integrated, intuitive budget editor.



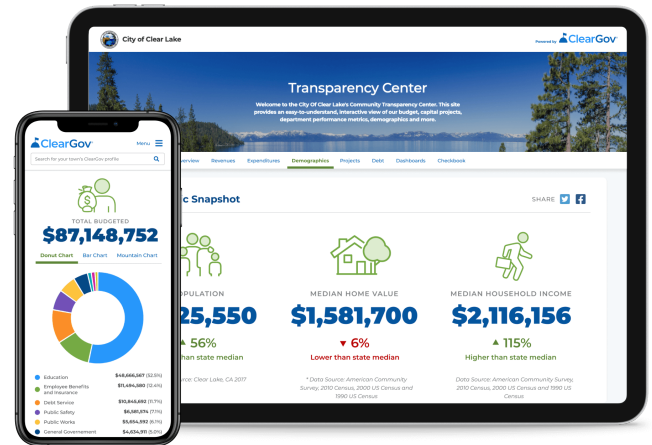
## Why does Stanwood need this?

- **The short-cut you always wanted:** One simple click generates a fully formatted framework that's automatically populated with your financial data, along with pre-built charts, tables and graphs, and even some pre-written content. You simply fill in the blanks and customize the content as you see fit.
- **Improve accuracy:** The more spreadsheets you manage and papers you shuffle, the greater the margin of error. ClearGov's digital-first approach is automated, templated, and paperless so you can stop manually collecting, merging, and managing all that input from dozens of department heads.
- **You save time and aggravation:** Recreating charts, tables, and graphs from spreadsheets every time a figure changes is not only tedious, it's inefficient. With ClearGov, every time you change a number in your budget, all of the applicable charts, tables and graphs are updated automatically.
- **Print on demand:** Printing a budget book is expensive and often out of date before the ink dries. ClearGov enables you and your citizens to print specific sections or the entire budget book whenever you like - which saves both time and money.
- **GFOA kudos:** ClearGov's Digital Budget Book is structured to meet GFOA best practice guidelines. In fact, there is a GFOA checklist built right in, so you can check off each Distinguished Budget Award Presentation requirement as you complete it.

## Tell Your Story

Tell your financial story using our simple-to-navigate transparency center. Easy-to-understand infographics help you share financial information, departmental goals and results in a way that informs and engages your community.

ClearGov Transparency is a suite of cloud-based solutions designed to remove the static from your communications efforts, so you can keep your community in the loop with the solid work you and your team are doing. With innovative, turnkey transparency profiles, project pages and department dashboards ClearGov Transparency helps you tell your story and show your work.



[Watch a 5 minute micro-demo here](#)

- ✓ **Fiscal Transparency**
- ✓ **Open Checkbook**
- ✓ **Department Dashboards**
- ✓ **Performance Metrics**
- ✓ **Peer Comparison**
- ✓ **Easy-to-Understand Infographics**
- ✓ **Custom Chart Builder**
- ✓ **And more...**



*"We have received nothing but positive feedback from the public on our new ClearGov Transparency profile. It has helped us communicate our financials in a user-friendly and interactive way."*

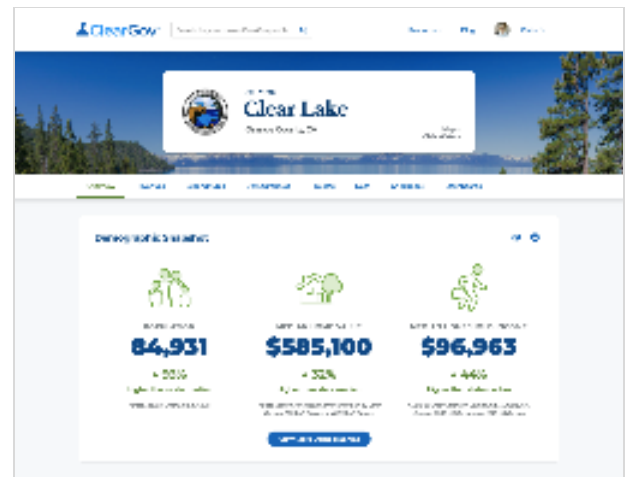
**John Frye**  
Financial Services Director  
Pinehurst, NC  
Population: 15,580



## Financial Transparency

Build community trust and support by publishing your financial data in an online profile that's feature-rich, easy to use, and easy to understand. It's an instant best-in-class transparency center that's miles ahead of the usual complex spreadsheets and static PDFs.

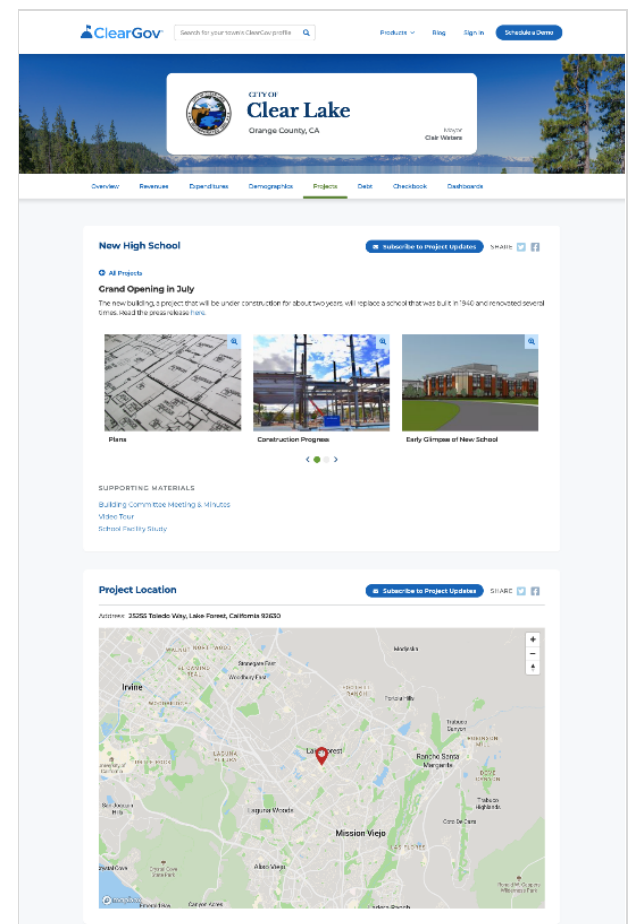
- **Easy-to-understand infographic format:** Help citizens and other stakeholders easily visualize and interpret important metrics.
- **Context features that make transparency meaningful:** Add explanatory notes that tell the story behind the numbers. Allow users to compare data side-by-side with similar communities near you.
- **Budget vs. actuals:** Clearly show how funds are collected and allocated. Reveal trends by showing historical data as well.
- **Open checkbook:** If desired, you can provide searchable, check-level detail revealing line-item spend.



## Capital Project Communications

Utilize the free **Capital Projects Module** to add up to **five free custom Project Pages** as part of your transparency profile. Keep citizens in the loop with key data and updates about all of your key projects. Project Pages take only minutes to populate and allow you to share photos, timelines, funding sources, and more — all in one centralized location.

- **Share project finances:** Post your project's budget, funding sources and track expenditures along the way.
- **Share images:** Bring your project's story to life by posting photos and architectural renderings.
- **Allow citizens to subscribe:** Visitors to your Project Pages can subscribe to receive automatic email updates every time you make a change.
- **Collect citizen feedback:** Invite visitors to ask questions or post comments in a moderated forum that you control.



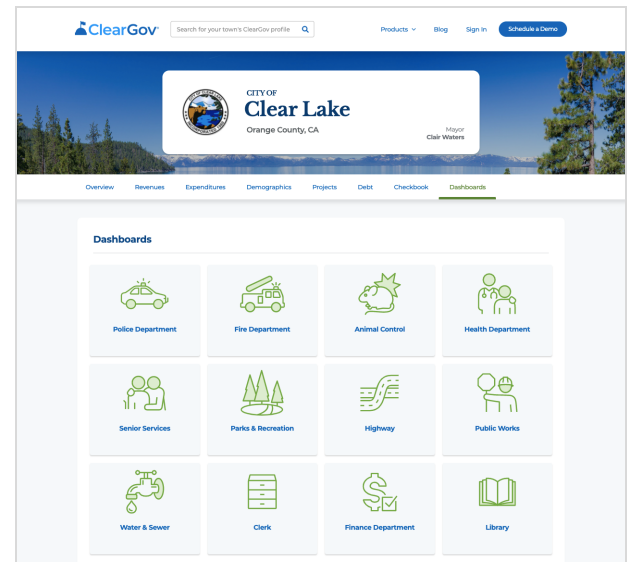


## Department Dashboards

Tell your government's whole story by publishing updates detailing department-level performance metrics. Showcase KPIs for any and all departments, from animal control to the zoning board.

ClearGov Department Dashboards are extremely flexible and point-and-click easy to assemble. You can use Department Dashboards to display any metric you like. Plus, the ClearGov solution makes sure that your data is presented in a way that's easy for your residents to interpret and understand.

- **Customize:** Display department-specific KPIs. Add the department head's name, title, picture, and a brief intro letter.
- **Create panels:** Select the appropriate template for each section you want to display. If you like, add commentary or explanatory text.
- **Add charts:** Pull in existing graphics from the ClearGov Chart Builder App or easily create new ones specific to your dashboard.



## Why does Stanwood need this?

- **Drive community support:** By sharing critical facts and figures with citizens, you can foster a climate of trust and understanding that helps drive public support for key initiatives.
- **Dispel public misconceptions:** MIT research shows that false news travels faster, farther, and deeper than true news, particularly through social media. In the age of misinformation, readily accessible and easily understood facts are your best defense against public misconceptions.
- **Reduce inquiries:** Research by the Sunlight Foundation indicates that municipal transparency programs reduce citizen information requests by 30 percent. The more data you share with constituents now, and the clearer you make it, the fewer inquiries and record requests you'll field on an ongoing basis.
- **Promote value:** Where else can the average citizen go to find out about police response times or annual fundraising efforts? Department Dashboards let every division tell its own unique story.
- **Hold departments accountable:** They say that what gets measured is what gets done. ClearGov dashboards are a simple and effective way to track department performance against goals and to promote a culture of performance and transparency agency-wide.
- **Shine a spotlight on community development:** A good chunk of every tax dollar funds important CIPs in your community — things like new construction, improvements to infrastructure, and other key initiatives. Keep residents (and the press) informed about the issues they care about most.

# Project Management

ClearGov offers robust solutions that are straightforward to set up and operate - especially compared to typical gov-tech software. We understand that most local governments are pressed for resources, so we have designed an onboarding process that places the heavy lifting on ClearGov. This section outlines the key project management roles and responsibilities.



*"Governments looking for budgeting and transparency software need to know two things about ClearGov: 1) it's super easy to use, and 2) the ClearGov Client Success team is unparalleled in its ability to work individually with each client. I have not found that at any other company. No one does what ClearGov does, and they have really helped us do a better job."*

**Brandon Neish**  
Finance Director  
City of Sweet Home, OR  
Population: 10,000

## Partnership Overview

The onboarding and ongoing use of the ClearGov platform is a shared responsibility between ClearGov and Stanwood. While we have designed our processes to minimize complexity and put most of the work on our team of ClearGov experts, you play a very important part. ClearGov relies on you to send us the financial data that fuels our applications and to partner with us to make sure that data is presented exactly the way you'd like. While ClearGov has expertise on data science and municipal finance, you are the expert on the details of your data, and you have a unique perspective on the expectations and preferences of your key constituents.

Below is a list of key roles & responsibilities involved to ensure a smooth and expeditious onboarding process and a long-term return on your investment.

## ClearGov Roles & Responsibilities

| Role                                | Responsibilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Client Success Manager (CSM)</b> | <ul style="list-style-type: none"><li>• Your go-to person at ClearGov for activation, onboarding and more.</li><li>• Activates account &amp; product subscriptions.</li><li>• The person to whom you should send all your data files.</li><li>• With your input, develops and executes the onboarding plan and timeline.</li><li>• Coordinates ClearGov resources to deliver the Scope of Work deliverables.</li><li>• Monitors progress to ensure a timely and efficient launch.</li><li>• Tracks, communicates, and expediently resolves all issues.</li><li>• Communicates the availability of training and learning resources.</li><li>• Answers questions and consults on best practices.</li><li>• Generally available 9:00AM to 5:00PM Eastern, Monday through Friday (excluding holidays). Your CSM will inform you of his / her specific availability.</li></ul> |
| <b>Data Onboarding Consultant</b>   | <ul style="list-style-type: none"><li>• Reviews the financial data files you send to ClearGov and, if needed, follows up with you regarding missing information or clarifying questions.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>(DOC)</b>               | <ul style="list-style-type: none"> <li>• Formats, uploads &amp; maps (i.e. categorizes) initial set of financial data.</li> <li>• Leads Data Review calls and presents your data categorization.</li> <li>• Updates data mapping per your requests.</li> <li>• Uploads additional data supplied by you - either on an adhoc or regular basis (monthly, quarterly or annually).</li> </ul>                                                                     |
| <b>Training Specialist</b> | <ul style="list-style-type: none"> <li>• Delivers regularly scheduled training webinars.</li> <li>• Develops pre-recorded videos, information sheets and Support Center articles.</li> <li>• Designs and delivers customized remote training sessions if needed.</li> </ul>                                                                                                                                                                                   |
| <b>Support Team</b>        | <ul style="list-style-type: none"> <li>• A resource for end-users (e.g. contributors, requesters, reviewers) to get “how-to” questions answered.</li> <li>• An alternative resource for Admin users if your Client Success Manager is unavailable.</li> <li>• Can be reached via email: <a href="mailto:support@cleargov.com">support@cleargov.com</a>.</li> <li>• Available 9:00AM to 6:00PM Eastern, Monday through Friday (excluding holidays).</li> </ul> |

### Stanwood Roles & Responsibilities

| Role                           | Responsibilities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Primary Contact</b>         | <ul style="list-style-type: none"> <li>• Primary communication point with the ClearGov Client Success Manager.</li> <li>• Delivers the “Client Task” items (listed in the Scope of Work) in a timely manner.</li> <li>• Answers or coordinates answers to questions from ClearGov on a variety of topics (financial data, training, invoice payments) within 3 business days.</li> <li>• Schedules and attends meetings with Client Success Manager and ensures all individuals that need to participate attend.</li> </ul> |
| <b>Financial Data Exporter</b> | <ul style="list-style-type: none"> <li>• Exports financial data and account number key from your accounting or ERP system and emails to Client Success Manager.</li> </ul>                                                                                                                                                                                                                                                                                                                                                  |
| <b>Financial Data Reviewer</b> | <ul style="list-style-type: none"> <li>• Reviews financial data after it has been uploaded and categorized in ClearGov.</li> <li>• Provides feedback on financial data categorization and accuracy.</li> <li>• Approves launch of financial data.</li> </ul>                                                                                                                                                                                                                                                                |
| <b>Executive Sponsor</b>       | <ul style="list-style-type: none"> <li>• Ensures everyone understands the goals of using ClearGov’s solutions.</li> <li>• Identifies and assigns resources to complete onboarding in a timely manner.</li> <li>• Serves as an escalation point if onboarding is not progressing or issues need to be resolved.</li> </ul>                                                                                                                                                                                                   |
| <b>Admin User</b>              | <ul style="list-style-type: none"> <li>• Has full permission to all ClearGov application functionality included with ClearGov subscription. (NOTE: ClearGov offers an unlimited number of Admin Users.)</li> <li>• Creates user accounts.</li> </ul>                                                                                                                                                                                                                                                                        |
| <b>End User</b>                | <ul style="list-style-type: none"> <li>• Has permission to specific ClearGov functionality consistent with the role. (NOTE: ClearGov offers an unlimited number of End Users.)</li> <li>• Typically is a department head, committee member or other reviewer.</li> </ul>                                                                                                                                                                                                                                                    |

The ClearGov onboarding process is designed to minimize complexity and resources required on your end. Formatting, uploading and categorizing your financial data requires the most effort and that task is completed by ClearGov. However, before we can begin working with your data, we need you to send it to us. And once we have it, we will need you to answer questions and review the final output to ensure that it meets your needs. The tables below outline the onboarding process, including the few actions that are your responsibility.

## Onboarding Scope of Work

| Service/Description                                                                                                                                                                                           | In Scope                                                                    | ClearGov Task | Client Task |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|---------------|-------------|
| <b>Account Activation:</b> Create Client account and activate on start date specified in service order.                                                                                                       | Access begins on service start date.                                        | ✓             |             |
| <b>Project Management:</b> Develop onboarding plan & timeline, coordinate ClearGov Client Success team, communicate status.                                                                                   | ClearGov CSM will oversee all project management.                           | ✓             |             |
| <b>Create User Logins:</b> Admin Users can create End User logins, as well as additional Admin Users, and set permission/access levels. ClearGov will create the first Admin User; Client creates additional. | Unlimited Admin User and End User logins.                                   | ✓ Shared      |             |
| <b>Data Export:</b> Export revenue expense detail and account number structure from ERP/ accounting system. (See Data Requirements section for more details.)                                                 | 3 to 20 years of data<br><i>ClearGov will provide detailed instructions</i> |               | ✓           |
| <b>Data Onboard:</b> ClearGov DOC will format, upload and categorize your financial data, based on files provided by you.                                                                                     | 3 to 20 years of data, as provided by Client                                | ✓             |             |
| <b>Data Review:</b> Review imported data for accuracy and to confirm that categorization supports your budget process. Provide change requests and approve when complete.                                     | Timely review and feedback on onboarded data.                               |               | ✓           |

## Data Onboarding Requirements

ClearGov's Data Onboarding process is focused on getting your most complex data up and running on the ClearGov platform quickly and correctly. In a nutshell, this means your financial/budget data - both current and historical information. This data should be readily exportable from any accounting/ERP system. We have partnered with a few vendors to include an "Export to ClearGov" button in their solutions and for some others we can provide detailed export instructions. Your CSM will let you know what is available based on the accounting/ERP system you use. Your CSM will also provide you with a more detailed document explaining data requirements. The highlights are outlined below.

### Data Onboarding Requirements by Product

The table below outlines the data that ClearGov will onboard for you to get your solution up and running. We will, of course, need you to send us this data, and ClearGov will do the heavy lifting to set it up to meet your needs in our platform. The ClearGov platform also provides automated workflow tools

that make it straightforward to add additional data and content, such as capital/personnel requests, budget book narrative, position data, etc. on an ongoing basis.

| Product               | Chart of Accounts | Revenue & Expenditure Data |          | Checkbook Detail |
|-----------------------|-------------------|----------------------------|----------|------------------|
|                       |                   | Actual                     | Budgeted |                  |
| Operational Budgeting | ✓                 | ✓                          | ✓        | N/A              |
| Personnel Budgeting   | ✓                 | N/A                        | N/A      | N/A              |
| Capital Budgeting     | ✓                 | N/A                        | N/A      | N/A              |
| Digital Budget Book   | ✓                 | ✓                          | ✓        | N/A              |
| Transparency          | ✓                 | ✓                          | ✓        | ✓                |

## Data Onboarding Detail

### Actual Revenues & Expenditures

- The majority of clients sent us 4 to 6 years, however, there is no limit
- By providing more years, trend charts will be more robust
- Current FY data is used as the basis to create the next FY budget.

### Budgeted Revenue & Expenditures

- Current and upcoming
- Past years to display budget-to-actuals (optional)

### Check Level Detail (ClearGov Transparency Only, Optional)

- If you wish to use the Open Checkbook feature in ClearGov Transparency
- Your data must include check-level detail for the most recent fiscal year with as much historical data as you prefer

### Line Item Detail File(s)

- Line-item level revenue and expense data. Depending on which accounting system you use, all years may be exported in one file or there may be a file created for each year.
- Each line item should include full account number, account description, fund and dollar amount. We will also need to know the associated fiscal year and if the line item is tied to revenue or expense.
- Depending upon which accounting system you're using, this is often referred to as the Trial Balance Report; Account Inquiry Report; or Budget-to-Actual Report.

### Account Number Key

- This is simply an explanation of your account number structure.
- An account number is made up of segments and for each segment we need to know its purpose (i.e. whether it refers to a fund, a department, an object, etc.).
- Most accounting systems enable you to run a report to generate this information. It's often called a Segment Report or Chart of Accounts. If yours does not, just let us know. The ClearGov data team has successfully uploaded data for hundreds of clients and will work with you to determine the best options.

### How much data should we provide?

In short, it depends on which product(s) you plan to use:

- **Operational Budgeting:** Should provide budgeted data for the current fiscal year and any historical budgeted/actual data you would like to be able to view/compare when you are

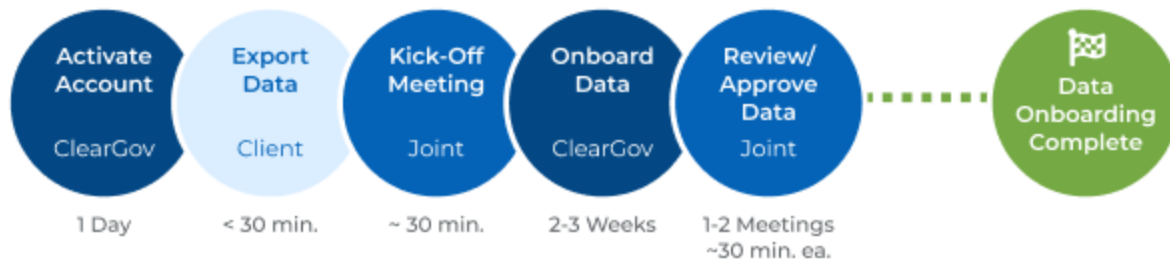
building your next budget. NOTE: The Forecasting module uses historical data to build forecasts, so the more historical data you provide, the better your forecasts will be.

- **Digital Budget Book:** Should provide budgeted and actual data for any fiscal year that you wish to present in your digital budget, typically 3-5 years.
- **Transparency:** Should provide any budgeted and actual data for fiscal years that you wish to present within your Transparency profile. Generally, we recommend presenting at least 4 years of data to be able to show trend analysis over time, but we can upload as many years as you provide.

## Onboarding Process & Timeline

The following outlines a typical onboarding process and expected timelines - your ClearGov CSM will work with you to develop an onboarding plan that works for you.

### Timeline Summary



### Timeline Details

In the interest of full transparency, the complete data onboarding process can take a handful of weeks, depending on these key factors:

- The format of your data, i.e. the more structured your data the better
- The volume and complexity of your data
- ClearGov's current data onboarding backlog\*
- How quickly you are able to send us your data and review/approve the results

The details are explained in the steps below, and the good news is the heavy lifting is all on ClearGov. In fact, during the entire onboarding process, **you should only need to spend a few hours here and there** to export, review and approve your data and attend some initial training. As you will see in the notes below, the most common delay to the process is coordinating schedules, so having a good calendar organizer on your end is the best way to optimize the process. **PLEASE NOTE:** Each step indicates the actions that Stanwood needs to complete, and the expected effort required.

### Step 1: Account Activation

|             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>When</b> | <ul style="list-style-type: none"> <li>• Occurs within one business day of your signed ClearGov Service Order.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Who</b>  | <ul style="list-style-type: none"> <li>• <b>ClearGov CSM</b> is responsible for Account Activation</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>What</b> | <ul style="list-style-type: none"> <li>• ClearGov will create the initial Admin User login and schedule the activation of your subscriptions, based on the Service Start Date.</li> <li>• Your ClearGov CSM will contact you to provide an introduction and schedule the Kick-Off call (See Step 3).</li> <li>• As of your Service Start Date, you will have full access to the solutions included with your subscription and can immediately begin working with the features that do not require data onboarding, e.g. creating Project Pages; Department Dashboards; or Capital Request Forms; Custom Charts; Budget Book narrative pages; etc.</li> </ul> |

## Step 2: Data Export

|             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>When</b> | <ul style="list-style-type: none"> <li>As soon as possible after the Service Order has been signed.</li> </ul>                                                                                                                                                                                                                                                                                                                                                             |
| <b>Who</b>  | <ul style="list-style-type: none"> <li><b>ClearGov CSM</b> will provide a data requirements document.</li> <li><b>Client</b> (Financial Data Exporter) is responsible for exporting data from your accounting system/ERP and sending the file(s) to ClearGov.</li> </ul>                                                                                                                                                                                                   |
| <b>What</b> | <ul style="list-style-type: none"> <li>The data export process is usually fairly straight forward, depending upon which accounting system/ERP you are using. At this point, ClearGov has worked with just about all of them, so we may be able to provide tips and/or specific instructions.</li> <li><b>Effort:</b> Generally speaking, this requires &lt;30 minutes of effort.</li> </ul>                                                                                |
| <b>Tips</b> | <ul style="list-style-type: none"> <li><b>NOTE:</b> Although this can (and should) be a very quick step (minimal effort, as you can see), we sometimes encounter delays if the person responsible for data export is unavailable or uninformed about their role. Please note that the data onboarding process clearly cannot begin, until ClearGov receives the data and gets it into our queue. So, any delay at this step causes further delay down the line.</li> </ul> |

## Step 3: Kick-Off Meeting

|             |                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>When</b> | <ul style="list-style-type: none"> <li>As soon as possible after the Service Order has been signed, ideally within 1 week.</li> </ul>                                                                                                                                                                                                                                                                                                                         |
| <b>Who</b>  | <ul style="list-style-type: none"> <li><b>ClearGov CSM</b> will schedule the Kick-Off meeting (to be held via conference call)</li> <li><b>Client:</b> Recommended to have all key parties involved in this Kick-Off call, especially the Primary Contact; Data Exporter; Data Reviewer; and Executive Sponsor.</li> </ul>                                                                                                                                    |
| <b>What</b> | <ul style="list-style-type: none"> <li>Your CSM will review onboarding steps, deliverables and timelines. Your CSM will also review the Data Requirements document and answer questions. If you have already sent data files prior to the call, we may ask clarifying questions about your data.</li> <li><b>Effort:</b> Kick-Off calls generally last about 30 minutes.</li> </ul>                                                                           |
| <b>Tips</b> | <ul style="list-style-type: none"> <li><b>NOTE:</b> The biggest challenge we typically face with the Kick-Off meeting is simply coordinating schedules. Ideally, we would like to have one person on the client side who is responsible for coordinating calendars, even if that person is not directly involved in the project, such as an Admin Assistant. Again, any delay at this stage has a trickle down effect on the rest of the schedule.</li> </ul> |

## Step 4: Data Onboarding

|             |                                                                                                                                                                                                                                                                                                             |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>When</b> | <ul style="list-style-type: none"> <li>Generally takes about 2 - 3 weeks from when ClearGov receives your data.</li> </ul>                                                                                                                                                                                  |
| <b>Who</b>  | <ul style="list-style-type: none"> <li><b>ClearGov Client Success Team</b> is responsible for onboarding and mapping of your data onto the ClearGov Platform.</li> </ul>                                                                                                                                    |
| <b>What</b> | <ul style="list-style-type: none"> <li>During this step, a ClearGov DOC will onboard your data into the ClearGov platform and map it into a structure that is consistent with the chart of accounts you provide. You will have a chance to review and approve the data mapping in the next step.</li> </ul> |
| <b>Tips</b> | <ul style="list-style-type: none"> <li><b>NOTE:</b> The data onboarding time varies based on the format, volume and complexity of your data as well as the current queue of Client activations.</li> </ul>                                                                                                  |

## Step 5: Data Review and Approval

|             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>When</b> | <ul style="list-style-type: none"><li>• Generally takes about a week after the data has been onboarded, primarily due to coordinating schedules for a data review call.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Who</b>  | <ul style="list-style-type: none"><li>• <b>ClearGov DOC</b> is responsible for presenting the mapped data.</li><li>• <b>Client</b> (Data Reviewer) is responsible for reviewing the mapped data and specifying changes, as needed.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>What</b> | <ul style="list-style-type: none"><li>• In most instances, there is an Initial Data Review call (via video conference) followed by 1 or 2 follow up calls/emails, depending upon the complexity of the data and the number of changes/iterations requested.</li><li>• Once the data has been approved, ClearGov will launch your data within the ClearGov platform and make it accessible to all applications included in your subscription</li><li>• <b>Effort:</b> The Initial Data Review call generally requires about 20 - 30 minutes, and follow up calls, if necessary, tend to clock in around 10 - 20 minutes each.</li></ul> |
| <b>Tips</b> | <ul style="list-style-type: none"><li>• <b>NOTE:</b> Similar to the Kick-Off, the biggest challenge at this stage is simply coordinating calendars. We will do everything in our power to make ourselves available at your convenience, and simply ask that you schedule and commit to the review meetings as quickly as possible.</li></ul>                                                                                                                                                                                                                                                                                           |

## Step 6: User Training

|             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>When</b> | <ul style="list-style-type: none"><li>• Technically, training can occur at any time once the Service Order is signed. However, ClearGov recommends that training should happen right around the time that your data is onboarded, or very shortly thereafter.</li></ul>                                                                                                                                                                                                                  |
| <b>Who</b>  | <ul style="list-style-type: none"><li>• <b>ClearGov CSM</b> will make sure that you are aware of all training options.</li><li>• <b>ClearGov Training Specialist</b> will deliver training sessions, as scheduled.</li><li>• <b>Client:</b> Recommended to have all Admin and End Users participate in training sessions.</li></ul>                                                                                                                                                      |
| <b>What</b> | <ul style="list-style-type: none"><li>• All users may attend as many group training sessions as they wish and have unlimited access to pre-recorded videos, information sheets and Support Center articles.</li><li>• If needed, ClearGov will design and deliver a customized remote training session - via video conference.</li><li>• <b>Effort:</b> Depending upon which ClearGov Suites are included in your subscription, training sessions usually run 45 - 90 minutes.</li></ul> |
| <b>Tips</b> | <ul style="list-style-type: none"><li>• <b>NOTE:</b> Full access to training and learning materials is provided upon Account Activation in Step 1.</li></ul>                                                                                                                                                                                                                                                                                                                             |

## IMPORTANT: Launch Deadline Communication

If you have a critical deadline, please inform your Market Development Executive and/or your Client Success Manager. They will let you know if we can meet that deadline and what will be required to complete onboarding by that date.

## \*IMPORTANT: ClearGov Backlog Summary

Due to a recent spike in demand for ClearGov's solutions, we are in a **temporary backlog situation** with respect to our Data Onboarding process. We want to ensure that we are setting - and delivering on - proper expectations, so we have created a [Data Onboarding Schedule](#) site that provides an up-to-date summary of the current data onboarding backlog. We will onboard ClearGov customers on a first-come, first-served basis, based on the signature date of their Service Order. Please see the [Data Onboarding Schedule](#) site for more details and specific dates.

# Training and Support

ClearGov solutions are designed to be intuitive and simple-to-use, so chances are that you won't need much hand-holding - even from the start. With that said, ClearGov's training materials and support channels are designed to ensure that you and your team can quickly launch, adopt and optimize the value you receive from the ClearGov platform. We will share how to accomplish tasks, key insights and best practices to help you ramp quickly.



*"The ClearGov client success team has been incredible — patient, understanding, and responsive — every step of the way."*

**Jodi Cuneo, CGA**  
Town Accountant  
Walpole, MA

## Training - Scope of Work

| Service/Description                                                                                                                                                                                                      | In Scope                                                                                                                                                                          | ClearGov Task | Client Task |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------------|
| <b>Admin User (Editor) Training:</b> Training is delivered via webinars, video tutorials, information sheets and Support Center articles. Your ClearGov CSM will answer questions and provide advice as needed.          | Unlimited access to all ClearGov training materials and group training sessions. One customized training session available upon request which can be recorded for future viewing. | ✓             |             |
| <b>End User (Contributor) Training:</b> Training is delivered via webinars, video tutorials, information sheets and Support Center articles. ClearGov's Support Team will answer questions and provide advice as needed. | Unlimited access to all ClearGov training materials and group training sessions. One customized training session available upon request which can be recorded for future viewing. | ✓             |             |

## Training Webinars

ClearGov delivers regularly scheduled training webinars for our Budgeting and Digital Budget Book solution. They typically last 30 to 45 minutes and questions from attendees are encouraged. Your CSM will provide you with instructions on how to register.

## Support Center

All ClearGov users have access to a frequently updated online Support Center filled with how-to articles, video tutorials and information sheets. The ClearGov Support Center is easy to navigate and has a robust search engine to quickly find help on a specific topic.

## Customized Training

Customized training sessions are available upon request and are tailored to your specific needs. A member of our training team will work with you to schedule a time that fits your calendar. ClearGov uses modern web conferencing services to conduct live training sessions and webinars remotely. This enables the instructor to share his/her screen and record every session. It also enables you to distribute the recording via email after-the-fact to any who were unable to attend; save it for future reference; and/or train new hires.

## Client Success Manager

You will be assigned a dedicated Client Success Manager (CSM) who will be responsible for coordinating and managing your activation and onboarding process. Your CSM will also be your primary point of contact after onboarding for all ongoing data updates, questions and issue resolution.

Our CSMs are committed to responding to all inquiries within one business day, and in most cases, you will receive a same-day response. You will also be provided an escalation path in the event that you are ever dissatisfied with your CSM's performance or you have a time-sensitive issue that needs immediate resolution. CSMs are generally available 9:00AM to 5:00PM Eastern, Monday through Friday (excluding holidays). Your CSM will inform you of his / her specific availability.

## ClearGov Support Team

ClearGov's support team is a resource for End Users (e.g. department heads, reviewers) to get "how-to" questions answered. Support is also an alternative resource for Admin Users if your Client Success Manager is unavailable. The ClearGov Support Team can be reached by sending an email to [support@cleargov.com](mailto:support@cleargov.com).

Our Support Team is committed to responding to all inquiries within **one business day**, and in most cases, you will receive a same-day response. Support is available 9:00AM to 6:00PM Eastern, Monday through Friday (excluding holidays).

## Product Enhancement Requests

We absolutely love hearing from Clients - especially when they have ideas that would make our products better. In fact, we meet weekly to go over all the feedback we've received to provide key input to our product roadmap. Many of the applications and features in ClearGov's solution are a direct result of client feedback. When you have a request for a product enhancement, please submit your idea(s) through our Support Center or inform your CSM and they will bring it up at our weekly meeting. We prioritize product enhancements primarily based on the number of clients who are requesting similar functionality, so we can't guarantee that your ideas will go to the top of the list, but we promise that we'll always listen, and we work hard to make 100% of our customers happy.

## General Questions

### Q: Do we need to dedicate resources for ClearGov implementation?

- A: Ideally, we would like to have one point person on your end with whom we can coordinate logistics. We generally require no more than a few hours of that person's time for the entire setup/onboarding process. Typically, that same person is responsible for delivering regular data updates (usually quarterly) , which requires only a few minutes of their time once per quarter. (See Project Management section for more details.)

### Q: Does ClearGov provide training?

- A: The ClearGov platform is designed to be simple and intuitive. With that said, ClearGov will provide whatever training you and your team need during the kick-off process. And, the ClearGov team is available for unlimited support and/or training on an ongoing basis. ClearGov also provides video tutorials, online help, and other support materials as well. (See Training and Support section for more details.)

### Q: How much effort is required to import our data?

- A: In short, not much. All ClearGov Solutions are designed to be turnkey and ClearGov does all of the heavy lifting for you. See Onboarding section above for more details.

### Q: Can ClearGov help us communicate our finances internally?

- A: Absolutely. ClearGov is a powerful tool for not only communicating with residents, but also internal stakeholders. ClearGov can act as a central reporting platform that offers clear and easy-to-understand infographics that can be used for presentations and reports both internally and externally.

### Q: How will ClearGov store our data? Is it secure?

- A: ClearGov utilizes a full suite of solutions from Amazon Web Services (AWS) to host and deliver the data for the ClearGov platform. We specifically selected AWS as our solutions provider because the AWS infrastructure puts strong safeguards in place to help secure and protect customer data. All data is stored in highly secure AWS data centers, and you can learn more about AWS security measures via the following link: <https://aws.amazon.com/security/?hp=tile>. See Security Overview section above for more details.

### Q. Are there any accounting systems that are not compatible with ClearGov?

- A: The short answer is "No" — we work with everybody. We're not actually doing a direct integration with your accounting system; we just need a simple report, and every accounting system we've ever met can easily produce that report. We've worked with enough of them now that we can probably tell you which report to print, and if it's a new one, we'll help you figure out which report is right.

### Q: Does ClearGov provide a real-time integration with any eFinance or ERP systems?

- A: The short answer is...No...and this is by design. ClearGov takes a different approach when it comes to integrating your data onto our platform. In short...we do the work for you. You simply send us a report from your accounting system whenever you like, and we'll upload it - and there is never any additional charge for this.
- The reason we take this approach is that system integrations sound like a good idea on paper, but in reality...they are painful, expensive and extremely difficult to maintain. The key problem is

that every time the software changes on either end of the integration, the connection breaks and requires significant effort to re-integrate. In fact, that's how our competitors make a lot of their money, because they charge professional service fees every time you ask them to re-establish the integration. Bottom line, the extra costs of supporting and maintaining a real-time integrated solution far outweigh the minimal incremental benefits of real-time data transfer.

**Q: Does the ClearGov platform support single sign-on functionality?**

- A: Yes. ClearGov supports single sign-on functionality using Microsoft Azure Active Directory. We are happy to support other single sign-on platforms/APIs as well. Please just let us know what you need.

## Operational Budgeting Questions

**Q: With ClearGov's benchmarking intelligence module, how do we know we are comparing "apples to apples"?**

- A: ClearGov consolidates and normalizes the fiscal data for all of the municipalities within your state into a standardized national chart of accounts in order to enable a direct apples-to-apples comparison. ClearGov also enables you to select the filter criteria that are most important to the comparison you're trying to make. For example, if you're comparing snow removal costs, you want towns with similar road miles, whereas if you're comparing public safety costs, you'll likely use population and average household income as your filters.

**Q: Can I export from ClearGov Operational Budgeting into my ERP system?**

- A: Yes, once you've created your budget, you can choose any combination of data to export to Excel and then import this directly into your ERP system.

## Capital Budgeting Questions

**Q: Are requests from the prior year carried over when you create a new budget?**

- A: Yes, previously submitted requests (multi-year, partially funded or unfunded) from the prior year will be carried over to the new capital planning process. Any prior year requests that you do not want to include can be removed from the plan after you've started.

**Q: Can we import prior year's requests?**

- A: Yes, it is easy to import prior year's requests. Within ClearGov Capital Budgeting, you can download a template based on your request type. You simply add your requests to the template and upload them to ClearGov. Our Import tool has an easy 3-step guide to walk you through the process.

**Q: Can we export the final Capital Budget that we create?**

- A: Yes, you can export your Capital Budget to Excel or PDF. ClearGov's Capital Budgeting Report Builder serves up a handful of pre-built, common reports to streamline your reporting process, or you can create your own reports to export. Exported data can be uploaded to your ERP or accounting system.

## Personnel Budgeting Questions

**Q: We have a lot of employees, can we upload their data in bulk?**

- A: Yes, it is easy to bulk import employees into our system. ClearGov generates a template that you can download and use to set up a simple bulk import of employees and information.

**Q: Can we export the final Personnel Budget that we create?**

- A: Yes, once you've created your budget, you can choose any combination of data to export to Excel and then import this directly into your ERP/Accounting system.

## Digital Budget Book Questions

### Q: Since the product is template-driven, won't every ClearGov Digital Budget Book look the same?

- A: No. While every ClearGov Digital Budget Book starts with the same core template, it's highly and easily customizable, so the final product will always be different. You can add your own images, chart colors, and endless content to make it your own.

### Q: Can you guarantee that we will win a GFOA award?

- A: As we have designed and built the ClearGov Digital Budget Book, we have double-checked the GFOA guidelines every step of the way. We have also actively reviewed the solution with GFOA reviewers and members of the GFOA staff. With that said, we cannot guarantee that you will win an award, in part, because the narrative content is still up to you. In other words, all of the core components are included, but you still need to fill in the blanks in a way that meets with GFOA approval.

### Q: I understand the benefits of digital, but I still need to produce a printed version. How will that work?

- A: You're not alone. Old habits die hard and paper is still a must-have for many local governments. In addition to presenting your budget book online, the ClearGov Digital Budget Book Suite includes functionality that enables users to create a .PDF, which can then be printed to generate a hard-copy of your budget book. Also, the Print-to-PDF functionality enables you to print specific sections of your budget book and/or the entire book.

## Transparency Questions

### Q: Where does ClearGov get its financial data?

- A: ClearGov sources its financial data from various entities including state departments of revenue; state education departments; etc. ClearGov also compiles complementary data, such as demographic information, home values, road miles, etc. from various public sources including the U.S. Census Bureau.

### Q: How does ClearGov determine the default peer group for peer analysis?

- A: ClearGov uses four primary factors to create the ClearGov Default peer Group for each municipality:
  1. ClearGov looks for municipalities with similar populations.
  2. ClearGov looks for municipalities with similar median home values as determined by census data.
  3. ClearGov looks for municipalities with similar commercial assessments to differentiate between rural and urban municipalities.
  4. ClearGov dynamically searches for the closest ten municipalities that meet population, median home values and commercial assessment deviations. The figures from these municipalities are combined to create a peer average.
- **NOTE:** As a ClearGov Transparency customer, you will have the opportunity to create and publish your own custom peer groups, based on whatever criteria is most important to you.

### Q: Won't publishing a transparency profile generate a lot of incoming inquiries?

- A: On the contrary, our customers find that a ClearGov profile helps the community find the answers they seek more easily and consistently. Plus, you can add commentary that tells the story behind your numbers and provides additional context.
- Prior to launch you will want to identify the components of your data that would benefit from some additional context. ClearGov enables you to add commentary to these sections of the profile which will actually reduce the number of inbound public information requests.

- Finally, if you do get an influx of inquiries, you will generally find a consistent pattern to the questions. So, you can use those questions to inform and further enhance your commentary.

**Q: What about inciting “community activists”?**

- A: It seems that every municipality has a small population of what we call “CAVE People” (**Citizens Against Virtually Everything**), and unfortunately, we don't have a direct solution for that. However, a large portion of the most aggressive community activism is generally caused by a misinterpretation of the facts, or simply taking the facts out of context. We have found that ClearGov can drastically change both the tone and substance of the conversation by showing that your local government has nothing to hide, and by delivering not just data, but the stories behind the numbers to help everyone have a more informed and empirically accurate conversation.



*“I’ve enjoyed working with ClearGov. I really am impressed with how the products have been built. It’s amazing that they know very well what we need. Not many do.”*

Will Fuentes, CPFO, MBA  
Finance Director  
**Campbell, CA**



2 Mill &amp; Main; Suite 630; Maynard, MA 01754

## Service Order

|                      |                       |
|----------------------|-----------------------|
| <b>Created by</b>    | Andrew Donohue        |
| <b>Contact Phone</b> | (508) 404-0984        |
| <b>Contact Email</b> | aDonohue@cleargov.com |

|                                 |                     |
|---------------------------------|---------------------|
| <b>Order Date</b>               | Feb 16, 2022        |
| <b>Order valid if signed by</b> | <b>Feb 28, 2022</b> |

| Customer Information |                       |                |                                 |                        |  |
|----------------------|-----------------------|----------------|---------------------------------|------------------------|--|
| <b>Customer</b>      | City of Stanwood      | <b>Contact</b> | David Hammond                   | <b>Billing Contact</b> |  |
| <b>Address</b>       | 10220 270th Street NW | <b>Title</b>   | Finance Director                | <b>Title</b>           |  |
| <b>City, St, Zip</b> | Stanwood, WA 98292    | <b>Email</b>   | david.hammond@ci.stanwood.wa.us | <b>Email</b>           |  |
| <b>Phone</b>         | 360-629-2181          |                |                                 | <b>PO # (If any)</b>   |  |

| This Service Order will be contracted through... |                               |
|--------------------------------------------------|-------------------------------|
| <b>Procurement Aggregator</b>                    | <b>ClearGov Contract</b>      |
| Buyboard                                         | Buyboard Proposal No. #607-20 |

| To be clear, you will be billed as follows...                                                                                |              |                                    |
|------------------------------------------------------------------------------------------------------------------------------|--------------|------------------------------------|
| Billing Date(s)                                                                                                              | Amount(s)    | Notes                              |
| Mar 1, 2022                                                                                                                  | \$ 5,400.00  | One Time Setup Fee                 |
| Mar 1, 2022                                                                                                                  | \$ 20,833.33 | 10 Month Pro-Rata Subscription Fee |
| Jan 1, 2023                                                                                                                  | \$ 25,000.00 | Annual Subscription Fee            |
| Additional subscription years and/or renewals will be billed annually in accordance with pricing and terms set forth herein. |              |                                    |

| ClearGov will provide your Services according to this schedule... |             |              |                                |
|-------------------------------------------------------------------|-------------|--------------|--------------------------------|
| Period                                                            | Start Date  | End Date     | Description                    |
| <b>Setup</b>                                                      | Mar 1, 2022 | Mar 1, 2022  | ClearGov Setup Services        |
| <b>Pro-Rata</b>                                                   | Mar 1, 2022 | Dec 31, 2022 | ClearGov Subscription Services |
| <b>Initial</b>                                                    | Jan 1, 2023 | Dec 31, 2025 | ClearGov Subscription Services |

| The Services you will receive and the Fees for those Services are...                 |                     |                                                                                                                    |
|--------------------------------------------------------------------------------------|---------------------|--------------------------------------------------------------------------------------------------------------------|
| Set up Services                                                                      |                     | Tier/Rate                                                                                                          |
| ClearGov Setup: Includes activation, onboarding and training for ClearGov solutions. |                     | Tier 2                                                                                                             |
| ClearGov Setup Bundle Discount: Discount for bundled solutions.                      |                     | Tier 2                                                                                                             |
| <b>Total ClearGov Setup Service Fee - Billed ONE-TIME</b>                            |                     | <b>\$ 5,400.00</b>                                                                                                 |
| Subscription Services                                                                |                     | Tier                                                                                                               |
| ClearGov Operational Budgeting - Civic Edition                                       |                     | Tier 2                                                                                                             |
| ClearGov Personnel Budgeting - Civic Edition                                         |                     | Tier 2                                                                                                             |
| ClearGov Capital Budgeting - Civic Edition                                           |                     | Tier 2                                                                                                             |
| ClearGov Digital Budget Book - Civic Edition                                         |                     | Tier 2                                                                                                             |
| ClearGov Transparency - Civic Edition                                                |                     | Tier 2                                                                                                             |
| ClearGov Budget Cycle Management Bundle Discount: Discount for bundled solutions.    |                     | Tier 2                                                                                                             |
| <b>Total ClearGov Subscription Service Fee - Billed ANNUALLY IN ADVANCE</b>          |                     | <b>\$ 25,000.00</b>                                                                                                |
| Billing Terms and Conditions                                                         |                     |                                                                                                                    |
| <b>Valid Until</b>                                                                   | <b>Feb 28, 2022</b> | Pricing set forth herein is valid only if ClearGov Service Order is executed on or before this date.               |
| <b>Payment</b>                                                                       | <b>Net 30</b>       | All invoices are due Net 30 days from the date of invoice.                                                         |
| <b>Rate Increase</b>                                                                 | 3% per annum        | After the Initial Service Period, the Annual Subscription Service Fee shall automatically increase by this amount. |

| Customer Upgrades (ClearGov internal use only) |    |                                     |  |
|------------------------------------------------|----|-------------------------------------|--|
| This Service Order is a Customer Upgrade       | No | If Yes: Original Service Order Date |  |

| General Terms & Conditions             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Customer Satisfaction Guarantee</b> | During the first thirty (30) days of the Service, Customer shall have the option to terminate the Service, by providing written notice. In the event that Customer exercises this customer satisfaction guarantee option, such termination shall become effective immediately and Customer shall be eligible for a full refund of the applicable Service Fees.                                                                                                                                                                                                                                    |
| <b>Statement of Work</b>               | ClearGov and Customer mutually agree to the ClearGov Service activation and onboarding process set forth in the attached Statement of Work.                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Taxes</b>                           | The Service Fees and Billing amounts set forth above in this ClearGov Service Order <b>DO NOT</b> include applicable taxes. In accordance with the laws of the applicable state, in the event that sales, use or other taxes apply to this transaction, ClearGov shall include such taxes on applicable invoices and Customer is solely responsible for such taxes, unless documentation is provided to ClearGov demonstrating Customer's exemption from such taxes.                                                                                                                              |
| <b>Term &amp; Termination</b>          | Subject to the termination rights and obligations set forth in the ClearGov Service Agreement, this ClearGov Service Order commences upon the Order Date set forth herein and shall continue until the completion of the Service Period(s) for the Service(s) set forth herein. Each Service shall commence upon the Start Date set forth herein and shall continue until the completion of the applicable Service Period.                                                                                                                                                                        |
| <b>Auto-Renewal</b>                    | After the Initial Period, the Service Period for any ClearGov Annual Subscription Services shall automatically renew for successive annual periods (each an <b>"Annual Term"</b> ), unless either Party provides written notice of its desire not to renew at least sixty (60) days prior to the end of the then current Annual Term.                                                                                                                                                                                                                                                             |
| <b>Agreement</b>                       | This ClearGov Service Order shall become binding upon execution by both Parties. The signature herein affirms your commitment to pay for the Service(s) ordered in accordance with the terms set forth in this ClearGov Service Order and also acknowledges that you have read and agree to the terms and conditions set forth in the ClearGov Service Agreement found at the following URL: <a href="http://www.ClearGov.com/terms-and-conditions">http://www.ClearGov.com/terms-and-conditions</a> . This Service Order incorporates by reference the terms of such ClearGov Service Agreement. |

| Customer         |                  |
|------------------|------------------|
| <b>Signature</b> |                  |
| <b>Name</b>      | David Hammond    |
| <b>Title</b>     | Finance Director |

| ClearGov, Inc.   |                  |
|------------------|------------------|
| <b>Signature</b> |                  |
| <b>Name</b>      | Bryan A. Burdick |
| <b>Title</b>     | President        |

|                                                                                                                                    |
|------------------------------------------------------------------------------------------------------------------------------------|
| <b>Please e-mail signed Service Order to <a href="mailto:Orders@ClearGov.com">Orders@ClearGov.com</a> or Fax to (774) 759-3045</b> |
|------------------------------------------------------------------------------------------------------------------------------------|

# Statement of Work

This Statement of Work outlines the roles and responsibilities by both ClearGov and Customer required for the activation and onboarding of the ClearGov Service. ClearGov will begin this onboarding process upon execution of this Service Order. All onboarding services and communications will be provided through remote methods - email, phone and web conferencing.

## ClearGov Responsibilities

- ClearGov will activate ClearGov Service subscription(s) as of the applicable Start Date(s). ClearGov will create the initial Admin User account, and the Customer Admin User will be responsible for creating additional User accounts.
- ClearGov will assign a Client Success Manager (CSM) responsible for managing the activation and onboarding process. ClearGov CSM will coordinate with other ClearGov resources, as necessary.
- ClearGov CSM will provide a Kickoff Call schedule to Customer's Primary Contact - to be scheduled within two weeks after the Service Order has been executed.
- ClearGov will provide Customer with financial data requirements and instructions, based on the ClearGov Service subscription(s). If necessary, ClearGov will set up a Data Discovery call to assist with such requirements/instructions.
- ClearGov will review financial data files and confirm that data is complete, or request additional information, if necessary. Once complete financial data files have been received, ClearGov will format the data, upload it to the ClearGov platform and complete an initial mapping of the data.
- After initial mapping, ClearGov will schedule a Data Review call with a ClearGov Data Onboarding Consultant (DOC), who will present how the data was mapped, ask for feedback and get answers to open questions. Depending upon Customer feedback and the complexity of data mapping requests, there may be additional follow up calls or emails required to complete the data onboarding process.
- ClearGov will make Customer aware of all training, learning and support options. ClearGov recommends all Users attend training sessions and/or read Support Center articles before using the ClearGov Service to ensure a quick ramp and success. As needed, ClearGov will design and deliver one customized remote training session for Admins and one for End Users - via video conference - and these sessions will be recorded for future reference.
- ClearGov will make commercially reasonable efforts to complete the onboarding process in a timely fashion, provided Customer submits financial data files and responds to review and approval requests by ClearGov in a similarly timely fashion. Any delay by Customer in meeting these deliverable requirements may result in a delayed data onboarding process. Any such delay shall not affect or change the Service Period(s) as set forth in the applicable Service Order.

## Customer Responsibilities

- Customer's Primary Contact will coordinate the necessary personnel to attend Kickoff Call within two weeks after the Service Order has been executed. If Customer needs to change the date/time of the Kickoff Call, the Primary Contact will notify the ClearGov CSM at least one business day in advance.
- Customer will provide requested financial data files (revenue, expense, chart of accounts, etc.) to ClearGov in accordance with the requirements provided by ClearGov.
- Customer's Primary Contact will coordinate the necessary personnel to attend the Data Review call. It is recommended that all stakeholders with input on how data should be mapped should attend. Based on the Data Review call and any subsequent internal review, Customer shall provide a detailed list of requested changes in a timely manner, and Customer will approve the final data mapping, once completed to Customer's satisfaction.
- Customer shall be solely responsible for inputting applicable text narrative, custom graphics, performance metrics, capital requests and personnel data and other such information for budget books, projects, dashboards, etc.



**CITY OF STANWOOD  
FINANCE & PERSONNEL COMMITTEE  
STAFF REPORT**

**ITEM NUMBER:** 4

**DATE:** February 24, 2022

**SUBJECT:** 4th Quarter 2021 Financial Report

**CONTACT PERSON:** David Hammond, Finance Director

**ATTACHMENTS:** A – Budget vs. Actual Reports for period ending December 31, 2021

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**PURPOSE**

The fourth quarter 2021 financial report is hereby submitted to the Finance and Personnel Committee for review and discussion.

**DISCUSSION**

Attachment A is a year-to-date budget versus actual revenue and expenditures report (2021 Budget Position) with ending fund balance for all funds as of December 31, 2021. Key Messages regarding the city's 2021 financial performance:

- Fund balances for the General Fund, Street Operating, and Utility Operating funds remain positive at the year end.
- Operating expenditures in the General Fund and Utility Operating Funds are all under 71% at year end, while Streets Operating ended at 83% of budget. Operating funds include salary & benefit line expenditures that are mainly fixed costs and the largest portion of spending for delivering services.
- Although the COVID19 Pandemic continued throughout 2021 our expected financial outlook remains stable. All operating funds received more than 100% of budgeted revenue.
- The City received \$1,018,070 in ARPA (American Rescue Plan Act) funds in June. The City will receive the second half of ARPA funds in approximately June 2022.
- Economic conditions continue to be strong as housing prices and new and existing home sales remain strong, unemployment rates decline, consumer confidence and retail spending remain strong; however, inflation continues its sharp turn upward from last quarter and economists are now starting to agree

that the Federal reserve will need to tighten monetary policy to put a check on the economy and interest rates to attempt to put a rein on inflation.

### **Investment Performance:**

The interest rate environment continues to change as interest rates ticked up across all maturities. The first table below provides monthly and quarterly investment portfolio performance compared to the required benchmark within Financial Policy, which is the two-year average of the two-year US Treasury Bond.

| <b>INVESTMENT PERFORMANCE - Q4 2021</b>                         |               |               |               |                 |
|-----------------------------------------------------------------|---------------|---------------|---------------|-----------------|
|                                                                 | Oct           | Nov           | Dec           | Quarter Average |
| Amount Invested                                                 | \$ 28,367,857 | \$ 28,375,849 | \$ 27,382,135 | \$ 28,041,947   |
| Return (average percentage yield)                               | 0.71%         | 0.78%         | 0.88%         | 0.79%           |
| Benchmark*                                                      | 0.41%         | 0.37%         | 0.33%         | 0.37%           |
| *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 December 31, 2021.

| <b>Detailed Investment Holdings</b> |                      |                     |                |                           |                      |
|-------------------------------------|----------------------|---------------------|----------------|---------------------------|----------------------|
| <b>Investments</b>                  | <b>Maturity Date</b> | <b>Return (APY)</b> | <b>Balance</b> | <b>% of total balance</b> | <b>Weighted rate</b> |
| WA Federal Public Funds             | N/A                  | 0.150%              | \$ 7,418,167   | 0.27                      | 0.04%                |
| WA LGIP                             | N/A                  | 0.091%              | \$ 201,577     | 0.01                      | 0.00%                |
| Snoh. County Inv. Pool              | N/A                  | 1.039%              | \$ 12,694,554  | 0.46                      | 0.48%                |
| Farmer Mac                          | 1/3/2022             | 1.594%              | \$ 1,029,890   | 0.04                      | 0.06%                |
| FHLB (8/30/19)                      | 3/11/2022            | 1.501%              | \$ 1,018,527   | 0.04                      | 0.06%                |
| FHLB (10/11/2019)                   | 9/9/2022             | 1.535%              | \$ 1,013,190   | 0.04                      | 0.06%                |
| Fed Farm Credit Bank                | 6/1/2022             | 1.500%              | \$ 1,001,290   | 0.04                      | 0.05%                |
| Fed National Mortgage Assn          | 1/19/2023            | 1.629%              | \$ 1,022,940   | 0.04                      | 0.06%                |
| FHLB (3/12/21)                      | 5/24/2024            | 1.000%              | \$ 996,000     | 0.04                      | 0.04%                |
| FHLB (3/12/21)                      | 3/10/2026            | 0.990%              | \$ 986,000     | 0.04                      | 0.04%                |
| Subtotal U.S. Agency Securities     |                      |                     | \$ 7,067,837   |                           |                      |
| Investment Total                    |                      |                     | \$ 27,382,135  | 1.00                      | 0.88%                |
| Cash (Treasurer's Checking)         |                      |                     | \$ 2,913,697   |                           |                      |
| Total Cash and Investments          |                      |                     | \$ 30,295,832  |                           |                      |

## General Fund

### General Fund Revenue

At the end of the 2021 year, general fund revenues (excluding ARPA funds) were at 111% of budget. Overall, taxes collected in the General fund in 2021 are 112.6% of budget, while License and Permits revenue is 114.6% of the budget.

### Sales Tax

Sales tax received for 2021 is 123% of budgeted revenues. Sales Tax is recorded in four categories: Retail Sales Tax, Affordable Housing, Criminal Justice, and Transportation Benefit District. In 2021, the City received \$3,074,510 in these four categories combined. Comparing last year's sales tax receipts, 2021 tax receipts of \$3,074,510 are a slight decrease as in 2020 the city received \$3,087,899. This overall decline reflects increases in most categories, but these are offset by the decline of \$301,427 in construction sales tax (largely related to the completion of the high school project).

| Retail Sales Tax                                               |                     |                     |                    |                |
|----------------------------------------------------------------|---------------------|---------------------|--------------------|----------------|
| Industry Category                                              | 2021                | 2020                | Dollar Change      | Percent Change |
| Convenience & Grocers                                          | \$ 101,322          | \$ 95,382           | \$ 5,940           | 6.2%           |
| Auto/RV Dealer                                                 | \$ 206,474          | \$ 167,114          | \$ 39,360          | 23.6%          |
| Department Store                                               | \$ 113,903          | \$ 109,395          | \$ 4,508           | 4.1%           |
| Specialty Retail                                               | \$ 583,175          | \$ 490,581          | \$ 92,594          | 18.9%          |
| Restaurants                                                    | \$ 263,061          | \$ 225,274          | \$ 37,787          | 16.8%          |
| Building & Construction                                        | \$ 586,609          | \$ 888,037          | \$ (301,427)       | -33.9%         |
| All Other Sales & Use Tax                                      | \$ 486,454          | \$ 410,436          | \$ 76,019          | 18.5%          |
| <b>Total</b>                                                   | <b>\$ 2,340,999</b> | <b>\$ 2,386,219</b> | <b>\$ (45,220)</b> | <b>-1.9%</b>   |
|                                                                |                     |                     |                    |                |
| Other Sales Taxes                                              |                     |                     |                    |                |
| Criminal Justice                                               | \$ 163,498          | \$ 134,908          | \$ 28,590          | 21.2%          |
| Affordable Housing*                                            | \$ 19,261           | \$ 5,562            | \$ 13,699          | 246.3%         |
| Transportation Benefit District                                | \$ 550,753          | \$ 561,210          | \$ (10,457)        | -1.9%          |
| *Affordable Housing Sales Tax began collection in October 2020 |                     |                     |                    |                |

### General Fund Expenditures

General fund expenditures, including all transfers to other city funds, as of December 31, 2021 were \$7,269,605 or 67.8% of budget. Staff vacancies contributed to the savings in expenditures under budget. Departmental expenditure performance detail is 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 an important indicator of the city’s financial position and its ability to withstand adverse events.

The 2021 General Fund beginning cash balance was \$4.4 million or 75% of the 2021 total operating expenditures budget. This balance was greater than the financial policy general fund reserve target of 25%, staff recommended with the Mid-Biennium Budget Amendment in November, to transfer \$1,949,003 to the Building Improvement Fund and the Parks Improvement Fund. This amount represents the 2019-2020 General Fund Surplus. After this transfer, the fund balance at year end is \$5,133,941. The strong fund balance resulted from revenue exceeding conservative estimates as well as several departments spending below budget, attributed to staff vacancies throughout the year. Also, ARPA grant funds that have not been programmed are included in this year end balance \$458,070.

## **Street Operating Fund**

Beginning in 2021, in lieu of receiving 8% of the property tax directly, the Street operating fund was budgeted to receive transfers from the General Fund and the Transportation Benefit Fund to support operations. The other major revenue the street fund relies on is motor vehicle excise tax (MVFT), or “fuel tax”. The city received \$138,319 in 2021 in fuel taxes, which is 102.5% of budget. MVFT has gradually declined the past few years; a result from greater use of low gas mileage, hybrid and electric vehicles. Expenditures for street operations and maintenance are well within budget at 82.6%. See Attachment A for fund performance details.

## **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. All Impact Fees Funds revenue ended above 100% of budget for 2021 due to a busy construction year. REET funds collected were over \$1.1 million for the year 2021. Expenditures in these funds are primarily transfers-out to other funds for capital projects. Please see Attachment A for details of each of these funds expenditures.

### **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 may 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 is reliant on our ability to seek out opportunities and ultimately be awarded the funding. Capital budgets are included in Attachment A in the Building Construction, Street Construction and Park and Trails Improvement Funds, and the Utilities Construction Funds.

### **Utility Funds**

Utility Funds are proprietary funds or “business-like funds”. The City has separated utility accounting into several funds for utility operations, capital, debt and reserves. Utility funds detail through year ending December 31, 2021 are shown in Attachment A.

### **Sewer Fund**

Year-to date 2021 sewer operating revenues are \$2,628,403 which is 105.7% of the 2021 budget. Sewer rates were increased 7.5% effective January 1, 2021. Operating expenditures are at 90% of the budget. Water and Sewer Revenue and Refunding bonds were completed in October and proceeds of \$4,503,999 were received. The refunding bonds achieved total net savings of \$281,972 over the remaining 10 years. Capital expenditures in the Sewer Construction fund for 2021 were \$2,612,435 or 83% of project budgets. The Main Lift Station and the Lower Pioneer Highway projects are currently underway and are funded partially with rate revenues and the new bond proceeds. There are many “buckets” of fund balance for the utility, some are restricted to specific uses such as equipment purchase and debt reserve.

### **Drainage Fund**

Drainage charges for services in 2021 are \$1,205,323 or 104.7% of expected revenues for 2021. Drainage rates were significantly increased by 22.5% effective January 1, 2021. Drainage fund operating expenditures through December 31 were \$842,763 or 58.2% of budget. The 2021 capital budget included finishing the SR 532 Flood Berm and the Irvine Slough Stormwater project which has a \$2.3 million budget.

### **Water Fund**

Water operating revenue for the 2021 year is \$2,422,517 or 106.8% of budget targets. Water rates were increased 3% effective January 1, 2021. Operating expenditures for the Water Fund were \$2,302,610 or 95.4% of budget. There are many “buckets” of fund balance for the utility, some are restricted to specific uses such as capital improvements and debt reserve.

### **Fund Balance Reserves**

As noted in the narrative above, several fund's expenditures were below budget, primarily due to staffing vacancies. A mid-2022 budget amendment will be proposed to the city council to transfer reserves that exceed policy requirements to capital funds.

| ENDING FUND BALANCE ANALYSIS - 2021 Actual vs. Budget & 2022 Target |              |                   |                      |                      |                    |                    |                 |                 |
|---------------------------------------------------------------------|--------------|-------------------|----------------------|----------------------|--------------------|--------------------|-----------------|-----------------|
|                                                                     | General      | Equipment Reserve | Wastewater Operating | Wastewater Equipment | Drainage Operating | Drainage Equipment | Water Operating | Water Equipment |
| 2021 Actual                                                         | \$ 5,133,941 | \$ 474,817        | \$ 1,558,994         | \$ 564,927           | \$ 472,829         | \$ 287,979         | \$ 832,891      | \$ 423,074      |
| Budget 2022                                                         | \$ 1,571,395 | \$ 637,917        | \$ 1,473,280         | \$ 677,338           | \$ 1,666,858       | \$ 339,620         | \$ 926,184      | \$ 499,290      |
| 2022 Target                                                         | \$ 1,366,544 | \$ 450,220        | \$ 1,114,303         | \$ 380,500           | \$ 223,735         | \$ 297,280         | \$ 388,459      | \$ 225,300      |

| Contracts Executed By Mayor During Q4 2021 (Finance Policy Section 9.13) |                                                           |           |
|--------------------------------------------------------------------------|-----------------------------------------------------------|-----------|
| NUMBER                                                                   | CONTRACT/AGREEMENT                                        | Amount    |
| 2021-52                                                                  | Snohomish County Dept. of Emergency Mgmt (2022 Extension) | \$ 9,871  |
| 2021-60                                                                  | Puget Tech LLC Supplemental No. 1                         | \$ 14,508 |

## MONTHLY EXPENSE &amp; REVENUE REPORT

ATTACHMENT - A

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 1

## 001 General Fund

| Revenues               |                              | Amt Budgeted | December | YTD          | Remaining |        |
|------------------------|------------------------------|--------------|----------|--------------|-----------|--------|
| 308 Beginning Balances |                              |              |          |              |           |        |
| 308 31 00 01           | Restricted Beg Cash & Invest | 5,911.87     | 0.00     | 5,911.87     | 0.00      | 100.0% |
| 308 91 00 01           | Unassigned Beg Cash & Invest | 4,422,197.99 | 0.00     | 4,422,197.99 | 0.00      | 100.0% |
| 308 91 00 02           | Unassigned Beg Cash & Invest | 590.00       | 0.00     | 590.00       | 0.00      | 100.0% |
| 308 Beginning Balances |                              | 4,428,699.86 | 0.00     | 4,428,699.86 | 0.00      | 100.0% |

## 310 Taxes

|              |                                        |              |             |              |              |        |
|--------------|----------------------------------------|--------------|-------------|--------------|--------------|--------|
| 311 10 00 00 | Property Tax                           | 1,800,108.00 | (25,684.40) | 1,825,312.96 | (25,204.96)  | 101.4% |
| 311 10 10 00 | EMS. Levy                              | 0.00         | 0.00        | 1,421.00     | (1,421.00)   | 0.0%   |
| 313 11 00 00 | Sales Tax                              | 1,900,000.00 | 182,162.48  | 2,340,998.47 | (440,998.47) | 123.2% |
| 313 27 00 00 | Affordable/Supportiv Housing Sales Tax | 15,000.00    | 1,581.30    | 19,261.04    | (4,261.04)   | 128.4% |
| 313 31 00 00 | Hotel/Motel Lodging Tax                | 0.00         | 0.00        | 0.00         | 0.00         | 0.0%   |
| 313 61 00 00 | Natural Gas Tax                        | 2,500.00     | 0.00        | 0.00         | 2,500.00     | 0.0%   |
| 313 71 00 00 | Sales Tax Criminal Justice             | 120,000.00   | 15,172.79   | 163,498.10   | (43,498.10)  | 136.2% |
| 316 43 00 00 | Gas Utility Tax                        | 95,000.00    | 18,697.80   | 118,888.69   | (23,888.69)  | 125.1% |
| 316 45 00 00 | Garbage Utility Tax                    | 85,000.00    | 0.00        | 111,313.08   | (26,313.08)  | 131.0% |
| 316 46 00 00 | Cable Tv Utility Tax                   | 36,000.00    | 0.00        | 37,334.80    | (1,334.80)   | 103.7% |
| 316 47 00 00 | Telephone Utility Tax                  | 125,000.00   | 17,593.58   | 76,927.16    | 48,072.84    | 61.5%  |
| 316 48 00 00 | Electric Utility Tax                   | 325,000.00   | 25,865.23   | 327,438.65   | (2,438.65)   | 100.8% |
| 316 49 10 00 | Water/Sewer/Drainage Utility Tax       | 410,000.00   | 41,776.10   | 504,448.38   | (94,448.38)  | 123.0% |
| 316 81 00 00 | Gambling Tax                           | 3,000.00     | 0.00        | 10,716.35    | (7,716.35)   | 357.2% |
| 310 Taxes    |                                        | 4,916,608.00 | 277,164.88  | 5,537,558.68 | (620,950.68) | 112.6% |

## 320 Licenses &amp; Permits

|                        |                                          |            |           |            |             |        |
|------------------------|------------------------------------------|------------|-----------|------------|-------------|--------|
| 321 60 00 00           | Professional & Occupational Lic & Permit | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%   |
| 321 91 00 00           | Cable Tv Franchise Fee                   | 60,000.00  | 0.00      | 67,222.43  | (7,222.43)  | 112.0% |
| 321 99 00 00           | Business Lic & Permits                   | 60,000.00  | 7,674.99  | 62,970.77  | (2,970.77)  | 105.0% |
| 322 10 00 00           | Building Permits                         | 220,000.00 | 4,416.55  | 259,084.65 | (39,084.65) | 117.8% |
| 322 10 00 01           | Mechanical Permits                       | 25,000.00  | 847.65    | 27,237.56  | (2,237.56)  | 109.0% |
| 322 10 00 02           | Plumbing Permits                         | 25,000.00  | 305.00    | 34,090.90  | (9,090.90)  | 136.4% |
| 322 10 00 03           | Grading Permit                           | 2,000.00   | 0.00      | 750.00     | 1,250.00    | 37.5%  |
| 322 10 00 04           | Demolition Permit                        | 1,500.00   | 60.00     | 1,938.20   | (438.20)    | 129.2% |
| 322 10 00 05           | Roofing Permits                          | 3,000.00   | (265.25)  | 8,488.71   | (5,488.71)  | 283.0% |
| 322 10 00 06           | Sign Permit                              | 3,000.00   | 0.00      | 2,190.00   | 810.00      | 73.0%  |
| 322 10 00 07           | 5% Permit Technology Fee                 | 30,000.00  | 432.63    | 24,097.20  | 5,902.80    | 80.3%  |
| 322 30 00 00           | Animal Licenses                          | 500.00     | 100.00    | 800.00     | (300.00)    | 160.0% |
| 322 40 00 00           | Parking Permits                          | 50.00      | 0.00      | 20.00      | 30.00       | 40.0%  |
| 322 90 00 00           | Gun Permits                              | 7,500.00   | 813.00    | 9,724.00   | (2,224.00)  | 129.7% |
| 322 90 00 01           | Right Of Way And Utility Admin           | 6,000.00   | 233.00    | 11,656.15  | (5,656.15)  | 194.3% |
| 322 90 00 02           | Other Licenses & Permits                 | 2,000.00   | 0.00      | 440.00     | 1,560.00    | 22.0%  |
| 320 Licenses & Permits |                                          | 445,550.00 | 14,617.57 | 510,710.57 | (65,160.57) | 114.6% |

## 330 Intergovernmental Revenues

|              |                                 |           |      |              |                |        |
|--------------|---------------------------------|-----------|------|--------------|----------------|--------|
| 331 10 10 00 | USDA - Farmers' Market          | 0.00      | 0.00 | 0.00         | 0.00           | 0.0%   |
| 332 92 10 00 | COVID 19 ARPA                   | 0.00      | 0.00 | 1,018,070.00 | (1,018,070.00) | 0.0%   |
| 333 11 00 00 | COVID Indirect Fed DOC          | 35,000.00 | 0.00 | 35,000.00    | 0.00           | 100.0% |
| 333 16 80 00 | Dept Of Justice State Passth    | 0.00      | 0.00 | 0.00         | 0.00           | 0.0%   |
| 333 20 60 00 | Dept. Of Transportation - NHTSA | 0.00      | 0.00 | 0.00         | 0.00           | 0.0%   |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 2

## 001 General Fund

| Revenues                                                              | Amt Budgeted      | December         | YTD                 | Remaining             |               |
|-----------------------------------------------------------------------|-------------------|------------------|---------------------|-----------------------|---------------|
| <b>330 Intergovernmental Revenues</b>                                 |                   |                  |                     |                       |               |
| 333 97 00 00 F E M A                                                  | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 334 00 30 01 Other State Grants                                       | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 334 00 30 10 Unanticipated Grants                                     | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 334 01 80 01 State Grant Military Dept                                | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 334 03 10 00 Department Of Ecology                                    | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 334 03 50 00 Traffic Safety Commission                                | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 334 03 60 10 WSDOT                                                    | 25,000.00         | 0.00             | 24,998.75           | 1.25                  | 100.0%        |
| 334 04 20 00 Dept of Commerce                                         | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 335 00 91 00 Pud Privilege Tax                                        | 37,000.00         | 40,321.91        | 40,321.91           | (3,321.91)            | 109.0%        |
| 335 04 01 00 Biennium One-Time Allocation22-23CrimJust                | 29,323.00         | 0.00             | 29,323.00           | 0.00                  | 100.0%        |
| 336 06 20 00 Criminal Justice-high Crime                              | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 336 06 21 00 Criminal Justice-population                              | 2,200.00          | 0.00             | 2,385.70            | (185.70)              | 108.4%        |
| 336 06 25 00 Contracted Police Services                               | 14,000.00         | 0.00             | 14,552.62           | (552.62)              | 103.9%        |
| 336 06 26 00 Criminal Justice Special Pro                             | 8,000.00          | 0.00             | 8,494.71            | (494.71)              | 106.2%        |
| 336 06 42 00 Marijuana Excise Tax Distribution                        | 5,000.00          | 1,502.62         | 4,276.68            | 723.32                | 85.5%         |
| 336 06 51 00 Crim Justice--dui Cities                                 | 1,300.00          | 0.00             | 1,187.71            | 112.29                | 91.4%         |
| 336 06 94 00 Liquor Excise Tax                                        | 35,100.00         | 0.00             | 50,821.47           | (15,721.47)           | 144.8%        |
| 336 06 95 00 Liquor Board Profits                                     | 55,700.00         | 14,067.55        | 56,293.58           | (593.58)              | 101.1%        |
| 337 00 00 00 Local Grants, Entitlements, And Other Payments           | 25,000.00         | 0.11             | 2,377.14            | 22,622.86             | 9.5%          |
| 342 10 00 00 School Resource Officer Reim                             | 110,000.00        | 0.00             | 110,537.00          | (537.00)              | 100.5%        |
| <b>330 Intergovernmental Revenues</b>                                 | <b>382,623.00</b> | <b>55,892.19</b> | <b>1,398,640.27</b> | <b>(1,016,017.27)</b> | <b>365.5%</b> |
| <b>340 Charges For Services</b>                                       |                   |                  |                     |                       |               |
| 341 43 00 00 School Impact Admin. Fee                                 | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 341 43 00 01 Credit Card Proc Fee                                     | 28,000.00         | 67.35            | 1,776.30            | 26,223.70             | 6.3%          |
| 341 43 00 02 Credit Card Proc Fee-CD                                  | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| DONOTUSE                                                              |                   |                  |                     |                       |               |
| 341 43 00 03 Credit Card Proc Fee-Clerk                               | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| DONOTUSE                                                              |                   |                  |                     |                       |               |
| 341 43 00 04 Credit Card Proc Fee-Law Enf                             | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| DONOTUSE                                                              |                   |                  |                     |                       |               |
| 341 43 00 05 Credit Card Proc Fee-PW                                  | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| DONOTUSE                                                              |                   |                  |                     |                       |               |
| 341 81 00 00 Services                                                 | 500.00            | 0.00             | 0.15                | 499.85                | 0.0%          |
| 341 81 00 01 Services-PD                                              | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 341 99 00 00 Passport / Naturalization Fe                             | 30,000.00         | 0.00             | 0.00                | 30,000.00             | 0.0%          |
| 342 10 90 00 Law Enforcement - Other Fees                             | 2,500.00          | 0.00             | 85.00               | 2,415.00              | 3.4%          |
| 344 10 51 00 TBD Management Fee                                       | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 345 23 00 00 Animal Control And Shelter Services                      | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 345 60 00 00 Tourism Services - POS Discover Stanwood Camano          | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 345 60 00 01 Tourism Services - Snohomish County Economic Development | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 345 60 00 02 Tourism Services-Port Of Seattle                         | 0.00              | 0.00             | 0.00                | 0.00                  | 0.0%          |
| 345 81 00 00 Zoning/inspection Fees                                   | 140,000.00        | 5,432.50         | 196,128.69          | (56,128.69)           | 140.1%        |
| 345 81 00 01 Engineering Fees                                         | 10,000.00         | 0.00             | 0.00                | 10,000.00             | 0.0%          |
| 345 83 00 00 Plan Checking Fees                                       | 170,000.00        | 1,590.81         | 154,678.57          | 15,321.43             | 91.0%         |
| 345 89 00 00 Environmental Fees                                       | 2,000.00          | 0.00             | 1,000.00            | 1,000.00              | 50.0%         |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 3

## 001 General Fund

| Revenues                 |                                      | Amt Budgeted | December | YTD        | Remaining   |        |
|--------------------------|--------------------------------------|--------------|----------|------------|-------------|--------|
| 340 Charges For Services |                                      |              |          |            |             |        |
| 345 89 00 01             | Other Planning & Development Fees    | 35,000.00    | 1,140.20 | 27,858.68  | 7,141.32    | 79.6%  |
| 347 30 00 00             | Park Fees                            | 12,000.00    | 0.00     | 5,957.50   | 6,042.50    | 49.6%  |
| 347 30 00 01             | Park Fees- Tourn/Comm Use            | 0.00         | 0.00     | 75.00      | (75.00)     | 0.0%   |
| 347 30 00 02             | Park Fees- Energy                    | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 347 30 00 03             | Park Fees- Staff                     | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 347 30 00 04             | Park Fees- Picnic Area/Meeting Rooms | 0.00         | 0.00     | 435.00     | (435.00)    | 0.0%   |
| 347 30 00 05             | Park Fees - Sales Tax                | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 369 91 00 01             | Interfund/interdepart Charge         | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 340 Charges For Services |                                      | 430,000.00   | 8,230.86 | 387,994.89 | 42,005.11   | 90.2%  |
| 350 Fines & Forfeitures  |                                      |              |          |            |             |        |
| 353 10 00 00             | Court Fines                          | 10,000.00    | 1,334.56 | 13,342.37  | (3,342.37)  | 133.4% |
| 354 00 00 00             | Parking Fines                        | 500.00       | 0.00     | 40.00      | 460.00      | 8.0%   |
| 355 20 00 00             | Dui Recoveries                       | 500.00       | 0.00     | 0.00       | 500.00      | 0.0%   |
| 356 90 00 00             | Other Criminal Non-Traffic Fines     | 0.00         | 0.00     | 100.00     | (100.00)    | 0.0%   |
| 357 30 00 00             | Witness Fees/crt Reimb               | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 359 00 00 00             | Traffic Fines & Penalties            | 1,500.00     | 89.92    | 2,987.42   | (1,487.42)  | 199.2% |
| 359 90 00 00             | Misc Fines & Penalties               | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 350 Fines & Forfeitures  |                                      | 12,500.00    | 1,424.48 | 16,469.79  | (3,969.79)  | 131.8% |
| 360 Misc Revenues        |                                      |              |          |            |             |        |
| 361 11 00 01             | State Pool/cd Interest               | 60,000.00    | 3,591.99 | 46,072.29  | 13,927.71   | 76.8%  |
| 361 40 00 01             | Sales Tax Interest                   | 2,000.00     | 93.76    | 1,769.81   | 230.19      | 88.5%  |
| 361 40 20 01             | Property Tax Interest                | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 362 00 00 01             | Rents And Leases                     | 0.00         | 100.00   | 2,500.00   | (2,500.00)  | 0.0%   |
| 367 00 10 10             | Donations                            | 500.00       | 0.00     | 0.00       | 500.00      | 0.0%   |
| 367 00 10 11             | Touch A Truck Donations              | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 369 81 00 00             | Cashier's Overage/shortage           | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 369 91 00 00             | Misc.                                | 3,000.00     | 0.00     | 4,892.91   | (1,892.91)  | 163.1% |
| 369 91 10 00             | Auction Proceeds                     | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 398 10 00 00             | Insurance Recoveries                 | 0.00         | 0.00     | 6,134.92   | (6,134.92)  | 0.0%   |
| 360 Misc Revenues        |                                      | 65,500.00    | 3,785.75 | 61,369.93  | 4,130.07    | 93.7%  |
| 380 Non Revenues         |                                      |              |          |            |             |        |
| 382 10 00 01             | Deposits Refundable                  | 0.00         | 0.00     | 2,350.00   | (2,350.00)  | 0.0%   |
| 382 30 00 01             | Court Funds                          | 0.00         | 1,579.86 | 17,837.28  | (17,837.28) | 0.0%   |
| 388 50 00 01             | Prior Period Adj Acctging Change     | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 389 90 00 01             | Payroll Deductions Clearing          | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 380 Non Revenues         |                                      | 0.00         | 1,579.86 | 20,187.28  | (20,187.28) | 0.0%   |
| 390 Other Revenues       |                                      |              |          |            |             |        |
| 395 10 00 01             | Sales Of Fixed Assets                | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 390 Other Revenues       |                                      | 0.00         | 0.00     | 0.00       | 0.00        | 0.0%   |
| 397 Interfund Transfers  |                                      |              |          |            |             | 4-9    |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 4

## 001 General Fund

| Revenues                                     | Amt Budgeted | December  | YTD       | Remaining |        |
|----------------------------------------------|--------------|-----------|-----------|-----------|--------|
| 397 Interfund Transfers                      |              |           |           |           |        |
| 397 10 00 30 Trfr In From Phys Fit Fund      | 0.00         | 0.00      | 0.00      | 0.00      | 0.0%   |
| 397 10 01 05 Trnsfr In From Fire Impact Fees | 41,915.00    | 41,914.92 | 41,914.92 | 0.08      | 100.0% |
| 397 Interfund Transfers                      | 41,915.00    | 41,914.92 | 41,914.92 | 0.08      | 100.0% |

|                |               |            |               |                |        |
|----------------|---------------|------------|---------------|----------------|--------|
| Fund Revenues: | 10,723,395.86 | 404,610.51 | 12,403,546.19 | (1,680,150.33) | 115.7% |
|----------------|---------------|------------|---------------|----------------|--------|

| Expenditures                             | Amt Budgeted | December  | YTD        | Remaining   |        |
|------------------------------------------|--------------|-----------|------------|-------------|--------|
| 511 Clerk & City Council                 |              |           |            |             |        |
| 511 60 10 00 Salaries & Wages            | 100,948.00   | 23,041.05 | 135,645.53 | (34,697.53) | 134.4% |
| 511 60 11 00 Overtime                    | 510.00       | 0.00      | 0.00       | 510.00      | 0.0%   |
| 511 60 20 00 Social Security             | 7,723.00     | 1,754.61  | 10,240.01  | (2,517.01)  | 132.6% |
| 511 60 21 00 Retirement                  | 8,160.00     | 770.27    | 10,312.99  | (2,152.99)  | 126.4% |
| 511 60 22 00 Medical Benefits            | 20,125.00    | 0.00      | 16,405.55  | 3,719.45    | 81.5%  |
| 511 60 23 00 L & I                       | 436.00       | 0.00      | 266.82     | 169.18      | 61.2%  |
| 511 60 24 00 Unemployment & PFMLA        | 128.00       | 0.00      | 159.29     | (31.29)     | 124.4% |
| 511 60 31 00 Supplies                    | 1,000.00     | 118.78    | 576.80     | 423.20      | 57.7%  |
| 511 60 32 00 Fuel                        | 0.00         | 0.00      | 0.00       | 0.00        | 0.0%   |
| 511 60 35 00 Small Equipment             | 1,500.00     | 0.00      | 0.00       | 1,500.00    | 0.0%   |
| 511 60 41 00 Professional Services       | 89,800.00    | 2,945.60  | 32,099.35  | 57,700.65   | 35.7%  |
| 511 60 42 00 Communications              | 500.00       | 0.00      | 198.14     | 301.86      | 39.6%  |
| 511 60 44 00 Advertising                 | 3,000.00     | 148.50    | 1,992.18   | 1,007.82    | 66.4%  |
| 511 60 45 00 Operating Rentals           | 0.00         | 0.00      | 0.00       | 0.00        | 0.0%   |
| 511 60 48 00 Repair/maintenance          | 0.00         | 0.00      | 0.00       | 0.00        | 0.0%   |
| 511 60 49 00 Miscellaneous               | 500.00       | 0.00      | 0.00       | 500.00      | 0.0%   |
| 511 60 49 01 Meetings, Training & Travel | 3,500.00     | 580.00    | 1,843.00   | 1,657.00    | 52.7%  |
| 511 60 49 05 Credit Card Bank Fees-Clerk | 0.00         | 0.00      | 0.00       | 0.00        | 0.0%   |
| 511 60 49 06 Dues                        | 500.00       | 175.00    | 425.00     | 75.00       | 85.0%  |
| 511 60 49 10 Wellness Program            | 0.00         | 0.00      | 0.00       | 0.00        | 0.0%   |
| 514 40 41 05 Election Service            | 3,500.00     | 0.00      | 0.00       | 3,500.00    | 0.0%   |
| 514 40 41 06 Voter Registration Service  | 10,000.00    | 0.00      | 8,259.38   | 1,740.62    | 82.6%  |
| 511 Clerk & City Council                 | 251,830.00   | 29,533.81 | 218,424.04 | 33,405.96   | 86.7%  |

## 512 Judicial

|                                  |           |        |           |          |       |
|----------------------------------|-----------|--------|-----------|----------|-------|
| 512 50 49 01 Cascade Court Costs | 17,000.00 | 679.61 | 10,826.24 | 6,173.76 | 63.7% |
| 512 Judicial                     | 17,000.00 | 679.61 | 10,826.24 | 6,173.76 | 63.7% |

## 513 Executive Activities

|                                            |           |          |            |             |        |
|--------------------------------------------|-----------|----------|------------|-------------|--------|
| 513 10 10 00 Salaries & Wages              | 78,587.00 | 6,125.50 | 130,443.27 | (51,856.27) | 166.0% |
| 513 10 20 00 Social Security               | 5,676.00  | 466.07   | 7,043.80   | (1,367.80)  | 124.1% |
| 513 10 21 00 Retirement                    | 7,571.00  | 503.71   | 7,302.34   | 268.66      | 96.5%  |
| 513 10 22 00 Medical Benefits              | 12,253.00 | 1,046.53 | 12,395.22  | (142.22)    | 101.2% |
| 513 10 23 00 L & I                         | 160.00    | 0.00     | 107.13     | 52.87       | 67.0%  |
| 513 10 24 00 Unemployment & PFMLA          | 120.00    | 0.00     | 196.11     | (76.11)     | 163.4% |
| 513 10 31 00 Supplies                      | 500.00    | 474.73   | 604.12     | (104.12)    | 120.8% |
| 513 10 35 00 Small Equipment               | 0.00      | 0.00     | 0.00       | 0.00        | 0.0%   |
| 513 10 41 00 Professional Services         | 38,300.00 | 2,207.26 | 14,185.14  | 24,114.86   | 37.0%  |
| 513 10 42 00 Communications                | 700.00    | 513.27   | 917.89     | (217.89)    | 131.1% |
| 513 10 42 01 Mayor's Newsletter DO NOT USE | 0.00      | 0.00     | 0.00       | 0.00        | 0.0%   |

4090

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 5

## 001 General Fund

| Expenditures                             | Amt Budgeted | December  | YTD        | Remaining   |        |
|------------------------------------------|--------------|-----------|------------|-------------|--------|
| 513 Executive Activities                 |              |           |            |             |        |
| 513 10 49 00 Miscellaneous               | 500.00       | 0.00      | 0.00       | 500.00      | 0.0%   |
| 513 10 49 01 Meetings, Training & Travel | 2,500.00     | 27.00     | 3,230.50   | (730.50)    | 129.2% |
| 513 10 49 02 Volunteer Appreciation      | 3,000.00     | 0.00      | 0.00       | 3,000.00    | 0.0%   |
| 513 Executive Activities                 | 149,867.00   | 11,364.07 | 176,425.52 | (26,558.52) | 117.7% |

## 514 Administration

|                                                |              |             |              |            |        |
|------------------------------------------------|--------------|-------------|--------------|------------|--------|
| 514 23 10 00 Salaries & Wages                  | 428,175.00   | 39,269.71   | 355,840.67   | 72,334.33  | 83.1%  |
| 514 23 10 99 Salaries Indirect Cost Allocation | (220,777.00) | (55,193.00) | (220,777.00) | 0.00       | 100.0% |
| 514 23 11 00 Overtime                          | 1,080.00     | 0.00        | 90.16        | 989.84     | 8.3%   |
| 514 23 20 00 Social Security                   | 32,639.00    | 2,727.93    | 26,887.96    | 5,751.04   | 82.4%  |
| 514 23 21 00 Retirement                        | 54,856.00    | 3,421.91    | 41,399.73    | 13,456.27  | 75.5%  |
| 514 23 22 00 Medical Benefits                  | 111,239.00   | 7,164.63    | 83,008.72    | 28,230.28  | 74.6%  |
| 514 23 22 99 Benefits Indirect Cost Allocation | (100,494.00) | (25,123.00) | (100,494.00) | 0.00       | 100.0% |
| 514 23 23 00 L & I                             | 1,596.00     | 0.00        | 853.59       | 742.41     | 53.5%  |
| 514 23 23 01 Awc Retro Program                 | 1,720.00     | 0.00        | 0.00         | 1,720.00   | 0.0%   |
| 514 23 24 00 Unemployment & PFMLA              | 856.00       | 0.00        | 701.42       | 154.58     | 81.9%  |
| 514 23 31 00 Supplies                          | 3,000.00     | 509.17      | 3,125.65     | (125.65)   | 104.2% |
| 514 23 31 99 Supplies Indirect Cost Allocation | (8,795.00)   | (2,199.00)  | (8,795.00)   | 0.00       | 100.0% |
| 514 23 32 00 Fuel                              | 0.00         | 0.00        | 0.00         | 0.00       | 0.0%   |
| 514 23 35 00 Small Equipment                   | 1,000.00     | 0.00        | 168.38       | 831.62     | 16.8%  |
| 514 23 41 00 Professional Services             | 39,450.00    | 8,702.17    | 44,669.53    | (5,219.53) | 113.2% |
| 514 23 41 01 Payroll Leave Contingency         | 0.00         | 0.00        | 0.00         | 0.00       | 0.0%   |
| 514 23 41 02 Budget Adjustment Placeholde      | 0.00         | 0.00        | 0.00         | 0.00       | 0.0%   |
| 514 23 41 03 Unanticipated Grants              | 0.00         | 0.00        | 0.00         | 0.00       | 0.0%   |
| 514 23 41 04 CPG Grant - Clean Up Day          | 5,100.00     | 0.00        | 1,368.80     | 3,731.20   | 26.8%  |
| 514 23 41 07 State Audit                       | 35,000.00    | 2,250.69    | 27,377.01    | 7,622.99   | 78.2%  |
| 514 23 41 99 Services Indirect Cost Allocation | (169,656.00) | (42,414.00) | (169,656.00) | 0.00       | 100.0% |
| 514 23 42 00 Communications                    | 2,500.00     | 172.48      | 1,179.80     | 1,320.20   | 47.2%  |
| 514 23 44 00 Advertising                       | 500.00       | 0.00        | 0.00         | 500.00     | 0.0%   |
| 514 23 45 00 Operating Rentals                 | 16,500.00    | 1,097.30    | 10,038.48    | 6,461.52   | 60.8%  |
| 514 23 48 00 Repair/maintenance                | 4,000.00     | 0.00        | 0.00         | 4,000.00   | 0.0%   |
| 514 23 49 00 Miscellaneous                     | 200.00       | 0.00        | 115.00       | 85.00      | 57.5%  |
| 514 23 49 01 Meetings, Training & Travel       | 5,500.00     | 283.80      | 2,280.80     | 3,219.20   | 41.5%  |
| 514 23 49 04 Credit Card Fees-Utilities        | 0.00         | 0.00        | 0.00         | 0.00       | 0.0%   |
| 514 23 49 05 Credit Card Bank Fees             | 55,000.00    | 172.87      | 4,030.97     | 50,969.03  | 7.3%   |
| 514 23 49 06 Dues                              | 1,100.00     | 0.00        | 974.00       | 126.00     | 88.5%  |
| 514 Administration                             | 301,289.00   | (59,156.34) | 104,388.67   | 196,900.33 | 34.6%  |

## 515 Legal Services

|                                                      |            |           |            |             |        |
|------------------------------------------------------|------------|-----------|------------|-------------|--------|
| 515 41 41 21 External Legal Services-Advice          | 90,000.00  | 11,198.80 | 87,444.30  | 2,555.70    | 97.2%  |
| 515 45 41 22 External Legal Serv-Claims & Litigation | 12,500.00  | 20,385.00 | 32,434.00  | (19,934.00) | 259.5% |
| 515 93 41 23 Adult Misdemeanor Public Def            | 34,000.00  | 5,851.56  | 35,469.27  | (1,469.27)  | 104.3% |
| 515 Legal Services                                   | 136,500.00 | 37,435.36 | 155,347.57 | (18,847.57) | 113.8% |

## 518 Centralized Services

|                               |           |          |           |            |        |
|-------------------------------|-----------|----------|-----------|------------|--------|
| 518 10 10 00 Salaries & Wages | 26,420.00 | 2,371.50 | 28,389.75 | (1,969.75) | 107.5% |
| 518 10 11 00 Overtime         | 0.00      | 0.00     | 0.00      | 0.00       | 0.0%   |
| 518 10 20 00 Social Security  | 1,992.00  | 179.42   | 2,147.82  | (154.82)   | 107.8% |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 6

## 001 General Fund

| Expenditures             |                                                                            | Amt Budgeted | December  | YTD        | Remaining  |        |
|--------------------------|----------------------------------------------------------------------------|--------------|-----------|------------|------------|--------|
| 518 Centralized Services |                                                                            |              |           |            |            |        |
| 518 10 21 00             | Retirement                                                                 | 3,429.00     | 243.08    | 3,359.62   | 69.38      | 98.0%  |
| 518 10 22 00             | Medical Benefits                                                           | 7,242.00     | 516.03    | 6,193.62   | 1,048.38   | 85.5%  |
| 518 10 23 00             | L & I                                                                      | 58.00        | 0.00      | 53.28      | 4.72       | 91.9%  |
| 518 10 24 00             | Unemployment & PFMLA                                                       | 53.00        | 0.00      | 55.08      | (2.08)     | 103.9% |
| 518 10 31 00             | Supplies                                                                   | 1,000.00     | 140.21    | 824.15     | 175.85     | 82.4%  |
| 518 10 35 00             | Small Equipment                                                            | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 518 10 41 00             | Professional Services                                                      | 31,420.00    | 3,097.22  | 10,095.66  | 21,324.34  | 32.1%  |
| 518 10 42 00             | Communications                                                             | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 518 10 44 00             | Advertising                                                                | 10,000.00    | 4,233.00  | 15,132.65  | (5,132.65) | 151.3% |
| 518 10 48 00             | Repair & Maintenance                                                       | 1,000.00     | 0.00      | 0.00       | 1,000.00   | 0.0%   |
| 518 10 49 01             | Meetings, Training & Travel                                                | 2,000.00     | 0.00      | 1,365.00   | 635.00     | 68.3%  |
| 518 10 49 02             | Training-All EE Annual                                                     | 5,000.00     | 0.00      | 2,906.40   | 2,093.60   | 58.1%  |
| 518 10 49 06             | Dues                                                                       | 500.00       | 0.00      | 219.00     | 281.00     | 43.8%  |
| 518 10 49 10             | Wellness Program                                                           | 2,000.00     | 238.11    | 1,389.24   | 610.76     | 69.5%  |
| 010 Personnel Services   |                                                                            | 92,114.00    | 11,018.57 | 72,131.27  | 19,982.73  | 78.3%  |
| 518 30 10 00             | Salaries & Wages                                                           | 87,187.00    | 6,900.59  | 76,265.22  | 10,921.78  | 87.5%  |
| 518 30 11 00             | Overtime                                                                   | 550.00       | 46.19     | 704.70     | (154.70)   | 128.1% |
| 518 30 20 00             | Social Security                                                            | 6,682.00     | 379.96    | 5,724.04   | 957.96     | 85.7%  |
| 518 30 21 00             | Retirement                                                                 | 11,255.00    | 578.31    | 9,358.54   | 1,896.46   | 83.2%  |
| 518 30 22 00             | Medical Benefits                                                           | 22,074.00    | 1,135.48  | 17,189.37  | 4,884.63   | 77.9%  |
| 518 30 23 00             | L & I                                                                      | 806.00       | 0.00      | 635.15     | 170.85     | 78.8%  |
| 518 30 24 00             | Unemployment & PFMLA                                                       | 175.00       | 0.00      | 153.21     | 21.79      | 87.5%  |
| 518 30 31 00             | Supplies                                                                   | 5,750.00     | 734.88    | 4,143.21   | 1,606.79   | 72.1%  |
| 518 30 31 05             | Uniforms                                                                   | 1,400.00     | 122.29    | 443.33     | 956.67     | 31.7%  |
| 518 30 32 00             | Fuel                                                                       | 2,400.00     | 520.46    | 2,460.92   | (60.92)    | 102.5% |
| 518 30 35 00             | Small Tools                                                                | 450.00       | 61.38     | 451.42     | (1.42)     | 100.3% |
| 518 30 41 00             | Professional Services                                                      | 45,500.00    | 12,920.56 | 37,455.79  | 8,044.21   | 82.3%  |
| 518 30 42 00             | Communications                                                             | 600.00       | 56.85     | 535.76     | 64.24      | 89.3%  |
| 518 30 44 00             | Advertising                                                                | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 518 30 46 00             | Insurance                                                                  | 52,000.00    | 0.00      | 47,600.25  | 4,399.75   | 91.5%  |
| 518 30 47 00             | Utilities                                                                  | 17,200.00    | 2,350.80  | 13,467.66  | 3,732.34   | 78.3%  |
| 518 30 47 02             | Rental Expense                                                             | 300.00       | 0.00      | 111.76     | 188.24     | 37.3%  |
| 518 30 48 00             | Repairs/maintenance                                                        | 10,000.00    | 1,729.96  | 5,895.99   | 4,104.01   | 59.0%  |
| 518 30 49 01             | Meetings, Training & Travel                                                | 500.00       | 24.72     | 141.02     | 358.98     | 28.2%  |
| 030 Buildings & Grounds  |                                                                            | 264,829.00   | 27,562.43 | 222,737.34 | 42,091.66  | 84.1%  |
| 518 63 41 01             | COVID19                                                                    | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 060 Covid19              |                                                                            | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 518 90 31 90             | General Gov't Supplies & Mat'l's                                           | 6,000.00     | 452.10    | 3,799.00   | 2,201.00   | 63.3%  |
| 518 90 35 90             | Other General Governmental Services (SA) - Small Tools And Minor Equipment | 1,000.00     | 0.00      | 0.00       | 1,000.00   | 0.0%   |
| 518 90 42 00             | General Gov't Communications                                               | 35,000.00    | 0.00      | 3,061.91   | 31,938.09  | 8.7%   |
| 518 90 42 02             | Passport Postage                                                           | 2,000.00     | 0.00      | 31.95      | 1,968.05   | 1.6%   |
| 518 90 49 01             | B & O Tax                                                                  | 500.00       | 0.35      | 27.70      | 472.30     | 5.5%   |
| 518 90 49 02             | AWC Membership                                                             | 5,800.00     | 0.00      | 6,445.74   | (645.74)   | 111.1% |
| 518 90 49 03             | Puget Sound Regnl Council                                                  | 2,500.00     | 0.00      | 0.00       | 2,500.00   | 0.0%   |
| 518 90 49 04             | SnoCo Tomorrow                                                             | 1,500.00     | 0.00      | 1,394.00   | 106.00     | 92.9%  |
| 518 90 49 05             | Puget Sound Clean Air                                                      | 5,000.00     | 0.00      | 4,820.00   | 180.00     | 96.4%  |
| 518 90 49 06             | OMWBE                                                                      | 200.00       | 0.00      | 100.00     | 100.00     | 50.0%  |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 7

## 001 General Fund

| Expenditures                        | Amt Budgeted | December  | YTD        | Remaining  |       |
|-------------------------------------|--------------|-----------|------------|------------|-------|
| 518 Centralized Services            |              |           |            |            |       |
| 518 90 49 07 Snohomish Health Dist. | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%  |
| 518 90 49 08 Senior Center Life EAP | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%  |
| 090 General Gov't Services          | 59,500.00    | 452.45    | 19,680.30  | 39,819.70  | 33.1% |
| 518 Centralized Services            | 416,443.00   | 39,033.45 | 314,548.91 | 101,894.09 | 75.5% |

## 521 Law Enforcement

|                                            |              |            |              |            |        |
|--------------------------------------------|--------------|------------|--------------|------------|--------|
| 521 10 10 00 Salaries & Wages              | 142,969.00   | 15,211.67  | 125,213.61   | 17,755.39  | 87.6%  |
| 521 10 11 00 Overtime                      | 0.00         | 0.00       | 4,784.52     | (4,784.52) | 0.0%   |
| 521 10 20 00 Social Security               | 10,937.00    | 1,000.87   | 9,740.69     | 1,196.31   | 89.1%  |
| 521 10 21 00 Retirement                    | 18,217.00    | 1,432.92   | 16,921.21    | 1,295.79   | 92.9%  |
| 521 10 22 00 Medical Benefits              | 52,013.00    | 4,117.53   | 51,197.74    | 815.26     | 98.4%  |
| 521 10 23 00 L & I                         | 756.00       | 0.00       | 376.08       | 379.92     | 49.7%  |
| 521 10 24 00 Unemployment & PFMLA          | 286.00       | 0.00       | 234.13       | 51.87      | 81.9%  |
| 521 10 31 00 Supplies                      | 2,300.00     | 926.93     | 2,162.37     | 137.63     | 94.0%  |
| 521 10 31 01 Supplies - Nat'l Night Out    | 3,500.00     | 0.00       | 2,039.22     | 1,460.78   | 58.3%  |
| 521 10 31 02 Training Supplies             | 275.00       | 0.00       | 0.00         | 275.00     | 0.0%   |
| 521 10 32 00 Fuel                          | 175.00       | 0.00       | 0.00         | 175.00     | 0.0%   |
| 521 10 33 50 Small Equipment               | 0.00         | 0.00       | 0.00         | 0.00       | 0.0%   |
| 521 10 35 01 Uniforms                      | 450.00       | 300.00     | 453.01       | (3.01)     | 100.7% |
| 521 10 41 00 Professional Services         | 400.00       | 740.79     | 942.30       | (542.30)   | 235.6% |
| 521 10 44 00 Advertising                   | 500.00       | 0.00       | 0.00         | 500.00     | 0.0%   |
| 521 10 45 00 Rentals And Leases            | 500.00       | 289.00     | 289.00       | 211.00     | 57.8%  |
| 521 10 47 00 Utilities                     | 10,000.00    | 1,482.49   | 7,664.72     | 2,335.28   | 76.6%  |
| 521 10 48 03 Repair\maintenance            | 1,000.00     | 0.00       | 257.08       | 742.92     | 25.7%  |
| 521 10 49 00 Miscellaneous                 | 1,000.00     | 0.00       | 825.05       | 174.95     | 82.5%  |
| 521 10 49 02 Dues                          | 700.00       | 0.00       | 0.00         | 700.00     | 0.0%   |
| 521 10 49 03 Meeting, Training & Travel    | 2,000.00     | 0.00       | 975.98       | 1,024.02   | 48.8%  |
| 521 10 49 05 Credit Card Bank Fees-Law Enf | 0.00         | 0.00       | 0.00         | 0.00       | 0.0%   |
| 521 10 49 06 Narcotics Task Force          | 1,360.00     | 0.00       | 1,357.00     | 3.00       | 99.8%  |
| 521 10 49 07 Intergovernmental Agreements  | 1,886,551.00 | 313,447.50 | 1,880,685.00 | 5,866.00   | 99.7%  |
| 521 10 49 08 Sno911&SERS (was Dispatch)    | 137,912.00   | 8,202.99   | 98,435.88    | 39,476.12  | 71.4%  |
| 521 10 49 09 SERS Maint&OpDONOTUSE         | 0.00         | 0.00       | 0.00         | 0.00       | 0.0%   |
| 521 10 49 10 Animal Control                | 3,300.00     | 186.00     | 1,946.00     | 1,354.00   | 59.0%  |
| 521 Law Enforcement                        | 2,277,101.00 | 347,338.69 | 2,206,500.59 | 70,600.41  | 96.9%  |

## 522 Fire Control

|                                    |      |      |      |      |      |
|------------------------------------|------|------|------|------|------|
| 522 22 10 00 Salaries & Wages      | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 522 22 11 00 Overtime              | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 522 22 20 00 Social Security       | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 522 22 21 00 Retirement            | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 522 22 22 00 Medical Benefits      | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 522 22 23 00 L & I                 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 522 22 24 00 Unemployment & PFMLA  | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 522 22 31 00 Supplies              | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 522 22 32 00 Fuel                  | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 522 22 35 00 Small Equipment       | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 522 22 35 01 Uniforms              | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 522 22 41 00 Professional Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 522 22 42 00 Communications        | 0.00 | 0.00 | 0.00 | 4.03 | 0.0% |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 8

## 001 General Fund

| Expenditures                                 | Amt Budgeted     | December         | YTD              | Remaining       |              |
|----------------------------------------------|------------------|------------------|------------------|-----------------|--------------|
| 522 Fire Control                             |                  |                  |                  |                 |              |
| 522 22 44 00 Advertising                     | 0.00             | 0.00             | 0.00             | 0.00            | 0.0%         |
| 522 22 45 00 Rentals                         | 0.00             | 0.00             | 0.00             | 0.00            | 0.0%         |
| 522 22 47 00 Utilities                       | 0.00             | 0.00             | 0.00             | 0.00            | 0.0%         |
| 522 22 48 00 Repair/maintenance              | 0.00             | 0.00             | 0.00             | 0.00            | 0.0%         |
| 522 22 48 07 Vehicle Repair/maintenance      | 0.00             | 0.00             | 0.00             | 0.00            | 0.0%         |
| 522 22 49 01 Meetings, Training & Travel     | 0.00             | 0.00             | 0.00             | 0.00            | 0.0%         |
| 522 22 49 02 Dues                            | 0.00             | 0.00             | 0.00             | 0.00            | 0.0%         |
| 522 22 49 03 Administrative Service Contract | 45,025.00        | 43,713.00        | 43,713.00        | 1,312.00        | 97.1%        |
| <b>522 Fire Control</b>                      | <b>45,025.00</b> | <b>43,713.00</b> | <b>43,713.00</b> | <b>1,312.00</b> | <b>97.1%</b> |

## 523 Jail Costs

|                          |                  |                 |                  |                  |              |
|--------------------------|------------------|-----------------|------------------|------------------|--------------|
| 523 50 49 03 County Jail | 55,000.00        | 1,996.42        | 41,535.43        | 13,464.57        | 75.5%        |
| <b>523 Jail Costs</b>    | <b>55,000.00</b> | <b>1,996.42</b> | <b>41,535.43</b> | <b>13,464.57</b> | <b>75.5%</b> |

## 525 Emergency Services

|                                             |                  |                 |                 |               |              |
|---------------------------------------------|------------------|-----------------|-----------------|---------------|--------------|
| 525 10 49 00 2010 Flood Emergency           | 0.00             | 0.00            | 0.00            | 0.00          | 0.0%         |
| 525 10 49 01 Emergency Services - Prof Svcs | 0.00             | 0.00            | 0.00            | 0.00          | 0.0%         |
| 525 10 49 03 Emergency Services-SnoCo DEM   | 10,110.00        | 2,284.25        | 9,137.00        | 973.00        | 90.4%        |
| <b>525 Emergency Services</b>               | <b>10,110.00</b> | <b>2,284.25</b> | <b>9,137.00</b> | <b>973.00</b> | <b>90.4%</b> |

## 551 Public Housing Services

|                                             |                  |             |                 |                  |              |
|---------------------------------------------|------------------|-------------|-----------------|------------------|--------------|
| 551 10 49 09 Resource Cntr-Housing          | 15,000.00        | 0.00        | 0.00            | 15,000.00        | 0.0%         |
| 551 10 49 10 Alliance For Housing Authority | 1,740.00         | 0.00        | 1,738.00        | 2.00             | 99.9%        |
| <b>551 Public Housing Services</b>          | <b>16,740.00</b> | <b>0.00</b> | <b>1,738.00</b> | <b>15,002.00</b> | <b>10.4%</b> |

## 558 Community Planning & Economic Development

|                                                       |            |           |            |             |        |
|-------------------------------------------------------|------------|-----------|------------|-------------|--------|
| 558 60 10 00 Salaries & Wages                         | 485,614.00 | 47,021.02 | 448,327.93 | 37,286.07   | 92.3%  |
| 558 60 11 00 Overtime                                 | 570.00     | 107.88    | 618.55     | (48.55)     | 108.5% |
| 558 60 20 00 Social Security                          | 36,914.00  | 3,251.62  | 33,931.98  | 2,982.02    | 91.9%  |
| 558 60 21 00 Retirement                               | 63,033.00  | 4,581.48  | 52,180.09  | 10,852.91   | 82.8%  |
| 558 60 22 00 Medical Benefits                         | 102,716.00 | 8,784.54  | 74,000.65  | 28,715.35   | 72.0%  |
| 558 60 23 00 L & I                                    | 1,199.00   | 0.00      | 1,209.64   | (10.64)     | 100.9% |
| 558 60 24 00 Unemployment & PFMLA                     | 971.00     | 0.00      | 862.90     | 108.10      | 88.9%  |
| 558 60 31 00 Supplies                                 | 4,000.00   | 512.27    | 3,052.99   | 947.01      | 76.3%  |
| 558 60 32 00 Fuel                                     | 700.00     | 190.09    | 1,132.62   | (432.62)    | 161.8% |
| 558 60 35 00 Small Equipment                          | 3,500.00   | 475.66    | (3,008.68) | 6,508.68    | 86.0%  |
| 558 60 41 00 Professional Services                    | 210,500.00 | 11,597.88 | 218,117.88 | (7,617.88)  | 103.6% |
| 558 60 41 01 Economic Development-DSC DO NOT USE      | 0.00       | 0.00      | 347.58     | (347.58)    | 0.0%   |
| 558 60 41 03 Tourism Promotion & Marketing-DO NOT USE | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%   |
| 558 60 41 09 Prof Serv-Reimbursable                   | 40,000.00  | 6,952.00  | 50,412.43  | (10,412.43) | 126.0% |
| 558 60 42 00 Communications                           | 2,000.00   | 428.11    | 3,497.63   | (1,497.63)  | 174.9% |
| 558 60 44 00 Advertising                              | 3,000.00   | 82.50     | 2,929.62   | 70.38       | 97.7%  |
| 558 60 45 00 Rentals                                  | 3,600.00   | 299.09    | 3,241.85   | 358.15      | 90.1%  |
| 558 60 48 00 Repairs & Maintenance                    | 400.00     | 5.75      | 67.71      | 332.29      | 16.9%  |
| 558 60 49 00 Meetings, Training & Travel              | 8,000.00   | 35.00     | 1,279.51   | 6,720.49    | 16.0%  |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 9

## 001 General Fund

| Expenditures                                  |                                       | Amt Budgeted | December  | YTD        | Remaining  |        |
|-----------------------------------------------|---------------------------------------|--------------|-----------|------------|------------|--------|
| 558 Community Planning & Economic Development |                                       |              |           |            |            |        |
| 558 60 49 01                                  | Meetings, Training & Travel-DON'T USE | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 558 60 49 02                                  | Dues                                  | 13,500.00    | 21.00     | 12,027.40  | 1,472.60   | 89.1%  |
| 558 60 49 03                                  | Printing                              | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 558 60 49 05                                  | Credit Card Bank Fees-CD              | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 060 Community Development                     |                                       | 980,217.00   | 84,345.89 | 904,230.28 | 75,986.72  | 92.2%  |
| 558 70 10 00                                  | Salaries & Wages                      | 87,756.00    | 9,057.00  | 50,409.00  | 37,347.00  | 57.4%  |
| 558 70 11 00                                  | Overtime                              | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 558 70 20 00                                  | Social Security                       | 6,596.00     | 692.85    | 3,856.23   | 2,739.77   | 58.5%  |
| 558 70 21 00                                  | Retirement                            | 11,391.00    | 928.34    | 5,628.37   | 5,762.63   | 49.4%  |
| 558 70 22 00                                  | Medical Benefits                      | 29,066.00    | 1,474.02  | 14,360.12  | 14,705.88  | 49.4%  |
| 558 70 23 00                                  | L & I                                 | 231.00       | 0.00      | 78.24      | 152.76     | 33.9%  |
| 558 70 24 00                                  | Unemployment & PFMLA                  | 176.00       | 0.00      | 55.12      | 120.88     | 31.3%  |
| 558 70 31 00                                  | Supplies                              | 4,000.00     | 0.00      | 333.20     | 3,666.80   | 8.3%   |
| 558 70 35 00                                  | Small Equipment                       | 2,500.00     | 0.00      | 168.38     | 2,331.62   | 6.7%   |
| 558 70 41 00                                  | Professional Services                 | 85,000.00    | 501.69    | 3,093.28   | 81,906.72  | 3.6%   |
| 558 70 42 00                                  | Communications                        | 1,500.00     | 83.62     | 845.50     | 654.50     | 56.4%  |
| 558 70 44 00                                  | Advertising                           | 1,000.00     | 0.00      | 0.00       | 1,000.00   | 0.0%   |
| 558 70 48 00                                  | Repair & Maintenance                  | 500.00       | 0.00      | 0.00       | 500.00     | 0.0%   |
| 558 70 49 00                                  | Meetings, Training & Travel           | 2,500.00     | 0.00      | 661.67     | 1,838.33   | 26.5%  |
| 558 70 49 02                                  | Dues                                  | 4,000.00     | 0.00      | 1,800.00   | 2,200.00   | 45.0%  |
| 558 70 49 03                                  | Printing                              | 1,000.00     | 0.00      | 0.00       | 1,000.00   | 0.0%   |
| 070 Economic Development                      |                                       | 237,216.00   | 12,737.52 | 81,289.11  | 155,926.89 | 34.3%  |
| 558 Community Planning & Economic             |                                       | 1,217,433.00 | 97,083.41 | 985,519.39 | 231,913.61 | 81.0%  |
| 562 Public Health Services                    |                                       |              |           |            |            |        |
| 562 10 49 07                                  | Snohomish Health District             | 7,000.00     | 0.00      | 14,000.00  | (7,000.00) | 200.0% |
| 562 Public Health Services                    |                                       | 7,000.00     | 0.00      | 14,000.00  | (7,000.00) | 200.0% |
| 566 Substance Abuse                           |                                       |              |           |            |            |        |
| 566 00 49 05                                  | Liquor Board Excise Tax               | 1,602.00     | 0.00      | 2,142.68   | (540.68)   | 133.8% |
| 566 Substance Abuse                           |                                       | 1,602.00     | 0.00      | 2,142.68   | (540.68)   | 133.8% |
| 569 Aging And Disability Services             |                                       |              |           |            |            |        |
| 569 10 49 08                                  | Sr Center LEAP                        | 10,000.00    | 0.00      | 10,000.00  | 0.00       | 100.0% |
| 569 Aging And Disability Services             |                                       | 10,000.00    | 0.00      | 10,000.00  | 0.00       | 100.0% |
| 572 Libraries                                 |                                       |              |           |            |            |        |
| 572 10 47 00                                  | Utilities                             | 12,360.00    | 2,454.41  | 11,585.58  | 774.42     | 93.7%  |
| 572 10 48 00                                  | Repair/maintenance                    | 2,500.00     | 0.00      | 368.14     | 2,131.86   | 14.7%  |
| 572 Libraries                                 |                                       | 14,860.00    | 2,454.41  | 11,953.72  | 2,906.28   | 80.4%  |
| 576 Park Facilities                           |                                       |              |           |            |            |        |
| 576 80 10 00                                  | Salaries & Wages                      | 253,875.00   | 16,134.73 | 213,951.03 | 39,923.97  | 84.3%  |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 10

## 001 General Fund

| Expenditures             |                                            | Amt Budgeted | December   | YTD        | Remaining   |        |
|--------------------------|--------------------------------------------|--------------|------------|------------|-------------|--------|
| 576 Park Facilities      |                                            |              |            |            |             |        |
| 576 80 11 00             | Overtime                                   | 2,051.00     | 143.60     | 2,781.75   | (730.75)    | 135.6% |
| 576 80 20 00             | Social Security                            | 19,523.00    | 1,240.16   | 16,515.42  | 3,007.58    | 84.6%  |
| 576 80 21 00             | Retirement                                 | 28,000.00    | 1,877.28   | 25,838.98  | 2,161.02    | 92.3%  |
| 576 80 22 00             | Medical Benefits                           | 62,329.00    | 3,861.90   | 49,586.69  | 12,742.31   | 79.6%  |
| 576 80 23 00             | L & I                                      | 2,899.00     | 0.00       | 2,149.58   | 749.42      | 74.1%  |
| 576 80 24 00             | Unemployment & PFMLA                       | 512.00       | 0.00       | 426.61     | 85.39       | 83.3%  |
| 576 80 31 00             | Supplies                                   | 10,500.00    | 4,527.47   | 17,313.17  | (6,813.17)  | 164.9% |
| 576 80 32 00             | Fuel                                       | 6,500.00     | 1,116.04   | 5,669.92   | 830.08      | 87.2%  |
| 576 80 35 00             | Small Equipment                            | 2,000.00     | 0.00       | 1,032.21   | 967.79      | 51.6%  |
| 576 80 35 01             | Uniforms                                   | 2,000.00     | 35.76      | 937.53     | 1,062.47    | 46.9%  |
| 576 80 41 00             | Professional Services                      | 17,540.00    | 1,984.34   | 13,788.26  | 3,751.74    | 78.6%  |
| 576 80 41 01             | Summer Concert Series-DO NOT USE           | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 576 80 41 02             | Movies In The Park-DO NOT USE              | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 576 80 41 03             | Light Up Your Holidays-DO NOT USE          | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 576 80 41 04             | CPG Grant - Clean Up Day                   | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 576 80 41 05             | Touch A Truck-DO NOT USE                   | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 576 80 41 06             | Snow Goose/Glass Quest-DO NOT USE          | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 576 80 41 07             | Haunted Halloween At Ovenell-DO NOT USE    | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 576 80 41 10             | Park Events-DO NOT USE                     | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 576 80 42 00             | Communications                             | 1,000.00     | 167.36     | 1,424.00   | (424.00)    | 142.4% |
| 576 80 45 06             | Rent                                       | 2,500.00     | 0.00       | 0.00       | 2,500.00    | 0.0%   |
| 576 80 47 00             | Utilities                                  | 15,000.00    | 2,364.69   | 22,505.54  | (7,505.54)  | 150.0% |
| 576 80 48 00             | Repair/maintenance                         | 12,000.00    | 85.18      | 7,635.19   | 4,364.81    | 63.6%  |
| 576 80 48 01             | Field Maint - User Fees                    | 0.00         | 0.00       | 12.40      | (12.40)     | 0.0%   |
| 576 80 49 01             | Meetings, Training & Travel                | 1,400.00     | 1,586.01   | 1,830.66   | (430.66)    | 130.8% |
| 576 80 49 05             | Credit Card Bank Fees-PW                   | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 576 Park Facilities      |                                            | 439,629.00   | 35,124.52  | 383,398.94 | 56,230.06   | 87.2%  |
| 580 Non Expenditures     |                                            |              |            |            |             |        |
| 582 10 00 01             | Refund Of Deposits                         | 0.00         | 350.00     | 1,650.00   | (1,650.00)  | 0.0%   |
| 582 30 00 01             | Court Collections                          | 0.00         | 2,869.06   | 19,074.81  | (19,074.81) | 0.0%   |
| 589 00 00 10             | Change Fund                                | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 589 00 09 98             | ASP Clearing                               | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 589 90 00 01             | Payroll EE Deductions Clearing             | 0.00         | (3,590.44) | 1,154.01   | (1,154.01)  | 0.0%   |
| 589 90 00 02             | Payroll Draw Clearing                      | 0.00         | 0.00       | 6,850.00   | (6,850.00)  | 0.0%   |
| 580 Non Expenditures     |                                            | 0.00         | (371.38)   | 28,728.82  | (28,728.82) | 0.0%   |
| 594 Capital Expenditures |                                            |              |            |            |             |        |
| 594 18 64 01             | Machinery & Equipment                      | 0.00         | 13,500.00  | 13,500.00  | (13,500.00) | 0.0%   |
| 594 21 64 01             | Equipment - Grant Funded                   | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 594 25 60 00             | Emergency Services - Machinery & Equipment | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 594 58 64 00             | Equipment - Software                       | 0.00         | 0.00       | 0.00       | 0.00        | 0.0%   |
| 594 Capital Expenditures |                                            | 0.00         | 13,500.00  | 13,500.00  | (13,500.00) | 0.0%   |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 11

## 001 General Fund

| Expenditures            |                                         | Amt Budgeted  | December       | YTD          | Remaining    |        |
|-------------------------|-----------------------------------------|---------------|----------------|--------------|--------------|--------|
| 597 Interfund Transfers |                                         |               |                |              |              |        |
| 597 00 00 01            | Transfer To Streets (101)               | 300,000.00    | 0.00           | 300,000.00   | 0.00         | 100.0% |
| 597 00 01 07            | Transfer To Equip Replacemen            | 110,710.00    | 27,676.00      | 110,710.00   | 0.00         | 100.0% |
| 597 00 01 15            | Transfer Out To Tourism & Promotion DSC | 25,000.00     | 25,000.00      | 43,750.00    | (18,750.00)  | 175.0% |
| 597 01 01 09            | Trfr Out-contingency Fund (1            | 50,000.00     | (3,186.63)     | 34,313.37    | 15,686.63    | 68.6%  |
| 597 01 01 10            | Transfer To Build Impr Fund             | 1,500,000.00  | 1,500,000.00   | 1,500,000.00 | 0.00         | 100.0% |
| 597 01 02 05            | Transfer To Debt Serv(Parks)            | 0.00          | 0.00           | 0.00         | 0.00         | 0.0%   |
| 597 01 03 00            | Transfer Out To Streets 103             | 150,000.00    | (112,500.00)   | 0.00         | 150,000.00   | 0.0%   |
| 597 01 04 21            | Trsfr Out To Water Operating            | 100,000.00    | 25,000.00      | 100,000.00   | 0.00         | 100.0% |
| 597 05 01 04            | Transfer Out To Parks Improvement       | 449,003.00    | 449,003.00     | 449,003.00   | 0.00         | 100.0% |
| 597 10 04 11            | Transfer To Drainage Constr             | 0.00          | 0.00           | 0.00         | 0.00         | 0.0%   |
| 597 Interfund Transfers |                                         | 2,684,713.00  | 1,910,992.37   | 2,537,776.37 | 146,936.63   | 94.5%  |
| 999 Ending Balance      |                                         |               |                |              |              |        |
| 508 31 00 01            | Restricted End Cash & Invest            | 0.00          | 0.00           | 0.00         | 0.00         | 0.0%   |
| 508 91 00 01            | Unassigned End Cash & Invest            | 2,670,664.00  | 0.00           | 0.00         | 2,670,664.00 | 0.0%   |
| 508 91 00 02            | Unassigned End Cash & Invest            | 590.00        | 0.00           | 0.00         | 590.00       | 0.0%   |
| 999 Ending Balance      |                                         | 2,671,254.00  | 0.00           | 0.00         | 2,671,254.00 | 0.0%   |
| Fund Expenditures:      |                                         | 10,723,396.00 | 2,513,005.65   | 7,269,604.89 | 3,453,791.11 | 67.8%  |
| Fund Excess/(Deficit):  |                                         | (0.14)        | (2,108,395.14) | 5,133,941.30 |              |        |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 12

## 101 Street Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |  |
|----------|--------------|----------|-----|-----------|--|
|----------|--------------|----------|-----|-----------|--|

### 308 Beginning Balances

|                        |                            |           |      |           |      |        |
|------------------------|----------------------------|-----------|------|-----------|------|--------|
| 308 51 01 01           | Assigned Beg Cash & Invest | 84,059.78 | 0.00 | 84,059.78 | 0.00 | 100.0% |
| 308 Beginning Balances |                            | 84,059.78 | 0.00 | 84,059.78 | 0.00 | 100.0% |

### 310 Taxes

|              |                            |      |      |      |      |      |
|--------------|----------------------------|------|------|------|------|------|
| 311 10 01 01 | Property Taxes - Street 8% | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 310 Taxes    |                            | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 320 Licenses & Permits

|                        |                                  |           |      |           |          |        |
|------------------------|----------------------------------|-----------|------|-----------|----------|--------|
| 321 91 00 10           | WM - Street Maintenance Fee      | 18,500.00 | 0.00 | 19,130.60 | (630.60) | 103.4% |
| 322 90 00 03           | Right Of Way And Utility Permits | 1,000.00  | 0.00 | 0.00      | 1,000.00 | 0.0%   |
| 320 Licenses & Permits |                                  | 19,500.00 | 0.00 | 19,130.60 | 369.40   | 98.1%  |

### 330 Intergovernmental Revenues

|                                |                            |            |           |            |            |        |
|--------------------------------|----------------------------|------------|-----------|------------|------------|--------|
| 336 00 71 00                   | Multimodal Transportation  | 9,400.00   | 2,560.00  | 9,731.04   | (331.04)   | 103.5% |
| 336 00 87 00                   | Mvft Unrestricted Fuel Tax | 135,000.00 | 14,012.05 | 138,318.64 | (3,318.64) | 102.5% |
| 330 Intergovernmental Revenues |                            | 144,400.00 | 16,572.05 | 148,049.68 | (3,649.68) | 102.5% |

### 340 Charges For Services

|                          |                            |      |      |      |      |      |
|--------------------------|----------------------------|------|------|------|------|------|
| 344 10 00 00             | Adopt A Street Fees        | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 344 10 00 01             | Misc. Charges For Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 344 10 51 01             | TBD Management Fee         | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 349 00 00 01             | Interfund Charge - TBD     | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 340 Charges For Services |                            | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 360 Misc Revenues

|                   |                        |          |       |           |             |        |
|-------------------|------------------------|----------|-------|-----------|-------------|--------|
| 361 11 01 01      | State Pool/cd Interest | 2,000.00 | 67.98 | 767.62    | 1,232.38    | 38.4%  |
| 369 91 01 01      | Miscellaneous          | 0.00     | 0.00  | 0.00      | 0.00        | 0.0%   |
| 398 10 01 01      | Insurance Recoveries   | 0.00     | 0.00  | 16,672.28 | (16,672.28) | 0.0%   |
| 360 Misc Revenues |                        | 2,000.00 | 67.98 | 17,439.90 | (15,439.90) | 872.0% |

### 380 Non Revenues

|                  |           |      |      |      |      |      |
|------------------|-----------|------|------|------|------|------|
| 382 20 01 01     | Retainage | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 380 Non Revenues |           | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 397 Interfund Transfers

|                         |                                |            |           |            |      |        |
|-------------------------|--------------------------------|------------|-----------|------------|------|--------|
| 397 00 00 00            | Transfer In From GF            | 300,000.00 | 0.00      | 300,000.00 | 0.00 | 100.0% |
| 397 00 01 03            | Trfr From Street Const (103)   | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 397 00 02 03            | Transfer In From Lid Guarantee | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 397 01 01 20            | Transfer In From Reet (120)    | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 397 02 01 21            | Transfer In From Reet (121)    | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 397 07 06 77            | Transfer In From TBD           | 200,000.00 | 50,000.00 | 200,000.00 | 0.00 | 100.0% |
| 397 Interfund Transfers |                                | 500,000.00 | 50,000.00 | 500,000.00 | 0.00 | 100.0% |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 13

## 101 Street Fund

| Revenues       | Amt Budgeted | December  | YTD        | Remaining   |        |
|----------------|--------------|-----------|------------|-------------|--------|
| Fund Revenues: | 749,959.78   | 66,640.03 | 768,679.96 | (18,720.18) | 102.5% |

| Expenditures                             | Amt Budgeted | December  | YTD        | Remaining  |        |
|------------------------------------------|--------------|-----------|------------|------------|--------|
| 542 Streets - Maintenance                |              |           |            |            |        |
| 542 30 10 00 Salaries & Wages            | 272,005.00   | 16,731.04 | 263,326.32 | 8,678.68   | 96.8%  |
| 542 30 11 00 Overtime                    | 2,062.00     | 146.40    | 2,843.29   | (781.29)   | 137.9% |
| 542 30 20 00 Social Security             | 20,694.00    | 1,287.38  | 18,571.74  | 2,122.26   | 89.7%  |
| 542 30 21 00 Retirement                  | 30,124.00    | 1,938.34  | 28,119.11  | 2,004.89   | 93.3%  |
| 542 30 22 00 Medical Benefits            | 67,827.00    | 4,214.81  | 53,128.50  | 14,698.50  | 78.3%  |
| 542 30 23 00 L & I                       | 2,954.00     | 0.00      | 2,105.65   | 848.35     | 71.3%  |
| 542 30 24 00 Unemployment & PFMLA        | 548.00       | 0.00      | 517.13     | 30.87      | 94.4%  |
| 542 30 31 00 Supplies                    | 22,500.00    | 1,263.36  | 19,761.02  | 2,738.98   | 87.8%  |
| 542 30 31 03 Uniforms                    | 1,400.00     | 35.76     | 1,040.67   | 359.33     | 74.3%  |
| 542 30 32 00 Fuel                        | 4,700.00     | 1,187.48  | 6,042.60   | (1,342.60) | 128.6% |
| 542 30 35 00 Small Tools & Equipment     | 1,850.00     | 47.22     | 1,905.74   | (55.74)    | 103.0% |
| 542 30 35 01 Adopt A Street Signs        | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 542 30 41 00 Professional Services       | 16,500.00    | 5,800.07  | 20,688.18  | (4,188.18) | 125.4% |
| 542 30 42 00 Communications              | 1,200.00     | 79.67     | 1,453.73   | (253.73)   | 121.1% |
| 542 30 44 00 Advertising                 | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 542 30 45 00 Rentals                     | 1,800.00     | 0.00      | 0.00       | 1,800.00   | 0.0%   |
| 542 30 46 00 Insurance                   | 30,000.00    | 0.00      | 28,560.15  | 1,439.85   | 95.2%  |
| 542 30 46 10 Payments To Claimants       | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 542 30 47 00 Utilities                   | 65,000.00    | 10,117.23 | 67,855.10  | (2,855.10) | 104.4% |
| 542 30 47 01 Street Lighting DO NOT USE  | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 542 30 48 00 Repair/maintenance          | 40,000.00    | 1,961.15  | 20,314.77  | 19,685.23  | 50.8%  |
| 542 30 48 01 SnoCo PW Striping           | 16,000.00    | 0.00      | 0.00       | 16,000.00  | 0.0%   |
| 542 30 49 00 Miscellaneous               | 0.00         | 0.00      | 0.00       | 0.00       | 0.0%   |
| 542 30 49 01 Meetings, Training & Travel | 1,500.00     | 1,528.34  | 1,731.59   | (231.59)   | 115.4% |
| 542 30 49 03 Dues                        | 100.00       | 61.80     | 121.80     | (21.80)    | 121.8% |
| 542 Streets - Maintenance                | 598,764.00   | 46,400.05 | 538,087.09 | 60,676.91  | 89.9%  |

## 580 Non Expenditures

|                               |      |      |      |      |      |
|-------------------------------|------|------|------|------|------|
| 582 20 01 01 Refund Retainage | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 580 Non Expenditures          | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

## 594 Capital Expenditures

|                                           |      |      |      |      |      |
|-------------------------------------------|------|------|------|------|------|
| 595 30 63 00 Misc Capital Projects - TBD  | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 595 30 63 10 Right Of Way Const. & Repair | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 595 30 64 01 Machinery & Equipment        | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 594 Capital Expenditures                  | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

## 597 Interfund Transfers

|                                          |           |           |           |      |        |
|------------------------------------------|-----------|-----------|-----------|------|--------|
| 597 01 01 07 Transfer Out To Equip Resrv | 81,280.00 | 20,320.00 | 81,280.00 | 0.00 | 100.0% |
| 597 Interfund Transfers                  | 81,280.00 | 20,320.00 | 81,280.00 | 0.00 | 100.0% |

## 999 Ending Balance

|                                         |           |      |      |           |      |
|-----------------------------------------|-----------|------|------|-----------|------|
| 508 51 01 01 Assigned End Cash & Invest | 69,916.00 | 0.00 | 0.00 | 69,916.00 | 0.0% |
|-----------------------------------------|-----------|------|------|-----------|------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 14

## 101 Street Fund

| Expenditures           | Amt Budgeted | December  | YTD        | Remaining  |       |
|------------------------|--------------|-----------|------------|------------|-------|
| 999 Ending Balance     |              |           |            |            |       |
| 999 Ending Balance     | 69,916.00    | 0.00      | 0.00       | 69,916.00  | 0.0%  |
| Fund Expenditures:     | 749,960.00   | 66,720.05 | 619,367.09 | 130,592.91 | 82.6% |
| Fund Excess/(Deficit): | (0.22)       | (80.02)   | 149,312.87 |            |       |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 15

## 102 Street Impact Fee Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |  |
|----------|--------------|----------|-----|-----------|--|
|----------|--------------|----------|-----|-----------|--|

### 308 Beginning Balances

|                        |                              |            |      |            |      |        |
|------------------------|------------------------------|------------|------|------------|------|--------|
| 308 31 01 02           | Restricted Beg Cash & Invest | 690,312.66 | 0.00 | 690,312.66 | 0.00 | 100.0% |
| 308 Beginning Balances |                              | 690,312.66 | 0.00 | 690,312.66 | 0.00 | 100.0% |

### 330 Intergovernmental Revenues

|                                |                              |      |      |      |      |      |
|--------------------------------|------------------------------|------|------|------|------|------|
| 333 20 20 00                   | Fhwa And Wsdot Grant         | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 333 97 01 02                   | Wsdot Arra Grant             | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 334 00 20 00                   | Puget Sound Reg Council Gran | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 334 03 80 00                   | Tib - 267th St Nw            | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 330 Intergovernmental Revenues |                              | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 340 Charges For Services

|                          |                    |            |           |            |             |        |
|--------------------------|--------------------|------------|-----------|------------|-------------|--------|
| 345 85 01 02             | Street Impact Fees | 209,665.00 | 10,570.17 | 265,347.30 | (55,682.30) | 126.6% |
| 340 Charges For Services |                    | 209,665.00 | 10,570.17 | 265,347.30 | (55,682.30) | 126.6% |

### 360 Misc Revenues

|                   |                        |          |        |          |          |       |
|-------------------|------------------------|----------|--------|----------|----------|-------|
| 361 11 01 02      | State Pool/cd Interest | 7,000.00 | 398.26 | 5,553.28 | 1,446.72 | 79.3% |
| 369 91 01 02      | Miscellaneous          | 0.00     | 0.00   | 0.00     | 0.00     | 0.0%  |
| 360 Misc Revenues |                        | 7,000.00 | 398.26 | 5,553.28 | 1,446.72 | 79.3% |

### 397 Interfund Transfers

|                         |                             |      |      |      |      |      |
|-------------------------|-----------------------------|------|------|------|------|------|
| 397 00 01 21            | Transfer In From Reet (121) | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 Interfund Transfers |                             | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

|                |            |           |            |             |        |
|----------------|------------|-----------|------------|-------------|--------|
| Fund Revenues: | 906,977.66 | 10,968.43 | 961,213.24 | (54,235.58) | 106.0% |
|----------------|------------|-----------|------------|-------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

### 594 Capital Expenditures

|              |                                           |      |      |      |       |      |
|--------------|-------------------------------------------|------|------|------|-------|------|
| 595 10 41 00 | Prof Serv 267th & Pioneer                 | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 10 41 01 | Engineering Pioneer Hwy Slid              | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 10 41 02 | Prof Serv 270th Reconstructi              | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 10 41 03 | St-1 68th Wetland Mitig                   | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 10 41 04 | St-5 72nd Ave (272nd To 268th)            | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 10 41 05 | Engineering 272nd                         | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 10 63 01 | Engineering 68th St Sidewalk Construction | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 20 61 00 | 267th St Nw - Land & Land Im              | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 30 44 00 | Advertising                               | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 30 63 15 | St-1 68th Ave Nw 270th St                 | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 30 63 30 | St-2 267th St Nw Reconstruct              | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 30 63 40 | St-4 270th Recon 97th-94th                | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 30 63 50 | St-3 SR532 & 98th-104th                   | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 30 63 60 | Pioneer Hwy Slide Fhwa Const              | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 30 63 70 | St-5 72nd Ave (272nd To 268th)            | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 30 63 80 | St-17 68th Sidewalk Construction          | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 61 63 01 | 80th Ave Reconst Sidewalks/Paths          | 0.00 | 0.00 | 0.00 | 0.00  | 0.0% |
| 595 90 00 10 | Salaries And Benefits                     | 0.00 | 0.00 | 0.00 | 4,621 | 0.0% |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 16

## 102 Street Impact Fee Fund

| Expenditures                                | Amt Budgeted | December    | YTD        | Remaining  |        |
|---------------------------------------------|--------------|-------------|------------|------------|--------|
| 594 Capital Expenditures                    |              |             |            |            |        |
| 594 Capital Expenditures                    | 0.00         | 0.00        | 0.00       | 0.00       | 0.0%   |
| 597 Interfund Transfers                     |              |             |            |            |        |
| 597 01 01 03 Transfer Out To St Const (103) | 100,000.00   | 25,000.00   | 100,000.00 | 0.00       | 100.0% |
| 597 Interfund Transfers                     | 100,000.00   | 25,000.00   | 100,000.00 | 0.00       | 100.0% |
| 999 Ending Balance                          |              |             |            |            |        |
| 508 31 01 02 Restricted End Cash & Invest   | 806,978.00   | 0.00        | 0.00       | 806,978.00 | 0.0%   |
| 999 Ending Balance                          | 806,978.00   | 0.00        | 0.00       | 806,978.00 | 0.0%   |
| Fund Expenditures:                          | 906,978.00   | 25,000.00   | 100,000.00 | 806,978.00 | 11.0%  |
| Fund Excess/(Deficit):                      | (0.34)       | (14,031.57) | 861,213.24 |            |        |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 17

## 103 Street Construction Fund

| Revenues               |                              | Amt Budgeted | December | YTD        | Remaining |        |
|------------------------|------------------------------|--------------|----------|------------|-----------|--------|
| 308 Beginning Balances |                              |              |          |            |           |        |
| 308 31 01 03           | Restricted Beg Cash & Invest | 128,720.21   | 0.00     | 128,720.21 | 0.00      | 100.0% |
| 308 51 01 03           | Assigned Beg Cash & Invest   | 757,009.56   | 0.00     | 757,009.56 | 0.00      | 100.0% |
| 308 Beginning Balances |                              | 885,729.77   | 0.00     | 885,729.77 | 0.00      | 100.0% |

## 330 Intergovernmental Revenues

|                                |                                                         |            |      |            |            |       |
|--------------------------------|---------------------------------------------------------|------------|------|------------|------------|-------|
| 333 04 20 00                   | US Dept Of Commerce - Safe Routes                       | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 333 20 00 00                   | FHWA/WSDOT Grant                                        | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 333 20 00 03                   | WSDOT / FHA 90th Ave NW                                 | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 333 20 00 04                   | RTCC - Viking Way                                       | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 333 20 00 05                   | Viking Way Grant Construction                           | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 333 97 01 03                   | WSDOT ARRA Grant                                        | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 334 03 60 00                   | State Grants-WSDOT                                      | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 334 03 60 01                   | WSDOT SR 532 Beautification Grant                       | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 334 03 60 02                   | WSDOT Safe Routes                                       | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 334 03 80 01                   | TIB - 68th Sidewalk Construction                        | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 334 03 80 02                   | TIB - 276th Sidewalk Construction                       | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 334 03 80 03                   | TIB - CHAP                                              | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 334 03 80 04                   | TIB 88th Overlay                                        | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 334 03 80 05                   | TIB 271st St 94th-SR532                                 | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 334 03 80 06                   | TIB Pioneer Hwy/72nd-City Limits                        | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 334 03 80 07                   | Transportation Improvement Board (TIB)                  | 535,050.00 | 0.00 | 223,021.00 | 312,029.00 | 41.7% |
| 334 04 20 01                   | Dept Of Commerce - SRTS                                 | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 334 04 20 02                   | Future Dept Of Commerce Grant - Viking Way Construction | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 337 00 00 05                   | WCIA Sidewalk Grant                                     | 0.00       | 0.00 | 0.00       | 0.00       | 0.0%  |
| 330 Intergovernmental Revenues |                                                         | 535,050.00 | 0.00 | 223,021.00 | 312,029.00 | 41.7% |

## 360 Misc Revenues

|                   |                           |           |        |          |          |       |
|-------------------|---------------------------|-----------|--------|----------|----------|-------|
| 361 11 01 03      | State Pool/cd Interest    | 11,900.00 | 366.77 | 5,066.45 | 6,833.55 | 42.6% |
| 369 40 00 00      | Judgments And Settlements | 0.00      | 0.00   | 0.00     | 0.00     | 0.0%  |
| 369 91 01 03      | Miscellaneous Revenue     | 0.00      | 0.00   | 0.00     | 0.00     | 0.0%  |
| 360 Misc Revenues |                           | 11,900.00 | 366.77 | 5,066.45 | 6,833.55 | 42.6% |

## 380 Non Revenues

|                  |           |      |      |           |             |      |
|------------------|-----------|------|------|-----------|-------------|------|
| 382 20 01 03     | Retainage | 0.00 | 0.00 | 10,632.31 | (10,632.31) | 0.0% |
| 380 Non Revenues |           | 0.00 | 0.00 | 10,632.31 | (10,632.31) | 0.0% |

## 397 Interfund Transfers

|              |                                     |            |              |            |            |        |
|--------------|-------------------------------------|------------|--------------|------------|------------|--------|
| 397 01 01 02 | Transfer In From St Impact (102)    | 100,000.00 | 25,000.00    | 100,000.00 | 0.00       | 100.0% |
| 397 01 01 03 | Transfer From TBD                   | 159,450.00 | 39,861.00    | 159,450.00 | 0.00       | 100.0% |
| 397 01 03 01 | Transfer In From Gen Fund           | 150,000.00 | (112,500.00) | 0.00       | 150,000.00 | 0.0%   |
| 397 01 04 12 | Transfer In From Drainage PIF (412) | 27,000.00  | 6,750.00     | 27,000.00  | 0.00       | 100.0% |
| 397 03 04 22 | Transfer In From Water Const (422)  | 0.00       | 0.00         | 0.00       | 0.00       | 0.0%   |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 18

## 103 Street Construction Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |  |
|----------|--------------|----------|-----|-----------|--|
|----------|--------------|----------|-----|-----------|--|

### 397 Interfund Transfers

|              |                               |      |      |      |      |      |
|--------------|-------------------------------|------|------|------|------|------|
| 397 04 14 03 | Transfer In From Sewer Constr | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 04 24 22 | Transfer In From Water Constr | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

|                         |            |             |            |            |       |
|-------------------------|------------|-------------|------------|------------|-------|
| 397 Interfund Transfers | 436,450.00 | (40,889.00) | 286,450.00 | 150,000.00 | 65.6% |
|-------------------------|------------|-------------|------------|------------|-------|

|                |              |             |              |            |       |
|----------------|--------------|-------------|--------------|------------|-------|
| Fund Revenues: | 1,869,129.77 | (40,522.23) | 1,410,899.53 | 458,230.24 | 75.5% |
|----------------|--------------|-------------|--------------|------------|-------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

### 580 Non Expenditures

|              |                  |      |           |           |             |      |
|--------------|------------------|------|-----------|-----------|-------------|------|
| 582 20 01 03 | Refund Retainage | 0.00 | 10,632.31 | 10,632.31 | (10,632.31) | 0.0% |
|--------------|------------------|------|-----------|-----------|-------------|------|

|                      |      |           |           |             |      |
|----------------------|------|-----------|-----------|-------------|------|
| 580 Non Expenditures | 0.00 | 10,632.31 | 10,632.31 | (10,632.31) | 0.0% |
|----------------------|------|-----------|-----------|-------------|------|

### 594 Capital Expenditures

|              |                                          |            |            |            |              |        |
|--------------|------------------------------------------|------------|------------|------------|--------------|--------|
| 595 10 41 06 | St-1 68th Wetland Mitigation             | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 10 61 06 | Sidewalk Installation                    | 250,000.00 | 0.00       | 0.00       | 250,000.00   | 0.0%   |
| 595 10 61 07 | Sidewalk Repair                          | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 10 63 02 | Eng 68th St Sidewalk                     | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 10 63 03 | Downtown Street & Sidewalk Imp.          | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 10 63 04 | Wayfinding Signs                         | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 10 63 07 | 276th Sidewalk                           | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 10 63 08 | Viking Way Eng                           | 175,000.00 | 46,356.24  | 69,547.56  | 105,452.44   | 39.7%  |
| 595 10 63 09 | Viking Way ROW                           | 543,000.00 | 543,610.50 | 577,257.63 | (34,257.63)  | 106.3% |
| 595 30 63 05 | Misc Capital Projects                    | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 06 | Right Of Way Const & Repair              | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 07 | Pioneer Hwy Slide                        | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 08 | SR 532 Beautification                    | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 09 | 270th (94th - 96th)                      | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 11 | Saratoga Right Of Way                    | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 12 | Pioneer Overlay                          | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 13 | Viking Way Construction                  | 54,600.00  | 1,422.78   | 251,987.36 | (197,387.36) | 461.5% |
| 595 30 63 14 | Pioneer Hwy Overlay-CHAP                 | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 16 | 271st St 94th-SR532 TIB                  | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 17 | 88th/SR532-Florence (84th Ave) TIB       | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 18 | Pioneer Hwy Overlay/72nd-City Limits TIB | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 19 | Cedarhome Dr. Overlay                    | 0.00       | 73.61      | 73.61      | (73.61)      | 0.0%   |
| 595 30 63 22 | 92nd Ave Overlay                         | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 23 | 102nd Ave Overlay                        | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 24 | SR 532/Ovenell Access                    | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 25 | Downtown Conn Study                      | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 26 | SR 532/Corridor Study                    | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 27 | 102nd Ave Sidewalk                       | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 28 | 92nd Ave Sidewalk                        | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 29 | 72nd Ave Sidewalk ROW                    | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 31 | 72nd Overlay (SR 532 To Pioneer Hwy)     | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 32 | 276th St Overlay (73rd To City Limit)    | 344,500.00 | 0.00       | 247,812.19 | 96,687.81    | 71.9%  |
| 595 30 63 33 | 276th St Overlay (80th To 73rd)          | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |
| 595 30 63 34 | 276th St (Lover's Lane) ChipSeal         | 0.00       | 0.00       | 0.00       | 0.00         | 0.0%   |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 19

## 103 Street Construction Fund

| Expenditures             |                                       | Amt Budgeted | December     | YTD          | Remaining  |        |
|--------------------------|---------------------------------------|--------------|--------------|--------------|------------|--------|
| 594 Capital Expenditures |                                       |              |              |              |            |        |
| 595 30 63 35             | 68th Ave Overlay                      | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 595 30 63 36             | 271st St 94th To Viaduct(seal Coat)   | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 595 30 63 37             | 72nd Ave SR532 To Pioneer Hwy Overlay | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 595 30 63 38             | 272nd Pl 99th To 102nd Overlay        | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 595 30 63 39             | Pavement Inventory                    | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 595 30 63 41             | 72nd Ave Sidewalk Construction        | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 595 30 63 42             | 273rd Pl Sidewalk                     | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 595 30 63 43             | SR 532 Flood Berm/Bike Path           | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 595 30 63 44             | 90th Ave 271st To 272nd               | 0.00         | 0.00         | 274.05       | (274.05)   | 0.0%   |
| 595 30 63 45             | 102nd Ave Sidewalk                    | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 595 30 63 46             | SR532 Corridor Access Study           | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 595 30 63 47             | 101st Reconstruct Design & Eng        | 71,000.00    | 0.00         | 70,594.57    | 405.43     | 99.4%  |
| 595 30 63 48             | 101st Reconstruct Construction        | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 595 30 63 49             | City Beautification                   | 30,000.00    | 18,495.25    | 37,775.67    | (7,775.67) | 125.9% |
| 595 30 63 51             | 106th Bypass Design & Eng             | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 595 30 63 54             | SR532 Intersection Improvs Dsgn & Eng | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 594 Capital Expenditures |                                       | 1,468,100.00 | 609,958.38   | 1,255,322.64 | 212,777.36 | 85.5%  |
| 597 Interfund Transfers  |                                       |              |              |              |            |        |
| 597 01 01 01             | Trfr Out To Streets (101)             | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 597 01 03 05             | Trfr Out To Fund 305                  | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 597 Interfund Transfers  |                                       | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 999 Ending Balance       |                                       |              |              |              |            |        |
| 508 31 01 03             | Restricted End Cash & Invest          | 0.00         | 0.00         | 0.00         | 0.00       | 0.0%   |
| 508 51 01 03             | Assigned End Cash & Invest            | 401,030.00   | 0.00         | 0.00         | 401,030.00 | 0.0%   |
| 999 Ending Balance       |                                       | 401,030.00   | 0.00         | 0.00         | 401,030.00 | 0.0%   |
| Fund Expenditures:       |                                       | 1,869,130.00 | 620,590.69   | 1,265,954.95 | 603,175.05 | 67.7%  |
| Fund Excess/(Deficit):   |                                       | (0.23)       | (661,112.92) | 144,944.58   |            |        |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 20

## 104 Park And Trail Improvement Fund

| Revenues                                  | Amt Budgeted | December | YTD          | Remaining |        |
|-------------------------------------------|--------------|----------|--------------|-----------|--------|
| 308 Beginning Balances                    |              |          |              |           |        |
| 308 31 01 04 Restricted Beg Cash & Invest | 12,293.75    | 0.00     | 12,293.75    | 0.00      | 100.0% |
| 308 51 01 04 Assigned Beg Cash & Invest   | 1,452,173.72 | 0.00     | 1,452,173.72 | 0.00      | 100.0% |
| 308 Beginning Balances                    | 1,464,467.47 | 0.00     | 1,464,467.47 | 0.00      | 100.0% |

## 330 Intergovernmental Revenues

|                                            |            |      |            |              |        |
|--------------------------------------------|------------|------|------------|--------------|--------|
| 334 02 40 00 ALEA Grant                    | 0.00       | 0.00 | 0.00       | 0.00         | 0.0%   |
| 334 02 70 00 RCO-WWRP Grant                | 0.00       | 0.00 | 0.00       | 0.00         | 0.0%   |
| 334 02 70 71 RCO-YAF                       | 332,000.00 | 0.00 | 297,002.10 | 34,997.90    | 89.5%  |
| 334 02 70 72 RCO                           | 0.00       | 0.00 | 0.00       | 0.00         | 0.0%   |
| 334 03 10 10 DOE-Floodplains By Design     | 0.00       | 0.00 | 0.00       | 0.00         | 0.0%   |
| 334 03 10 12 Dept Of Ecology               | 50,000.00  | 0.00 | 109,937.96 | (59,937.96)  | 219.9% |
| 334 04 20 04 DOC                           | 50,000.00  | 0.00 | 194,000.00 | (144,000.00) | 388.0% |
| 337 00 00 01 Hamilton Conservation Futures | 0.00       | 0.00 | 0.00       | 0.00         | 0.0%   |
| 337 00 00 02 Ovenell Conservation Futures  | 0.00       | 0.00 | 0.00       | 0.00         | 0.0%   |
| 337 00 00 03 Johnson Conservation Futures  | 0.00       | 0.00 | 0.00       | 0.00         | 0.0%   |
| 337 00 00 04 Grant Sno-Co (Church Creek)   | 0.00       | 0.00 | 0.00       | 0.00         | 0.0%   |
| 337 00 00 06 SnoCo Heritage Park Grant     | 0.00       | 0.00 | 0.00       | 0.00         | 0.0%   |
| 330 Intergovernmental Revenues             | 432,000.00 | 0.00 | 600,940.06 | (168,940.06) | 139.1% |

## 340 Charges For Services

|                               |      |      |      |      |      |
|-------------------------------|------|------|------|------|------|
| 345 85 01 04 Park Impact Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 340 Charges For Services      | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

## 360 Misc Revenues

|                                        |           |          |           |             |       |
|----------------------------------------|-----------|----------|-----------|-------------|-------|
| 361 11 01 04 State Pool/cd Interest    | 25,900.00 | 338.26   | 5,230.37  | 20,669.63   | 20.2% |
| 362 00 01 04 Rents And Leases          | 0.00      | 1,000.00 | 13,300.00 | (13,300.00) | 0.0%  |
| 367 00 00 01 Contributions & Donations | 0.00      | 0.00     | 0.00      | 0.00        | 0.0%  |
| 360 Misc Revenues                      | 25,900.00 | 1,338.26 | 18,530.37 | 7,369.63    | 71.5% |

## 380 Non Revenues

|                                               |      |          |           |             |      |
|-----------------------------------------------|------|----------|-----------|-------------|------|
| 382 10 01 04 Deposits Refundable              | 0.00 | 0.00     | 0.00      | 0.00        | 0.0% |
| 382 20 01 04 Retainage                        | 0.00 | 2,536.25 | 74,888.25 | (74,888.25) | 0.0% |
| 388 50 01 04 Prior Period Adj Acctging Change | 0.00 | 0.00     | 0.00      | 0.00        | 0.0% |
| 380 Non Revenues                              | 0.00 | 2,536.25 | 74,888.25 | (74,888.25) | 0.0% |

## 390 Other Revenues

|                                     |      |      |      |      |      |
|-------------------------------------|------|------|------|------|------|
| 391 80 00 02 Intergovtl Loan Sno-Co | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 390 Other Revenues                  | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

## 397 Interfund Transfers

|                                                |            |              |            |      |        |
|------------------------------------------------|------------|--------------|------------|------|--------|
| 397 00 10 06 Transfer In From Park Impact Fees | 400,000.00 | 400,000.00   | 400,000.00 | 0.00 | 100.0% |
| 397 00 10 20 Transfer In From REET (120)       | 241,000.00 | (302,000.00) | 241,000.00 | 0.00 | 100.0% |
| 397 00 10 21 Transfer In From REET (121)       | 245,000.00 | 245,000.00   | 245,000.00 | 0.00 | 100.0% |
| 397 05 00 01 Transfer In From Gen Fund         | 449,003.00 | 449,003.00   | 449,003.00 | 0.00 | 100.0% |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 21

## 104 Park And Trail Improvement Fund

| Revenues                                  | Amt Budgeted | December   | YTD          | Remaining    |        |
|-------------------------------------------|--------------|------------|--------------|--------------|--------|
| 397 Interfund Transfers                   |              |            |              |              |        |
| 397 Interfund Transfers                   | 1,335,003.00 | 792,003.00 | 1,335,003.00 | 0.00         | 100.0% |
| Fund Revenues:                            | 3,257,370.47 | 795,877.51 | 3,493,829.15 | (236,458.68) | 107.3% |
| Expenditures                              | Amt Budgeted | December   | YTD          | Remaining    |        |
| 580 Non Expenditures                      |              |            |              |              |        |
| 582 10 01 04 Refund Of Deposits           | 0.00         | 0.00       | 3,000.00     | (3,000.00)   | 0.0%   |
| 582 20 01 04 Refund Retainage             | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 580 Non Expenditures                      | 0.00         | 0.00       | 3,000.00     | (3,000.00)   | 0.0%   |
| 594 Capital Expenditures                  |              |            |              |              |        |
| 594 76 61 01 Hamilton                     | 0.00         | 0.00       | 25,897.26    | (25,897.26)  | 0.0%   |
| 594 76 61 02 Ovenell                      | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 594 76 61 03 Johnson Easement Purch       | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 594 76 61 21 Hamilton Improvements        | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 594 76 63 01 River Access/Launch          | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 594 76 63 02 City Hall Park               | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 594 76 63 03 Downtown Park                | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 594 76 63 04 Neighborhood Park            | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 594 76 63 05 Johnson Farm Improvements    | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 594 76 63 15 Park Improvements            | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 594 76 63 16 Skate Park                   | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 594 76 63 17 Church Creek Restrooms       | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 594 76 63 18 Heritage Park Improvemments  | 1,800,000.00 | 0.00       | 1,648,083.69 | 151,916.31   | 91.6%  |
| 594 76 63 19 Stanwood Port Susan Trail    | 346,390.00   | 1,225.00   | 210,372.29   | 136,017.71   | 60.7%  |
| 594 76 63 20 Downtown Park                | 60,000.00    | 83,966.80  | 151,892.27   | (91,892.27)  | 253.2% |
| 594 76 63 21 Acquisition Heritage Park    | 0.00         | 0.00       | 500.00       | (500.00)     | 0.0%   |
| 594 76 63 22 Church Creek                 | 15,000.00    | 0.00       | 0.00         | 15,000.00    | 0.0%   |
| 594 Capital Expenditures                  | 2,221,390.00 | 85,191.80  | 2,036,745.51 | 184,644.49   | 91.7%  |
| 597 Interfund Transfers                   |              |            |              |              |        |
| 597 05 02 05 Transfer To Debt Service     | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 597 Interfund Transfers                   | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 999 Ending Balance                        |              |            |              |              |        |
| 508 31 01 04 Restricted End Cash & Invest | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%   |
| 508 51 01 04 Assigned End Cash & Invest   | 1,035,980.00 | 0.00       | 0.00         | 1,035,980.00 | 0.0%   |
| 999 Ending Balance                        | 1,035,980.00 | 0.00       | 0.00         | 1,035,980.00 | 0.0%   |
| Fund Expenditures:                        | 3,257,370.00 | 85,191.80  | 2,039,745.51 | 1,217,624.49 | 62.6%  |
| Fund Excess/(Deficit):                    | 0.47         | 710,685.71 | 1,454,083.64 |              |        |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 22

## 105 Fire Impact Fees

| Revenues | Amt Budgeted | December | YTD | Remaining |
|----------|--------------|----------|-----|-----------|
|----------|--------------|----------|-----|-----------|

## 308 Beginning Balances

|              |                              |           |      |           |      |        |
|--------------|------------------------------|-----------|------|-----------|------|--------|
| 308 31 01 05 | Restricted Beg Cash & Invest | 41,914.92 | 0.00 | 41,914.92 | 0.00 | 100.0% |
|--------------|------------------------------|-----------|------|-----------|------|--------|

|                        |           |      |           |      |        |
|------------------------|-----------|------|-----------|------|--------|
| 308 Beginning Balances | 41,914.92 | 0.00 | 41,914.92 | 0.00 | 100.0% |
|------------------------|-----------|------|-----------|------|--------|

## 340 Charges For Services

|              |                  |      |      |      |      |      |
|--------------|------------------|------|------|------|------|------|
| 345 85 01 05 | Fire Impact Fees | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
|--------------|------------------|------|------|------|------|------|

|                          |      |      |      |      |      |
|--------------------------|------|------|------|------|------|
| 340 Charges For Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
|--------------------------|------|------|------|------|------|

## 360 Misc Revenues

|              |                        |      |          |      |      |      |
|--------------|------------------------|------|----------|------|------|------|
| 361 11 01 05 | State Pool/cd Interest | 0.00 | (286.15) | 0.00 | 0.00 | 0.0% |
|--------------|------------------------|------|----------|------|------|------|

|                   |      |          |      |      |      |
|-------------------|------|----------|------|------|------|
| 360 Misc Revenues | 0.00 | (286.15) | 0.00 | 0.00 | 0.0% |
|-------------------|------|----------|------|------|------|

|                |           |          |           |      |        |
|----------------|-----------|----------|-----------|------|--------|
| Fund Revenues: | 41,914.92 | (286.15) | 41,914.92 | 0.00 | 100.0% |
|----------------|-----------|----------|-----------|------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |
|--------------|--------------|----------|-----|-----------|
|--------------|--------------|----------|-----|-----------|

## 594 Capital Expenditures

|              |                       |      |      |      |      |      |
|--------------|-----------------------|------|------|------|------|------|
| 594 85 64 01 | Machinery & Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
|--------------|-----------------------|------|------|------|------|------|

|                          |      |      |      |      |      |
|--------------------------|------|------|------|------|------|
| 594 Capital Expenditures | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
|--------------------------|------|------|------|------|------|

## 597 Interfund Transfers

|              |                             |      |      |      |      |      |
|--------------|-----------------------------|------|------|------|------|------|
| 597 04 02 05 | Trsf Out To Debt Svc Fire S | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
|--------------|-----------------------------|------|------|------|------|------|

|              |                      |           |           |           |      |        |
|--------------|----------------------|-----------|-----------|-----------|------|--------|
| 597 10 00 01 | Transfer to Gen Fund | 41,915.00 | 41,914.92 | 41,914.92 | 0.08 | 100.0% |
|--------------|----------------------|-----------|-----------|-----------|------|--------|

|                         |           |           |           |      |        |
|-------------------------|-----------|-----------|-----------|------|--------|
| 597 Interfund Transfers | 41,915.00 | 41,914.92 | 41,914.92 | 0.08 | 100.0% |
|-------------------------|-----------|-----------|-----------|------|--------|

## 999 Ending Balance

|              |                              |      |      |      |      |      |
|--------------|------------------------------|------|------|------|------|------|
| 508 31 01 05 | Restricted End Cash & Invest | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
|--------------|------------------------------|------|------|------|------|------|

|                    |      |      |      |      |      |
|--------------------|------|------|------|------|------|
| 999 Ending Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
|--------------------|------|------|------|------|------|

|                    |           |           |           |      |        |
|--------------------|-----------|-----------|-----------|------|--------|
| Fund Expenditures: | 41,915.00 | 41,914.92 | 41,914.92 | 0.08 | 100.0% |
|--------------------|-----------|-----------|-----------|------|--------|

|                        |        |             |      |
|------------------------|--------|-------------|------|
| Fund Excess/(Deficit): | (0.08) | (42,201.07) | 0.00 |
|------------------------|--------|-------------|------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 23

## 106 Park Impact Fees

| Revenues | Amt Budgeted | December | YTD | Remaining |
|----------|--------------|----------|-----|-----------|
|----------|--------------|----------|-----|-----------|

## 308 Beginning Balances

|                        |                              |            |      |            |      |        |
|------------------------|------------------------------|------------|------|------------|------|--------|
| 308 31 01 06           | Restricted Beg Cash & Invest | 269,096.76 | 0.00 | 269,096.76 | 0.00 | 100.0% |
| 308 Beginning Balances |                              | 269,096.76 | 0.00 | 269,096.76 | 0.00 | 100.0% |

## 340 Charges For Services

|                          |                  |            |          |            |             |        |
|--------------------------|------------------|------------|----------|------------|-------------|--------|
| 345 85 01 06             | Park Impact Fees | 187,330.00 | 5,320.00 | 207,940.00 | (20,610.00) | 111.0% |
| 340 Charges For Services |                  | 187,330.00 | 5,320.00 | 207,940.00 | (20,610.00) | 111.0% |

## 360 Misc Revenues

|                   |                        |          |        |          |        |       |
|-------------------|------------------------|----------|--------|----------|--------|-------|
| 361 11 01 06      | State Pool/cd Interest | 3,000.00 | 215.64 | 2,419.97 | 580.03 | 80.7% |
| 360 Misc Revenues |                        | 3,000.00 | 215.64 | 2,419.97 | 580.03 | 80.7% |

|                |            |          |            |             |        |
|----------------|------------|----------|------------|-------------|--------|
| Fund Revenues: | 459,426.76 | 5,535.64 | 479,456.73 | (20,029.97) | 104.4% |
|----------------|------------|----------|------------|-------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |
|--------------|--------------|----------|-----|-----------|
|--------------|--------------|----------|-----|-----------|

## 597 Interfund Transfers

|                         |                              |            |            |            |      |        |
|-------------------------|------------------------------|------------|------------|------------|------|--------|
| 597 00 00 04            | Transfer To Park Improvement | 400,000.00 | 400,000.00 | 400,000.00 | 0.00 | 100.0% |
| 597 Interfund Transfers |                              | 400,000.00 | 400,000.00 | 400,000.00 | 0.00 | 100.0% |

## 999 Ending Balance

|                    |                              |           |      |      |           |      |
|--------------------|------------------------------|-----------|------|------|-----------|------|
| 508 31 01 06       | Restricted End Cash & Invest | 59,427.00 | 0.00 | 0.00 | 59,427.00 | 0.0% |
| 999 Ending Balance |                              | 59,427.00 | 0.00 | 0.00 | 59,427.00 | 0.0% |

|                    |            |            |            |           |       |
|--------------------|------------|------------|------------|-----------|-------|
| Fund Expenditures: | 459,427.00 | 400,000.00 | 400,000.00 | 59,427.00 | 87.1% |
|--------------------|------------|------------|------------|-----------|-------|

|                        |        |              |           |
|------------------------|--------|--------------|-----------|
| Fund Excess/(Deficit): | (0.24) | (394,464.36) | 79,456.73 |
|------------------------|--------|--------------|-----------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 24

## 107 Equipment Reserve Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |  |
|----------|--------------|----------|-----|-----------|--|
|----------|--------------|----------|-----|-----------|--|

### 308 Beginning Balances

|              |                            |            |      |            |      |        |
|--------------|----------------------------|------------|------|------------|------|--------|
| 308 51 01 07 | Assigned Beg Cash & Invest | 554,977.21 | 0.00 | 554,977.21 | 0.00 | 100.0% |
|              | 308 Beginning Balances     | 554,977.21 | 0.00 | 554,977.21 | 0.00 | 100.0% |

### 330 Intergovernmental Revenues

|              |                                |      |      |      |      |      |
|--------------|--------------------------------|------|------|------|------|------|
| 334 00 30 00 | State Equipment Grant          | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
|              | 330 Intergovernmental Revenues | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 360 Misc Revenues

|              |                        |          |        |          |        |       |
|--------------|------------------------|----------|--------|----------|--------|-------|
| 361 11 01 07 | State Pool/cd Interest | 4,900.00 | 227.97 | 3,960.82 | 939.18 | 80.8% |
|              | 360 Misc Revenues      | 4,900.00 | 227.97 | 3,960.82 | 939.18 | 80.8% |

### 390 Other Revenues

|              |                              |      |      |      |      |      |
|--------------|------------------------------|------|------|------|------|------|
| 395 10 01 07 | Proceeds From Sales Of Asset | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
|              | 390 Other Revenues           | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 397 Interfund Transfers

|              |                               |            |           |            |      |        |
|--------------|-------------------------------|------------|-----------|------------|------|--------|
| 397 01 00 01 | Transfer In From GF           | 110,710.00 | 27,676.00 | 110,710.00 | 0.00 | 100.0% |
| 397 01 01 01 | Transfer In From Streets      | 81,280.00  | 20,320.00 | 81,280.00  | 0.00 | 100.0% |
| 397 01 01 09 | Transfer In Contingency (109) | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 397 04 04 01 | Transfer In From Drainage     | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
|              | 397 Interfund Transfers       | 191,990.00 | 47,996.00 | 191,990.00 | 0.00 | 100.0% |

|                |            |           |            |        |       |
|----------------|------------|-----------|------------|--------|-------|
| Fund Revenues: | 751,867.21 | 48,223.97 | 750,928.03 | 939.18 | 99.9% |
|----------------|------------|-----------|------------|--------|-------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

### 594 Capital Expenditures

|              |                                |            |      |            |           |       |
|--------------|--------------------------------|------------|------|------------|-----------|-------|
| 594 00 64 02 | Machinery & Equipment-police   | 0.00       | 0.00 | 0.00       | 0.00      | 0.0%  |
| 594 00 64 03 | Machinery & Equipment-fire     | 0.00       | 0.00 | 0.00       | 0.00      | 0.0%  |
| 594 18 64 07 | Machinery & Equipment - Admin  | 0.00       | 0.00 | 0.00       | 0.00      | 0.0%  |
| 594 18 64 08 | Machinery & Equipment - Parks  | 104,950.00 | 0.00 | 75,790.67  | 29,159.33 | 72.2% |
| 594 18 64 09 | Machinery & Equipment - Street | 105,350.00 | 0.00 | 75,790.68  | 29,559.32 | 71.9% |
| 594 18 64 10 | Machinery & Equipment - B&G    | 66,750.00  | 0.00 | 50,108.41  | 16,641.59 | 75.1% |
| 594 18 64 20 | Machinery &                    | 0.00       | 0.00 | 0.00       | 0.00      | 0.0%  |
|              | 594 Capital Expenditures       | 277,050.00 | 0.00 | 201,689.76 | 75,360.24 | 72.8% |

### 999 Ending Balance

|              |                            |            |      |      |            |      |
|--------------|----------------------------|------------|------|------|------------|------|
| 508 51 01 07 | Assigned End Cash & Invest | 474,817.00 | 0.00 | 0.00 | 474,817.00 | 0.0% |
|              | 999 Ending Balance         | 474,817.00 | 0.00 | 0.00 | 474,817.00 | 0.0% |

|                    |            |      |            |            |       |
|--------------------|------------|------|------------|------------|-------|
| Fund Expenditures: | 751,867.00 | 0.00 | 201,689.76 | 550,177.24 | 26.8% |
|--------------------|------------|------|------------|------------|-------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 25

107 Equipment Reserve Fund

|                        |      |           |            |
|------------------------|------|-----------|------------|
| Fund Excess/(Deficit): | 0.21 | 48,223.97 | 549,238.27 |
|------------------------|------|-----------|------------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 26

## 108 Transportation Sales Tax Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |  |
|----------|--------------|----------|-----|-----------|--|
|----------|--------------|----------|-----|-----------|--|

### 308 Beginning Balances

|                        |                              |            |      |            |      |        |
|------------------------|------------------------------|------------|------|------------|------|--------|
| 308 31 01 08           | Restricted Beg Cash & Invest | 640,982.85 | 0.00 | 640,982.85 | 0.00 | 100.0% |
| 308 Beginning Balances |                              | 640,982.85 | 0.00 | 640,982.85 | 0.00 | 100.0% |

### 310 Taxes

|              |                                         |            |           |            |             |        |
|--------------|-----------------------------------------|------------|-----------|------------|-------------|--------|
| 313 21 01 08 | Public Transportation Systems Sales Tax | 468,000.00 | 42,859.95 | 550,752.98 | (82,752.98) | 117.7% |
| 310 Taxes    |                                         | 468,000.00 | 42,859.95 | 550,752.98 | (82,752.98) | 117.7% |

### 330 Intergovernmental Revenues

|                                |           |      |      |      |      |      |
|--------------------------------|-----------|------|------|------|------|------|
| 334 03 80 08                   | TIB Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 330 Intergovernmental Revenues |           | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 360 Misc Revenues

|                   |                        |          |        |           |            |        |
|-------------------|------------------------|----------|--------|-----------|------------|--------|
| 361 10 01 08      | Interest Income        | 0.00     | 0.00   | 0.00      | 0.00       | 0.0%   |
| 361 11 01 08      | State Pool/cd Interest | 7,500.00 | 405.97 | 13,313.57 | (5,813.57) | 177.5% |
| 360 Misc Revenues |                        | 7,500.00 | 405.97 | 13,313.57 | (5,813.57) | 177.5% |

|                |              |           |              |             |        |
|----------------|--------------|-----------|--------------|-------------|--------|
| Fund Revenues: | 1,116,482.85 | 43,265.92 | 1,205,049.40 | (88,566.55) | 107.9% |
|----------------|--------------|-----------|--------------|-------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

### 543 Streets Admin & Overhead

|                              |                       |      |      |      |      |      |
|------------------------------|-----------------------|------|------|------|------|------|
| 543 30 10 08                 | Salaries & Wages      | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 543 30 11 08                 | Overtime              | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 543 30 20 08                 | Social Security       | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 543 30 21 08                 | Retirement            | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 543 30 22 08                 | Medical Benefits      | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 543 30 23 08                 | L & I                 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 543 30 24 08                 | Unemployment & PFMLA  | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 543 30 41 08                 | Professional Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 543 30 44 08                 | Advertising           | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 543 30 49 08                 | Miscellaneous         | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 543 Streets Admin & Overhead |                       | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 594 Capital Expenditures

|                          |                             |      |      |      |      |      |
|--------------------------|-----------------------------|------|------|------|------|------|
| 595 30 63 20             | 272nd (72nd - 86th) Overlay | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 595 30 63 21             | Safe Routes To Schools      | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 594 Capital Expenditures |                             | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 597 Interfund Transfers

|                         |                                 |            |           |            |      |        |
|-------------------------|---------------------------------|------------|-----------|------------|------|--------|
| 597 07 01 01            | Transfer To Street Operating    | 200,000.00 | 50,000.00 | 200,000.00 | 0.00 | 100.0% |
| 597 07 03 05            | Transfer To Fund 305            | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 597 07 03 07            | Transfer To Street Construction | 159,450.00 | 39,861.00 | 159,450.00 | 0.00 | 100.0% |
| 597 Interfund Transfers |                                 | 359,450.00 | 89,861.00 | 359,450.00 | 0.00 | 100.0% |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 27

## 108 Transportation Sales Tax Fund

| Expenditures                              | Amt Budgeted | December    | YTD        | Remaining  |       |
|-------------------------------------------|--------------|-------------|------------|------------|-------|
| 999 Ending Balance                        |              |             |            |            |       |
| 508 31 01 08 Restricted End Cash & Invest | 757,033.00   | 0.00        | 0.00       | 757,033.00 | 0.0%  |
| 999 Ending Balance                        | 757,033.00   | 0.00        | 0.00       | 757,033.00 | 0.0%  |
| Fund Expenditures:                        | 1,116,483.00 | 89,861.00   | 359,450.00 | 757,033.00 | 32.2% |
| Fund Excess/(Deficit):                    | (0.15)       | (46,595.08) | 845,599.40 |            |       |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 28

## 109 Contingency Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |
|----------|--------------|----------|-----|-----------|
|----------|--------------|----------|-----|-----------|

### 308 Beginning Balances

|                        |                            |            |      |            |      |        |
|------------------------|----------------------------|------------|------|------------|------|--------|
| 308 51 01 09           | Assigned Beg Cash & Invest | 388,824.05 | 0.00 | 388,824.05 | 0.00 | 100.0% |
| 308 Beginning Balances |                            | 388,824.05 | 0.00 | 388,824.05 | 0.00 | 100.0% |

### 360 Misc Revenues

|                   |                        |          |        |          |          |       |
|-------------------|------------------------|----------|--------|----------|----------|-------|
| 361 11 01 09      | State Pool/cd Interest | 5,400.00 | 195.16 | 2,751.62 | 2,648.38 | 51.0% |
| 360 Misc Revenues |                        | 5,400.00 | 195.16 | 2,751.62 | 2,648.38 | 51.0% |

### 397 Interfund Transfers

|                         |                              |           |            |           |           |       |
|-------------------------|------------------------------|-----------|------------|-----------|-----------|-------|
| 397 02 00 01            | Transfer In From General Fun | 50,000.00 | (3,186.63) | 34,313.37 | 15,686.63 | 68.6% |
| 397 Interfund Transfers |                              | 50,000.00 | (3,186.63) | 34,313.37 | 15,686.63 | 68.6% |

|                |            |            |            |           |       |
|----------------|------------|------------|------------|-----------|-------|
| Fund Revenues: | 444,224.05 | (2,991.47) | 425,889.04 | 18,335.01 | 95.9% |
|----------------|------------|------------|------------|-----------|-------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |
|--------------|--------------|----------|-----|-----------|
|--------------|--------------|----------|-----|-----------|

### 597 Interfund Transfers

|                         |                             |      |      |      |      |      |
|-------------------------|-----------------------------|------|------|------|------|------|
| 597 00 01 21            | Transfer Out To REET1 (121) | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 597 01 00 01            | Contingency Transfer Out    | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 597 Interfund Transfers |                             | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 999 Ending Balance

|                    |                            |            |      |      |            |      |
|--------------------|----------------------------|------------|------|------|------------|------|
| 508 51 01 09       | Assigned End Cash & Invest | 444,224.00 | 0.00 | 0.00 | 444,224.00 | 0.0% |
| 999 Ending Balance |                            | 444,224.00 | 0.00 | 0.00 | 444,224.00 | 0.0% |

|                    |            |      |      |            |      |
|--------------------|------------|------|------|------------|------|
| Fund Expenditures: | 444,224.00 | 0.00 | 0.00 | 444,224.00 | 0.0% |
|--------------------|------------|------|------|------------|------|

|                        |      |            |            |
|------------------------|------|------------|------------|
| Fund Excess/(Deficit): | 0.05 | (2,991.47) | 425,889.04 |
|------------------------|------|------------|------------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 29

## 110 Building Improvement Fund

| Revenues               |                              | Amt Budgeted | December | YTD          | Remaining |        |
|------------------------|------------------------------|--------------|----------|--------------|-----------|--------|
| 308 Beginning Balances |                              |              |          |              |           |        |
| 308 31 01 10           | Restricted Beg Cash & Invest | 2,745.99     | 0.00     | 2,745.99     | 0.00      | 100.0% |
| 308 51 01 10           | Assigned Beg Cash & Invest   | 1,489,572.61 | 0.00     | 1,489,572.61 | 0.00      | 100.0% |
| 308 Beginning Balances |                              | 1,492,318.60 | 0.00     | 1,492,318.60 | 0.00      | 100.0% |

## 310 Taxes

|              |                        |      |      |      |      |      |
|--------------|------------------------|------|------|------|------|------|
| 313 11 01 10 | Sales Tax Construction | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 310 Taxes    |                        | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

## 330 Intergovernmental Revenues

|                                |                                 |      |      |      |      |      |
|--------------------------------|---------------------------------|------|------|------|------|------|
| 333 01 80 00                   | Hazard Mitigation Program Grant | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 333 01 80 01                   | DOC - New CH Design             | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 334 01 80 02                   | DEM - State                     | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 334 04 20 05                   | DOC City Hall                   | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 330 Intergovernmental Revenues |                                 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

## 360 Misc Revenues

|                   |                           |           |        |          |          |       |
|-------------------|---------------------------|-----------|--------|----------|----------|-------|
| 361 11 01 10      | State Pool/cd Interest    | 16,800.00 | 623.31 | 9,786.96 | 7,013.04 | 58.3% |
| 367 00 01 10      | Contributions & Donations | 0.00      | 0.00   | 0.00     | 0.00     | 0.0%  |
| 360 Misc Revenues |                           | 16,800.00 | 623.31 | 9,786.96 | 7,013.04 | 58.3% |

## 380 Non Revenues

|                  |                                  |      |      |      |      |      |
|------------------|----------------------------------|------|------|------|------|------|
| 382 20 01 10     | Retainage                        | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 388 50 01 10     | Prior Period Adj Acctging Change | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 380 Non Revenues |                                  | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

## 397 Interfund Transfers

|                         |                               |              |              |              |      |        |
|-------------------------|-------------------------------|--------------|--------------|--------------|------|--------|
| 397 02 01 20            | Transfer In REET 1 (120)      | 0.00         | 0.00         | 0.00         | 0.00 | 0.0%   |
| 397 04 00 01            | Transfer In From General Fund | 1,500,000.00 | 1,500,000.00 | 1,500,000.00 | 0.00 | 100.0% |
| 397 Interfund Transfers |                               | 1,500,000.00 | 1,500,000.00 | 1,500,000.00 | 0.00 | 100.0% |

|                |              |              |              |          |       |
|----------------|--------------|--------------|--------------|----------|-------|
| Fund Revenues: | 3,009,118.60 | 1,500,623.31 | 3,002,105.56 | 7,013.04 | 99.8% |
|----------------|--------------|--------------|--------------|----------|-------|

| Expenditures         |                  | Amt Budgeted | December | YTD  | Remaining |      |
|----------------------|------------------|--------------|----------|------|-----------|------|
| 580 Non Expenditures |                  |              |          |      |           |      |
| 582 20 01 10         | Refund Retainage | 0.00         | 0.00     | 0.00 | 0.00      | 0.0% |
| 580 Non Expenditures |                  | 0.00         | 0.00     | 0.00 | 0.00      | 0.0% |

## 594 Capital Expenditures

|              |                               |            |          |            |           |       |
|--------------|-------------------------------|------------|----------|------------|-----------|-------|
| 594 18 62 10 | Building Improvements         | 0.00       | 0.00     | 0.00       | 0.00      | 0.0%  |
| 594 18 62 11 | Police/City Hall Design       | 180,000.00 | 3,300.50 | 134,918.70 | 45,081.30 | 75.0% |
| 594 18 62 12 | City Hall HVAC                | 0.00       | 0.00     | 0.00       | 0.00      | 0.0%  |
| 594 18 62 13 | Police/City Hall Construction | 0.00       | 0.00     | 0.00       | 0.00      | 0.0%  |
| 594 18 62 14 | Library Improvements          | 0.00       | 0.00     | 0.00       | 0.00      | 0.0%  |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 30

## 110 Building Improvement Fund

| Expenditures             |                              | Amt Budgeted | December     | YTD          | Remaining    |       |
|--------------------------|------------------------------|--------------|--------------|--------------|--------------|-------|
| 594 Capital Expenditures |                              |              |              |              |              |       |
| 594 18 62 15             | Fire Station Improvements    | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%  |
| 594 18 62 16             | Police Station Improvements  | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%  |
| 594 Capital Expenditures |                              | 180,000.00   | 3,300.50     | 134,918.70   | 45,081.30    | 75.0% |
| 597 Interfund Transfers  |                              |              |              |              |              |       |
| 597 00 01 20             | Transfer Out To Reet (120)   | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%  |
| 597 05 01 21             | Transfer Out To REET (121)   | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%  |
| 597 Interfund Transfers  |                              | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%  |
| 999 Ending Balance       |                              |              |              |              |              |       |
| 508 31 01 10             | Restricted End Cash & Invest | 0.00         | 0.00         | 0.00         | 0.00         | 0.0%  |
| 508 51 01 10             | Assigned End Cash & Invest   | 2,829,119.00 | 0.00         | 0.00         | 2,829,119.00 | 0.0%  |
| 999 Ending Balance       |                              | 2,829,119.00 | 0.00         | 0.00         | 2,829,119.00 | 0.0%  |
| Fund Expenditures:       |                              | 3,009,119.00 | 3,300.50     | 134,918.70   | 2,874,200.30 | 4.5%  |
| Fund Excess/(Deficit):   |                              | (0.40)       | 1,497,322.81 | 2,867,186.86 |              |       |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 31

## 115 Tourism And Promotion DSC

| Revenues                                  | Amt Budgeted | December | YTD      | Remaining |        |
|-------------------------------------------|--------------|----------|----------|-----------|--------|
| 308 Beginning Balances                    |              |          |          |           |        |
| 308 31 01 15 Restricted Beg Cash & Invest | 0.00         | 0.00     | 0.00     | 0.00      | 0.0%   |
| 308 51 01 15 Assigned Beg Cash & Invest   | 2,407.91     | 0.00     | 2,407.91 | 0.00      | 100.0% |
| 308 Beginning Balances                    | 2,407.91     | 0.00     | 2,407.91 | 0.00      | 100.0% |

## 310 Taxes

|                          |          |       |        |        |       |
|--------------------------|----------|-------|--------|--------|-------|
| 313 31 00 50 Lodging Tax | 1,000.00 | 11.22 | 208.54 | 791.46 | 20.9% |
| 310 Taxes                | 1,000.00 | 11.22 | 208.54 | 791.46 | 20.9% |

## 330 Intergovernmental Revenues

|                                     |           |      |           |      |        |
|-------------------------------------|-----------|------|-----------|------|--------|
| 333 11 01 15 COVID Indirect Fed DOC | 0.00      | 0.00 | 0.00      | 0.00 | 0.0%   |
| 337 00 00 50 Grant Sno-Co DSC       | 8,000.00  | 0.00 | 8,000.00  | 0.00 | 100.0% |
| 337 00 00 51 Grant Summer Arts Jam  | 0.00      | 0.00 | 0.00      | 0.00 | 0.0%   |
| 337 00 00 52 Grant PortofSeattle    | 10,000.00 | 0.00 | 10,000.00 | 0.00 | 100.0% |
| 330 Intergovernmental Revenues      | 18,000.00 | 0.00 | 18,000.00 | 0.00 | 100.0% |

## 340 Charges For Services

|                          |           |      |      |           |      |
|--------------------------|-----------|------|------|-----------|------|
| 345 60 00 50 Advertising | 15,000.00 | 0.00 | 0.00 | 15,000.00 | 0.0% |
| 340 Charges For Services | 15,000.00 | 0.00 | 0.00 | 15,000.00 | 0.0% |

## 360 Misc Revenues

|                           |           |      |      |           |      |
|---------------------------|-----------|------|------|-----------|------|
| 367 00 00 50 Donations    | 5,000.00  | 0.00 | 0.00 | 5,000.00  | 0.0% |
| 367 00 00 51 Sponsorships | 25,000.00 | 0.00 | 0.00 | 25,000.00 | 0.0% |
| 360 Misc Revenues         | 30,000.00 | 0.00 | 0.00 | 30,000.00 | 0.0% |

## 397 Interfund Transfers

|                                            |           |           |           |             |        |
|--------------------------------------------|-----------|-----------|-----------|-------------|--------|
| 397 00 01 01 Transfer In From General Fund | 25,000.00 | 25,000.00 | 43,750.00 | (18,750.00) | 175.0% |
| 397 Interfund Transfers                    | 25,000.00 | 25,000.00 | 43,750.00 | (18,750.00) | 175.0% |

|                |           |           |           |           |       |
|----------------|-----------|-----------|-----------|-----------|-------|
| Fund Revenues: | 91,407.91 | 25,011.22 | 64,366.45 | 27,041.46 | 70.4% |
|----------------|-----------|-----------|-----------|-----------|-------|

| Expenditures                             | Amt Budgeted | December | YTD       | Remaining  |        |
|------------------------------------------|--------------|----------|-----------|------------|--------|
| 557 Community Services                   |              |          |           |            |        |
| 557 30 31 00 Supplies                    | 1,000.00     | 0.00     | 376.15    | 623.85     | 37.6%  |
| 557 30 41 00 Professional Services       | 40,000.00    | 8,784.00 | 44,263.00 | (4,263.00) | 110.7% |
| 557 30 41 03 Tourism Grants              | 11,000.00    | 0.00     | 3,000.00  | 8,000.00   | 27.3%  |
| 557 30 44 00 Advertising                 | 10,000.00    | 692.88   | 14,876.62 | (4,876.62) | 148.8% |
| 557 30 49 01 Meetings, Training & Travel | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%   |
| 557 30 49 02 Dues                        | 2,000.00     | 0.00     | 0.00      | 2,000.00   | 0.0%   |
| 557 30 49 03 Printing                    | 10,000.00    | 0.00     | 0.00      | 10,000.00  | 0.0%   |
| 557 Community Services                   | 74,000.00    | 9,476.88 | 62,515.77 | 11,484.23  | 84.5%  |

## 999 Ending Balance

|                                           |      |      |      |      |      |
|-------------------------------------------|------|------|------|------|------|
| 508 31 01 15 Restricted End Cash & Invest | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
|-------------------------------------------|------|------|------|------|------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 32

## 115 Tourism And Promotion DSC

| Expenditures                            | Amt Budgeted | December  | YTD       | Remaining |       |
|-----------------------------------------|--------------|-----------|-----------|-----------|-------|
| 999 Ending Balance                      |              |           |           |           |       |
| 508 51 01 15 Assigned End Cash & Invest | 17,408.00    | 0.00      | 0.00      | 17,408.00 | 0.0%  |
| 999 Ending Balance                      | 17,408.00    | 0.00      | 0.00      | 17,408.00 | 0.0%  |
| Fund Expenditures:                      | 91,408.00    | 9,476.88  | 62,515.77 | 28,892.23 | 68.4% |
| Fund Excess/(Deficit):                  | (0.09)       | 15,534.34 | 1,850.68  |           |       |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 33

## 120 REET - Capital Improvements

| Revenues                                  | Amt Budgeted | December | YTD        | Remaining |        |
|-------------------------------------------|--------------|----------|------------|-----------|--------|
| 308 Beginning Balances                    |              |          |            |           |        |
| 308 31 01 20 Restricted Beg Cash & Invest | 861,914.79   | 0.00     | 861,914.79 | 0.00      | 100.0% |
| 308 Beginning Balances                    | 861,914.79   | 0.00     | 861,914.79 | 0.00      | 100.0% |

## 310 Taxes

|                                           |            |           |            |              |        |
|-------------------------------------------|------------|-----------|------------|--------------|--------|
| 318 34 00 00 REET 1 - 1st Quarter Percent | 301,000.00 | 43,722.77 | 555,719.50 | (254,719.50) | 184.6% |
| 310 Taxes                                 | 301,000.00 | 43,722.77 | 555,719.50 | (254,719.50) | 184.6% |

## 360 Misc Revenues

|                                     |          |        |           |            |        |
|-------------------------------------|----------|--------|-----------|------------|--------|
| 361 11 01 20 State Pool/cd Interest | 9,300.00 | 385.65 | 17,040.59 | (7,740.59) | 183.2% |
| 360 Misc Revenues                   | 9,300.00 | 385.65 | 17,040.59 | (7,740.59) | 183.2% |

## 397 Interfund Transfers

|                                           |      |      |      |      |      |
|-------------------------------------------|------|------|------|------|------|
| 397 01 01 10 Transfer In From Bldg Impr 1 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 Interfund Transfers                   | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

|                |              |           |              |              |        |
|----------------|--------------|-----------|--------------|--------------|--------|
| Fund Revenues: | 1,172,214.79 | 44,108.42 | 1,434,674.88 | (262,460.09) | 122.4% |
|----------------|--------------|-----------|--------------|--------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

## 594 Capital Expenditures

|                                         |      |      |      |      |      |
|-----------------------------------------|------|------|------|------|------|
| 594 76 61 20 Sebranke Property Purchase | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 594 Capital Expenditures                | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

## 597 Interfund Transfers

|                                             |            |              |            |      |        |
|---------------------------------------------|------------|--------------|------------|------|--------|
| 597 00 01 04 Transfer Out To Park Imp (104) | 241,000.00 | (302,000.00) | 241,000.00 | 0.00 | 100.0% |
| 597 00 01 10 Transfer Out To Bldg (110)     | 0.00       | 0.00         | 0.00       | 0.00 | 0.0%   |
| 597 02 02 05 Trfr Out-1995 G.o. Bonds (20   | 0.00       | 0.00         | 0.00       | 0.00 | 0.0%   |
| 597 03 01 01 Transfer Out To Street (101)   | 0.00       | 0.00         | 0.00       | 0.00 | 0.0%   |
| 597 Interfund Transfers                     | 241,000.00 | (302,000.00) | 241,000.00 | 0.00 | 100.0% |

## 999 Ending Balance

|                                           |            |      |      |            |      |
|-------------------------------------------|------------|------|------|------------|------|
| 508 31 01 20 Restricted End Cash & Invest | 931,215.00 | 0.00 | 0.00 | 931,215.00 | 0.0% |
| 999 Ending Balance                        | 931,215.00 | 0.00 | 0.00 | 931,215.00 | 0.0% |

|                    |              |              |            |            |       |
|--------------------|--------------|--------------|------------|------------|-------|
| Fund Expenditures: | 1,172,215.00 | (302,000.00) | 241,000.00 | 931,215.00 | 20.6% |
|--------------------|--------------|--------------|------------|------------|-------|

|                        |        |            |              |  |  |
|------------------------|--------|------------|--------------|--|--|
| Fund Excess/(Deficit): | (0.21) | 346,108.42 | 1,193,674.88 |  |  |
|------------------------|--------|------------|--------------|--|--|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 34

## 121 REET - Growth Management

| Revenues                                  | Amt Budgeted | December | YTD          | Remaining |        |
|-------------------------------------------|--------------|----------|--------------|-----------|--------|
| 308 Beginning Balances                    |              |          |              |           |        |
| 308 31 01 21 Restricted Beg Cash & Invest | 1,031,341.72 | 0.00     | 1,031,341.72 | 0.00      | 100.0% |
| 308 Beginning Balances                    | 1,031,341.72 | 0.00     | 1,031,341.72 | 0.00      | 100.0% |

## 310 Taxes

|                                           |            |           |            |              |        |
|-------------------------------------------|------------|-----------|------------|--------------|--------|
| 318 35 00 00 REET 2 - 2nd Quarter Percent | 301,000.00 | 43,722.77 | 555,719.43 | (254,719.43) | 184.6% |
| 310 Taxes                                 | 301,000.00 | 43,722.77 | 555,719.43 | (254,719.43) | 184.6% |

## 360 Misc Revenues

|                                     |           |        |           |            |        |
|-------------------------------------|-----------|--------|-----------|------------|--------|
| 361 11 01 21 State Pool/cd Interest | 14,500.00 | 710.48 | 18,798.56 | (4,298.56) | 129.6% |
| 360 Misc Revenues                   | 14,500.00 | 710.48 | 18,798.56 | (4,298.56) | 129.6% |

## 397 Interfund Transfers

|                                              |      |      |      |      |      |
|----------------------------------------------|------|------|------|------|------|
| 397 00 01 10 Transfer In From Bldg Imp (110) | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 02 01 09 Transfer In From Cont (109)     | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 Interfund Transfers                      | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

|                |              |           |              |              |        |
|----------------|--------------|-----------|--------------|--------------|--------|
| Fund Revenues: | 1,346,841.72 | 44,433.25 | 1,605,859.71 | (259,017.99) | 119.2% |
|----------------|--------------|-----------|--------------|--------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

## 591 Debt Service

|                                        |      |      |      |      |      |
|----------------------------------------|------|------|------|------|------|
| 591 28 78 00 Principal - 800 Megahertz | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 592 28 83 00 Interest - 800 Megahertz  | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 591 Debt Service                       | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

## 597 Interfund Transfers

|                                             |            |            |            |      |        |
|---------------------------------------------|------------|------------|------------|------|--------|
| 597 00 00 05 Transfers-Out Park Imprv (104) | 245,000.00 | 245,000.00 | 245,000.00 | 0.00 | 100.0% |
| 597 00 01 02 Transfer Out To Street Const   | 0.00       | 0.00       | 0.00       | 0.00 | 0.0%   |
| 597 02 01 01 Transfer Out To Street (101)   | 0.00       | 0.00       | 0.00       | 0.00 | 0.0%   |
| 597 03 02 05 Trfr Out-1995 G.o. Bonds (20   | 0.00       | 0.00       | 0.00       | 0.00 | 0.0%   |
| 597 Interfund Transfers                     | 245,000.00 | 245,000.00 | 245,000.00 | 0.00 | 100.0% |

## 999 Ending Balance

|                                           |              |      |      |              |      |
|-------------------------------------------|--------------|------|------|--------------|------|
| 508 31 01 21 Restricted End Cash & Invest | 1,101,843.00 | 0.00 | 0.00 | 1,101,843.00 | 0.0% |
| 999 Ending Balance                        | 1,101,843.00 | 0.00 | 0.00 | 1,101,843.00 | 0.0% |

|                    |              |            |            |              |       |
|--------------------|--------------|------------|------------|--------------|-------|
| Fund Expenditures: | 1,346,843.00 | 245,000.00 | 245,000.00 | 1,101,843.00 | 18.2% |
|--------------------|--------------|------------|------------|--------------|-------|

|                        |        |              |              |  |  |
|------------------------|--------|--------------|--------------|--|--|
| Fund Excess/(Deficit): | (1.28) | (200,566.75) | 1,360,859.71 |  |  |
|------------------------|--------|--------------|--------------|--|--|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 35

## 205 Debt Service Fund

| Revenues                                | Amt Budgeted | December | YTD       | Remaining |        |
|-----------------------------------------|--------------|----------|-----------|-----------|--------|
| 308 Beginning Balances                  |              |          |           |           |        |
| 308 51 02 05 Assigned Beg Cash & Invest | 19,654.73    | 0.00     | 19,654.73 | 0.00      | 100.0% |
| 308 Beginning Balances                  | 19,654.73    | 0.00     | 19,654.73 | 0.00      | 100.0% |

## 310 Taxes

|                                           |      |         |          |            |      |
|-------------------------------------------|------|---------|----------|------------|------|
| 311 10 22 00 G.o. Bond 2000 - Fire Statio | 0.00 | 0.00    | 0.00     | 0.00       | 0.0% |
| 311 10 22 10 G.o. Bond 2007 Ref 1994/2000 | 0.00 | (76.42) | 1,189.01 | (1,189.01) | 0.0% |
| 310 Taxes                                 | 0.00 | (76.42) | 1,189.01 | (1,189.01) | 0.0% |

## 360 Misc Revenues

|                                     |        |      |        |        |       |
|-------------------------------------|--------|------|--------|--------|-------|
| 361 11 02 05 State Pool/cd Interest | 500.00 | 9.55 | 191.97 | 308.03 | 38.4% |
| 360 Misc Revenues                   | 500.00 | 9.55 | 191.97 | 308.03 | 38.4% |

## 397 Interfund Transfers

|                                          |      |      |      |      |      |
|------------------------------------------|------|------|------|------|------|
| 397 00 01 04 Transfer In From Fund 104   | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 00 01 05 Trsf From Fund 105          | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 00 01 20 Transfer In From Fund (120) | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 01 01 21 Transfer In From Fund 121   | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 01 02 03 Transfer In From Fund 203   | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 03 00 01 Transfer In From Gen Fund   | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 Interfund Transfers                  | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

|                |           |         |           |          |        |
|----------------|-----------|---------|-----------|----------|--------|
| Fund Revenues: | 20,154.73 | (66.87) | 21,035.71 | (880.98) | 104.4% |
|----------------|-----------|---------|-----------|----------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

## 591 Debt Service

|                                           |      |          |      |      |      |
|-------------------------------------------|------|----------|------|------|------|
| 591 22 71 00 Go Bond Principal-fire Stati | 0.00 | 0.00     | 0.00 | 0.00 | 0.0% |
| 591 22 71 01 1993-1995 Go Bond Princ-2007 | 0.00 | 0.00     | 0.00 | 0.00 | 0.0% |
| 592 22 83 10 G.o.bond Interest-fire Stati | 0.00 | 0.00     | 0.00 | 0.00 | 0.0% |
| 592 22 83 20 1993-1995 Go Bond Int-2007 R | 0.00 | 0.00     | 0.00 | 0.00 | 0.0% |
| 592 22 89 00 Professional Services        | 0.00 | (126.58) | 0.00 | 0.00 | 0.0% |
| 591 Debt Service                          | 0.00 | (126.58) | 0.00 | 0.00 | 0.0% |

## 999 Ending Balance

|                                         |           |      |      |           |      |
|-----------------------------------------|-----------|------|------|-----------|------|
| 508 51 02 05 Assigned End Cash & Invest | 20,155.00 | 0.00 | 0.00 | 20,155.00 | 0.0% |
| 999 Ending Balance                      | 20,155.00 | 0.00 | 0.00 | 20,155.00 | 0.0% |

|                    |           |          |      |           |      |
|--------------------|-----------|----------|------|-----------|------|
| Fund Expenditures: | 20,155.00 | (126.58) | 0.00 | 20,155.00 | 0.0% |
|--------------------|-----------|----------|------|-----------|------|

|                        |        |       |           |  |  |
|------------------------|--------|-------|-----------|--|--|
| Fund Excess/(Deficit): | (0.27) | 59.71 | 21,035.71 |  |  |
|------------------------|--------|-------|-----------|--|--|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 36

## 401 Sewer Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |  |
|----------|--------------|----------|-----|-----------|--|
|----------|--------------|----------|-----|-----------|--|

### 308 Beginning Balances

|                        |                            |              |      |              |      |        |
|------------------------|----------------------------|--------------|------|--------------|------|--------|
| 308 51 04 01           | Assigned Beg Cash & Invest | 1,546,702.33 | 0.00 | 1,546,702.33 | 0.00 | 100.0% |
| 308 Beginning Balances |                            | 1,546,702.33 | 0.00 | 1,546,702.33 | 0.00 | 100.0% |

### 340 Charges For Services

|                          |                       |              |            |              |              |        |
|--------------------------|-----------------------|--------------|------------|--------------|--------------|--------|
| 343 50 04 01             | Sewer Service Charges | 2,457,000.00 | 231,220.61 | 2,615,973.42 | (158,973.42) | 106.5% |
| 343 50 50 01             | Sewer - Other Fees    | 1,100.00     | 28.00      | 192.10       | 907.90       | 17.5%  |
| 340 Charges For Services |                       | 2,458,100.00 | 231,248.61 | 2,616,165.52 | (158,065.52) | 106.4% |

### 360 Misc Revenues

|                   |                         |           |        |           |           |        |
|-------------------|-------------------------|-----------|--------|-----------|-----------|--------|
| 359 90 51 01      | Late Penalties          | 0.00      | 0.00   | 15.80     | (15.80)   | 0.0%   |
| 361 11 04 01      | State Pool/cd Interest  | 27,300.00 | 968.81 | 11,389.93 | 15,910.07 | 41.7%  |
| 369 91 04 01      | Miscellaneous           | 500.00    | 0.00   | 832.00    | (332.00)  | 166.4% |
| 388 10 00 01      | Prior Period Adjustment | 0.00      | 0.00   | 0.00      | 0.00      | 0.0%   |
| 360 Misc Revenues |                         | 27,800.00 | 968.81 | 12,237.73 | 15,562.27 | 44.0%  |

### 380 Non Revenues

|                  |                                  |      |      |      |      |      |
|------------------|----------------------------------|------|------|------|------|------|
| 382 20 04 01     | Retainage                        | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 388 50 04 01     | Prior Period Adj Acctging Change | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 389 35 00 00     | PUT Tax                          | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 380 Non Revenues |                                  | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 397 Interfund Transfers

|                         |                                  |      |      |      |      |      |
|-------------------------|----------------------------------|------|------|------|------|------|
| 397 00 04 05            | Trfr From Plant Invest Fee (405) | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 00 55 01            | Transfer In From WWTP            | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 Interfund Transfers |                                  | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

|                |              |            |              |              |        |
|----------------|--------------|------------|--------------|--------------|--------|
| Fund Revenues: | 4,032,602.33 | 232,217.42 | 4,175,105.58 | (142,503.25) | 103.5% |
|----------------|--------------|------------|--------------|--------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

### 535 Sewer

|              |                       |            |           |            |             |        |
|--------------|-----------------------|------------|-----------|------------|-------------|--------|
| 535 80 10 00 | Salaries & Wages      | 570,764.00 | 39,306.48 | 470,825.64 | 99,938.36   | 82.5%  |
| 535 80 11 00 | Overtime              | 5,480.00   | 2,406.25  | 5,847.70   | (367.70)    | 106.7% |
| 535 80 20 00 | Social Security       | 43,709.00  | 3,180.57  | 34,015.19  | 9,693.81    | 77.8%  |
| 535 80 21 00 | Retirement            | 73,424.00  | 4,635.77  | 54,649.25  | 18,774.75   | 74.4%  |
| 535 80 22 00 | Medical Benefits      | 147,319.00 | 12,811.53 | 120,668.66 | 26,650.34   | 81.9%  |
| 535 80 23 00 | L & I                 | 7,342.00   | 0.00      | 4,838.49   | 2,503.51    | 65.9%  |
| 535 80 24 00 | Unemployment & PFMLA  | 1,152.00   | 0.00      | 882.86     | 269.14      | 76.6%  |
| 535 80 31 00 | Supplies              | 35,000.00  | 2,626.43  | 28,659.84  | 6,340.16    | 81.9%  |
| 535 80 31 03 | Uniforms              | 5,250.00   | 817.60    | 3,971.65   | 1,278.35    | 75.7%  |
| 535 80 32 00 | Fuel                  | 10,000.00  | 1,448.61  | 10,265.20  | (265.20)    | 102.7% |
| 535 80 35 00 | Small Equipment       | 5,000.00   | 141.65    | 1,427.94   | 3,572.06    | 28.6%  |
| 535 80 41 00 | Professional Services | 47,760.00  | 11,685.58 | 72,129.67  | (24,369.67) | 151.0% |
| 535 80 41 01 | Bio-solid Removal     | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%   |
| 535 80 42 00 | Communications        | 22,500.00  | 2,315.56  | 21,930.61  | 569.39      | 97.5%  |
| 535 80 43 00 | Permits               | 9,750.00   | 0.00      | 8,601.21   | 1,148.79    | 88.2%  |
| 535 80 44 00 | Advertising           | 500.00     | 0.00      | 261.53     | 238.47      | 52.3%  |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 37

## 401 Sewer Fund

| Expenditures                              | Amt Budgeted | December   | YTD          | Remaining  |        |
|-------------------------------------------|--------------|------------|--------------|------------|--------|
| 535 Sewer                                 |              |            |              |            |        |
| 535 80 45 00 Rentals                      | 3,800.00     | 188.11     | 2,193.31     | 1,606.69   | 57.7%  |
| 535 80 46 00 Insurance                    | 61,662.00    | 0.00       | 38,080.20    | 23,581.80  | 61.8%  |
| 535 80 47 00 Utilities                    | 153,750.00   | 22,015.85  | 111,330.48   | 42,419.52  | 72.4%  |
| 535 80 48 00 Repair/maintenance           | 90,000.00    | 5,731.18   | 50,830.15    | 39,169.85  | 56.5%  |
| 535 80 49 00 Miscellaneous                | 0.00         | 0.00       | 3,804.00     | (3,804.00) | 0.0%   |
| 535 80 49 01 B & O Tax                    | 45,000.00    | 11,671.10  | 53,728.84    | (8,728.84) | 119.4% |
| 535 80 49 03 Meetings, Training & Travel  | 9,500.00     | 25.00      | 12,331.40    | (2,831.40) | 129.8% |
| 535 80 49 05 Credit Card Bank Fees        | 6,000.00     | 1,052.75   | 13,020.64    | (7,020.64) | 217.0% |
| 535 80 49 06 Dues                         | 650.00       | 772.08     | 894.48       | (244.48)   | 137.6% |
| 535 80 49 80 Interfund Payment For Servic | 205,667.00   | 51,416.00  | 205,667.00   | 0.00       | 100.0% |
| 535 Sewer                                 | 1,560,979.00 | 174,248.10 | 1,330,855.94 | 230,123.06 | 85.3%  |

## 580 Non Expenditures

|                               |      |      |      |      |      |
|-------------------------------|------|------|------|------|------|
| 582 20 04 01 Refund Retainage | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 589 35 00 00 PUT Tax          | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 580 Non Expenditures          | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

## 591 Debt Service

|                                           |            |            |            |        |        |
|-------------------------------------------|------------|------------|------------|--------|--------|
| 591 35 78 00 Pwtf Principal - Sewer Imprv | 0.00       | 0.00       | 0.00       | 0.00   | 0.0%   |
| 591 35 78 01 Pwtf Principal-wwtp Design   | 0.00       | 0.00       | 0.00       | 0.00   | 0.0%   |
| 591 35 78 02 Srf Principal-treatment Plan | 465,029.00 | 0.00       | 465,029.34 | (0.34) | 100.0% |
| 591 35 78 03 Pwtf Principal-271st Trunkli | 106,921.00 | 0.00       | 106,921.05 | (0.05) | 100.0% |
| 591 35 78 04 2021 Revenue Bond Principal  | 175,000.00 | 175,000.00 | 175,000.00 | 0.00   | 100.0% |
| 592 35 83 00 Pwtf Interest - Sewer Imprvt | 0.00       | 0.00       | 0.00       | 0.00   | 0.0%   |
| 592 35 83 01 Pwtf Interest-wwtp Design    | 0.00       | 0.00       | 0.00       | 0.00   | 0.0%   |
| 592 35 83 03 Pwtf Interest-271st Trunk Co | 3,208.00   | 0.00       | 3,207.63   | 0.37   | 100.0% |
| 592 35 83 04 2021 Revenue Bond Interest   | 28,210.00  | 28,210.41  | 28,210.41  | (0.41) | 100.0% |
| 591 Debt Service                          | 778,368.00 | 203,210.41 | 778,368.43 | (0.43) | 100.0% |

## 594 Capital Expenditures

|                                    |           |      |      |           |      |
|------------------------------------|-----------|------|------|-----------|------|
| 594 35 64 03 Machinery & Equipment | 25,000.00 | 0.00 | 0.00 | 25,000.00 | 0.0% |
| 594 Capital Expenditures           | 25,000.00 | 0.00 | 0.00 | 25,000.00 | 0.0% |

## 597 Interfund Transfers

|                                                |            |           |            |      |        |
|------------------------------------------------|------------|-----------|------------|------|--------|
| 597 00 04 51 Transfer To Bond Reserve (45      | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 597 00 04 57 Transfer To Equip Replacemen      | 109,261.00 | 27,316.00 | 109,261.00 | 0.00 | 100.0% |
| 597 01 04 03 Transfer Out To Sewer Const (403) | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 597 Interfund Transfers                        | 109,261.00 | 27,316.00 | 109,261.00 | 0.00 | 100.0% |

## 999 Ending Balance

|                                         |              |      |      |              |      |
|-----------------------------------------|--------------|------|------|--------------|------|
| 508 51 04 01 Assigned End Cash & Invest | 1,558,994.00 | 0.00 | 0.00 | 1,558,994.00 | 0.0% |
| 999 Ending Balance                      | 1,558,994.00 | 0.00 | 0.00 | 1,558,994.00 | 0.0% |

|                    |              |            |              |              |       |
|--------------------|--------------|------------|--------------|--------------|-------|
| Fund Expenditures: | 4,032,602.00 | 404,774.51 | 2,218,485.37 | 1,814,116.63 | 55.0% |
|--------------------|--------------|------------|--------------|--------------|-------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 38

401 Sewer Fund

|                        |      |              |              |
|------------------------|------|--------------|--------------|
| Fund Excess/(Deficit): | 0.33 | (172,557.09) | 1,956,620.21 |
|------------------------|------|--------------|--------------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 39

## 403 Sewer Construction Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |  |
|----------|--------------|----------|-----|-----------|--|
|----------|--------------|----------|-----|-----------|--|

### 308 Beginning Balances

|                        |                              |              |      |              |      |        |
|------------------------|------------------------------|--------------|------|--------------|------|--------|
| 308 31 04 03           | Restricted Beg Cash & Invest | 0.00         | 0.00 | 0.00         | 0.00 | 0.0%   |
| 308 51 04 03           | Assigned Beg Cash & Invest   | 2,267,119.83 | 0.00 | 2,267,119.83 | 0.00 | 100.0% |
| 308 Beginning Balances |                              | 2,267,119.83 | 0.00 | 2,267,119.83 | 0.00 | 100.0% |

### 340 Charges For Services

|                          |                       |           |          |           |             |        |
|--------------------------|-----------------------|-----------|----------|-----------|-------------|--------|
| 343 50 00 00             | Sewer Connection Fees | 30,000.00 | 2,000.00 | 73,000.00 | (43,000.00) | 243.3% |
| 340 Charges For Services |                       | 30,000.00 | 2,000.00 | 73,000.00 | (43,000.00) | 243.3% |

### 360 Misc Revenues

|                   |                              |           |          |           |           |       |
|-------------------|------------------------------|-----------|----------|-----------|-----------|-------|
| 361 11 04 03      | State Pool/cd Interest       | 27,800.00 | 2,208.93 | 13,760.46 | 14,039.54 | 49.5% |
| 361 40 00 02      | Interest From Interfund Loan | 1,500.00  | 0.00     | 0.00      | 1,500.00  | 0.0%  |
| 360 Misc Revenues |                              | 29,300.00 | 2,208.93 | 13,760.46 | 15,539.54 | 47.0% |

### 380 Non Revenues

|                  |                          |      |      |      |      |      |
|------------------|--------------------------|------|------|------|------|------|
| 381 12 03 05     | Interfund Loan Repayment | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 381 12 04 11     | Interfund Loan Repayment | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 382 20 04 03     | Retainage                | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 380 Non Revenues |                          | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 390 Other Revenues

|                    |                               |              |      |              |      |        |
|--------------------|-------------------------------|--------------|------|--------------|------|--------|
| 391 20 04 03       | 2021 Rev Bond Issued          | 3,809,070.00 | 0.00 | 3,809,069.85 | 0.15 | 100.0% |
| 392 00 00 02       | 2021 Premiums on Bonds Issued | 760,565.00   | 0.00 | 760,564.85   | 0.15 | 100.0% |
| 390 Other Revenues |                               | 4,569,635.00 | 0.00 | 4,569,634.70 | 0.30 | 100.0% |

### 397 Interfund Transfers

|                         |                                    |            |            |            |          |        |
|-------------------------|------------------------------------|------------|------------|------------|----------|--------|
| 397 01 04 05            | Trfr In From Sewer Plant Inv       | 300,000.00 | 0.00       | 300,000.00 | 0.00     | 100.0% |
| 397 02 04 01            | Transfer In From Sewer (401)       | 0.00       | 0.00       | 0.00       | 0.00     | 0.0%   |
| 397 03 04 52            | Transfer In from Sewer Bond Resrv  | 503,130.00 | 503,336.35 | 503,336.35 | (206.35) | 100.0% |
| 397 61 55 10            | Trfr In From 271st St NW Trunkline | 0.00       | 0.00       | 0.00       | 0.00     | 0.0%   |
| 397 Interfund Transfers |                                    | 803,130.00 | 503,336.35 | 803,336.35 | (206.35) | 100.0% |

|                |              |            |              |             |        |
|----------------|--------------|------------|--------------|-------------|--------|
| Fund Revenues: | 7,699,184.83 | 507,545.28 | 7,726,851.34 | (27,666.51) | 100.4% |
|----------------|--------------|------------|--------------|-------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

### 580 Non Expenditures

|                      |                       |      |      |      |      |      |
|----------------------|-----------------------|------|------|------|------|------|
| 581 10 03 05         | Interfund Loan Issued | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 581 10 04 11         | Interfund Loan Issued | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 582 20 04 03         | Refund Retainage      | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 580 Non Expenditures |                       | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 591 Debt Service

|              |                               |           |      |           |      |        |
|--------------|-------------------------------|-----------|------|-----------|------|--------|
| 592 35 83 05 | 2021 Rev Bond Int & Debt Cost | 65,636.00 | 0.00 | 65,635.81 | 0.19 | 100.0% |
|--------------|-------------------------------|-----------|------|-----------|------|--------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 40

## 403 Sewer Construction Fund

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

### 591 Debt Service

|                  |           |      |           |      |        |
|------------------|-----------|------|-----------|------|--------|
| 591 Debt Service | 65,636.00 | 0.00 | 65,635.81 | 0.19 | 100.0% |
|------------------|-----------|------|-----------|------|--------|

### 594 Capital Expenditures

|              |                                         |              |            |              |             |        |
|--------------|-----------------------------------------|--------------|------------|--------------|-------------|--------|
| 594 35 41 00 | Professional Services                   | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 41 05 | Sewer System Plan Update                | 20,000.00    | 1,240.00   | 1,240.00     | 18,760.00   | 6.2%   |
| 594 35 41 06 | Bio-solids Removal                      | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 41 20 | Wastewater Rate Study                   | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 41 25 | Ex9 Modificatn Headworks Stu            | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 62 00 | Buildings                               | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 62 01 | Biosolids Processing Facility           | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 00 | Improvements                            | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 01 | Wash Water System                       | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 07 | Infrastructure Access Cctv              | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 13 | Collector/Int Syst Flow                 | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 14 | Ex4b Pioneer Highway                    | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 15 | Ex10b 80th Easement Sewer               | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 16 | Pioneer/Cedarhome To 267th              | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 17 | Basin 1 Pipe Eval/Repair/Replace        | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 18 | Ex 10a 261st Street                     | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 19 | Viking Way Sewer Improve                | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 20 | 90th Street Sewer Improve               | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 21 | Pioneer Hwy Swr Main Repl               | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 22 | 72nd SMR                                | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 23 | SR 532 @ 64th Extension                 | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 24 | 271st (94th - 99th)                     | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 25 | 270th (94th - 96th)                     | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 26 | Sheetpile Walls (50/50 W Drainage)      | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 27 | Misc Pipe Replacement (EX1)             | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 28 | Collector/Int Flow Monitor & Video(Ex2) | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 29 | Main Lift Station Upgrades              | 1,166,000.00 | 229,702.20 | 1,260,359.56 | (94,359.56) | 108.1% |
| 594 35 63 31 | Sewer Plant Improvements                | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 32 | Pioneer 77th-267th                      | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 33 | UV Energy Efficiency Upgrades           | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 34 | 272nd/101st-99th(Ex13)                  | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 35 | Upper Pioneer Hwy/85th-CedarhomeDesign  | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 36 | Lower Pioneer Hwy (Ex18)                | 1,586,000.00 | 0.00       | 1,041,321.16 | 544,678.84  | 65.7%  |
| 594 35 63 37 | UV Disinfection                         | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 38 | Church Creek Collection System (Ex5A)   | 150,000.00   | 16,749.75  | 49,986.41    | 100,013.59  | 33.3%  |
| 594 35 63 39 | 72nd Ave & 261st Interceptor            | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 40 | Grit Removal Unit Install (EX9)         | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 63 41 | Telemetry System Upgrade                | 158,500.00   | 0.00       | 193,892.25   | (35,392.25) | 122.3% |
| 594 35 64 01 | Telemetry Equipment                     | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 64 32 | Pioneer 77th - 267th                    | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 64 33 | Smoke Testing/Camera/Flow Meter Basin 1 | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 594 35 65 09 | Ex3c Basin4a Grav Main Replm            | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 41

## 403 Sewer Construction Fund

| Expenditures                              | Amt Budgeted | December   | YTD          | Remaining    |       |
|-------------------------------------------|--------------|------------|--------------|--------------|-------|
| 594 Capital Expenditures                  |              |            |              |              |       |
| 594 Capital Expenditures                  | 3,080,500.00 | 247,691.95 | 2,546,799.38 | 533,700.62   | 82.7% |
| 597 Interfund Transfers                   |              |            |              |              |       |
| 597 00 35 00 Trsfr To 305                 | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%  |
| 597 04 11 03 Transfer To Street Constr    | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%  |
| 597 Interfund Transfers                   | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%  |
| 999 Ending Balance                        |              |            |              |              |       |
| 508 31 04 03 Restricted End Cash & Invest | 0.00         | 0.00       | 0.00         | 0.00         | 0.0%  |
| 508 51 04 03 Assigned End Cash & Invest   | 4,553,049.00 | 0.00       | 0.00         | 4,553,049.00 | 0.0%  |
| 999 Ending Balance                        | 4,553,049.00 | 0.00       | 0.00         | 4,553,049.00 | 0.0%  |
| Fund Expenditures:                        | 7,699,185.00 | 247,691.95 | 2,612,435.19 | 5,086,749.81 | 33.9% |
| Fund Excess/(Deficit):                    | (0.17)       | 259,853.33 | 5,114,416.15 |              |       |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 42

## 405 Sewer Plant Investment Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |
|----------|--------------|----------|-----|-----------|
|----------|--------------|----------|-----|-----------|

### 308 Beginning Balances

|                        |                            |            |      |            |      |        |
|------------------------|----------------------------|------------|------|------------|------|--------|
| 308 51 04 05           | Assigned Beg Cash & Invest | 284,510.44 | 0.00 | 284,510.44 | 0.00 | 100.0% |
| 308 Beginning Balances |                            | 284,510.44 | 0.00 | 284,510.44 | 0.00 | 100.0% |

### 360 Misc Revenues

|                   |                        |            |           |            |              |        |
|-------------------|------------------------|------------|-----------|------------|--------------|--------|
| 361 11 04 05      | State Pool/cd Interest | 5,000.00   | 164.87    | 2,351.16   | 2,648.84     | 47.0%  |
| 368 10 04 05      | Plant Investment Fees  | 150,000.00 | 25,196.47 | 400,836.66 | (250,836.66) | 267.2% |
| 360 Misc Revenues |                        | 155,000.00 | 25,361.34 | 403,187.82 | (248,187.82) | 260.1% |

|                |            |           |            |              |        |
|----------------|------------|-----------|------------|--------------|--------|
| Fund Revenues: | 439,510.44 | 25,361.34 | 687,698.26 | (248,187.82) | 156.5% |
|----------------|------------|-----------|------------|--------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |
|--------------|--------------|----------|-----|-----------|
|--------------|--------------|----------|-----|-----------|

### 597 Interfund Transfers

|                         |                              |            |      |            |      |        |
|-------------------------|------------------------------|------------|------|------------|------|--------|
| 597 00 04 01            | Trfr Out To Pwtfl (401)      | 0.00       | 0.00 | 0.00       | 0.00 | 0.0%   |
| 597 00 04 03            | Transfer To Sewer Constructi | 300,000.00 | 0.00 | 300,000.00 | 0.00 | 100.0% |
| 597 Interfund Transfers |                              | 300,000.00 | 0.00 | 300,000.00 | 0.00 | 100.0% |

### 999 Ending Balance

|                    |                            |            |      |      |            |      |
|--------------------|----------------------------|------------|------|------|------------|------|
| 508 51 04 05       | Assigned End Cash & Invest | 139,510.00 | 0.00 | 0.00 | 139,510.00 | 0.0% |
| 999 Ending Balance |                            | 139,510.00 | 0.00 | 0.00 | 139,510.00 | 0.0% |

|                    |            |      |            |            |       |
|--------------------|------------|------|------------|------------|-------|
| Fund Expenditures: | 439,510.00 | 0.00 | 300,000.00 | 139,510.00 | 68.3% |
|--------------------|------------|------|------------|------------|-------|

|                        |      |           |            |
|------------------------|------|-----------|------------|
| Fund Excess/(Deficit): | 0.44 | 25,361.34 | 387,698.26 |
|------------------------|------|-----------|------------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 43

## 410 Drainage Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |  |
|----------|--------------|----------|-----|-----------|--|
|----------|--------------|----------|-----|-----------|--|

### 308 Beginning Balances

|                        |                            |            |      |            |      |        |
|------------------------|----------------------------|------------|------|------------|------|--------|
| 308 51 04 10           | Assigned Beg Cash & Invest | 291,814.94 | 0.00 | 291,814.94 | 0.00 | 100.0% |
| 308 Beginning Balances |                            | 291,814.94 | 0.00 | 291,814.94 | 0.00 | 100.0% |

### 340 Charges For Services

|                          |                            |              |            |              |             |        |
|--------------------------|----------------------------|--------------|------------|--------------|-------------|--------|
| 343 10 00 00             | Drainage Service Charges   | 1,151,500.00 | 106,646.32 | 1,205,322.55 | (53,822.55) | 104.7% |
| 343 10 00 10             | Drainage - Other Fees      | 200.00       | 0.00       | 0.53         | 199.47      | 0.3%   |
| 343 10 10 00             | Drainage Service Surcharge | 0.00         | 0.00       | 0.00         | 0.00        | 0.0%   |
| 340 Charges For Services |                            | 1,151,700.00 | 106,646.32 | 1,205,323.08 | (53,623.08) | 104.7% |

### 360 Misc Revenues

|                   |                         |          |        |          |            |        |
|-------------------|-------------------------|----------|--------|----------|------------|--------|
| 359 90 51 02      | Late Penalties          | 0.00     | 0.00   | 8.14     | (8.14)     | 0.0%   |
| 361 11 04 10      | State Pool/cd Interest  | 5,100.00 | 304.67 | 9,043.60 | (3,943.60) | 177.3% |
| 369 91 41 00      | Miscellaneous Revenue   | 0.00     | 0.00   | 0.00     | 0.00       | 0.0%   |
| 388 10 00 02      | Prior Period Adjustment | 0.00     | 0.00   | 0.00     | 0.00       | 0.0%   |
| 360 Misc Revenues |                         | 5,100.00 | 304.67 | 9,051.74 | (3,951.74) | 177.5% |

### 380 Non Revenues

|                  |           |      |      |      |      |      |
|------------------|-----------|------|------|------|------|------|
| 389 36 00 00     | B & O Tax | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 380 Non Revenues |           | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

|                |              |            |              |             |        |
|----------------|--------------|------------|--------------|-------------|--------|
| Fund Revenues: | 1,448,614.94 | 106,950.99 | 1,506,189.76 | (57,574.82) | 104.0% |
|----------------|--------------|------------|--------------|-------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

### 531 Natural Resources

|              |                             |            |           |            |            |        |
|--------------|-----------------------------|------------|-----------|------------|------------|--------|
| 531 50 10 00 | Salaries & Wages            | 283,331.00 | 16,573.98 | 272,705.49 | 10,625.51  | 96.2%  |
| 531 50 11 00 | Overtime                    | 2,019.00   | 143.60    | 2,781.75   | (762.75)   | 137.8% |
| 531 50 20 00 | Social Security             | 21,557.00  | 1,275.15  | 19,284.60  | 2,272.40   | 89.5%  |
| 531 50 21 00 | Retirement                  | 29,954.00  | 1,918.57  | 27,872.75  | 2,081.25   | 93.1%  |
| 531 50 22 00 | Medical Benefits            | 67,222.00  | 4,166.08  | 52,641.39  | 14,580.61  | 78.3%  |
| 531 50 23 00 | L & I                       | 3,432.00   | 0.00      | 2,502.43   | 929.57     | 72.9%  |
| 531 50 24 00 | Unemployment & PFMLA        | 571.00     | 0.00      | 539.61     | 31.39      | 94.5%  |
| 531 50 31 00 | Supplies                    | 6,500.00   | 633.78    | 4,401.93   | 2,098.07   | 67.7%  |
| 531 50 31 03 | Uniforms                    | 1,050.00   | 289.66    | 1,205.99   | (155.99)   | 114.9% |
| 531 50 32 00 | Fuel                        | 5,500.00   | 1,187.47  | 6,036.51   | (536.51)   | 109.8% |
| 531 50 35 00 | Small Equipment             | 2,500.00   | 47.22     | 1,238.30   | 1,261.70   | 49.5%  |
| 531 50 41 00 | Professional Services       | 29,140.00  | 4,405.70  | 21,893.98  | 7,246.02   | 75.1%  |
| 531 50 42 00 | Communications              | 1,500.00   | 158.84    | 1,525.63   | (25.63)    | 101.7% |
| 531 50 43 00 | Permits                     | 600.00     | 0.00      | 0.00       | 600.00     | 0.0%   |
| 531 50 45 00 | Rentals                     | 10,500.00  | 42.73     | 3,539.14   | 6,960.86   | 33.7%  |
| 531 50 46 00 | Insurance                   | 30,000.00  | 0.00      | 28,560.15  | 1,439.85   | 95.2%  |
| 531 50 47 00 | Utilities                   | 10,000.00  | 4,514.47  | 10,305.48  | (305.48)   | 103.1% |
| 531 50 48 00 | Repairs And Maintenance     | 30,000.00  | 600.79    | 5,928.78   | 24,071.22  | 19.8%  |
| 531 50 48 01 | Drainage System Maintenance | 0.00       | 0.00      | 0.00       | 0.00       | 0.0%   |
| 531 50 49 00 | Miscellaneous               | 0.00       | 0.00      | 0.00       | 0.00       | 0.0%   |
| 531 50 49 01 | B & O Tax                   | 12,000.00  | 1,667.18  | 16,495.05  | (4,495.05) | 137.5% |
| 531 50 49 03 | Meetings, Training & Travel | 1,000.00   | 1,590.13  | 1,849.38   | (849.38)   | 184.9% |
| 531 50 49 05 | Credit Card Bank Fees       | 3,600.00   | 436.48    | 5,175.06   | (1,575.06) | 143.8% |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 44

## 410 Drainage Fund

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

### 531 Natural Resources

|                       |                              |            |           |            |           |        |
|-----------------------|------------------------------|------------|-----------|------------|-----------|--------|
| 531 50 49 50          | Interfund Payment For Servic | 82,346.00  | 20,585.00 | 82,346.00  | 0.00      | 100.0% |
| 531 Natural Resources |                              | 634,322.00 | 60,236.83 | 568,829.40 | 65,492.60 | 89.7%  |

### 580 Non Expenditures

|                      |           |      |      |      |      |      |
|----------------------|-----------|------|------|------|------|------|
| 589 36 00 00         | B & O Tax | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 580 Non Expenditures |           | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 591 Debt Service

|                  |                               |            |      |           |            |        |
|------------------|-------------------------------|------------|------|-----------|------------|--------|
| 591 31 78 01     | SnoCo PW Assist Fund Princ    | 125,000.00 | 0.00 | 51,258.95 | 73,741.05  | 41.0%  |
| 592 31 83 01     | SnoCo PW Assist Fund Interest | 5,000.00   | 0.00 | 11,210.23 | (6,210.23) | 224.2% |
| 591 Debt Service |                               | 130,000.00 | 0.00 | 62,469.18 | 67,530.82  | 48.1%  |

### 594 Capital Expenditures

|                          |                       |      |      |      |      |      |
|--------------------------|-----------------------|------|------|------|------|------|
| 594 38 64 01             | Machinery & Equipment | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 594 Capital Expenditures |                       | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 597 Interfund Transfers

|                         |                              |            |           |            |      |        |
|-------------------------|------------------------------|------------|-----------|------------|------|--------|
| 597 00 42 20            | Transfer To WCF (422)        | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 597 01 04 11            | Transfer To DCF (411)        | 150,000.00 | 37,500.00 | 150,000.00 | 0.00 | 100.0% |
| 597 01 04 57            | Transfer To Equip Replacemen | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 597 03 04 58            | Trsfr To 458 Equip Repl      | 61,464.00  | 15,366.00 | 61,464.00  | 0.00 | 100.0% |
| 597 04 01 07            | Transfer To Equip Res (107)  | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 597 Interfund Transfers |                              | 211,464.00 | 52,866.00 | 211,464.00 | 0.00 | 100.0% |

### 999 Ending Balance

|                    |                            |            |      |      |            |      |
|--------------------|----------------------------|------------|------|------|------------|------|
| 508 51 04 10       | Assigned End Cash & Invest | 472,829.00 | 0.00 | 0.00 | 472,829.00 | 0.0% |
| 999 Ending Balance |                            | 472,829.00 | 0.00 | 0.00 | 472,829.00 | 0.0% |

|                    |              |            |            |            |       |
|--------------------|--------------|------------|------------|------------|-------|
| Fund Expenditures: | 1,448,615.00 | 113,102.83 | 842,762.58 | 605,852.42 | 58.2% |
|--------------------|--------------|------------|------------|------------|-------|

|                        |        |            |            |
|------------------------|--------|------------|------------|
| Fund Excess/(Deficit): | (0.06) | (6,151.84) | 663,427.18 |
|------------------------|--------|------------|------------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 45

## 411 Drainage Construction Fund

| Revenues                                  | Amt Budgeted | December | YTD        | Remaining |        |
|-------------------------------------------|--------------|----------|------------|-----------|--------|
| 308 Beginning Balances                    |              |          |            |           |        |
| 308 31 04 11 Restricted Beg Cash & Invest | 68,180.48    | 0.00     | 68,180.48  | 0.00      | 100.0% |
| 308 51 04 11 Assigned Beg Cash & Invest   | 621,741.98   | 0.00     | 621,741.98 | 0.00      | 100.0% |
| 308 Beginning Balances                    | 689,922.46   | 0.00     | 689,922.46 | 0.00      | 100.0% |

## 330 Intergovernmental Revenues

|                                                |              |      |            |              |       |
|------------------------------------------------|--------------|------|------------|--------------|-------|
| 333 97 03 60 FEMA                              | 0.00         | 0.00 | 0.00       | 0.00         | 0.0%  |
| 334 01 80 00 State Fema                        | 0.00         | 0.00 | 0.00       | 0.00         | 0.0%  |
| 334 03 10 01 Department Of Ecology             | 537,600.00   | 0.00 | 513,537.27 | 24,062.73    | 95.5% |
| 334 04 20 11 DOC - Stormwater Separation Grant | 0.00         | 0.00 | 0.00       | 0.00         | 0.0%  |
| 334 04 20 12 DOC                               | 1,650,000.00 | 0.00 | 0.00       | 1,650,000.00 | 0.0%  |
| 334 04 20 13 DOC-Sheet Pile Walls              | 0.00         | 0.00 | 0.00       | 0.00         | 0.0%  |
| 330 Intergovernmental Revenues                 | 2,187,600.00 | 0.00 | 513,537.27 | 1,674,062.73 | 23.5% |

## 340 Charges For Services

|                                               |           |        |           |            |        |
|-----------------------------------------------|-----------|--------|-----------|------------|--------|
| 343 10 04 11 Drainage Connection Fees         | 12,000.00 | 800.00 | 19,530.00 | (7,530.00) | 162.8% |
| 343 10 04 12 Drainage Development Fee         | 0.00      | 0.00   | 0.00      | 0.00       | 0.0%   |
| 345 14 00 00 Drainage Services - Stilly Tribe | 0.00      | 0.00   | 0.00      | 0.00       | 0.0%   |
| 340 Charges For Services                      | 12,000.00 | 800.00 | 19,530.00 | (7,530.00) | 162.8% |

## 360 Misc Revenues

|                                        |          |        |          |            |        |
|----------------------------------------|----------|--------|----------|------------|--------|
| 361 11 04 11 State Pool/cd Interest    | 3,000.00 | 360.45 | 4,231.08 | (1,231.08) | 141.0% |
| 369 40 00 11 Judgments And Settlements | 0.00     | 0.00   | 0.00     | 0.00       | 0.0%   |
| 360 Misc Revenues                      | 3,000.00 | 360.45 | 4,231.08 | (1,231.08) | 141.0% |

## 380 Non Revenues

|                                       |      |            |           |             |      |
|---------------------------------------|------|------------|-----------|-------------|------|
| 381 10 00 02 Interfund Loans Received | 0.00 | 0.00       | 0.00      | 0.00        | 0.0% |
| 382 20 04 11 Retainage                | 0.00 | (2,536.25) | 31,972.09 | (31,972.09) | 0.0% |
| 380 Non Revenues                      | 0.00 | (2,536.25) | 31,972.09 | (31,972.09) | 0.0% |

## 390 Other Revenues

|                                     |            |      |            |             |        |
|-------------------------------------|------------|------|------------|-------------|--------|
| 391 20 04 11 Revenue Bond Proceeds  | 0.00       | 0.00 | 0.00       | 0.00        | 0.0%   |
| 391 80 00 01 Intergovtl Loan Sno-Co | 169,560.00 | 0.00 | 243,480.00 | (73,920.00) | 143.6% |
| 390 Other Revenues                  | 169,560.00 | 0.00 | 243,480.00 | (73,920.00) | 143.6% |

## 397 Interfund Transfers

|                                            |            |           |            |              |        |
|--------------------------------------------|------------|-----------|------------|--------------|--------|
| 397 01 04 10 Transfer From Drainage (410)  | 0.00       | 37,500.00 | 150,000.00 | (150,000.00) | 0.0%   |
| 397 02 04 12 Transfer In From Drainage PIF | 150,000.00 | 37,500.00 | 150,000.00 | 0.00         | 100.0% |
| 397 10 00 01 Transfer In From Gen Fund     | 0.00       | 0.00      | 0.00       | 0.00         | 0.0%   |
| 397 Interfund Transfers                    | 150,000.00 | 75,000.00 | 300,000.00 | (150,000.00) | 200.0% |

|                |              |           |              |              |       |
|----------------|--------------|-----------|--------------|--------------|-------|
| Fund Revenues: | 3,212,082.46 | 73,624.20 | 1,802,672.90 | 1,409,409.56 | 56.1% |
|----------------|--------------|-----------|--------------|--------------|-------|

|              |              |          |     |           |  |
|--------------|--------------|----------|-----|-----------|--|
| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 46

## 411 Drainage Construction Fund

| Expenditures                                  | Amt Budgeted | December | YTD       | Remaining   |      |
|-----------------------------------------------|--------------|----------|-----------|-------------|------|
| 580 Non Expenditures                          |              |          |           |             |      |
| 581 20 00 02 Interfund Loan Principal Payback | 0.00         | 0.00     | 0.00      | 0.00        | 0.0% |
| 582 20 04 11 Refund Retainage                 | 0.00         | 0.00     | 52,766.74 | (52,766.74) | 0.0% |
| 592 38 82 02 Interfund Loan Interest          | 0.00         | 0.00     | 0.00      | 0.00        | 0.0% |
| 580 Non Expenditures                          | 0.00         | 0.00     | 52,766.74 | (52,766.74) | 0.0% |

## 594 Capital Expenditures

|                                                        |            |           |            |             |       |
|--------------------------------------------------------|------------|-----------|------------|-------------|-------|
| 594 31 63 01 Irvine Slough Stormwtr Sep & Pump Station | 750,000.00 | 15,833.34 | 671,529.49 | 78,470.51   | 89.5% |
| 594 31 63 02 SR 532 Flood Berm                         | 238,600.00 | 0.00      | 210,860.51 | 27,739.49   | 88.4% |
| 594 31 63 17 101st,102nd,103rd Replacement             | 0.00       | 0.00      | 17,582.00  | (17,582.00) | 0.0%  |
| 594 34 41 24 Drainage Rate Study                       | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 00 Improvements                              | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 03 Florence Rd Drainage                      | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 04 Sd-6 Seven Tube Tide Gate Re              | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 05 Retention Pond Improvements               | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 06 Enclose Ditch Lovers' Lane                | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 07 Flood By-Pass WWTP Lagoon                 | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 08 Irvine Slough Erosion Control             | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 09 270th Drainage                            | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 10 85th Drainage (Pioneer Hwy To 276th)      | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 11 Stormwater Separation                     | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 12 270th (Florence To 88th)                  | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 13 Sheetpile Walls (50/50 W Sewer)           | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 15 270th Street (Florence To 88th)           | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 38 63 16 Fort Freeberg - FEMA                      | 0.00       | 0.00      | 0.00       | 0.00        | 0.0%  |
| 594 Capital Expenditures                               | 988,600.00 | 15,833.34 | 899,972.00 | 88,628.00   | 91.0% |

## 597 Interfund Transfers

|                            |      |      |      |      |      |
|----------------------------|------|------|------|------|------|
| 597 00 04 05 Trsfer To 305 | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 597 Interfund Transfers    | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

## 999 Ending Balance

|                                           |              |      |      |              |      |
|-------------------------------------------|--------------|------|------|--------------|------|
| 508 31 04 11 Restricted End Cash & Invest | 0.00         | 0.00 | 0.00 | 0.00         | 0.0% |
| 508 51 04 11 Assigned End Cash & Invest   | 2,223,482.00 | 0.00 | 0.00 | 2,223,482.00 | 0.0% |
| 999 Ending Balance                        | 2,223,482.00 | 0.00 | 0.00 | 2,223,482.00 | 0.0% |

|                    |              |           |            |              |       |
|--------------------|--------------|-----------|------------|--------------|-------|
| Fund Expenditures: | 3,212,082.00 | 15,833.34 | 952,738.74 | 2,259,343.26 | 29.7% |
|--------------------|--------------|-----------|------------|--------------|-------|

|                        |      |           |            |  |  |
|------------------------|------|-----------|------------|--|--|
| Fund Excess/(Deficit): | 0.46 | 57,790.86 | 849,934.16 |  |  |
|------------------------|------|-----------|------------|--|--|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 47

## 412 Drainage Plant Investment Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |
|----------|--------------|----------|-----|-----------|
|----------|--------------|----------|-----|-----------|

### 308 Beginning Balances

|              |                            |           |      |           |      |        |
|--------------|----------------------------|-----------|------|-----------|------|--------|
| 308 51 04 12 | Assigned Beg Cash & Invest | 59,446.39 | 0.00 | 59,446.39 | 0.00 | 100.0% |
|              | 308 Beginning Balances     | 59,446.39 | 0.00 | 59,446.39 | 0.00 | 100.0% |

### 360 Misc Revenues

|              |                        |            |          |            |             |        |
|--------------|------------------------|------------|----------|------------|-------------|--------|
| 361 11 04 12 | State Pool/cd Interest | 700.00     | 43.92    | 640.87     | 59.13       | 91.6%  |
| 368 10 04 12 | Plant Investment Fees  | 155,000.00 | 5,044.00 | 174,262.00 | (19,262.00) | 112.4% |
|              | 360 Misc Revenues      | 155,700.00 | 5,087.92 | 174,902.87 | (19,202.87) | 112.3% |

|                |            |          |            |             |        |
|----------------|------------|----------|------------|-------------|--------|
| Fund Revenues: | 215,146.39 | 5,087.92 | 234,349.26 | (19,202.87) | 108.9% |
|----------------|------------|----------|------------|-------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |
|--------------|--------------|----------|-----|-----------|
|--------------|--------------|----------|-----|-----------|

### 597 Interfund Transfers

|              |                                     |            |           |            |      |        |
|--------------|-------------------------------------|------------|-----------|------------|------|--------|
| 597 02 01 03 | Transfer Out To Streets Const (103) | 27,000.00  | 6,750.00  | 27,000.00  | 0.00 | 100.0% |
| 597 02 04 11 | Transfer Out Drainage Const         | 150,000.00 | 37,500.00 | 150,000.00 | 0.00 | 100.0% |
|              | 597 Interfund Transfers             | 177,000.00 | 44,250.00 | 177,000.00 | 0.00 | 100.0% |

### 999 Ending Balance

|              |                            |           |      |      |           |      |
|--------------|----------------------------|-----------|------|------|-----------|------|
| 508 51 04 12 | Assigned End Cash & Invest | 38,146.00 | 0.00 | 0.00 | 38,146.00 | 0.0% |
|              | 999 Ending Balance         | 38,146.00 | 0.00 | 0.00 | 38,146.00 | 0.0% |

|                    |            |           |            |           |       |
|--------------------|------------|-----------|------------|-----------|-------|
| Fund Expenditures: | 215,146.00 | 44,250.00 | 177,000.00 | 38,146.00 | 82.3% |
|--------------------|------------|-----------|------------|-----------|-------|

|                        |      |             |           |
|------------------------|------|-------------|-----------|
| Fund Excess/(Deficit): | 0.39 | (39,162.08) | 57,349.26 |
|------------------------|------|-------------|-----------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 48

## 421 Water Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |  |
|----------|--------------|----------|-----|-----------|--|
|----------|--------------|----------|-----|-----------|--|

### 308 Beginning Balances

|                        |                            |            |      |            |      |        |
|------------------------|----------------------------|------------|------|------------|------|--------|
| 308 51 04 21           | Assigned Beg Cash & Invest | 976,709.57 | 0.00 | 976,709.57 | 0.00 | 100.0% |
| 308 Beginning Balances |                            | 976,709.57 | 0.00 | 976,709.57 | 0.00 | 100.0% |

### 340 Charges For Services

|                          |                       |              |            |              |              |        |
|--------------------------|-----------------------|--------------|------------|--------------|--------------|--------|
| 343 40 00 21             | Water - Other Fees    | 7,000.00     | 51.33      | 10,950.90    | (3,950.90)   | 156.4% |
| 343 40 04 21             | Water Service Charges | 2,090,000.00 | 194,576.73 | 2,279,188.12 | (189,188.12) | 109.1% |
| 340 Charges For Services |                       | 2,097,000.00 | 194,628.06 | 2,290,139.02 | (193,139.02) | 109.2% |

### 360 Misc Revenues

|                   |                        |           |        |           |            |        |
|-------------------|------------------------|-----------|--------|-----------|------------|--------|
| 359 90 51 00      | Late Penalties         | 40,000.00 | 0.00   | 16.05     | 39,983.95  | 0.0%   |
| 361 11 04 21      | State Pool/cd Interest | 22,000.00 | 561.82 | 15,601.76 | 6,398.24   | 70.9%  |
| 369 91 04 21      | Miscellaneous          | 200.00    | 0.00   | 2,020.08  | (1,820.08) | *****% |
| 398 10 04 21      | Insurance Recoveries   | 0.00      | 0.00   | 4,739.78  | (4,739.78) | 0.0%   |
| 360 Misc Revenues |                        | 62,200.00 | 561.82 | 22,377.67 | 39,822.33  | 36.0%  |

### 380 Non Revenues

|                  |         |      |      |      |      |      |
|------------------|---------|------|------|------|------|------|
| 389 34 00 00     | PUT Tax | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 380 Non Revenues |         | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 397 Interfund Transfers

|                         |                                     |            |           |            |      |        |
|-------------------------|-------------------------------------|------------|-----------|------------|------|--------|
| 397 00 00 01            | Transfer In From GF (hydrants)      | 100,000.00 | 25,000.00 | 100,000.00 | 0.00 | 100.0% |
| 397 00 04 23            | Transfer In From Cedarhome PIF(423) | 10,000.00  | 2,500.00  | 10,000.00  | 0.00 | 100.0% |
| 397 00 04 24            | Trfr From Water Plant Inv 42        | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 397 Interfund Transfers |                                     | 110,000.00 | 27,500.00 | 110,000.00 | 0.00 | 100.0% |

|                |              |            |              |              |        |
|----------------|--------------|------------|--------------|--------------|--------|
| Fund Revenues: | 3,245,909.57 | 222,689.88 | 3,399,226.26 | (153,316.69) | 104.7% |
|----------------|--------------|------------|--------------|--------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

### 534 Water Utilities

|              |                       |            |           |            |             |        |
|--------------|-----------------------|------------|-----------|------------|-------------|--------|
| 534 80 10 00 | Salaries & Wages      | 554,471.00 | 37,788.15 | 517,254.53 | 37,216.47   | 93.3%  |
| 534 80 11 00 | Overtime              | 7,640.00   | 397.49    | 5,459.69   | 2,180.31    | 71.5%  |
| 534 80 20 00 | Social Security       | 41,024.00  | 2,913.60  | 37,007.70  | 4,016.30    | 90.2%  |
| 534 80 21 00 | Retirement            | 69,059.00  | 4,164.02  | 58,729.92  | 10,329.08   | 85.0%  |
| 534 80 22 00 | Medical Benefits      | 137,911.00 | 8,510.84  | 109,536.23 | 28,374.77   | 79.4%  |
| 534 80 23 00 | L & I                 | 6,072.00   | 0.00      | 5,037.08   | 1,034.92    | 83.0%  |
| 534 80 24 00 | Unemployment & PFMLA  | 1,084.00   | 0.00      | 1,048.03   | 35.97       | 96.7%  |
| 534 80 31 00 | Supplies              | 40,000.00  | 5,450.67  | 34,735.18  | 5,264.82    | 86.8%  |
| 534 80 31 05 | Uniforms              | 4,200.00   | 35.76     | 2,635.26   | 1,564.74    | 62.7%  |
| 534 80 31 08 | Chemicals             | 7,500.00   | 1,603.63  | 9,475.91   | (1,975.91)  | 126.3% |
| 534 80 32 00 | Fuel                  | 12,000.00  | 1,429.28  | 9,993.72   | 2,006.28    | 83.3%  |
| 534 80 35 00 | Small Equipment       | 8,000.00   | 481.01    | 5,444.57   | 2,555.43    | 68.1%  |
| 534 80 35 01 | Meters/installs       | 20,000.00  | 0.00      | 36,581.12  | (16,581.12) | 182.9% |
| 534 80 41 00 | Professional Services | 63,300.00  | 16,105.54 | 78,898.73  | (15,598.73) | 124.6% |
| 534 80 42 00 | Communications        | 7,500.00   | 915.06    | 6,074.78   | 1,425.22    | 81.0%  |
| 534 80 43 00 | Permits               | 5,500.00   | 0.00      | 4,575.20   | 924.80      | 83.2%  |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 49

## 421 Water Fund

| Expenditures                              | Amt Budgeted        | December          | YTD                 | Remaining        |              |
|-------------------------------------------|---------------------|-------------------|---------------------|------------------|--------------|
| <b>534 Water Utilities</b>                |                     |                   |                     |                  |              |
| 534 80 44 00 Advertising                  | 500.00              | 0.00              | 0.00                | 500.00           | 0.0%         |
| 534 80 45 00 Rentals                      | 2,500.00            | 98.67             | 1,009.68            | 1,490.32         | 40.4%        |
| 534 80 46 00 Insurance                    | 48,000.00           | 0.00              | 47,600.25           | 399.75           | 99.2%        |
| 534 80 47 00 Utilities                    | 86,000.00           | 13,188.58         | 84,668.86           | 1,331.14         | 98.5%        |
| 534 80 48 00 Repair/maintenance           | 55,000.00           | 4,125.82          | 29,254.67           | 25,745.33        | 53.2%        |
| 534 80 49 01 B & O Tax                    | 95,000.00           | 19,303.56         | 106,388.95          | (11,388.95)      | 112.0%       |
| 534 80 49 05 Credit Card Bank Fees        | 11,000.00           | 1,078.43          | 13,022.16           | (2,022.16)       | 118.4%       |
| 534 80 49 06 Dues                         | 1,100.00            | 490.50            | 1,011.50            | 88.50            | 92.0%        |
| 534 80 49 09 Meetings, Training & Travel  | 7,000.00            | 180.00            | 510.75              | 6,489.25         | 7.3%         |
| 534 80 49 80 Interfund Payments For Servi | 211,709.00          | 52,928.00         | 211,709.00          | 0.00             | 100.0%       |
| <b>534 Water Utilities</b>                | <b>1,503,070.00</b> | <b>171,188.61</b> | <b>1,417,663.47</b> | <b>85,406.53</b> | <b>94.3%</b> |

## 580 Non Expenditures

|                                          |             |             |             |             |             |
|------------------------------------------|-------------|-------------|-------------|-------------|-------------|
| 582 34 72 00 2011 Revenue Bond Principal | 0.00        | 0.00        | 0.00        | 0.00        | 0.0%        |
| 588 10 00 01 Prior Period Adjustment     | 0.00        | 0.00        | 0.00        | 0.00        | 0.0%        |
| 589 34 00 00 PUT Tax                     | 0.00        | 0.00        | 0.00        | 0.00        | 0.0%        |
| <b>580 Non Expenditures</b>              | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.0%</b> |

## 591 Debt Service

|                                             |                   |                   |                   |             |               |
|---------------------------------------------|-------------------|-------------------|-------------------|-------------|---------------|
| 591 34 78 01 Pwtf Principal - Water Imprv   | 0.00              | 0.00              | 0.00              | 0.00        | 0.0%          |
| 591 34 78 02 Pwtf Principal-emerg'cy Repa   | 0.00              | 0.00              | 0.00              | 0.00        | 0.0%          |
| 591 34 78 03 Pwtf Principal-cedarhome Rsr   | 139,519.00        | 0.00              | 139,519.09        | (0.09)      | 100.0%        |
| 591 34 78 04 Pwtf Princ Water Trtmnt Plan   | 172,385.00        | 0.00              | 172,384.52        | 0.48        | 100.0%        |
| 591 34 78 05 Pwtf Princ - Water Comp Plan   | 0.00              | 0.00              | 0.00              | 0.00        | 0.0%          |
| 591 34 78 06 2019 Revenue Bond Principal    | 129,000.00        | 129,000.00        | 129,000.00        | 0.00        | 100.0%        |
| 592 34 83 03 Pwtf Interest - Water Imprvt   | 0.00              | 0.00              | 0.00              | 0.00        | 0.0%          |
| 592 34 83 04 Pwtf Interest-emergency Repair | 0.00              | 0.00              | 0.00              | 0.00        | 0.0%          |
| 592 34 83 05 Pwtf Interest-cedarhome Rsrv   | 3,488.00          | 0.00              | 3,487.98          | 0.02        | 100.0%        |
| 592 34 83 06 Pwtf Int Water Trtmnt Plant    | 5,172.00          | 0.00              | 5,171.54          | 0.46        | 100.0%        |
| 592 34 83 07 2011 Revenue Bond Interest     | 0.00              | 0.00              | 0.00              | 0.00        | 0.0%          |
| 592 34 83 09 2019 Revenue Bond Interest     | 40,470.00         | 40,468.75         | 40,468.75         | 1.25        | 100.0%        |
| <b>591 Debt Service</b>                     | <b>490,034.00</b> | <b>169,468.75</b> | <b>490,031.88</b> | <b>2.12</b> | <b>100.0%</b> |

## 594 Capital Expenditures

|                                    |                  |             |             |                  |             |
|------------------------------------|------------------|-------------|-------------|------------------|-------------|
| 594 34 64 02 Machinery & Equipment | 25,000.00        | 0.00        | 0.00        | 25,000.00        | 0.0%        |
| <b>594 Capital Expenditures</b>    | <b>25,000.00</b> | <b>0.00</b> | <b>0.00</b> | <b>25,000.00</b> | <b>0.0%</b> |

## 597 Interfund Transfers

|                                            |                   |                  |                   |             |               |
|--------------------------------------------|-------------------|------------------|-------------------|-------------|---------------|
| 597 00 04 22 Trfr For System Rplcmnt-(422  | 0.00              | 0.00             | 0.00              | 0.00        | 0.0%          |
| 597 00 04 59 Transfer To Water Equip REs   | 80,560.00         | 20,140.00        | 80,560.00         | 0.00        | 100.0%        |
| 597 02 04 57 Transfer To Equip Replacemen  | 0.00              | 0.00             | 0.00              | 0.00        | 0.0%          |
| 597 10 04 51 Transfer To WS Bond Res (451) | 314,355.00        | 0.00             | 314,355.00        | 0.00        | 100.0%        |
| <b>597 Interfund Transfers</b>             | <b>394,915.00</b> | <b>20,140.00</b> | <b>394,915.00</b> | <b>0.00</b> | <b>100.0%</b> |

## 999 Ending Balance

|                                         |            |      |      |            |      |
|-----------------------------------------|------------|------|------|------------|------|
| 508 51 04 21 Assigned End Cash & Invest | 832,891.00 | 0.00 | 0.00 | 832,891.00 | 0.0% |
|-----------------------------------------|------------|------|------|------------|------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 50

## 421 Water Fund

| Expenditures           | Amt Budgeted | December     | YTD          | Remaining  |       |
|------------------------|--------------|--------------|--------------|------------|-------|
| 999 Ending Balance     |              |              |              |            |       |
| 999 Ending Balance     | 832,891.00   | 0.00         | 0.00         | 832,891.00 | 0.0%  |
| Fund Expenditures:     | 3,245,910.00 | 360,797.36   | 2,302,610.35 | 943,299.65 | 70.9% |
| Fund Excess/(Deficit): | (0.43)       | (138,107.48) | 1,096,615.91 |            |       |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 51

## 422 Water Construction Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |  |
|----------|--------------|----------|-----|-----------|--|
|----------|--------------|----------|-----|-----------|--|

### 308 Beginning Balances

|                        |                              |              |      |              |      |        |
|------------------------|------------------------------|--------------|------|--------------|------|--------|
| 308 31 04 22           | Restricted Beg Cash & Invest | 114,622.18   | 0.00 | 114,622.18   | 0.00 | 100.0% |
| 308 51 04 22           | Assigned Beg Cash & Invest   | 1,810,836.99 | 0.00 | 1,810,836.99 | 0.00 | 100.0% |
| 308 Beginning Balances |                              | 1,925,459.17 | 0.00 | 1,925,459.17 | 0.00 | 100.0% |

### 340 Charges For Services

|                          |                       |           |          |           |             |        |
|--------------------------|-----------------------|-----------|----------|-----------|-------------|--------|
| 343 40 00 00             | Water Connection Fees | 36,000.00 | 2,400.00 | 66,000.00 | (30,000.00) | 183.3% |
| 340 Charges For Services |                       | 36,000.00 | 2,400.00 | 66,000.00 | (30,000.00) | 183.3% |

### 360 Misc Revenues

|                   |                        |          |        |           |            |        |
|-------------------|------------------------|----------|--------|-----------|------------|--------|
| 361 11 04 22      | State Pool/cd Interest | 8,800.00 | 855.29 | 12,647.10 | (3,847.10) | 143.7% |
| 369 91 04 22      | Miscellaneous          | 0.00     | 0.00   | 0.00      | 0.00       | 0.0%   |
| 360 Misc Revenues |                        | 8,800.00 | 855.29 | 12,647.10 | (3,847.10) | 143.7% |

### 380 Non Revenues

|                  |           |      |      |      |      |      |
|------------------|-----------|------|------|------|------|------|
| 382 20 04 22     | Retainage | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 380 Non Revenues |           | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 390 Other Revenues

|                    |                       |      |      |      |      |      |
|--------------------|-----------------------|------|------|------|------|------|
| 391 20 04 22       | Revenue Bond Proceeds | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 390 Other Revenues |                       | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 397 Interfund Transfers

|                         |                                   |            |            |            |          |        |
|-------------------------|-----------------------------------|------------|------------|------------|----------|--------|
| 397 01 04 21            | Transfer In From Water Fund       | 0.00       | 0.00       | 0.00       | 0.00     | 0.0%   |
| 397 01 04 24            | Trfr In From Water Plant Inv      | 0.00       | 0.00       | 0.00       | 0.00     | 0.0%   |
| 397 01 41 00            | Transfer In From Drainage         | 0.00       | 0.00       | 0.00       | 0.00     | 0.0%   |
| 397 01 41 20            | Transfer In From DCF (412)        | 0.00       | 0.00       | 0.00       | 0.00     | 0.0%   |
| 397 03 04 51            | Transfer In from Water Bond Resrv | 437,186.00 | 437,380.14 | 437,380.14 | (194.14) | 100.0% |
| 397 Interfund Transfers |                                   | 437,186.00 | 437,380.14 | 437,380.14 | (194.14) | 100.0% |

|                |              |            |              |             |        |
|----------------|--------------|------------|--------------|-------------|--------|
| Fund Revenues: | 2,407,445.17 | 440,635.43 | 2,441,486.41 | (34,041.24) | 101.4% |
|----------------|--------------|------------|--------------|-------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |  |
|--------------|--------------|----------|-----|-----------|--|
|--------------|--------------|----------|-----|-----------|--|

### 580 Non Expenditures

|                      |                  |      |      |            |              |      |
|----------------------|------------------|------|------|------------|--------------|------|
| 582 20 04 22         | Refund Retainage | 0.00 | 0.00 | 114,622.18 | (114,622.18) | 0.0% |
| 580 Non Expenditures |                  | 0.00 | 0.00 | 114,622.18 | (114,622.18) | 0.0% |

### 594 Capital Expenditures

|              |                              |           |          |          |           |       |
|--------------|------------------------------|-----------|----------|----------|-----------|-------|
| 594 34 41 00 | Professional Services        | 0.00      | 0.00     | 0.00     | 0.00      | 0.0%  |
| 594 34 41 05 | Water System Plan Update     | 20,000.00 | 4,621.94 | 4,621.94 | 15,378.06 | 23.1% |
| 594 34 41 19 | Water Rate Study             | 0.00      | 0.00     | 0.00     | 0.00      | 0.0%  |
| 594 34 41 20 | F4 Ch Well Water Right Trsfr | 0.00      | 0.00     | 0.00     | 0.00      | 0.0%  |
| 594 34 41 21 | M1 Devel System Wide Flushin | 0.00      | 0.00     | 0.00     | 0.00      | 0.0%  |
| 594 34 41 22 | M2 Dist System Corrosion Stu | 0.00      | 0.00     | 0.00     | 0.00      | 0.0%  |

4,57

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 52

## 422 Water Construction Fund

| Expenditures             |                                     | Amt Budgeted | December | YTD       | Remaining  |       |
|--------------------------|-------------------------------------|--------------|----------|-----------|------------|-------|
| 594 Capital Expenditures |                                     |              |          |           |            |       |
| 594 34 41 23             | Water Use Efficiency Program        | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 41 25             | Cross Connection Control Program    | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 00             | Improvements                        | 0.00         | 0.00     | 689.24    | (689.24)   | 0.0%  |
| 594 34 63 06             | Pz-1 297 Zone To 400 Zone           | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 13             | Wm13 16" 84th Dr To Tc Foods        | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 16             | Bryant Well #3 (2011 Bond)          | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 17             | F9 Hatt Slough Collection Bo        | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 18             | Waterline Replacement               | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 19             | City Valve Repair                   | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 20             | Wsdot Utility Relocation            | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 21             | Water Main Upgrd 267th Pione        | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 22             | Bryant Well Treatment Facili        | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 23             | Bailey Reservoir Altitude Va        | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 24             | Cross Connection Control Prg        | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 25             | Pioneer Hwy (64th-72nd) Water Main  | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 26             | Cedar Home Well (Pipe/Bldg)         | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 27             | Knittle Res. Sensors                | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 28             | PZI - 125 & 242 To 245              | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 29             | Bailey Res To Hatt Slough Telemetry | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 30             | Wellhead Protection Program         | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 31             | Bryant Well #2 Replacement          | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 32             | PZ-2                                | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 33             | F11 Hatt Slough Replacement         | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 34             | WMR 52 98th Ave                     | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 35             | SR 532 @ 64th Ext Water             | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 36             | Pressure Relief Valve - Zone 245    | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 37             | Knittle Res #2 Recoating            | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 39             | 92nd Ave Water Main                 | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 40             | 270th Street (Florence To 88th)     | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 41             | Cedarhome Well Pump                 | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 42             | Viking Way Water Main               | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 43             | Long Term Water Supply Study        | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 44             | Decommission Fure Well              | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 45             | Bryant Well Monitor                 | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 46             | 297 Zone Reservoir Construction     | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 34 63 47             | Telemetry Upgrades                  | 20,000.00    | 0.00     | 4,312.00  | 15,688.00  | 21.6% |
| 594 34 64 01             | Water Meter Replacement Program     | 5,000.00     | 0.00     | 1,542.86  | 3,457.14   | 30.9% |
| 594 34 64 04             | Cedarhome Generator                 | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 594 Capital Expenditures |                                     | 45,000.00    | 4,621.94 | 11,166.04 | 33,833.96  | 24.8% |
| 597 Interfund Transfers  |                                     |              |          |           |            |       |
| 597 00 03 05             | Trsfr To 305                        | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 597 03 01 03             | Transfer Out To Streets Const (103) | 350,000.00   | 0.00     | 0.00      | 350,000.00 | 0.0%  |
| 597 04 21 03             | Transfer To Street Constr           | 0.00         | 0.00     | 0.00      | 0.00       | 0.0%  |
| 597 Interfund Transfers  |                                     | 350,000.00   | 0.00     | 0.00      | 350,000.00 | 0.0%  |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 53

## 422 Water Construction Fund

| Expenditures           |                              | Amt Budgeted | December   | YTD          | Remaining    |      |
|------------------------|------------------------------|--------------|------------|--------------|--------------|------|
| 999 Ending Balance     |                              |              |            |              |              |      |
| 508 31 04 22           | Restricted End Cash & Invest | 0.00         | 0.00       | 0.00         | 0.00         | 0.0% |
| 508 51 04 22           | Assigned End Cash & Invest   | 2,012,445.00 | 0.00       | 0.00         | 2,012,445.00 | 0.0% |
| 999 Ending Balance     |                              | 2,012,445.00 | 0.00       | 0.00         | 2,012,445.00 | 0.0% |
| Fund Expenditures:     |                              | 2,407,445.00 | 4,621.94   | 125,788.22   | 2,281,656.78 | 5.2% |
| Fund Excess/(Deficit): |                              | 0.17         | 436,013.49 | 2,315,698.19 |              |      |

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 54

## 423 Cedar Home Plant Investment

| Revenues | Amt Budgeted | December | YTD | Remaining |
|----------|--------------|----------|-----|-----------|
|----------|--------------|----------|-----|-----------|

### 308 Beginning Balances

|                        |                            |            |      |            |      |        |
|------------------------|----------------------------|------------|------|------------|------|--------|
| 308 51 04 23           | Assigned Beg Cash & Invest | 132,465.48 | 0.00 | 132,465.48 | 0.00 | 100.0% |
| 308 Beginning Balances |                            | 132,465.48 | 0.00 | 132,465.48 | 0.00 | 100.0% |

### 360 Misc Revenues

|                   |                        |           |           |            |              |         |
|-------------------|------------------------|-----------|-----------|------------|--------------|---------|
| 361 11 04 23      | State Pool/cd Interest | 2,100.00  | 148.69    | 1,472.82   | 627.18       | 70.1%   |
| 368 10 04 23      | Plant Investment Fees  | 10,000.00 | 12,850.00 | 213,314.72 | (203,314.72) | *****0% |
| 360 Misc Revenues |                        | 12,100.00 | 12,998.69 | 214,787.54 | (202,687.54) | *****0% |

### 380 Non Revenues

|                  |                    |      |      |      |      |      |
|------------------|--------------------|------|------|------|------|------|
| 382 80 04 23     | Pwtf Loan Proceeds | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 380 Non Revenues |                    | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

|                |            |           |            |              |        |
|----------------|------------|-----------|------------|--------------|--------|
| Fund Revenues: | 144,565.48 | 12,998.69 | 347,253.02 | (202,687.54) | 240.2% |
|----------------|------------|-----------|------------|--------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |
|--------------|--------------|----------|-----|-----------|
|--------------|--------------|----------|-----|-----------|

### 594 Capital Expenditures

|                          |                             |      |      |      |      |      |
|--------------------------|-----------------------------|------|------|------|------|------|
| 594 34 63 01             | Cedarhome Reservoir Constr. | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 594 Capital Expenditures |                             | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 597 Interfund Transfers

|                         |                              |           |          |           |      |        |
|-------------------------|------------------------------|-----------|----------|-----------|------|--------|
| 597 02 04 21            | Transfer Out Water Oper (421 | 10,000.00 | 2,500.00 | 10,000.00 | 0.00 | 100.0% |
| 597 Interfund Transfers |                              | 10,000.00 | 2,500.00 | 10,000.00 | 0.00 | 100.0% |

### 999 Ending Balance

|                    |                            |            |      |      |            |      |
|--------------------|----------------------------|------------|------|------|------------|------|
| 508 51 04 23       | Assigned End Cash & Invest | 134,565.00 | 0.00 | 0.00 | 134,565.00 | 0.0% |
| 999 Ending Balance |                            | 134,565.00 | 0.00 | 0.00 | 134,565.00 | 0.0% |

|                    |            |          |           |            |      |
|--------------------|------------|----------|-----------|------------|------|
| Fund Expenditures: | 144,565.00 | 2,500.00 | 10,000.00 | 134,565.00 | 6.9% |
|--------------------|------------|----------|-----------|------------|------|

|                        |      |           |            |
|------------------------|------|-----------|------------|
| Fund Excess/(Deficit): | 0.48 | 10,498.69 | 337,253.02 |
|------------------------|------|-----------|------------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 55

## 424 Water Plant Investment Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |
|----------|--------------|----------|-----|-----------|
|----------|--------------|----------|-----|-----------|

### 308 Beginning Balances

|                        |                            |            |      |            |      |        |
|------------------------|----------------------------|------------|------|------------|------|--------|
| 308 51 04 24           | Assigned Beg Cash & Invest | 478,800.91 | 0.00 | 478,800.91 | 0.00 | 100.0% |
| 308 Beginning Balances |                            | 478,800.91 | 0.00 | 478,800.91 | 0.00 | 100.0% |

### 360 Misc Revenues

|                   |                        |            |           |            |             |        |
|-------------------|------------------------|------------|-----------|------------|-------------|--------|
| 361 11 04 24      | State Pool/cd Interest | 5,000.00   | 327.57    | 4,270.27   | 729.73      | 85.4%  |
| 368 10 04 24      | Plant Investment Fees  | 200,000.00 | 20,736.00 | 257,899.00 | (57,899.00) | 128.9% |
| 360 Misc Revenues |                        | 205,000.00 | 21,063.57 | 262,169.27 | (57,169.27) | 127.9% |

|                |            |           |            |             |        |
|----------------|------------|-----------|------------|-------------|--------|
| Fund Revenues: | 683,800.91 | 21,063.57 | 740,970.18 | (57,169.27) | 108.4% |
|----------------|------------|-----------|------------|-------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |
|--------------|--------------|----------|-----|-----------|
|--------------|--------------|----------|-----|-----------|

### 597 Interfund Transfers

|                         |                               |      |      |      |      |      |
|-------------------------|-------------------------------|------|------|------|------|------|
| 597 00 04 21            | Trfr Out Water Oper (421)     | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 597 01 04 22            | Transfer To Water Const. (42) | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 597 Interfund Transfers |                               | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 999 Ending Balance

|                    |                            |            |      |      |            |      |
|--------------------|----------------------------|------------|------|------|------------|------|
| 508 51 04 24       | Assigned End Cash & Invest | 683,801.00 | 0.00 | 0.00 | 683,801.00 | 0.0% |
| 999 Ending Balance |                            | 683,801.00 | 0.00 | 0.00 | 683,801.00 | 0.0% |

|                    |            |      |      |            |      |
|--------------------|------------|------|------|------------|------|
| Fund Expenditures: | 683,801.00 | 0.00 | 0.00 | 683,801.00 | 0.0% |
|--------------------|------------|------|------|------------|------|

|                        |        |           |            |
|------------------------|--------|-----------|------------|
| Fund Excess/(Deficit): | (0.09) | 21,063.57 | 740,970.18 |
|------------------------|--------|-----------|------------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 56

## 451 Water Bond Reserve

| Revenues                                  | Amt Budgeted | December | YTD        | Remaining |        |
|-------------------------------------------|--------------|----------|------------|-----------|--------|
| 308 Beginning Balances                    |              |          |            |           |        |
| 308 31 04 51 Restricted Beg Cash & Invest | 412,302.50   | 0.00     | 412,302.50 | 0.00      | 100.0% |
| 308 Beginning Balances                    | 412,302.50   | 0.00     | 412,302.50 | 0.00      | 100.0% |

## 360 Misc Revenues

|                                     |          |        |          |          |       |
|-------------------------------------|----------|--------|----------|----------|-------|
| 361 11 04 51 State Pool/cd Interest | 4,900.00 | 108.19 | 3,234.39 | 1,665.61 | 66.0% |
| 360 Misc Revenues                   | 4,900.00 | 108.19 | 3,234.39 | 1,665.61 | 66.0% |

## 390 Other Revenues

|                                       |              |      |              |        |        |
|---------------------------------------|--------------|------|--------------|--------|--------|
| 391 20 04 51 Revenue Bond Proceeds    | 0.00         | 0.00 | 0.00         | 0.00   | 0.0%   |
| 393 00 00 01 2021 Refunding 2011 Debt | 1,705,930.00 | 0.00 | 1,705,930.15 | (0.15) | 100.0% |
| 390 Other Revenues                    | 1,705,930.00 | 0.00 | 1,705,930.15 | (0.15) | 100.0% |

## 397 Interfund Transfers

|                                           |            |      |            |      |        |
|-------------------------------------------|------------|------|------------|------|--------|
| 397 00 04 01 Transfer In From Sewer (401) | 0.00       | 0.00 | 0.00       | 0.00 | 0.0%   |
| 397 10 04 21 Transfer From Water (421)    | 314,355.00 | 0.00 | 314,355.00 | 0.00 | 100.0% |
| 397 Interfund Transfers                   | 314,355.00 | 0.00 | 314,355.00 | 0.00 | 100.0% |

|                |              |        |              |          |       |
|----------------|--------------|--------|--------------|----------|-------|
| Fund Revenues: | 2,437,487.50 | 108.19 | 2,435,822.04 | 1,665.46 | 99.9% |
|----------------|--------------|--------|--------------|----------|-------|

| Expenditures                                    | Amt Budgeted | December | YTD          | Remaining |        |
|-------------------------------------------------|--------------|----------|--------------|-----------|--------|
| 591 Debt Service                                |              |          |              |           |        |
| 591 34 72 01 2011 Revenue Bond Principal        | 1,812,157.00 | 0.00     | 1,812,157.00 | 0.00      | 100.0% |
| 591 34 72 02 2019 Revenue Bond Principal        | 0.00         | 0.00     | 0.00         | 0.00      | 0.0%   |
| 592 34 83 08 2011 Rev Bond Interest & Debt Cost | 145,816.00   | 0.00     | 145,816.15   | (0.15)    | 100.0% |
| 592 34 83 10 2019 Rev Bond Interest & Debt Cost | 40,470.00    | 0.00     | 40,468.75    | 1.25      | 100.0% |
| 591 Debt Service                                | 1,998,443.00 | 0.00     | 1,998,441.90 | 1.10      | 100.0% |

## 597 Interfund Transfers

|                                                 |            |            |            |          |       |
|-------------------------------------------------|------------|------------|------------|----------|-------|
| 597 03 04 22 Transfer Out to Water Construction | 439,045.00 | 437,380.14 | 437,380.14 | 1,664.86 | 99.6% |
| 597 Interfund Transfers                         | 439,045.00 | 437,380.14 | 437,380.14 | 1,664.86 | 99.6% |

## 999 Ending Balance

|                                           |      |      |      |      |      |
|-------------------------------------------|------|------|------|------|------|
| 508 31 04 51 Restricted End Cash & Invest | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 999 Ending Balance                        | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

|                    |              |            |              |          |       |
|--------------------|--------------|------------|--------------|----------|-------|
| Fund Expenditures: | 2,437,488.00 | 437,380.14 | 2,435,822.04 | 1,665.96 | 99.9% |
|--------------------|--------------|------------|--------------|----------|-------|

|                        |        |              |      |  |  |
|------------------------|--------|--------------|------|--|--|
| Fund Excess/(Deficit): | (0.50) | (437,271.95) | 0.00 |  |  |
|------------------------|--------|--------------|------|--|--|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 57

## 452 Sewer Bond Reserve

| Revenues | Amt Budgeted | December | YTD | Remaining |
|----------|--------------|----------|-----|-----------|
|----------|--------------|----------|-----|-----------|

### 308 Beginning Balances

|                        |                              |            |      |            |      |        |
|------------------------|------------------------------|------------|------|------------|------|--------|
| 308 31 04 52           | Restricted Beg Cash & Invest | 500,035.40 | 0.00 | 500,035.40 | 0.00 | 100.0% |
| 308 Beginning Balances |                              | 500,035.40 | 0.00 | 500,035.40 | 0.00 | 100.0% |

### 360 Misc Revenues

|                   |                        |          |        |          |          |       |
|-------------------|------------------------|----------|--------|----------|----------|-------|
| 361 11 04 52      | State Pool/cd Interest | 8,900.00 | 124.51 | 3,300.95 | 5,599.05 | 37.1% |
| 360 Misc Revenues |                        | 8,900.00 | 124.51 | 3,300.95 | 5,599.05 | 37.1% |

|                |            |        |            |          |       |
|----------------|------------|--------|------------|----------|-------|
| Fund Revenues: | 508,935.40 | 124.51 | 503,336.35 | 5,599.05 | 98.9% |
|----------------|------------|--------|------------|----------|-------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |
|--------------|--------------|----------|-----|-----------|
|--------------|--------------|----------|-----|-----------|

### 597 Interfund Transfers

|                         |                                    |            |            |            |          |       |
|-------------------------|------------------------------------|------------|------------|------------|----------|-------|
| 597 03 04 03            | Transfer Out to Sewer Construction | 508,935.00 | 503,336.35 | 503,336.35 | 5,598.65 | 98.9% |
| 597 Interfund Transfers |                                    | 508,935.00 | 503,336.35 | 503,336.35 | 5,598.65 | 98.9% |

### 999 Ending Balance

|                    |                              |      |      |      |      |      |
|--------------------|------------------------------|------|------|------|------|------|
| 508 31 04 52       | Restricted End Cash & Invest | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 999 Ending Balance |                              | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

|                    |            |            |            |          |       |
|--------------------|------------|------------|------------|----------|-------|
| Fund Expenditures: | 508,935.00 | 503,336.35 | 503,336.35 | 5,598.65 | 98.9% |
|--------------------|------------|------------|------------|----------|-------|

|                        |      |              |      |
|------------------------|------|--------------|------|
| Fund Excess/(Deficit): | 0.40 | (503,211.84) | 0.00 |
|------------------------|------|--------------|------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 58

## 457 Sewer Equipment Reserve

| Revenues | Amt Budgeted | December | YTD | Remaining |
|----------|--------------|----------|-----|-----------|
|----------|--------------|----------|-----|-----------|

### 308 Beginning Balances

|                        |                            |            |      |            |      |        |
|------------------------|----------------------------|------------|------|------------|------|--------|
| 308 51 04 57           | Assigned Beg Cash & Invest | 573,465.98 | 0.00 | 573,465.98 | 0.00 | 100.0% |
| 308 Beginning Balances |                            | 573,465.98 | 0.00 | 573,465.98 | 0.00 | 100.0% |

### 360 Misc Revenues

|                   |                        |          |        |          |          |       |
|-------------------|------------------------|----------|--------|----------|----------|-------|
| 361 11 04 57      | State Pool/cd Interest | 7,200.00 | 288.27 | 4,077.03 | 3,122.97 | 56.6% |
| 369 91 04 57      | Miscellaneous          | 0.00     | 0.00   | 0.00     | 0.00     | 0.0%  |
| 360 Misc Revenues |                        | 7,200.00 | 288.27 | 4,077.03 | 3,122.97 | 56.6% |

### 390 Other Revenues

|                    |                              |      |      |      |      |      |
|--------------------|------------------------------|------|------|------|------|------|
| 395 10 04 57       | Proceeds From Sale Of Assets | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 390 Other Revenues |                              | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 397 Interfund Transfers

|                         |                           |            |           |            |      |        |
|-------------------------|---------------------------|------------|-----------|------------|------|--------|
| 397 00 04 10            | Transfer In From Drainage | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 397 00 04 21            | Transfer In From Water    | 0.00       | 0.00      | 0.00       | 0.00 | 0.0%   |
| 397 01 04 01            | Transfer In From Sewer    | 109,261.00 | 27,316.00 | 109,261.00 | 0.00 | 100.0% |
| 397 Interfund Transfers |                           | 109,261.00 | 27,316.00 | 109,261.00 | 0.00 | 100.0% |

|                |            |           |            |          |       |
|----------------|------------|-----------|------------|----------|-------|
| Fund Revenues: | 689,926.98 | 27,604.27 | 686,804.01 | 3,122.97 | 99.5% |
|----------------|------------|-----------|------------|----------|-------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |
|--------------|--------------|----------|-----|-----------|
|--------------|--------------|----------|-----|-----------|

### 594 Capital Expenditures

|                          |                       |            |      |           |           |       |
|--------------------------|-----------------------|------------|------|-----------|-----------|-------|
| 594 35 64 02             | Machinery & Equipment | 125,000.00 | 0.00 | 25,682.28 | 99,317.72 | 20.5% |
| 594 Capital Expenditures |                       | 125,000.00 | 0.00 | 25,682.28 | 99,317.72 | 20.5% |

### 999 Ending Balance

|                    |                            |            |      |      |            |      |
|--------------------|----------------------------|------------|------|------|------------|------|
| 508 51 04 57       | Assigned End Cash & Invest | 564,927.00 | 0.00 | 0.00 | 564,927.00 | 0.0% |
| 999 Ending Balance |                            | 564,927.00 | 0.00 | 0.00 | 564,927.00 | 0.0% |

|                    |            |      |           |            |      |
|--------------------|------------|------|-----------|------------|------|
| Fund Expenditures: | 689,927.00 | 0.00 | 25,682.28 | 664,244.72 | 3.7% |
|--------------------|------------|------|-----------|------------|------|

|                        |        |           |            |
|------------------------|--------|-----------|------------|
| Fund Excess/(Deficit): | (0.02) | 27,604.27 | 661,121.73 |
|------------------------|--------|-----------|------------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 59

## 458 Drainage Equipment Reserve

| Revenues | Amt Budgeted | December | YTD | Remaining |
|----------|--------------|----------|-----|-----------|
|----------|--------------|----------|-----|-----------|

### 308 Beginning Balances

|              |                            |            |      |            |      |        |
|--------------|----------------------------|------------|------|------------|------|--------|
| 308 51 04 58 | Assigned Beg Cash & Invest | 327,864.96 | 0.00 | 327,864.96 | 0.00 | 100.0% |
|              | 308 Beginning Balances     | 327,864.96 | 0.00 | 327,864.96 | 0.00 | 100.0% |

### 360 Misc Revenues

|              |                        |          |        |          |          |       |
|--------------|------------------------|----------|--------|----------|----------|-------|
| 361 11 04 58 | State Pool/cd Interest | 3,600.00 | 117.07 | 1,898.52 | 1,701.48 | 52.7% |
|              | 360 Misc Revenues      | 3,600.00 | 117.07 | 1,898.52 | 1,701.48 | 52.7% |

### 390 Other Revenues

|              |                              |      |      |      |      |      |
|--------------|------------------------------|------|------|------|------|------|
| 395 10 04 58 | Proceeds From Sale Of Assets | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
|              | 390 Other Revenues           | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 397 Interfund Transfers

|              |                         |           |           |           |      |        |
|--------------|-------------------------|-----------|-----------|-----------|------|--------|
| 397 03 04 10 | Trfr In From Drainage   | 61,464.00 | 15,366.00 | 61,464.00 | 0.00 | 100.0% |
|              | 397 Interfund Transfers | 61,464.00 | 15,366.00 | 61,464.00 | 0.00 | 100.0% |

|                |            |           |            |          |       |
|----------------|------------|-----------|------------|----------|-------|
| Fund Revenues: | 392,928.96 | 15,483.07 | 391,227.48 | 1,701.48 | 99.6% |
|----------------|------------|-----------|------------|----------|-------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |
|--------------|--------------|----------|-----|-----------|
|--------------|--------------|----------|-----|-----------|

### 594 Capital Expenditures

|              |                          |            |             |            |       |        |
|--------------|--------------------------|------------|-------------|------------|-------|--------|
| 594 31 64 02 | Machinery & Equipment    | 104,950.00 | (13,500.00) | 104,936.82 | 13.18 | 100.0% |
|              | 594 Capital Expenditures | 104,950.00 | (13,500.00) | 104,936.82 | 13.18 | 100.0% |

### 999 Ending Balance

|              |                            |            |      |      |            |      |
|--------------|----------------------------|------------|------|------|------------|------|
| 508 51 04 58 | Assigned End Cash & Invest | 287,979.00 | 0.00 | 0.00 | 287,979.00 | 0.0% |
|              | 999 Ending Balance         | 287,979.00 | 0.00 | 0.00 | 287,979.00 | 0.0% |

|                    |            |             |            |            |       |
|--------------------|------------|-------------|------------|------------|-------|
| Fund Expenditures: | 392,929.00 | (13,500.00) | 104,936.82 | 287,992.18 | 26.7% |
|--------------------|------------|-------------|------------|------------|-------|

|                        |        |           |            |
|------------------------|--------|-----------|------------|
| Fund Excess/(Deficit): | (0.04) | 28,983.07 | 286,290.66 |
|------------------------|--------|-----------|------------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 60

## 459 Water Equipment Reserve

| Revenues | Amt Budgeted | December | YTD | Remaining |
|----------|--------------|----------|-----|-----------|
|----------|--------------|----------|-----|-----------|

### 308 Beginning Balances

|              |                            |            |      |            |      |        |
|--------------|----------------------------|------------|------|------------|------|--------|
| 308 51 04 59 | Assigned Beg Cash & Invest | 347,913.63 | 0.00 | 347,913.63 | 0.00 | 100.0% |
|              | 308 Beginning Balances     | 347,913.63 | 0.00 | 347,913.63 | 0.00 | 100.0% |

### 360 Misc Revenues

|              |                        |          |        |          |       |       |
|--------------|------------------------|----------|--------|----------|-------|-------|
| 361 11 04 59 | State Pool/cd Interest | 2,600.00 | 186.86 | 2,536.59 | 63.41 | 97.6% |
|              | 360 Misc Revenues      | 2,600.00 | 186.86 | 2,536.59 | 63.41 | 97.6% |

### 390 Other Revenues

|              |                              |      |      |      |      |      |
|--------------|------------------------------|------|------|------|------|------|
| 395 10 04 59 | Proceeds From Sale Of Assets | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
|              | 390 Other Revenues           | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |

### 397 Interfund Transfers

|              |                              |           |           |           |      |        |
|--------------|------------------------------|-----------|-----------|-----------|------|--------|
| 397 02 04 21 | Transfer In From Water (421) | 80,560.00 | 20,140.00 | 80,560.00 | 0.00 | 100.0% |
|              | 397 Interfund Transfers      | 80,560.00 | 20,140.00 | 80,560.00 | 0.00 | 100.0% |

|                |            |           |            |       |        |
|----------------|------------|-----------|------------|-------|--------|
| Fund Revenues: | 431,073.63 | 20,326.86 | 431,010.22 | 63.41 | 100.0% |
|----------------|------------|-----------|------------|-------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |
|--------------|--------------|----------|-----|-----------|
|--------------|--------------|----------|-----|-----------|

### 594 Capital Expenditures

|              |                          |          |      |      |          |      |
|--------------|--------------------------|----------|------|------|----------|------|
| 594 34 64 03 | Machinery & Equipment    | 8,000.00 | 0.00 | 0.00 | 8,000.00 | 0.0% |
|              | 594 Capital Expenditures | 8,000.00 | 0.00 | 0.00 | 8,000.00 | 0.0% |

### 999 Ending Balance

|              |                            |            |      |      |            |      |
|--------------|----------------------------|------------|------|------|------------|------|
| 508 51 04 59 | Assigned End Cash & Invest | 423,074.00 | 0.00 | 0.00 | 423,074.00 | 0.0% |
|              | 999 Ending Balance         | 423,074.00 | 0.00 | 0.00 | 423,074.00 | 0.0% |

|                    |            |      |      |            |      |
|--------------------|------------|------|------|------------|------|
| Fund Expenditures: | 431,074.00 | 0.00 | 0.00 | 431,074.00 | 0.0% |
|--------------------|------------|------|------|------------|------|

|                        |        |           |            |
|------------------------|--------|-----------|------------|
| Fund Excess/(Deficit): | (0.37) | 20,326.86 | 431,010.22 |
|------------------------|--------|-----------|------------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 61

## 630 Agency Fund

| Revenues | Amt Budgeted | December | YTD | Remaining |
|----------|--------------|----------|-----|-----------|
|----------|--------------|----------|-----|-----------|

### 308 Beginning Balances

|                        |                              |          |      |          |      |        |
|------------------------|------------------------------|----------|------|----------|------|--------|
| 308 31 06 30           | Restricted Beg Cash & Invest | 1,763.26 | 0.00 | 1,763.26 | 0.00 | 100.0% |
| 308 Beginning Balances |                              | 1,763.26 | 0.00 | 1,763.26 | 0.00 | 100.0% |

### 380 Non Revenues

|                  |                                    |      |          |           |             |      |
|------------------|------------------------------------|------|----------|-----------|-------------|------|
| 389 10 00 00     | Customer Deposits DONOTUSE         | 0.00 | 0.00     | 0.00      | 0.00        | 0.0% |
| 389 20 00 00     | Retainage DONOTUSE                 | 0.00 | 0.00     | 0.00      | 0.00        | 0.0% |
| 389 30 00 02     | Gun Permits                        | 0.00 | 888.75   | 11,367.00 | (11,367.00) | 0.0% |
| 389 30 00 03     | Building Fee St. Surcharge         | 0.00 | 19.50    | 1,670.96  | (1,670.96)  | 0.0% |
| 389 30 00 04     | Park Sales Tax And Other Sales Tax | 0.00 | 0.00     | 561.30    | (561.30)    | 0.0% |
| 389 30 00 05     | Leasehold Excise Tax               | 0.00 | 141.24   | 2,028.72  | (2,028.72)  | 0.0% |
| 380 Non Revenues |                                    | 0.00 | 1,049.49 | 15,627.98 | (15,627.98) | 0.0% |

|                |          |          |           |             |        |
|----------------|----------|----------|-----------|-------------|--------|
| Fund Revenues: | 1,763.26 | 1,049.49 | 17,391.24 | (15,627.98) | 986.3% |
|----------------|----------|----------|-----------|-------------|--------|

| Expenditures | Amt Budgeted | December | YTD | Remaining |
|--------------|--------------|----------|-----|-----------|
|--------------|--------------|----------|-----|-----------|

### 580 Non Expenditures

|                      |                                    |      |          |           |             |      |
|----------------------|------------------------------------|------|----------|-----------|-------------|------|
| 588 50 06 30         | Prior Period Adj Acctging Change   | 0.00 | 0.00     | 0.00      | 0.00        | 0.0% |
| 589 10 00 00         | Customer Deposits                  | 0.00 | 0.00     | 0.00      | 0.00        | 0.0% |
| 589 20 00 00         | Retainage                          | 0.00 | 0.00     | 0.00      | 0.00        | 0.0% |
| 589 30 00 02         | Gun Permits                        | 0.00 | 1,245.25 | 12,031.75 | (12,031.75) | 0.0% |
| 589 30 00 03         | Building Fee St. Surcharge         | 0.00 | 407.00   | 1,757.42  | (1,757.42)  | 0.0% |
| 589 30 00 04         | Park Sales Tax And Other Sales Tax | 0.00 | 6.91     | 541.21    | (541.21)    | 0.0% |
| 589 30 00 05         | Leasehold Excise Tax               | 0.00 | 526.44   | 2,710.40  | (2,710.40)  | 0.0% |
| 580 Non Expenditures |                                    | 0.00 | 2,185.60 | 17,040.78 | (17,040.78) | 0.0% |

### 999 Ending Balance

|                    |                              |          |      |      |          |      |
|--------------------|------------------------------|----------|------|------|----------|------|
| 508 31 06 30       | Restricted End Cash & Invest | 1,855.11 | 0.00 | 0.00 | 1,855.11 | 0.0% |
| 999 Ending Balance |                              | 1,855.11 | 0.00 | 0.00 | 1,855.11 | 0.0% |

|                    |          |          |           |             |        |
|--------------------|----------|----------|-----------|-------------|--------|
| Fund Expenditures: | 1,855.11 | 2,185.60 | 17,040.78 | (15,185.67) | 918.6% |
|--------------------|----------|----------|-----------|-------------|--------|

|                        |         |            |        |
|------------------------|---------|------------|--------|
| Fund Excess/(Deficit): | (91.85) | (1,136.11) | 350.46 |
|------------------------|---------|------------|--------|

# MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 14:22:07 Date: 02/15/2022

Page: 62

| Fund                                | Revenue       | December     | Received      |        | Expenditures  | December     | Spent         |        |
|-------------------------------------|---------------|--------------|---------------|--------|---------------|--------------|---------------|--------|
| 001 General Fund                    | 10,723,395.86 | 404,610.51   | 12,403,546.19 | 115.7% | 10,723,396.00 | 2,513,005.65 | 7,269,604.89  | 67.8%  |
| 101 Street Fund                     | 749,959.78    | 66,640.03    | 768,679.96    | 102.5% | 749,960.00    | 66,720.05    | 619,367.09    | 82.6%  |
| 102 Street Impact Fee Fund          | 906,977.66    | 10,968.43    | 961,213.24    | 106.0% | 906,978.00    | 25,000.00    | 100,000.00    | 11.0%  |
| 103 Street Construction Fund        | 1,869,129.77  | -40,522.23   | 1,410,899.53  | 75.5%  | 1,869,130.00  | 620,590.69   | 1,265,954.95  | 67.7%  |
| 104 Park And Trail Improvement Fund | 3,257,370.47  | 795,877.51   | 3,493,829.15  | 107.3% | 3,257,370.00  | 85,191.80    | 2,039,745.51  | 62.6%  |
| 105 Fire Impact Fees                | 41,914.92     | -286.15      | 41,914.92     | 100.0% | 41,915.00     | 41,914.92    | 41,914.92     | 100.0% |
| 106 Park Impact Fees                | 459,426.76    | 5,535.64     | 479,456.73    | 104.4% | 459,427.00    | 400,000.00   | 400,000.00    | 87.1%  |
| 107 Equipment Reserve Fund          | 751,867.21    | 48,223.97    | 750,928.03    | 99.9%  | 751,867.00    | 0.00         | 201,689.76    | 26.8%  |
| 108 Transportation Sales Tax Fund   | 1,116,482.85  | 43,265.92    | 1,205,049.40  | 107.9% | 1,116,483.00  | 89,861.00    | 359,450.00    | 32.2%  |
| 109 Contingency Fund                | 444,224.05    | -2,991.47    | 425,889.04    | 95.9%  | 444,224.00    | 0.00         | 0.00          | 0.0%   |
| 110 Building Improvement Fund       | 3,009,118.60  | 1,500,623.31 | 3,002,105.56  | 99.8%  | 3,009,119.00  | 3,300.50     | 134,918.70    | 4.5%   |
| 115 Tourism And Promotion DSC       | 91,407.91     | 25,011.22    | 64,366.45     | 70.4%  | 91,408.00     | 9,476.88     | 62,515.77     | 68.4%  |
| 120 REET - Capital Improvements     | 1,172,214.79  | 44,108.42    | 1,434,674.88  | 122.4% | 1,172,215.00  | -302,000.00  | 241,000.00    | 20.6%  |
| 121 REET - Growth Management        | 1,346,841.72  | 44,433.25    | 1,605,859.71  | 119.2% | 1,346,843.00  | 245,000.00   | 245,000.00    | 18.2%  |
| 205 Debt Service Fund               | 20,154.73     | -66.87       | 21,035.71     | 104.4% | 20,155.00     | -126.58      | 0.00          | 0.0%   |
| 401 Sewer Fund                      | 4,032,602.33  | 232,217.42   | 4,175,105.58  | 103.5% | 4,032,602.00  | 404,774.51   | 2,218,485.37  | 55.0%  |
| 403 Sewer Construction Fund         | 7,699,184.83  | 507,545.28   | 7,726,851.34  | 100.4% | 7,699,185.00  | 247,691.95   | 2,612,435.19  | 33.9%  |
| 405 Sewer Plant Investment Fund     | 439,510.44    | 25,361.34    | 687,698.26    | 156.5% | 439,510.00    | 0.00         | 300,000.00    | 68.3%  |
| 410 Drainage Fund                   | 1,448,614.94  | 106,950.99   | 1,506,189.76  | 104.0% | 1,448,615.00  | 113,102.83   | 842,762.58    | 58.2%  |
| 411 Drainage Construction Fund      | 3,212,082.46  | 73,624.20    | 1,802,672.90  | 56.1%  | 3,212,082.00  | 15,833.34    | 952,738.74    | 29.7%  |
| 412 Drainage Plant Investment Fund  | 215,146.39    | 5,087.92     | 234,349.26    | 108.9% | 215,146.00    | 44,250.00    | 177,000.00    | 82.3%  |
| 421 Water Fund                      | 3,245,909.57  | 222,689.88   | 3,399,226.26  | 104.7% | 3,245,910.00  | 360,797.36   | 2,302,610.35  | 70.9%  |
| 422 Water Construction Fund         | 2,407,445.17  | 440,635.43   | 2,441,486.41  | 101.4% | 2,407,445.00  | 4,621.94     | 125,788.22    | 5.2%   |
| 423 Cedar Home Plant Investment     | 144,565.48    | 12,998.69    | 347,253.02    | 240.2% | 144,565.00    | 2,500.00     | 10,000.00     | 6.9%   |
| 424 Water Plant Investment Fund     | 683,800.91    | 21,063.57    | 740,970.18    | 108.4% | 683,801.00    | 0.00         | 0.00          | 0.0%   |
| 451 Water Bond Reserve              | 2,437,487.50  | 108.19       | 2,435,822.04  | 99.9%  | 2,437,488.00  | 437,380.14   | 2,435,822.04  | 99.9%  |
| 452 Sewer Bond Reserve              | 508,935.40    | 124.51       | 503,336.35    | 98.9%  | 508,935.00    | 503,336.35   | 503,336.35    | 98.9%  |
| 457 Sewer Equipment Reserve         | 689,926.98    | 27,604.27    | 686,804.01    | 99.5%  | 689,927.00    | 0.00         | 25,682.28     | 3.7%   |
| 458 Drainage Equipment Reserve      | 392,928.96    | 15,483.07    | 391,227.48    | 99.6%  | 392,929.00    | -13,500.00   | 104,936.82    | 26.7%  |
| 459 Water Equipment Reserve         | 431,073.63    | 20,326.86    | 431,010.22    | 100.0% | 431,074.00    | 0.00         | 0.00          | 0.0%   |
| 630 Agency Fund                     | 1,763.26      | 1,049.49     | 17,391.24     | 986.3% | 1,855.11      | 2,185.60     | 17,040.78     | 918.6% |
|                                     | 53,951,465.33 | 4,658,302.60 | 55,596,842.81 | 103.0% | 53,951,559.11 | 5,920,908.93 | 25,609,800.31 | 47.5%  |



**CITY OF STANWOOD  
FINANCE & PERSONNEL COMMITTEE  
STAFF REPORT**

**ITEM:** 5  
**DATE:** February 24, 2022  
**SUBJECT:** 2021 Transportation Benefit District Annual Report  
**CONTACT PERSON:** David Hammond, Finance Director  
**ATTACHMENT(S):** A – 2021 Transportation Benefit District Annual Report

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**PURPOSE**

The 2021 Transportation Benefit District Annual Report is hereby submitted to the Finance and Personnel Committee for review and discussion.

**BACKGROUND**

RCW 36.73.160 requires transportation benefit districts to issue an annual report, indicating the status of transportation improvement costs, transportation improvement expenditures, revenues, and construction schedules, to the public and to newspapers of record in the district.

In October 2015, the Stanwood City Council approved the City's assumption of the Transportation Benefit District (TBD), however, staff will continue to prepare an annual report on the uses and status of the transportation sales tax authorized by the former TBD.

**Stanwood Transportation Benefit District  
Sales Tax Fund - 2021 Annual Report**  
Presentation to City Council on February 24, 2022

**Report Purpose**

This report provides information on the status of the Stanwood Transportation Benefit District and Sales Tax Special Revenue Fund and fulfills the requirements of the State of Washington for an annual report.

Following is an excerpt from the relevant state law.

RCW 36.73.160(2): A district shall issue an annual report, indicating the status of transportation improvement costs, transportation improvement expenditures, revenues, and construction schedules, to the public and to newspapers of record in the district.

**Background**

Cities and counties are authorized to form transportation benefit districts under state law (Chapter 36.73 RCW) for the purpose of funding transportation projects. A transportation benefit district may cover an entire city; if so, it must be governed by a board comprised of the same members that are on the city council. Funding may be from various sources, including an additional 0.2% sales tax designated for TBD purposes.

In late 2012, the Stanwood City Council adopted Ordinance No. 1328 to establish a transportation benefit district to preserve, maintain and operate the City's previous investments in the transportation infrastructure, reduce the risk of transportation facility failure, improve safety, continue the cost-effectiveness of the City's infrastructure investments, and continue the optimal performance of the transportation system.

In February 2013, a ballot measure was passed by the citizens of the City of Stanwood to increase the city's sales tax by two tenths of one percent (0.2%); the proceeds of the additional sales tax would go to the newly formed TBD Special Revenue Fund for the purpose of constructing and maintaining city streets. The sales tax increase became effective on July 1, 2013.

In 2015, Second Engrossed Substitute Senate Bill 5987 (2ESSB 5987) was passed by the State allowing cities to assume the rights, powers, functions and obligations of a transportation benefit districts. In October 2015, the Stanwood City Council conducted a public hearing and authorized the assumption of the TBD. Effective January 1, 2016, The Stanwood Transportation Benefit District governance and oversight was assumed by the City of Stanwood, and all assets and liabilities were transferred to City Fund 108, Transportation Sales Tax Fund.

**2021 Revenues**

In 2021, the Transportation Sales Tax Fund received \$550,753 in sales tax, which is a 1.87% decrease from 2020. However, this exceeded budgeted revenue by 17.7%. The fund also received interest of \$13,314, for total revenues of \$564,067.

**2021 Expenditures**

In 2021, Fund 108 transferred \$200,000 to Fund 101 to fund street operating and maintenance costs, and also transferred \$159,450 to the Street Construction fund to support the Viking Way phase one construction project.

**Ending Cash Reserves**

The Transportation Sales Tax Fund ended the 2021 year with cash reserves of \$845,599 to carry forward to 2022 as follows:

*2021 Ending Cash Reserves*

| Description               | Budget       | Actual       | Difference |
|---------------------------|--------------|--------------|------------|
| Beginning Cash Reserves   | \$ 640,983   | \$ 640,983   | \$ -       |
| Total Revenue             | \$ 475,500   | \$ 564,067   | \$ 88,567  |
| Total Resources Available | \$ 1,116,483 | \$ 1,205,049 | \$ 88,567  |
| Less Expenditures         | \$ 359,450   | \$ 359,450   | \$ -       |
| Ending Cash Reserves      | \$ 757,033   | \$ 845,599   | \$ 88,567  |



**CITY OF STANWOOD  
FINANCE & PERSONNEL COMMITTEE  
STAFF REPORT**

**ITEM:** 6  
**DATE:** February 24, 2022  
**SUBJECT:** 2022 Finance & IT Workplan  
**CONTACT PERSON:** David Hammond, Finance Director  
**ATTACHMENT(S):** A – 2022 Finance & IT Workplan

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**PURPOSE**

The 2022 Finance & IT Workplan is presented to the Finance and Personnel Committee for discussion.

**BACKGROUND**

With each biennial budget, the mayor and staff use City Council budget themes to guide the budgeting process. Once the budget is adopted, the work plan is created.

The City Council adopted the biennial budget in November 2020. Based on the budget, the 2021-22 work plan was prepared and categorized by City Council budget themes which include Public Safety, Economic Development, Parks and Recreation, City Facilities and Infrastructure and Financial Sustainability.

The attached plan outlines both routine, recurring work as well as non-recurring project items.

| Work Plan Item        |                                                                                    | 2021            |    |    |    | 2022 |    |    |    | Result                                      | Notes/Comments                                                                                                                       |
|-----------------------|------------------------------------------------------------------------------------|-----------------|----|----|----|------|----|----|----|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
|                       |                                                                                    | Q1              | Q2 | Q3 | Q4 | Q1   | Q2 | Q3 | Q4 |                                             |                                                                                                                                      |
| Community Priority    | Finance & Information Technology                                                   |                 |    |    |    |      |    |    |    |                                             |                                                                                                                                      |
| Transportation        | Transportation Benefit District Sales Tax Levy Renewal                             |                 |    |    |    |      |    |    |    | Safe Streets                                | Provide framework/timeline to place levy renewal on ballot                                                                           |
| Internal Organization | Update Financial Management Policy-Develop related Financial Management Procedures |                 |    |    |    |      |    |    |    | Organizational Efficiency                   | Financial procedures to be developed after Financial Management Policy updated                                                       |
| Internal Organization | Update Cost Allocation Plan-Develop federal Indirect Cost Rate                     |                 |    |    |    |      |    |    |    | Supports Audit                              | Engagement under way. Planned complete first half of 2022                                                                            |
| Economic Development  | Debt Analysis for Transporation, Parks and Utilities                               |                 |    |    |    |      |    |    |    | Issue Debt & Secure Funding of Debt Service | Preparing for additional utility bond issue in 2022. The need for park bond delayed due to Legislative funding for Port Susan Trail. |
| Internal Organization | Update Vehicle & Equipment Replacement Program to include new acquisitions         |                 |    |    |    |      |    |    |    | Organizational Efficiency                   | 2021-22 review completed, will reassess for 2023-24 budget                                                                           |
| Internal Organization | Automate Financial Workflows and assess financial system for integrations          |                 |    |    |    |      |    |    |    | Organizational Efficiency                   | Assessing three systems in 2022: Accounts Payable and P-Card automation, Electronic Time-keeping, and Budgeting                      |
| Internal Organization | Review and improve records management systems-transition to electronic records     |                 |    |    |    |      |    |    |    | Organizational Efficiency                   | Consultant initial survey under way.                                                                                                 |
| Internal Organization | Annual WCIA audit                                                                  |                 |    |    |    |      |    |    |    | Organizational Efficiency                   | Completed for 2021                                                                                                                   |
| Internal Organization | Coordinate IT Security Assessment (jointly with Public Works)                      |                 |    |    |    |      |    |    |    | Organizational Efficiency                   | Scope of work under review. Planned for first half of 2022                                                                           |
| Internal Organization | Implement Utility rate increases                                                   | Annual On-going |    |    |    |      |    |    |    |                                             | Rate changes completed for 2021.                                                                                                     |
| Internal Organization | Surplus equipment sales                                                            | Annual On-going |    |    |    |      |    |    |    |                                             | Coordinate sales with Public Works                                                                                                   |
| Public Engagement     | Prepare annual TBD Report                                                          | Annual On-going |    |    |    |      |    |    |    |                                             | 2020 report completed                                                                                                                |
| Public Engagement     | Prepare annual financial statement and support audit fieldwork                     | Annual On-going |    |    |    |      |    |    |    |                                             | Financial & federal Single Audit fieldwork completed                                                                                 |
| Internal Organization | Assess processes for automation and customer service enhancements                  | Annual on-going |    |    |    |      |    |    |    |                                             | On going                                                                                                                             |
| Internal Organization | Budget Monitoring and Budget Amendments                                            | Annual On-going |    |    |    |      |    |    |    |                                             | Budget Amd #1 authorized; Mid-Biennial Budget adj. complete                                                                          |
| Internal Organization | Conduct physical asset inventory                                                   | Annual On-going |    |    |    |      |    |    |    |                                             | On going                                                                                                                             |