

To: Honorable Mayor and Members of the City Council

Bob Harrison, City Manager

From: Jennifer Ferrer-Santa Ines, Director of Finance & Budget

Kimberly Dominé, Financial Services Manager Kathy Miles, Financial Services Technician - Payroll

Date: May 3, 2022

Subject: 2022 1st Quarter Financial Update

This financial update is a preliminary, unaudited, report for the 1st quarter ended March 31, 2022, one quarters, or 25% of the year, intended to inform and assist governance decisions for future planning. In total, city revenues are at 19.4% of budget and expenditures are at 16.3% of budget. The timing of Property Tax Revenue, coming in, and the timing of Capital Fund Expenditures going out, are normally the biggest reasons that revenues and expenditures are below 25% at this point in the year.

Cash position and revenue charts on the following pages provide insight into the monitoring of revenue and the management of expenses. The Quarterly Treasury report, a separate report also available on the City's website, provides further cash and investment analysis.

This report is not a final report, as the annual independent audit will not be completed until later in 2023, which may affect final numbers.

COVID's Economic Effects on City Revenues

The American Rescue Plan Act (ARPA) funds positively impacted 2022, increasing budgeted revenues and expenses and affecting "normal" budgetary percentages in the accompanying reports uniquely. The economic effects of COVID and the CARES Act affected 2021 uniquely, complicating comparison to prior year.

As has been monitored and reported continuously, there was a substantial economic effect on the City's budgeted revenues:

- Sales Tax is currently exceeding budget by 16.2% in the first quarter. Sales are up by over 20% in the following categories:
 - Rental and leasing services is up 22.8% over last year, with the largest increase in commercial and industrial equipment, up 57.6% over last year.
 - The accommodations & food categories are up 35.1% and 6.2% respectively.
 - Repair & maintenance is up 22.9% in the first quarter, with appliance repair and maintenance up by 180.5%.

- Construction is also going strong with an increase of 7.9% over last year, mostly in the construction of buildings category.
- Lodging Tax had a significant downturn in 2020 and 2021 due to the economic effects of the COVID pandemic. Lodging Tax in the 1st quarter of 2022 is now showing significant signs of improvement at 155.7% of budget for the 1st quarter.
- Building Permits and Fire Inspection Fees decreased during 2020 and into 2021, and while building permits are beginning to reach budget expectations, fire inspection fees are still well below budget, and continue to be monitored monthly.
- Gambling revenues continue to struggle to reach budget expectations in the 1st quarter of 2022. Some of these establishments went out of business or did not renew their licenses.

General Fund's Performance to Budget

General Fund Revenues in total are at 21.7%; the largest components are:

- Licenses and Permits, showing improvement from 1st quarter 2021, are at 25.3%.
- Criminal Justice Tax is at 25.2%.
- Sales Tax is at 24.1%.
- Intergovernmental Revenues, consisting of revenue received from other Government units, is at 24.3%.
- Other Taxes and Revenue are down, mainly due to the timing of incoming revenue payments.

General Fund Expenditures in total are at 20.9%. The largest component variances are:

- Interfund Distributions (transfers from the General Fund to other funds) are at (366.1)%. As of 2021, City Service charges are required to be shown as a reimbursement of expense, instead of a revenue per the State Auditor. This change was implemented by the City towards the end of the year, consequently, there was not time to update the Amended Budget with City Council at the time of this report.
- Indigent Defense is currently at 25.5%.
- Firemen's Relief and Pension is at 30.0%.

CASH POSITION AND REVENUE UPDATE

City staff monitors revenues and manages expenses continuously.

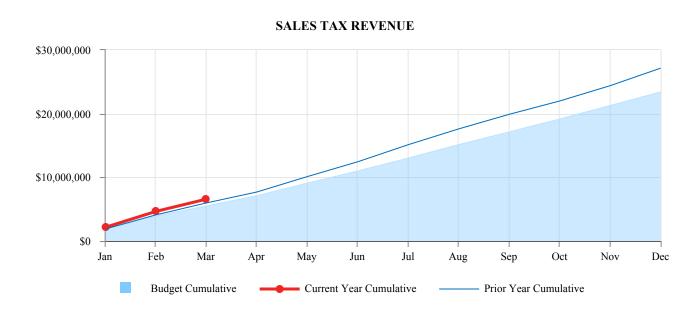
Cash & Investments

As a current over-all indicator, the 4-year historic core city-wide cash and investments balance trend shows March at \$129.6 million. Each month is best compared to the same month in previous years to account for seasonality and other annual events.



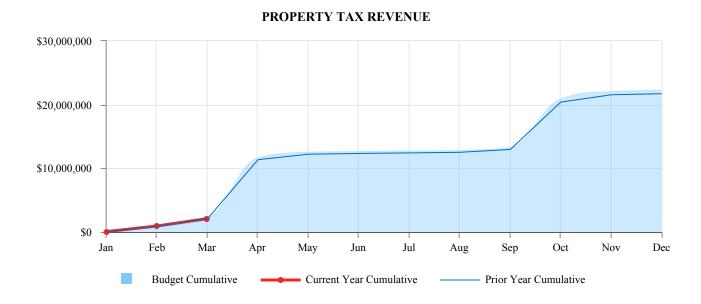
Sales Tax

This is the largest single funding source for the city. The 1st quarter cumulative revenue of \$6.6 million exceeds budget by \$1.1 million or 16.2% and is greater than prior year by \$598,497. The city receives sales tax from the State on a 2-month lag from the actual point-of-sale transactions so these figures are for actual transactions through January. Rising inflation, unchanged spending and consumption by end users have all influenced the increase of revenues from sales tax receipts. The graph below shows General Fund Sales Tax revenues (General Sales Tax (001) and Criminal Justice Sales Tax (003) - see page 10).



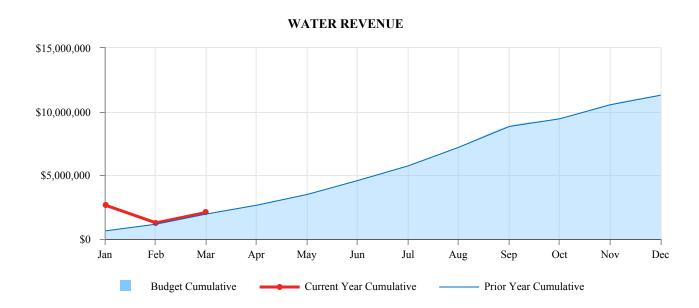
Property Tax

The 1st quarter cumulative Property Tax revenue is tracking right on budget. The 2022 budget increased by \$313,175 due to assessed valuations (a combination of the existing cap at 1% and new growth). The following chart includes city-wide property tax revenue.



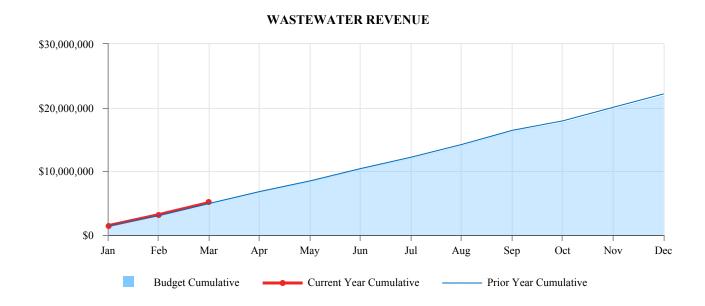
Water

The 1st quarter cumulative revenue of \$2.1 million for Water through March is up \$129,397. A rate increases of 5% went into effect in January of 2022. January 2022 was overstated, as there was a billing error in January that was corrected in February.



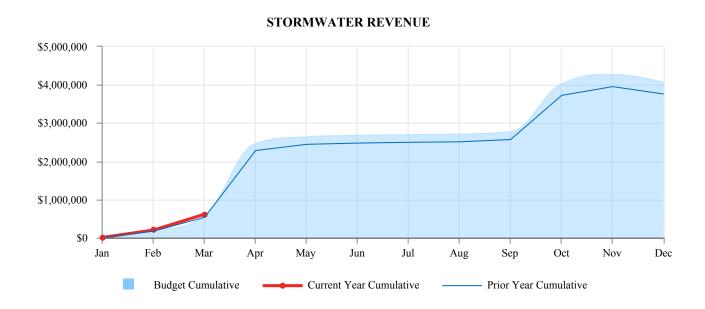
Wastewater

The 1st quarter cumulative revenue of \$5.1 million is up \$224,865 over budget and \$148,689 over prior year. An average 3.2% rate increase was approved by Council for 2022. A new cost of service study will be taking place in 2022.



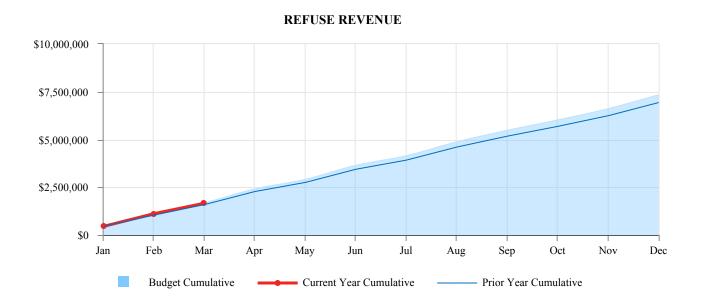
Stormwater

The 1st quarter cumulative operating assessments of \$0.6 million are up \$34,009 over budget and \$80,529 over prior year. For the provision of stormwater compliance and stormwater collection services a tax is levied against the total assessments collected from annual stormwater assessment charges at the current rate of fifteen percent. The current year cumulative amount will be adjusted at year end as needed to account for the timing of payments and the intergovernmental nature of this revenue.



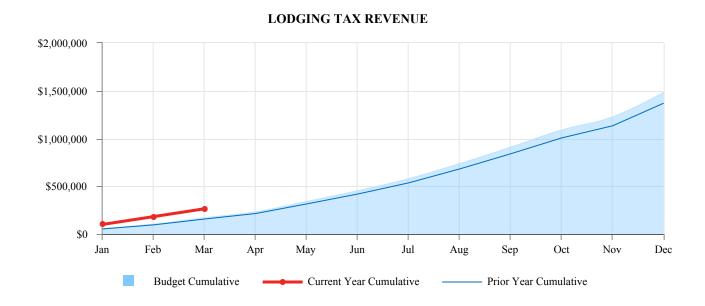
Refuse

The 1st quarter cumulative Refuse revenue of \$1.7 million is up \$21,186 over budget and \$73,340 over prior year. An average 3.5% rate increase in Refuse rates was approved by Council for each year 2021 through 2025 as reflected in the 2022 budget.



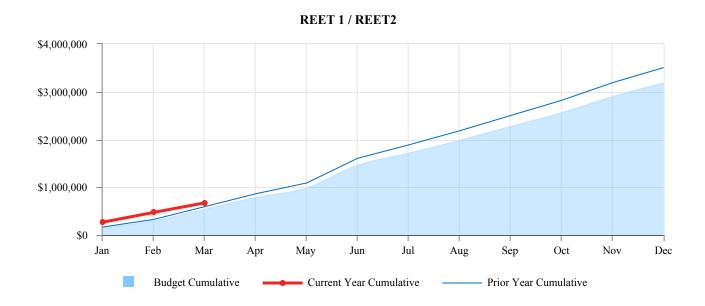
Lodging Tax

The 1st quarter cumulative revenue of \$264,464 is up \$94,633 over budget and up \$107,513 compared to prior year. The comparison of each month's revenue to the same month in prior year improved through the last six months of 2021, and into the 1st quarter of 2022, showing steady improvement for the first time in almost two years. The City is hopeful that this positive trend steadily continues moving forward.



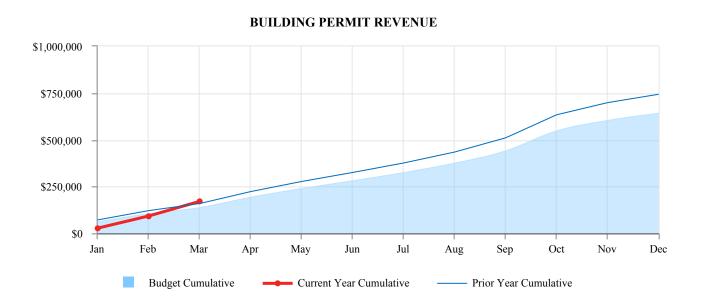
Real Estate Excise Tax (REET I & II, combined)

The 1st quarter cumulative revenue for REET of \$673,306 is up \$134,958 over budget and up \$80,472 over prior year. The current increase is attributed to a higher than estimated real estate market, with home owners capitalizing on strong demand for housing.



Building Permits

After a slow start in 2022, the 1st quarter cumulative revenues of \$170,978 are up \$33,350 over budget and \$11,546 above prior year.



CHANGE IN FUND BALANCE

	2022	As of March 31					
	Beginning	2022	2022	Ending			
	Balance	Actual Rev.	Actual Exp.	Balance			
General Fund	\$ 15,740,965	\$ 15,045,456	\$ 14,637,042	\$ 16,149,379			
Parks and Recreation	1,094,190	531,058	1,090,566	534,682			
Street & Traffic Operations	1,900,887	744,464	1,162,001	1,483,350			
General Government Subtotal	18,736,042	16,320,978	16,889,609	18,167,411			
Other Governmental Operating Funds	7,106,398	12,031,625	3,439,000	15,699,023			
Government Capital Funds	15,617,324	1,645,129	609,113	16,653,340			
Enterprise Operating Funds	42,468,453	13,160,318	14,551,364	41,077,407			
Enterprise Capital Funds	35,032,377	3,864,800	2,794,239	36,102,938			
Internal Service Funds	4,129,968	1,825,779	2,353,926	3,601,821			
Employee Benefit Reserve	5,078,459	3,789,391	4,296,049	4,571,801			
Risk Management Reserves	3,752,405	1,548,705	2,991,439	2,309,671			
Debt Service & Agency Funds	5,202,650	2,183,704	307,341	7,079,013			
Total	\$ 137,124,076	\$ 56,370,429	\$ 48,232,080	\$ 145,262,425			

This is a progress report to provide transparency and accountability. This table shows fund balances by fund at this point in time. This is intended to provide transparency and accountability but is a snapshot, not a reliable measure of predicted year-end.

CITY WIDE REVENUES & EXPENDITURES BY FUND GROUPING

REVENUE COMPARISON

(Budget vs. Actual)

		2021		2022			
	Annual			Annual		_	
	Amended	Actual	%	Amended	Actual	%	
	Budget	as of 3/31	Rec'd	Budget	as of 3/31	Rec'd	
General	\$ 69,979,616	\$ 15,332,254	21.9 %	\$ 69,469,378	\$ 15,045,456	21.7 %	
Parks and Recreation	5,745,833	687,940	12.0 %	5,565,770	531,058	9.5 %	
Street & Traffic Operations	6,353,125	756,444	11.9 %	6,478,808	744,464	11.5 %	
General Government Subtotal	82,078,574	16,776,638	20.4 %	81,513,956	16,320,978	20.0 %	
Other Government Operating Funds	34,206,215	2,263,449	6.6 %	29,267,731	12,031,625	41.1 %	
Government Capital Funds	23,266,690	1,352,972	5.8 %	34,512,287	1,645,129	4.8 %	
Enterprise Operating Funds	68,198,108	12,761,524	18.7 %	67,345,914	13,160,318	19.5 %	
Enterprise Capital Funds	31,865,671	2,623,003	8.2 %	37,796,070	3,864,800	10.2 %	
Internal Service Funds	<i>7,</i> 715 <i>,</i> 777	1,845,425	23.9 %	10,002,954	1,825,779	18.3 %	
Employee Benefit Reserves	16,293,943	3,716,938	22.8 %	17,700,231	3,789,391	21.4 %	
Risk Management Reserve	5,126,916	1,339,209	26.1 %	5,826,575	1,548,705	26.6 %	
Debt Service & Agency Funds	7,495,303	1,866,617	24.9 %	7,100,227	2,183,704	30.8 %	
Total	\$ 276,247,197	\$ 44,545,775	16.1 %	\$ 291,065,945	\$ 56,370,429	19.4 %	

EXPENDITURE COMPARISON

(Budget vs. Actual)

		2021				2022							
	Annual					Annual							
	Amended		Actual	%		Amended		Actual	%				
	Budget		as of 3/31	Exp'd		Budget		as of 3/31	Exp'd				
General	\$ 70,950,328	\$	15,222,234	21.5 %	\$	69,951,160	\$	14,637,042	20.9 %				
Parks and Recreation	5,861,436		877,748	15.0 %)	6,240,392		1,090,566	17.5 %				
Street & Traffic Operations	6,352,464		1,402,131	22.1 %		6,518,584		1,162,001	17.8 %				
General Government Subtotal	83,164,228		17,502,113	21.0 %	,	82,710,136		16,889,609	20.4 %				
Other Government Operating Funds	29,723,343		3,297,177	11.1 %)	18,831,776		3,439,000	18.3 %				
Government Capital Funds	35,397,699		6,661,682	18.8 %)	29,785,352		609,113	2.0 %				
Enterprise Operating Funds	67,535,670		12,105,120	17.9 %)	74,692,023		14,551,364	19.5 %				
Enterprise Capital Funds	37,588,968		1,719,689	4.6 %)	52,126,085		2,794,239	5.4 %				
Internal Service Funds	9,910,780		2,029,144	20.5 %)	8,652,271		2,353,926	27.2 %				
Employee Benefit Reserves	16,933,061		4,105,359	24.2 %)	16,935,080		4,296,049	25.4 %				
Risk Management Reserve	5,688,793		2,448,797	43.0 %)	5,554,763		2,991,439	53.9 %				
Debt Service & Agency Funds	7,554,302		252,414	3.3 %) _	7,100,485		307,341	4.3 %				
Total	\$ 293,496,844	\$	50,121,495	17.1 %	\$	296,387,971	\$	48,232,080	16.3 %				

GENERAL GOVERNMENT REVENUES

						2022	2022
	 Reve	enu	es as of Mar	ch 3	1	Amended	Percent
General Fund	2020		2021		2022	Budget	Rec'd
Property Tax	\$ 868,036	\$	910,407	\$	944,627	\$ 9,335,615	10.1 %
General Sales Tax	4,540,129		4,967,269		5,379,781	22,306,000	24.1 %
Criminal Justice Sales Tax	886,372		1,017,169		1,203,154	4,781,000	25.2 %
Utility & Franchise Taxes	4,859,046		5,082,235		5,135,376	20,325,209	25.3 %
Other Taxes	256,920		16,698		17,037	1,082,000	1.6 %
Licenses and Permits	693,790		414,010		430,624	1,704,700	25.3 %
Intergovernmental Revenues ¹	954,784		692,708		939,418	3,865,141	24.3 %
Charges for Services	1,842,734		1,750,641		682,562	3,449,776	19.8 %
Fines and Forfeitures	351,851		203,033		264,681	1,418,000	18.7 %
Other Revenue	 19,600		278,084		48,196	1,201,937	4.0 %
Total General Fund	15,273,262		15,332,254		15,045,456	 69,469,378	21.7 %
Parks & Recreation							
Property Tax	213,089		250,624		238,121	2,673,716	8.9 %
Intergovernmental Revenues 1	28,819		5,958		7,992	64,830	12.3 %
Charges for Services	141,029		81,399		166,359	945,115	17.6 %
Other Revenue	 381,691		349,959		118,586	1,882,109	6.3 %
Total Parks & Recreation	764,628		687,940		531,058	5,565,770	9.5 %
Streets							
Property Tax	302,826		399,914		391,846	4,399,808	8.9 %
Intergovernmental Revenues 1	359,160		316,583		338,967	1,574,000	21.5 %
Charges for Services	850		2,970		1,697	505,000	0.3 %
Other Revenue	 10,942		36,977		11,954	 	n/a
Total Streets	 673,778	_	756,444		744,464	 6,478,808	11.5 %
Total General Government	\$ 16,711,668	\$	16,776,638	\$	16,320,978	\$ 81,513,956	20.0 %

Note: Year to date revenues above are consistent with historical trends with the exception of those noted in the footnotes.

¹ Intergovernmental revenues are affected by the timing of grant reimbursements to the City.

GENERAL FUND EXPENDITURES

2022 Amended Expenditures as of March 31 Percent 2020 2022 2021 Budget Exp'd Police 6,537,754 6,036,731 6,859,133 \$ 31,565,791 21.7 % Fire 3,452,770 22.9 % 3,505,152 3,708,893 16,226,271 Information Technology 1,021,395 1,218,406 975,698 4,195,854 23.3 % 570,542 22.0 % Finance 420,750 605,572 2,753,052 469,347 Legal 549,380 482,930 2,192,864 22.0 % Code Administration 420,739 425,292 400,292 2,023,085 19.8 % Municipal Court 365,299 380,804 404,769 1,824,344 22.2 % Indigent Defense 268,579 274,138 280,285 1,100,000 25.5 % 30.0 % Firemen's Relief/Pension 334,054 309,888 367,288 1,034,252 Engineering 158,553 202,902 197,223 987,677 20.0 % Human Resources 183,433 173,740 170,835 855,521 20.0 % Planning 187,154 182,429 165,985 796,804 20.8 % City Management 84,045 149,375 162,712 773,420 21.0 % Police Pension 241,519 226,629 198,674 700,130 28.4 % City Clerk/Records (111,312)113,880 119,308 685,847 17.4 % Economic Development 53,006 60,810 21,155 593,261 3.6 % City Hall Facility 134,144 92,552 102,918 483,711 21.3 % Purchasing 113,426 103,444 102,781 449,893 22.8 % City Council 105,105 104,070 284,804 36.4 % 103,711 Interfund Distributions ¹ 420,411 391,415 (791,925)216,330 (366.1)% 38,290 101,986 19.7 % Parking 36,125 20,092 25,361 41,597 34.0 % Intergovernmental 36,114 106,261 Clean City Fund ² 170 48,768 n/a 69,951,158 **Total General Fund** 14,957,226 15,222,235 14,637,043 20.9 %

¹ As of 2021 City Service charges are required to be shown as a reimbursement of expense instead of a revenue per the State Auditor. This change was implemented by the City at the end of the 2021 fiscal year. The timing of City Service charges and transfers does affect the quarterly amounts, but should self correct by the end of the year.

² The Clean City Fund, originally set up as part of the General Fund, was authorized as a special revenue fund by ordinance on 9/7/21.

OTHER GOVERNMENT OPERATING FUNDS

	2022	As of March 31							
	Beginning	2022	2022 2022						
Fund	Balance	Actual Rev.	Actual Rev. Actual Exp.						
Economic Development	602,236	\$ —	\$ —	\$ 602,236					
Neighborhood Development	426,156	52,835	198,425	280,566					
Community Relations	863,466	167,105	162,160	868,411					
Clean City Program	18,713	202,976	94,427	127,262					
Cemetery	170,979	105,920	90,974	185,925					
Emergency Services ¹	143,297	162,387	362,079	(56,395)					
Public Safety Communication	1,338,397	908,780	912,828	1,334,349					
Police Grants	930,147	35,587	49,875	915,859					
PBIA (Park/Bus Improvement Area)	<i>79,</i> 791	46,743	450	126,084					
Trolley	40,942	6,234	168	47,008					
Front Street Bus Improvement Area	7,138	400	1,565	5,973					
Convention Center (Tourist Promo)	602,944	348,246	452,027	499,163					
Capitol Theatre	82,816	98,699	99,165	82,350					
PFD - Convention Center	1,241,058	202,730	302,837	1,140,951					
Tourism Promotion Area	91,385	176,027	176,027	91,385					
PFD - Capitol Theatre	421,233	153,607	170,155	404,685					
American Rescue Plan Act (ARPA) 2	45,700	9,363,349	365,838	9,043,211					
Total Other Gov't Operating Funds	\$ 7,106,398	\$ 12,031,625	\$ 3,439,000	\$ 15,699,023					

GOVERNMENTAL CAPITAL FUNDS

	2022	As of March 31							
	Beginning	2022	Ending						
Fund	Balance	Actual Rev.	Actual Exp.	Balance					
Arterial Street	2,202,192	\$ 139,014	\$ 82,173	\$ 2,259,033					
Central Bus District Capital	54,612	2,081	64	56,629					
Capitol Theatre Construction	271,535	15,000	_	286,535					
Yakima Redevelopment Area ³	12,264	_	96,044	(83,780)					
Parks & Recreation Capital	311,201	28,656	41,764	298,093					
Fire Capital	451,250	25,750	5,532	471,468					
Law and Justice Capital	1,360,742	47,616	13,998	1,394,360					
Public Works Trust Construction	4,350,986	378,904	202,038	4,527,852					
REET 2 Capital	1,527,062	336,653	192,110	1,671,605					
Street Capital	3,059,164	571,344	58,786	3,571,722					
Street Overlay & Reconstruction	_	37,778	22,883	14,895					
Improvement ⁴	1,655,337	62,333	(147,000)	1,864,670					
Reserve for Capital Improvement	360,979		40,721	320,258					
Total Gov't Capital Funds	\$ 15,617,324	\$ 1,645,129	\$ 609,113	\$ 16,653,340					

¹ The ending balance for Emergency Services is negative in this quarter due to the timing of property tax revenue, the bulk of which comes in April

² The American Rescue Plan Act (ARPA) Special Revenue Fund (180) was created to account for funds received from the Office of Financial Management (OFM) to aid in the recovery from the budgetary, economic, and financial impacts of the COVID pandemic.

³ YRDA capital fund shows a negative ending fund balance due to the the timing of revenues. This fund should not be negative at year-end..

⁴ Actual expenditures are negative pending an accrual. Until required documentation is received, final payment to a vendor cannot be made.

ENTERPRISE OPERATING FUNDS

		2022	As of March 31					
	Beginning		2022		2022			Ending
Fund	Balance		Actual Rev.		Actual Exp.			Balance
Airport Operating	\$	1,116,842	\$	383,897	\$	347,976	\$	1,152,763
Stormwater Operating		1,609,698		614,676		1,063,412		1,160,962
Transit Operating		9,971,595		2,019,915		1,950,851		10,040,659
Refuse		3,937,018		1,897,945		1,632,669		4,202,294
Wastewater Operating		16,028,480		5,628,869		6,222,754		15,434,595
Water Operating		8,124,514		2,206,008		2,646,727		7,683,795
Irrigation		1,680,306		409,008		686,975		1,402,339
Total Enterprise Operating Funds	\$	42,468,453	\$	13,160,318	\$	14,551,364	\$	41,077,407

ENTERPRISE CAPITAL FUNDS

		2022	As of March 31					
	Beginning		2022		2022			Ending
Fund		Balance		Actual Rev.		Actual Exp.		Balance
Airport Capital ⁵	\$	(1,485,094)	\$	41,160	\$	53,115	\$	(1,497,049)
Stormwater Capital		4,114,664		400,000		14,178		4,500,486
Transit Capital		8,123,684		15,629		1,694		8,137,619
Wastewater Facilities Capital		4,758,478		239,917		_		4,998,395
Wastewater Construction Capital		3,934,028		1,875,000		325,642		5,483,386
Wastewater Capital		4,018,766		750,000		60,120		4,708,646
Water Capital		6,453,233		250,000		22,602		6,680,631
Irrigation Capital		5,114,618		293,094		2,316,888		3,090,824
Total Enterprise Capital Funds	\$	35,032,377	\$	3,864,800	\$	2,794,239	\$	36,102,938

INTERNAL SERVICE FUNDS

		2022			As	of March 31	ch 31		
	I	Beginning		2022		2022		Ending	
Fund		Balance		Actual Rev.		ctual Exp.		Balance	
Equipment Rental	\$	2,853,712	\$	1,132,440	\$	1,284,981	\$	2,701,171	
Environmental		556,998		29,066		244,319		341,745	
Public Works Administration		713,761		351,336		300,430		764,667	
Utility Services ⁶		5,497		312,937		524,196		(205,762)	
Total Enterprise Operating Funds	\$	4,129,968	\$	1,825,779	\$	2,353,926	\$	3,601,821	

⁵ Airport Capital has a negative fund balance due to changes in depreciation of fixed assets per the State Auditor. Once these numbers are finalized, a journal entry will be made to correct this issue.

⁶ The ending fund balance may be negative due to March allocations that are not yet available..

EMPLOYEE BENEFIT RESERVES

		2022	As of March 31						
	Beginning			2022 2022				Ending	
Fund		Balance	A	ctual Rev.	A	ctual Exp.		Balance	
Unemployment Comp Reserve	\$	412,521	\$	55,052	\$	20,597	\$	446,976	
Employees Health Ben Reserve		3,650,900		3,325,845		3,725,453		3,251,292	
Worker's Comp Reserve		854,677		408,494		543,546		719,625	
Wellness/EAP		160,361				6,453		153,908	
Total Employee Benefit Reserve	\$	5,078,459	\$	3,789,391	\$	4,296,049	\$	4,571,801	

RISK MANAGEMENT RESERVE

		2022			As	of March 31	
	В	Seginning		2022		2022	Ending
Fund		Balance	A	ctual Rev.	A	ctual Exp.	Balance
Risk Management Reserve	\$	3,752,405	\$	1,548,705	\$	2,991,439	\$ 2,309,671

DEBT SERVICE & AGENCY FUNDS

		2022	As of March 31					
]	Beginning		2022		2022		Ending
Fund		Balance	A	ctual Rev.	Actual Exp.			Balance
GO Bond Redemption								
2002 GO Convention Center		184,239		325,604		_		509,843
2005 GO Various Bonds		16,603		439,224		_		455,827
1996 GO LTD - Convention Center		_		_		_		
Total GO Bond Redemption	\$	200,842	\$	764,828	\$	_	\$	965,670
Water/Sewer Revenue Bond Redemption	n ⁷							
WW Rev Bond & 2008 Debt Service	\$	344,852	\$	95,600	\$	(5,200)	\$	445,652
Irrigation Bond Debt Service		220,723		68,038		(7,263)		296,024
WW Rev Bond Rsv & 2012 Debt Svc		2,675,944		290,700		(14,633)		2,981,277
Total W/S Rev Bond Redemption	\$	3,241,519	\$	454,338	\$	(27,096)	\$	3,722,953
Agency Funds								
YakCorps		868,688		639,773		298,963		1,209,498
Custodial Fund		170,116.66		319,996		32,474		457,639
Cemetery Trust		721,484		4,769		3,000		723,253
Total Agency Funds	\$	1,760,289	\$	964,538	\$	334,437		2,390,390
Total Debt Service & Agency Funds	\$	5,202,650	\$	2,183,704	\$	307,341	\$	7,079,013

⁷ First quarter expenditures are negative due to the timing of interest accrual payments. These numbers will correct themselves when actual expenditures are paid in June.