



**CITY OF WASHOUGAL
CITY COUNCIL WORKSHOP AGENDA
Monday, April 24, 2023
5:00 PM**

MEETING INFORMATION

Please click the link below to join the webinar:
<https://us02web.zoom.us/j/83989789188>

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PUBLIC COMMENTS**
- IV. NEW BUSINESS**
 - A. Finance - 2022 Year-End Review**
- V. PUBLIC COMMENTS**
- VI. REPORTS AND COMMUNICATIONS**
 - A. CITY MANAGER**
 - B. MAYOR**
 - C. CITY COUNCIL**
- VII. ADJOURNMENT**

UPCOMING MEETINGS: Monday, May 8, 2023 - Workshop at 5:00 pm and Council at 7:00 pm

BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

4/25/2022

SUBJECT:

MEETING INFORMATION

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DEPT. OF ORIGIN:

Finance

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

No

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION

AGENDA BILL #
BUSINESS OF THE CITY COUNCIL
City of Washougal, Washington

FOR AGENDA OF:

4/24/2023

SUBJECT:

2022 Year-End Review

DEPT. OF ORIGIN:

Finance

REVIEWED AT:

TO BE RETURNED TO COUNCIL:

No

ATTACHMENTS:

▯ **2022 year-end review**

EXPENDITURE REQUIRED:

BUDGETED:

APPROPRIATION REQUIRED:

SUMMARY STATEMENT

RECOMMENDED ACTION

2022 Year End Review

4/24/2023 | Presented by Daniel Layer



City of Washougal

Agenda

- 2022 Financial Summary:
 - General & Street Funds
 - Utility Funds
 - All funds
 - Investments:
 - LGIP
 - Bonds



2022 Summary – General and Street Funds

- Amended 2022 budget included:
 - Use of Reserves/General Fund Capacity - \$1.82m

➤ Payment of Dec 2021 impact fees	\$748,200
➤ Acquisition of 333 Love Street	291,025
➤ Strategic Plan & Facilities Plan	200,000
➤ 2025 Comp. Plan & TownCenter Planned Action	350,000
➤ Shorelines Roll	50,000
➤ Transfer to ERR	46,000
➤ ARPA Funds	32,500
➤ Supplemental budget appropriation	100,000



2022 Summary – General & Street Funds

- Final 2022 Actual (including ARPA funding and payment of Dec 2021 impact fees):

- Revenue: \$20,141,346

- Expenses: (\$17,800,715)

- Surplus: **\$ 2,340,631**

- Final 2022 Actual (without ARPA funding and impact fees):

- Revenue: \$20,141,346

- LESS: Unspent ARPA Funds: (\$ 2,239,771)

- Expenses: (\$17,800,715)

- Plus: 333 Love St. Acq. 291,025

- Plus: 2021 impact fees 748,200

- Surplus: **\$ 1,140,085**



2022 Recap – Long Term Projections

General & Street Funds

	<u>2020 Year End</u>	<u>2021 Year End</u>	<u>2022 Year End*</u>	<u>2023 Est</u>	<u>2024 Est</u>	<u>2025 Est</u>	<u>2026 Est</u>	<u>2027 Est</u>	<u>2028 Est</u>
Revenue	\$ 15,056,910	\$ 18,883,056	\$ 20,141,346	\$ 17,818,658	\$ 19,155,057	\$ 20,112,810	\$ 21,118,451	\$ 22,174,373	\$ 23,283,092
Expenditure	\$ 14,171,660	\$ 15,159,106	\$ 17,800,715	\$ 19,887,658	\$ 22,761,425	\$ 20,109,719	\$ 21,135,314	\$ 22,213,215	\$ 23,346,089
Surplus/(Deficit)	\$ 885,250	\$ 3,723,950	\$ 2,340,631	\$ (2,069,000)	\$ (3,606,367)	\$ 3,092	\$ (16,864)	\$ (38,842)	\$ (62,997)
Ending Cash Reserve	\$ 4,413,873	\$ 8,137,823	\$ 10,478,454	\$ 8,409,454	\$ 4,803,086	\$ 4,806,178	\$ 4,789,314	\$ 4,750,472	\$ 4,687,475
Reserves as % Expense	31.1%	53.7%	58.9%	42.3%	21.1%	23.9%	22.7%	21.4%	20.1%
Reserves as % Revenue	29.3%	43.1%	52.0%	47.2%	25.1%	23.9%	22.7%	21.4%	20.1%
Net Revenue as % Expense	6.2%	24.6%	13.1%	-10.4%	-15.8%	0.0%	-0.1%	-0.2%	-0.3%
Minimum Reserve at 16%	\$ 1,704,605	\$ 1,835,349	\$ 1,898,827	\$ 2,002,985	\$ 2,237,028	\$ 2,351,531	\$ 2,471,459	\$ 2,597,503	\$ 2,729,976
Additional Reserves	\$ 2,709,267	\$ 6,302,474	\$ 8,579,627	\$ 6,406,468	\$ 2,566,058	\$ 2,454,647	\$ 2,317,855	\$ 2,152,969	\$ 1,957,499

***Unaudited**



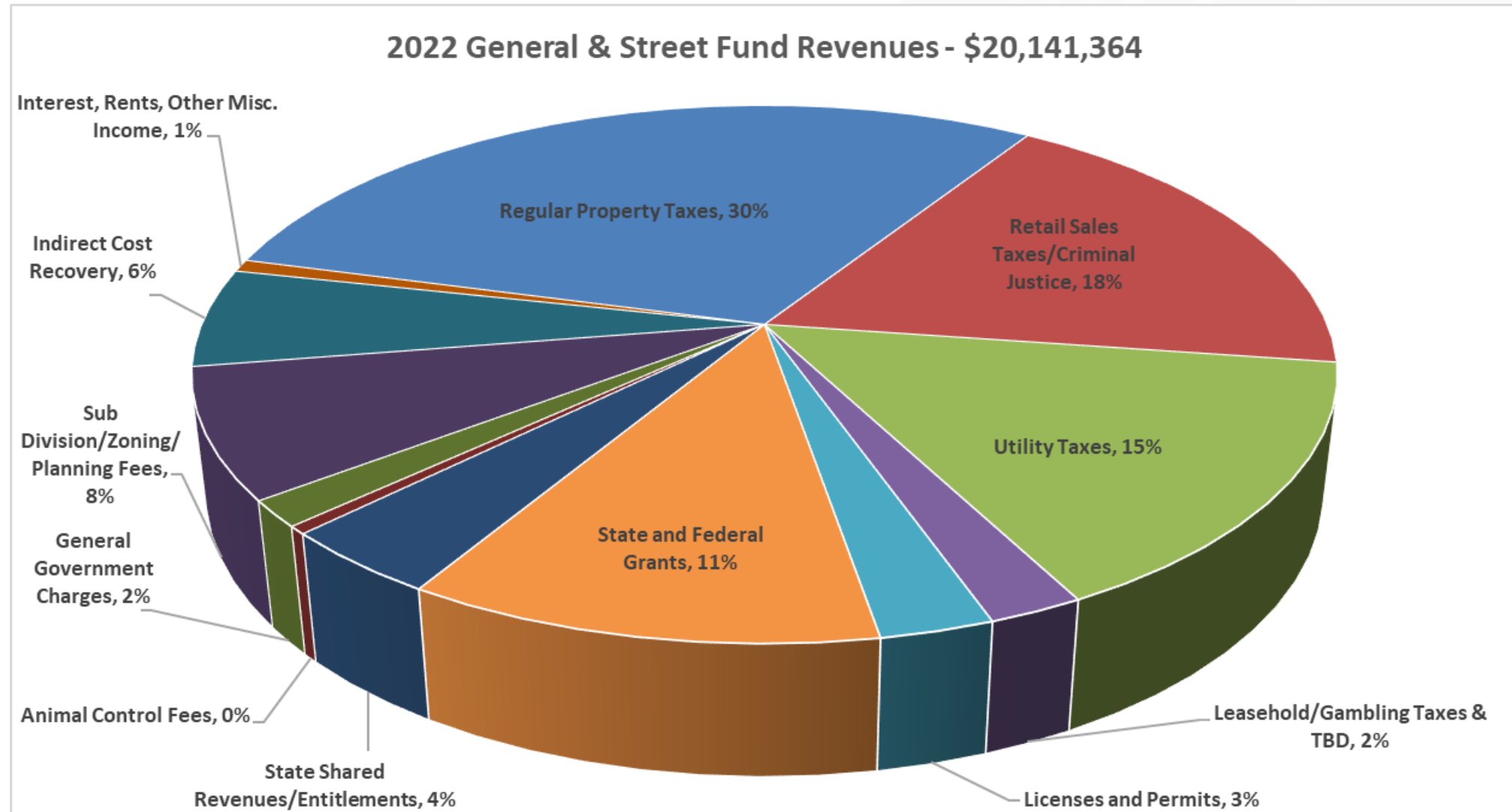
2022 Revenues – General & Street Funds

2022 revenues ended the year at 108.9% of the adopted budget

- Overall revenues are up 6.7% from 2021
 - Sales/use tax was up nearly 25.0%
 - Interest on investments (later in presentation)
- ARPA funding was approximately \$2.25M



2022 Revenues – General & Street Funds



2022 Revenues - General & Street Funds

Revenue Source	2022 Actual	2022 Adopted Budget	% of Budget	2021 Actual	2022 v 2021
Regular Property Taxes	\$ 6,027,231	\$ 6,034,902	99.9%	\$ 5,855,578	2.9%
Retail Sales Taxes/Criminal Justice	\$ 3,659,195	\$ 2,985,320	122.6%	\$ 2,984,958	22.6%
Utility Taxes	\$ 3,027,874	\$ 2,771,244	109.3%	\$ 2,836,361	6.8%
Leasehold/Gambling Taxes & TBD	\$ 460,708	\$ 435,000	105.9%	\$ 435,835	5.7%
Licenses and Permits	\$ 549,208	\$ 515,000	106.6%	\$ 526,086	4.4%
State and Federal Grants	\$ 2,281,373	\$ 2,305,378	99.0%	\$ 2,318,121	-1.6%
State Shared Revenues/Entitlements	\$ 805,193	\$ 836,869	96.2%	\$ 913,055	-11.8%
Animal Control Fees	\$ 95,327	\$ 145,025	65.7%	\$ 113,999	-16.4%
General Government Charges	\$ 319,784	\$ 313,793	101.9%	\$ 253,920	25.9%
Sub Division/Zoning/Planning Fees	\$ 1,568,397	\$ 984,100	159.4%	\$ 1,618,883	-3.1%
Indirect Cost Recovery	\$ 1,197,350	\$ 1,121,780	106.7%	\$ 940,955	27.2%
Interest, Rents, Other Misc. Income	\$ 149,706	\$ 50,150	298.5%	\$ 85,306	75.5%
Total	\$ 20,141,346	\$ 18,498,561	108.9%	\$ 18,883,056	6.7%



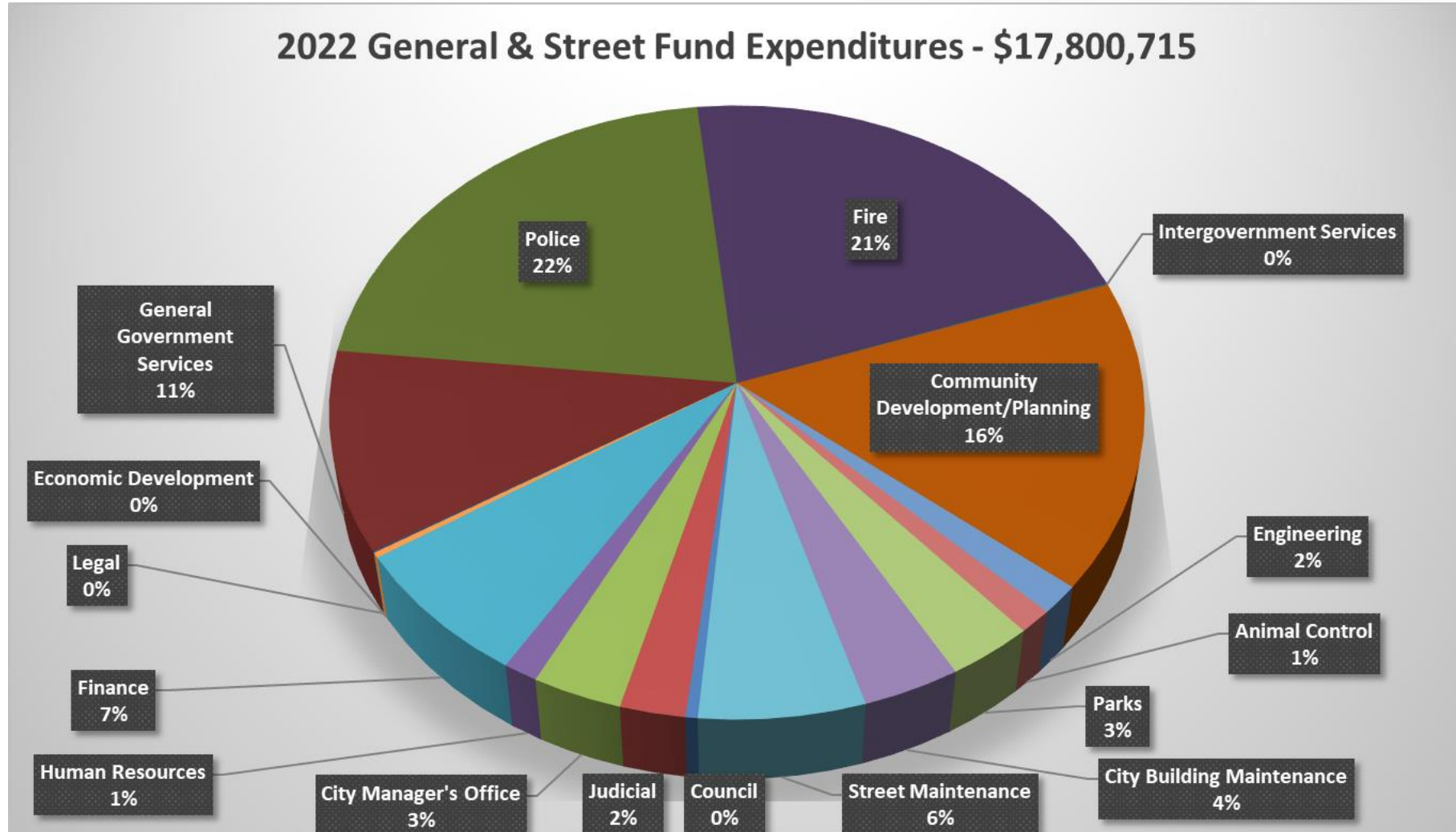
2022 Expenses – General & Street Funds

2022 total expenditures (including 2021 impact fees and the 333 Love Street acquisition) ended the year at 105.4% of the adopted budget (without amendments)

- When these expenditures are backed out, expenditures are 99.2% of the adopted budget
- Expenditures are up 17.4% from 2021
- Expenditures are up 10.6% from 2021 after backing out aforementioned expenditures



2022 Expenses – General & Street Funds



2022 Expenses – General & Street Funds

<u>Department</u>	<u>2022 Actual</u>	<u>2022 Adopted Budget</u>	<u>% of Budget</u>	<u>2021 Actual</u>	<u>2022 v 2021</u>
Council	\$ 79,322	\$ 106,006	74.8%	\$ 89,525	-11.4%
Judicial	\$ 422,968	\$ 564,000	75.0%	\$ 489,042	-13.5%
City Manager's Office	\$ 584,323	\$ 705,580	82.8%	\$ 486,348	20.1%
Human Resources	\$ 225,545	\$ 219,675	102.7%	\$ 186,413	21.0%
Finance	\$ 1,262,327	\$ 1,169,180	108.0%	\$ 1,152,499	9.5%
Economic Development	\$ 46,711	\$ 55,000	84.9%	\$ 5,000	834.2%
Legal	\$ 14,033	\$ 20,000	70.2%	\$ 14,090	-0.4%
General Government Services	\$ 1,872,374	\$ 1,514,700	123.6%	\$ 1,913,924	-2.2%
Police	\$ 3,841,172	\$ 3,910,794	98.2%	\$ 3,684,670	4.2%
Fire	\$ 3,778,086	\$ 4,257,394	88.7%	\$ 3,365,994	12.2%
Intergovernment Services	\$ 12,478	\$ 17,500	71.3%	\$ 12,229	2.0%
Community Development/Planning	\$ 2,894,576	\$ 1,640,413	176.5%	\$ 1,487,418	94.6%
Engineering	\$ 272,524	\$ 168,604	161.6%	\$ 158,458	72.0%
Animal Control	\$ 222,578	\$ 271,050	82.1%	\$ 198,463	12.2%
Parks	\$ 560,747	\$ 614,933	91.2%	\$ 458,548	22.3%
City Building Maintenance	\$ 635,218	\$ 571,750	111.1%	\$ 469,301	35.4%
Street Maintenance	\$ 1,075,736	\$ 1,089,083	98.8%	\$ 987,184	9.0%
Total	\$ 17,800,715	\$ 16,895,662	105.4%	\$ 15,159,106	17.4%



2022 Revenues – Utility Funds

2022 total revenues:

- Water/sewer revenues are at 117.9% of the budget and up 5.2% from 2021
- Stormwater revenues are at 118.7% of the budget and up 3.1% from 2021



2022 Expenditures – Utility Funds

2022 total expenditures:

- Water/sewer expenditures are at 99.4% of the budget and down 5.1% from 2021
- Stormwater expenditures are at 84.7% of the budget and up 27.9% from 2021



2022 Revenues and Expenses – Utility Funds

<u>Water/Sewer Utility</u>	<u>2022 Actual</u>	<u>2022 Budget</u>	<u>% of Budget</u>	<u>2021 Actual</u>
Revenues				
Water Sales	\$ 4,248,460	\$ 4,057,978	104.7%	\$ 4,203,795
Sewer Sales	\$ 5,971,719	\$ 4,782,333	124.9%	\$ 5,617,149
Other Revenues	\$ 300,834	\$ 80,800	372.3%	\$ 184,695
Total Revenue	\$10,521,013	\$ 8,921,111	117.9%	\$ 10,005,640
Total Expenses	\$10,192,127	\$ 10,251,952	99.4%	\$ 10,743,963
Total Net Revenue	\$ 328,886	\$ (1,330,841)		\$ (738,323)
<u>Storm Water Utility</u>	<u>2022 Actual</u>	<u>2022 Budget</u>	<u>% of Budget</u>	<u>2021 Actual</u>
Revenues				
Storm Water Sales	\$ 1,688,313	\$ 1,441,900	117.1%	\$ 1,672,438
Storm Water Connection Fee	\$ 24,378	\$ 45,000	54.2%	\$ 54,014
Other Revenues	\$ 181,395	\$ 108,500	167.2%	\$ 110,363
Total Revenue	\$ 1,894,086	\$ 1,595,400	118.7%	\$ 1,836,815
Total Expenses	\$ 1,775,329	\$ 2,095,853	84.7%	\$ 1,387,883
Total Net Revenue	\$ 118,757	\$ (500,453)		\$ 448,932



2022 Revenue & Expenses – All Funds



2022 Revenues & Expenses – All Funds

Fund	Fund Description	2022			2022 Budget			2021		
		Rev	Exp	Surplus/ (Def.)	Rev	Exp	Surplus/ (Def.)	Rev	Exp	Surplus/ (Def.)
001/101	General & Street	\$ 20,141,346	\$ 17,800,715	\$ 2,340,632	\$ 18,498,561	\$ 16,895,662	\$ 1,602,899	\$ 18,883,056	\$ 15,159,106	\$ 3,723,950
003	Abatement Fund	\$ 11,722	\$ 570	\$ 11,152	\$ 1,200	\$ 19,500	\$ (18,300)	\$ 24,293	\$ 2,228	\$ 22,064
103	Cemetery Fund	\$ 176,266	\$ 166,737	\$ 9,529	\$ 156,200	\$ 156,350	\$ (150)	\$ 231,064	\$ 241,014	\$ (9,950)
104	REET-1st Qtr Percent	\$ 693,605	\$ 882,818	\$ (189,212)	\$ 360,000	\$ 358,400	\$ 1,600	\$ 686,761	\$ 812,932	\$ (126,171)
105	Park Development Fund	\$ 438,269	\$ 70,557	\$ 367,712	\$ 156,000	\$ 156,000	\$ -	\$ 183,940	\$ 869,000	\$ (685,060)
106	REET-2nd Qtr Percent	\$ 1,107,001	\$ 1,114,071	\$ (7,070)	\$ 781,800	\$ 907,000	\$ (125,200)	\$ 1,119,959	\$ 794,141	\$ 325,818
108	Hotel Motel Tax	\$ 133,915	\$ 77,358	\$ 56,557	\$ 86,400	\$ 111,100	\$ (24,700)	\$ 105,615	\$ 35,530	\$ 70,085
110	Transportation Development	\$ 845,062	\$ 91,932	\$ 753,130	\$ 262,000	\$ 262,000	\$ -	\$ 426,686	\$ 413,218	\$ 13,468
118	PEG Fees	\$ 1,170	\$ 118,897	\$ (117,727)	\$ 1,600	\$ 101,600	\$ (100,000)	\$ 124	\$ -	\$ 124
125	EMS Resrticted	\$ 1,009	\$ -	\$ 1,009	\$ -	\$ -	\$ -	\$ 64	\$ -	\$ 64
126	Fire Impact Fee Fund	\$ 57,166	\$ -	\$ 57,166	\$ 30,500	\$ 14,000	\$ 16,500	\$ 49,616	\$ 14,000	\$ 35,617
127	Affordable Housing Sales Tax Credit	\$ 16,925	\$ -	\$ 16,925	\$ 15,000	\$ 30,000	\$ (15,000)	\$ 20,665	\$ -	\$ 20,665
141	Drug Seizure Fund	\$ 5,026	\$ 3,921	\$ 1,105	\$ 28,300	\$ 37,200	\$ (8,900)	\$ 3,768	\$ 5,706	\$ (1,938)



2022 Revenues & Expenses – All Funds

Fund	Fund Description	2022			2022 Budget			2021		
		Rev	Exp	Surplus/ (Def.)	Rev	Exp	Surplus/ (Def.)	Rev	Exp	Surplus/ (Def.)
212	UTGO Bond Redemption Fund	\$ 139,391	\$ 108,150	\$ 31,241	\$ 138,200	\$ 108,150	\$ 30,050	\$ 100,674	\$ 106,150	\$ (5,476)
215	Downtown Bond Debt Fund	\$ 358,406	\$ 358,400	\$ 6	\$ 358,400	\$ 358,400	\$ -	\$ 354,600	\$ 354,600	\$ 0
350	Parks Capital Projects Fund	\$ 824,014	\$ 794,626	\$ 29,388	\$ 261,000	\$ 511,000	\$ (250,000)	\$ 2,505,084	\$ 2,502,929	\$ 2,155
351	Facilities Capital Project	\$ 512,785	\$ 585,268	\$ (72,483)	\$ 1,132,000	\$ 1,172,000	\$ (40,000)	\$ 647,512	\$ 534,645	\$ 112,867
353	Transportation Capital Fund	\$ 203,804	\$ 234,299	\$ (30,495)	\$ 806,000	\$ 806,000	\$ -	\$ 1,650,878	\$ 1,331,517	\$ 319,362
355	Art Project Fund	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	\$ 14,000	\$ (9,000)	\$ 5,000	\$ -	\$ 5,000



2022 Revenues & Expenses – All Funds

Fund	Fund Description	2022			2022 Budget			2021		
		Rev	Exp	Surplus/ (Def.)	Rev	Exp	Surplus/ (Def.)	Rev	Exp	Surplus/ (Def.)
401	Water/Sewer Fund	\$ 10,521,013	\$ 10,192,127	\$ 328,886	\$ 8,921,111	\$ 10,251,952	\$ (1,330,841)	\$ 10,005,640	\$ 10,743,963	\$ (738,323)
403	Stormwater Utility Fund	\$ 1,894,086	\$ 1,775,329	\$ 118,757	\$ 1,595,400	\$ 2,095,853	\$ (500,453)	\$ 1,836,815	\$ 1,387,883	\$ 448,932
406	Water/Sewer Construction Res.	\$ 3,207,779	\$ 576,768	\$ 2,631,011	\$ 2,693,400	\$ 512,319	\$ 2,181,081	\$ 2,598,084	\$ 249,874	\$ 2,348,210
408	Water/Sewer Bond Redemption	\$ 0	\$ 490	\$ (490)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
410	PWTF Loan Redemption	\$ 299,851	\$ 299,851	\$ -	\$ 299,853	\$ 299,853	\$ -	\$ 301,662	\$ 301,662	\$ (0)
412	Water/Sewer Bond Redemption	\$ 15	\$ 1,528	\$ (1,512)	\$ -	\$ -	\$ -	\$ 2	\$ -	\$ 2
413	Water/Sewer/Storm Bond	\$ 2,623,027	\$ 6,056,945	\$ (3,433,918)	\$ 3,376,491	\$ 11,681,015	\$ (8,304,524)	\$ 3,771,506	\$ 3,989,541	\$ (218,035)
414	Water/Sewer/Storm Bond Res.	\$ 1,637	\$ -	\$ 1,637	\$ 1,800	\$ -	\$ 1,800	\$ 104	\$ -	\$ 104



2022 Revenues & Expenses – All Funds

Fund	Fund Description	2022			2022 Budget			2021		
		Rev	Exp	Surplus/ (Def.)	Rev	Exp	Surplus/ (Def.)	Rev	Exp	Surplus/ (Def.)
510	Employment Security Reserve	\$ 1,732	\$ 470	\$ 1,262	\$ 3,000	\$ 30,450	\$ (27,450)	\$ 117	\$ 18,184	\$ (18,067)
520	ER&R - Rolling Stock	\$ 398,296	\$ 692,178	\$ (293,882)	\$ 332,400	\$ 752,275	\$ (419,875)	\$ 447,780	\$ 76,219	\$ 371,561
521	ER&R - IT FUND	\$ 50,002	\$ 47,274	\$ 2,728	\$ 50,100	\$ 50,000	\$ 100	\$ 50,000	\$ 35,229	\$ 14,771
604	Cemetery Perpetual Care Fund	\$ 450	\$ -	\$ 450	\$ 13,302	\$ -	\$ 13,302	\$ 14,557	\$ -	\$ 14,557
610	Downtown Bond Guarantee Fund	\$ 7,520	\$ 1	\$ 7,519	\$ 6,000	\$ -	\$ 6,000	\$ 3,283	\$ -	\$ 3,283
631	Agency Fund - Low Income	\$ 24	\$ -	\$ 24	\$ 10,300	\$ 14,000	\$ (3,700)	\$ 3	\$ -	\$ 3
	Total All Funds	\$ 44,677,314	\$ 42,051,277	\$ 2,626,037	\$ 40,381,318	\$ 47,706,079	\$ (7,324,761)	\$ 46,028,914	\$ 39,979,271	\$ 6,049,643



LGIP - Investment Update

January	February	March
1,161.05	1,250.32	2,883.17
0.0909%	0.1083%	0.2256%
April	May	June
5,007.64	9,006.92	12,520.42
0.4048%	0.7044%	1.0112%
July	August	September
20,657.62	28,800.85	31,845.16
1.6132%	2.2460%	2.5613%
October	November	December
39,056.77	46,925.46	53,337.10
3.0336%	3.7566%	4.1194%
Total LGIP Interest YTD 252,452.48		



Bond - Investment Update

Purchasing Fund	Rate	Maturity Date	Amount Paid	Maturity Value	Over the Life of the Bond Expected Interest
Water/Sewer	0.550%	9/30/2025	1,677,769.92	1,698,000.00	39,332.58
Water/Sewer/Storm/Downtown Bond Fund	0.660%	3/17/2025	2,003,148.00	2,000,000.00	56,000.00
Water/Sewer/Storm	0.430%	6/10/2024	1,997,436.00	2,000,000.00	18,000.00
Water/Sewer 401 and 406	0.310%	7/2/2024	2,094,082.00	2,000,000.00	105,000.00
Water/Sewer/TIF/REET	0.230%	2/5/2024	2,130,142.00	2,000,000.00	150,000.00
General Fund/Downtown Bond Fund	0.850%	1/28/2026	1,978,500.00	2,000,000.00	62,500.00
General Fund	0.460%	2/24/2026	1,001,940.00	1,000,000.00	25,000.00
Water/Sewer	0.260%	2/10/2025	1,002,374.00	1,000,000.00	12,800.00
General Fund	0.260%	2/10/2025	501,187.00	500,000.00	6,400.00
Water/Sewer/General Fund	0.460%	2/24/2026	500,970.00	500,000.00	12,500.00
			14,887,548.92	14,698,000.00	487,532.58

Earnings Received to Date:

General Fund	\$ 9,917.65
Other Funds	\$ 7,510.00
W/S and SW Bond Funds	\$ 87,756.64
Total Earnings	\$ 105,184.29



Questions

Thank You!

