



Shelton City Council
Study Session Agenda
August 23, 2022 – 6:00 p.m.
Civic Center & Virtual Platform

- A. Call to Order**
- B. Roll Call**
- C. Study Agenda**
 - 1. 2023 Budget – Presented by Finance Director Mike Githens
- D. New Items for Discussion**
- E. Adjourn**

The City of Shelton is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Council meeting, please call (360) 432-5103 at least 48 hours in advance of the meeting.



2022 Looking Ahead

(Items and dates are subject to change)

Tues. 9/6 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes Presentation <ul style="list-style-type: none"> • Forest Festival LTAC Report • 2023 Capital Improvement Plan Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Resolution No. 1242-0822 Aspect Consulting Contract Change No. 1 for C Street Environmental Cleanup Construction Planning • Resolution No. 1244-0822 Peacock Ridge Annexation • Park Vehicle Purchase Authorization Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 8/26 – 5:00 p.m.
Tues. 9/13 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> • Permit Process • Homeless Outreach Coordinator 	Packet Items Due: 9/9 @ noon
Tues. 9/20 5:45 p.m.	SMPD Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 9/9 – 5:00 p.m.
Tues. 9/20 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes • July Financial Status Report Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 9/9 – 5:00 p.m.
Tues. 9/27 6:00 p.m.	Study Session	Study Agenda <ul style="list-style-type: none"> • 2023 Budget 	Packet Items Due: 9/23 @ noon
Tues. 10/4 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes 	Packet Items Due: 9/23 – 5:00 p.m.

		Business Agenda <ul style="list-style-type: none"> • LTAC Grant Recommendations Action Agenda <ul style="list-style-type: none"> • Administration Report <ul style="list-style-type: none"> • 	
Tues. 10/11 6:00 p.m.	Study Session	Study Agenda	Packet Items Due: 10/7 @ noon
Tues. 10/18 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes • August Financial Status Report Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • LTAC Grant Recommendations Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 10/7 – 5:00 p.m.
Tues. 10/25 6:00 p.m.	Study Session	Study Agenda	Packet Items Due: 10/21 @ noon
Tues. 11/1 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 10/21 – 5:00 p.m.
Tues. 11/8 6:00 p.m.	Study Session	Study Agenda	Packet Items Due: 11/4 @ noon
Tues. 11/15 6:00 p.m.	Regular Meeting	Consent Agenda <ul style="list-style-type: none"> • Vouchers/Payroll Warrants/Meeting Minutes Business Agenda <ul style="list-style-type: none"> • Action Agenda <ul style="list-style-type: none"> • Administration Report <ul style="list-style-type: none"> • 	Packet Items Due: 11/4 – 5:00 p.m.
Tues. 11/22 6:00 p.m.	Study Session	Study Agenda	Packet Items Due: 11/18 @ noon

Other – TBD

- UGA/Annexation Policy (Water/Sewer Extensions)
- More Standing Committees by the Council
- Water and Sewer Fee Schedule Revisions (Ordinance removing rates from SMC)
- Public Hearing Ordinance No. 1968-0321 Water Comp Plan Adoption
- Public Hearing Ordinance No. 1990-0522 Amending SMC 17.12
- Resolution No. 1243-0822 Brockdale Road Resurfacing Improvements Project Award

2023 Budget Calendar

<u>Due Date</u>	<u>Activity</u>
3-Jun	Current labor allocations to users
14-Jun	2023 budget add request form and instructions to users
27-Jun	2023 budget instance open to users
13-Jul	June YTD actuals to departments for estimate process
18-Jul	Labor costs updated for current CPI and benefit cost increases
18-Jul	CIP worksheets and project description forms to users
29-Jul	2022 Year-End estimates due to finance
5-Aug	CIP worksheets and project description due to finance
5-Aug	2023 Base Budget and new budget add requests due to finance
16-17 Aug	Department meetings with CM and finance
23-Aug	1st Council Study Session
25-Aug	Workload Service Measure including amounts due
26-Aug	CM preliminary budget decisions
31-Aug	Preliminary decisions to Leadership Team
1-Sep	Court of Last Resort, if needed
2-Sep	CM final budget decisions
27-Sep	2nd Council Study Session
September	Proposed budget created
4-Oct	Proposed budget presentation to Council
1-Nov	Council consideration of budget
15-Nov	Council adopts 2023 budget

June 2022 Monthly Financial Report

City of Shelton, Washington

General Fund Overview

	2022 Revised Budget	2022 thru June	2022 Est Actual	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Revenues	15,123,340	7,348,609	15,190,280	66,940	0.4%
Expenditures	16,456,074	6,013,844	15,368,339	1,087,735	6.6%
Net Revenues Less Expenditures	(1,332,734)	1,334,765	(178,059)	1,154,675	
Beginning Fund Balance	4,777,350		4,777,350		
Ending Fund Balance	3,444,616 20.9%		4,599,291 27.9%		
<u>Ending Fund Balance Breakdown:</u>					
Reserved - 20% of Budget	3,291,215		3,291,215		
Unreserved Fund Balance	153,401		1,308,076		
Total Fund Balance	3,444,616		4,599,291		

Summary

2022 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals. 2020 and 2021 amounts included in this report are unaudited.

Analysis through June shows an overall positive budget variance of \$1.2 million.

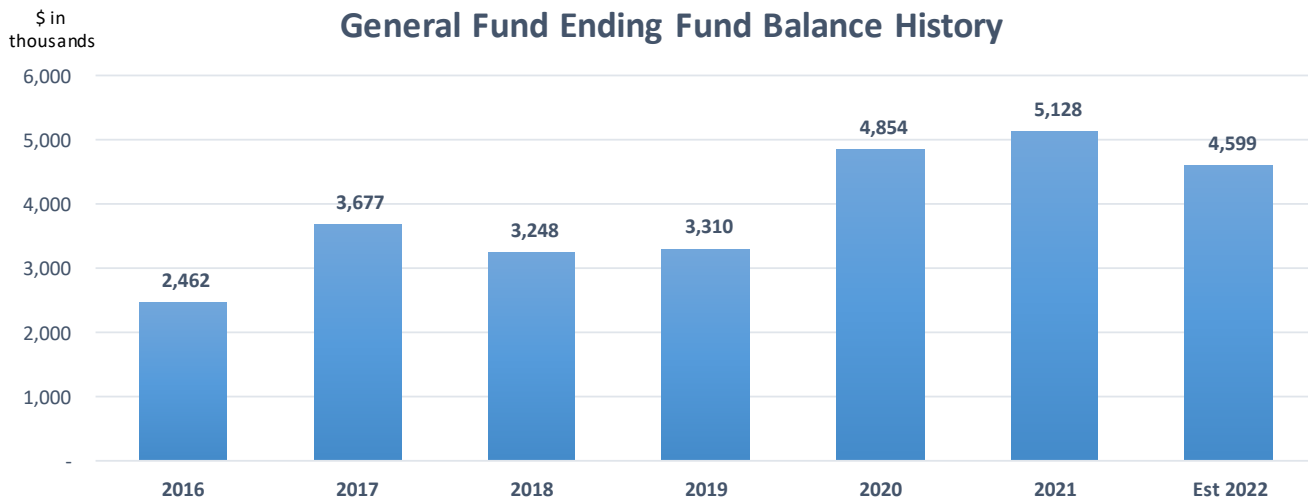
General Fund Reserves are estimated to end the year at \$4.6 million, or 27.9% of 2022 budgeted expenditures.

Revenue Overview

Revenues are currently estimated to end the year approximately \$67 thousand, or 0.4% higher than budgeted.

Expenditure Overview

Expenditures are currently estimated to end the year approximately \$1.1 million, or 6.6% lower than budgeted.



June 2022 Monthly Financial Report

City of Shelton, Washington

General Fund Overview - Revenues

Revenue Categories	2022 Revised Budget	2022 thru June	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Taxes:					
Property	2,535,900	1,396,522	2,535,900	-	0.0%
Sales & Use	3,353,860	1,645,354	3,242,270	(111,590)	-3.3%
City Utility	1,225,750	740,929	1,332,120	106,370	8.7%
Non-City Utility	1,301,400	681,370	1,295,740	(5,660)	-0.4%
Business & Occupation	997,500	599,724	1,055,000	57,500	5.8%
Other	40,430	27,723	51,350	10,920	27.0%
Licenses & Permits	296,900	166,547	322,680	25,780	8.7%
Intergovernmental Revenue	1,963,910	360,422	1,979,180	15,270	0.8%
Charges for Goods/Services	3,201,890	1,592,606	3,160,360	(41,530)	-1.3%
Fines and Penalties	92,550	27,324	54,660	(37,890)	-40.9%
Miscellaneous Revenue	113,250	110,089	161,020	47,770	42.2%
Total Revenues	15,123,340	7,348,609	15,190,280	66,940	0.4%

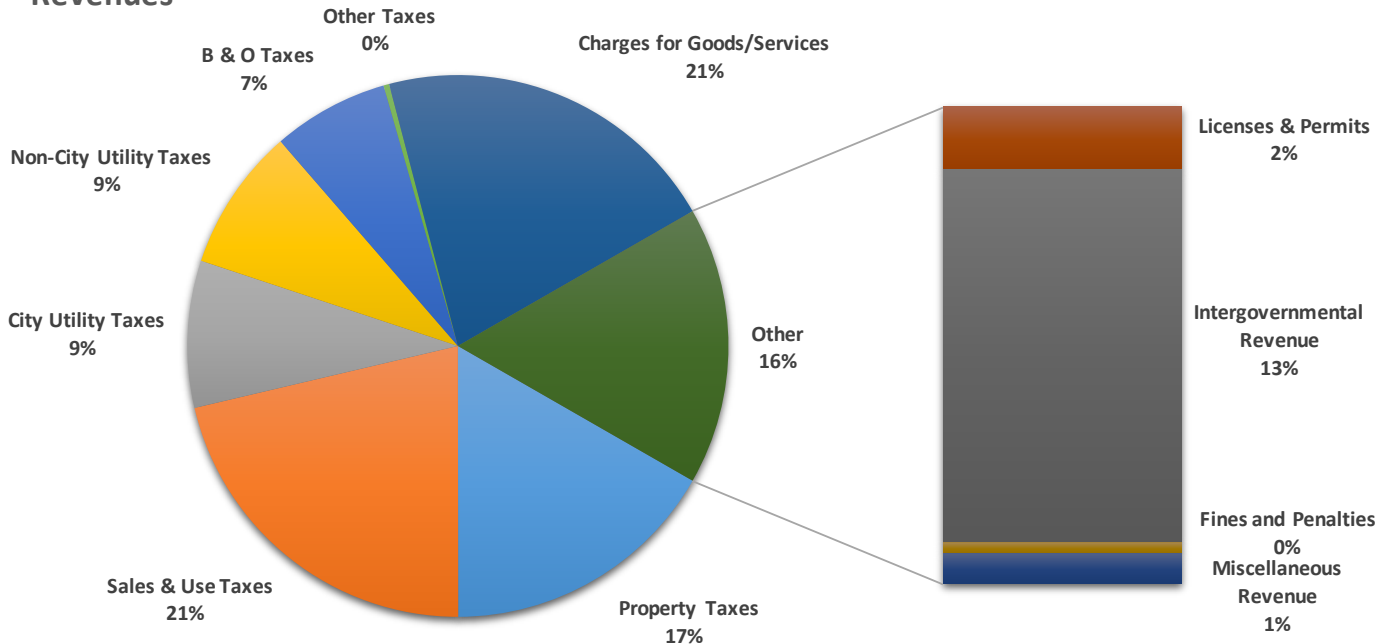
*2022 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

Variance analysis for revenues is provided for particular line items or those in which the estimated actual amount differs from the budgeted amount by at least 10% and \$75,000.

Variance Notes

Current 2022 revenue estimates compared to the 2022 revised budget do not create large variances.

2022 Estimated General Fund Revenues



June 2022 Monthly Financial Report

City of Shelton, Washington

General Fund Overview - Expenditures

Department	2022 Revised Budget	2022 thru June	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Administrative Services					
Human Resources	326,340	182,360	328,474	(2,134)	-0.7%
Information Technology	372,880	136,611	373,008	(128)	0.0%
Risk Management	132,980	83,520	130,577	2,403	1.8%
City Clerk	272,641	129,982	255,773	16,868	6.2%
City Council	73,540	43,031	77,325	(3,785)	-5.1%
City Manager					
City Manager	423,350	193,645	365,706	57,644	13.6%
Legal	345,870	124,116	248,233	97,637	28.2%
Detentions/Corrections-Contract	430,740	171,745	343,491	87,249	20.3%
Community Dev, Parks, Facilities					
Civic Center Activities	72,070	24,827	52,828	19,242	26.7%
Community Development	649,618	312,708	597,027	52,591	8.1%
Facility Services	675,460	296,675	693,320	(17,860)	-2.6%
Parks & Recreation	750,700	243,410	571,425	179,275	23.9%
Finance	1,218,630	466,640	1,055,956	162,674	13.3%
Fire & Emergency Services	1,652,740	843,602	1,687,636	(34,896)	-2.1%
Municipal Court	740,230	324,853	666,092	74,138	10.0%
Non-Departmental	3,460,293	114,320	3,302,760	157,533	4.6%
Police	3,921,664	1,868,881	3,696,720	224,944	5.7%
Public Works	936,328	452,917	921,988	14,340	1.5%
Total Expenditures	16,456,074	6,013,844	15,368,339	1,087,735	6.6%

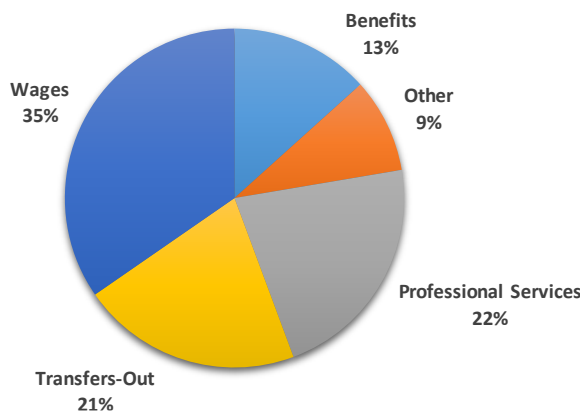
*2022 estimated actuals are based on historical data, YTD activity, known adjustments and are not year-end actuals.

Variance analysis for expenditures is provided for particular departments which have an estimated actual amount that differs from the budgeted amount by at least 10% and \$75,000.

Variance Notes

Legal: General Counsel costs projected to below budget. Detention/Corrections: Lower fees & medical costs. Parks & Finance Departments below budget due to unfilled positions.

2022 Estimated General Fund Expenditures



June 2022 Monthly Financial Report

City of Shelton, Washington

General Fund Year-to-Year

	2020 Actual	2021 Actual	2022 Revised Budget	2022 thru June	2022 Est Actual
Beginning Fund Balance	3,295,980	4,853,568	4,777,350	4,777,350	4,777,350
Revenues					
Taxes:					
Property	2,495,035	2,502,891	2,535,900	1,396,522	2,535,900
Sales & Use	3,195,310	3,368,713	3,353,860	1,645,354	3,242,270
City Utility	1,182,935	1,241,561	1,225,750	740,929	1,332,120
Non-City Utility	1,138,999	1,165,125	1,301,400	681,370	1,295,740
Business & Occupation	810,806	980,007	997,500	599,724	1,055,000
Other	42,140	56,304	40,430	27,723	51,350
Licenses & Permits	344,354	281,260	296,900	166,547	322,680
Intergovernmental Revenue	1,191,866	2,240,637	1,963,910	360,422	1,979,180
Charges for Goods/Services	2,968,830	2,904,696	3,201,890	1,592,606	3,160,360
Fines and Penalties	85,070	78,453	92,550	27,324	54,660
Miscellaneous Revenue	281,387	141,622	113,250	110,089	161,020
Total Revenues	13,736,732	14,961,268	15,123,340	7,348,609	15,190,280
Expenditures					
Administrative Services					
Human Resources	259,988	259,811	326,340	182,360	328,474
Information Technology	811,857	279,243	372,880	136,611	373,008
Risk Management	95,234	115,849	132,980	83,520	130,577
City Clerk+	69,707	198,328	272,641	129,982	255,773
City Council	161,137	100,744	73,540	43,031	77,325
City Manager					
City Manager	429,282	385,264	423,350	193,645	365,706
Legal	315,307	286,726	345,870	124,116	248,233
Detentions/Corrections-Contract	331,015	314,238	430,740	171,745	343,491
Community Dev, Parks, Facilities					
Civic Center Activities	44,892	50,348	72,070	24,827	52,828
Community Development	551,607	547,944	649,618	312,708	597,027
Facility Services	516,129	524,991	675,460	296,675	693,320
Parks & Recreation	376,383	521,872	750,700	243,410	571,425
Finance	939,517	928,469	1,218,630	466,640	1,055,956
Fire & Emergency Services	1,626,514	1,560,701	1,652,740	843,602	1,687,636
Municipal Court	498,380	528,267	740,230	324,853	666,092
Non-Departmental	1,029,993	4,252,217	3,460,293	114,320	3,302,760
Police	3,451,151	3,482,542	3,921,664	1,868,881	3,696,720
Public Works	671,052	699,932	936,328	452,917	921,988
Total Expenditures	12,179,144	15,037,485	16,456,074	6,013,844	15,368,339
+ City Clerk reflects all City Clerk expenses starting in 2021. Prior years included records, elections and code revision costs.					
Net Revenues less Expenditures	1,557,588	(76,217)	(1,332,734)	1,334,765	(178,059)
Ending Fund Balance	4,853,568	4,777,350	3,444,616	6,112,115	4,599,291
General Fund Reserves	4,853,568	4,777,350	3,444,616		4,599,291
based on same year actuals/budget	39.9%	31.8%	20.9%		29.9%

June 2022 Monthly Financial Report

City of Shelton, Washington

General Fund Month-to-Month

	2020 thru June	2021 thru June	2022 thru June	2022 - 2021 Variance	% of Budget	
Revenues						
Taxes:						
Property	1,319,269	1,461,896	1,396,522	(65,374)	-4.5%	55.1%
Sales & Use	1,518,905	1,652,684	1,645,354	(7,330)	-0.4%	49.1%
City Utility	577,594	601,138	740,929	139,791	23.3%	60.4%
Non-City Utility	632,262	636,874	681,370	44,496	7.0%	52.4%
Business & Occupation	421,632	570,535	599,724	29,188	5.1%	60.1%
Other	17,008	20,567	27,723	7,155	34.8%	68.6%
Licenses & Permits	154,096	133,262	166,547	33,285	25.0%	56.1%
Intergovernmental Revenue	294,455	1,771,649	360,422	(1,411,227)	-79.7%	18.4%
Charges for Goods/Services	1,472,638	1,335,383	1,592,606	257,224	19.3%	49.7%
Fines and Penalties	37,185	40,060	27,324	(12,736)	-31.8%	29.5%
Miscellaneous Revenue	151,321	74,199	110,089	35,890	48.4%	97.2%
Total Revenues	6,596,366	8,298,248	7,348,609	(949,639)	-11.4%	48.6%
Expenditures						
Administrative Services						
Human Resources	145,539	130,990	182,360	51,370	39.2%	55.9%
Information Technology	129,797	143,275	136,611	(6,665)	-4.7%	36.6%
Risk Management	71,737	73,535	83,520	9,985	13.6%	62.8%
City Clerk+	39,447	99,557	129,982	30,425	30.6%	47.7%
City Council	86,222	49,781	43,031	(6,750)	-13.6%	58.5%
City Manager						
City Manager	209,226	195,828	193,645	(2,184)	-1.1%	45.7%
Legal	168,156	133,261	124,116	(9,144)	-6.9%	35.9%
Detentions/Corrections-Contract	176,061	149,962	171,745	21,784	14.5%	39.9%
Community Dev, Parks, Facilities						
Civic Center Activities	23,728	25,509	24,827	(682)	-2.7%	34.4%
Community Development	291,440	271,465	312,708	41,243	15.2%	48.1%
Facility Services	286,045	250,846	296,675	45,829	18.3%	43.9%
Parks & Recreation	159,480	224,852	243,410	18,559	8.3%	32.4%
Finance	467,345	547,551	466,640	(80,911)	-14.8%	38.3%
Fire & Emergency Services	827,260	789,761	843,602	53,840	6.8%	51.0%
Municipal Court	249,127	267,896	324,853	56,958	21.3%	43.9%
Non-Departmental	231,068	169,739	114,320	(55,419)	-32.6%	3.3%
Police	1,795,892	1,807,753	1,868,881	61,128	3.4%	47.7%
Public Works	338,737	300,570	452,917	152,347	50.7%	48.4%
Total Expenditures	5,696,307	5,632,130	6,013,844	381,714	6.8%	36.5%

+ City Clerk reflects all City Clerk expenses starting in 2021. Prior years included records, elections and code revision costs.

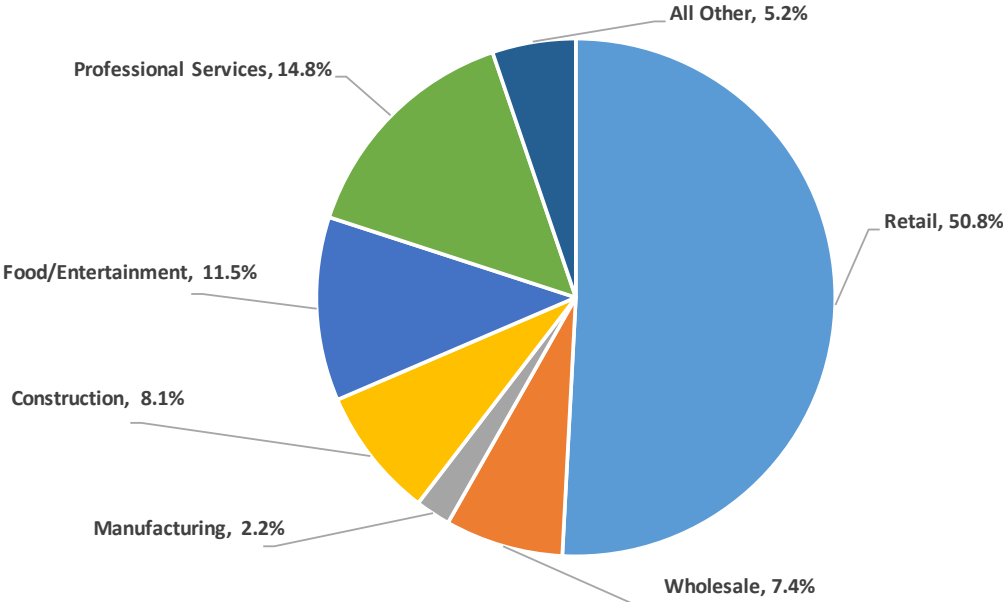
This Month-to-Month presentation does not include variance notes. Common variances are due to timing of receipts and expenditures. Totals reported are year-to-date through June which is 50.0% of the year.

June 2022 Monthly Financial Report

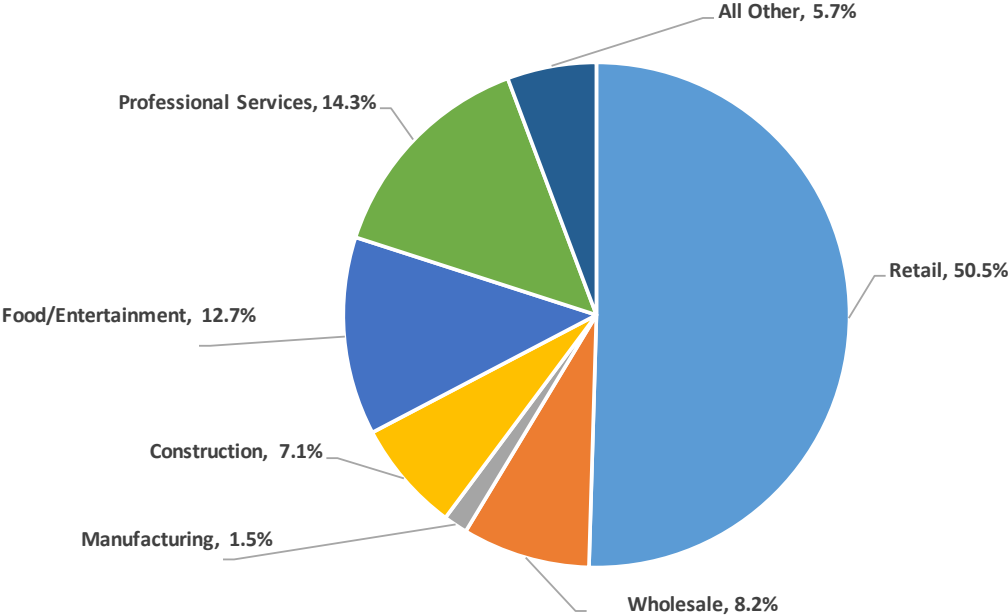
City of Shelton, Washington

Sales Tax Breakdown by Type

2022 thru June



June 2022



June 2022 Monthly Financial Report

City of Shelton, Washington

Fund Balances

Fund	2022 Beginning Fund Balance	2022 Estimated Revenue	2022 Estimated Expenditure	2022 Estimated Fund Balance	\$ Change	% Change
City-wide Fund Balances						
General Fund	4,777,350	15,190,280	15,368,339	4,599,291	(178,059)	-3.7%
Street Fund	423,415	1,891,295	1,995,625	319,085	(104,330)	-24.6%
Capital Resource Funds						
Real Estate Excise Tax -1	356,027	142,500	46,830	451,697	95,670	26.9%
Real Estate Excise Tax -2	395,753	142,500	-	538,253	142,500	36.0%
Transport Benefit District	1,302,997	503,750	385,390	1,421,357	118,360	9.1%
Traffic Impact Fees	997,437	43,500	414,100	626,837	(370,600)	-37.2%
General Resources	1,649,409	1,936,890	2,674,330	911,969	(737,440)	-44.7%
Tourism Fund	89,620	52,539	65,758	76,401	(13,219)	-14.8%
Bond Fund	7,618	177,405	177,300	7,723	105	1.4%
Capital Improvement Fund	879,714	2,618,218	3,063,261	434,671	(445,043)	-50.6%
Water Fund	1,650,758	3,093,144	2,816,889	1,927,013	276,255	16.7%
Water Capital Fund	1,146,128	2,737,344	2,586,427	1,297,045	150,917	
Sewer Fund	3,664,095	6,647,252	6,436,242	3,875,105	211,010	5.8%
Sewer Capital Fund	1,308,976	2,603,928	617,227	3,295,677	1,986,701	
Solid Waste Fund	1,015,514	44,879	1,239,284	(178,892)	(1,194,406)	-117.6%
Storm Drainage Fund	391,777	1,510,831	1,571,201	331,407	(60,370)	-15.4%
Storm Drainage Capital Fund	25,871	413,000	413,000	25,871	-	
Payroll Benefits Fund	167,652	82,100	64,100	185,652	18,000	10.7%
Equipment Rental Fund	593,494	583,000	860,509	315,985	(277,509)	-46.8%
Firefighters Pension Fund	479,800	90,827	67,330	503,297	23,497	4.9%
Library Endowment Fund	122,099	580	-	122,679	580	0.5%
City-wide Fund Totals	21,445,504	40,505,762	40,863,143	21,088,123	(357,381)	-1.7%

June 2022 Monthly Financial Report

City of Shelton, Washington

City-Wide Overview - Revenues & Expenditures

Fund	2022 Revised Budget	2022 thru June	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
General Fund					
Taxes	9,454,840	5,091,621	9,512,380	57,540	0.6%
Licenses & Permits	296,900	166,547	322,680	25,780	8.7%
Intergovernmental Revenue	1,963,910	360,422	1,979,180	15,270	0.8%
Charges for Goods/Services	3,201,890	1,592,606	3,160,360	(41,530)	-1.3%
Fines and Penalties	92,550	27,324	54,660	(37,890)	-40.9%
Miscellaneous Revenue	113,250	110,089	161,020	47,770	42.2%
Total Revenues	15,123,340	7,348,609	15,190,280	66,940	0.4%
Wages	5,650,500	2,542,867	5,323,897	326,603	5.8%
Benefits	2,311,350	1,002,633	2,046,564	264,786	11.5%
Professional Services	3,629,306	1,658,795	3,382,346	246,960	6.8%
Transfers-Out	3,397,793	50,107	3,229,720	168,073	4.9%
Other	1,467,125	759,442	1,385,812	81,313	5.5%
Total Expenditures	16,456,074	6,013,844	15,368,339	1,087,735	6.6%
Net Revenues Less Expenditures	(1,332,734)	1,334,765	(178,059)	1,154,675	
Street Fund					
Taxes	675,000	334,915	669,830	(5,170)	-0.8%
Licenses & Permits	5,500	8,306	16,611	11,111	202.0%
Intergovernmental Revenue	214,000	101,019	202,038	(11,962)	-5.6%
Charges for Goods/Services	56,120	27,560	55,120	(1,000)	-1.8%
Miscellaneous Revenue	1,500	12,984	13,186	11,686	779.1%
Transfers In	934,510	-	934,510	-	0.0%
Total Revenues	1,886,630	484,784	1,891,295	4,665	0.2%
Wages	336,610	181,069	362,632	(26,022)	-7.7%
Benefits	159,370	81,527	165,022	(5,652)	-3.5%
Professional Services	174,990	148,663	183,926	(8,936)	-5.1%
Transfers-Out	500,000	-	500,000	-	0.0%
Other	825,240	408,601	784,045	41,195	5.0%
Total Expenditures	1,996,210	819,860	1,995,625	585	0.0%
Net Revenues Less Expenditures	(109,580)	(335,076)	(104,330)	5,250	
Capital Resources - Real Estate Excise Tax - 1 (REET-1)					
Taxes	52,500	100,084	140,000	87,500	166.7%
Miscellaneous Revenue	-	2,252	2,500	2,500	
Total Revenues	52,500	102,336	142,500	90,000	171.4%
Transfers-Out	46,830	11,999	46,830	-	0.0%
Total Expenditures	46,830	11,999	46,830	-	0.0%
Net Revenues Less Expenditures	5,670	90,337	95,670	90,000	

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June 2022 Monthly Financial Report

City of Shelton, Washington

City-Wide Overview - Revenues & Expenditures

Fund	2022 Revised Budget	2022 thru June	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Capital Resources - Real Estate Excise Tax - 2 (REET-2)					
Taxes	52,500	100,084	140,000	87,500	166.7%
Miscellaneous Revenue	-	2,319	2,500	2,500	
Total Revenues	52,500	102,404	142,500	90,000	171.4%
Total Expenditures	-	-	-	-	
Net Revenues Less Expenditures	52,500	102,404	142,500	90,000	

Capital Resources -Transportation Benefit District (TBD)					
Miscellaneous Revenue	-	3,570	3,750	3,750	
Transfers In	500,000	-	500,000	-	0.0%
Total Revenues	500,000	3,570	503,750	3,750	0.8%
Transfers-Out	385,390	-	385,390	-	0.0%
Total Expenditures	385,390	-	385,390	-	0.0%
Net Revenues Less Expenditures	114,610	3,570	118,360	3,750	

Capital Resources - Traffic Impact Fees (TIF)					
Charges for Goods/Services	80,000	22,631	40,000	(40,000)	-50.0%
Miscellaneous Revenue	-	3,128	3,500	3,500	
Total Revenues	80,000	25,759	43,500	(36,500)	-45.6%
Transfers-Out	414,100	-	414,100	-	0.0%
Total Expenditures	414,100	-	414,100	-	0.0%
Net Revenues Less Expenditures	(334,100)	25,759	(370,600)	(36,500)	

Capital Resources - General					
Intergovernmental Revenue	445,780		445,780	-	0.0%
Miscellaneous Revenue	-	2,313	2,500	2,500	
Transfers In	1,488,610	-	1,488,610	-	0.0%
Total Revenues	1,934,390	2,313	1,936,890	2,500	0.1%
Transfers-Out	2,139,500	-	2,139,500	-	0.0%
Other	534,830	89,049	534,830	-	0.0%
Total Expenditures	2,674,330	89,049	2,674,330	-	0.0%
Net Revenues Less Expenditures	(739,940)	(86,736)	(737,440)	2,500	

Tourism Fund					
Taxes	48,000	26,120	52,240	4,240	8.8%
Miscellaneous Revenue	100	150	299	199	199.0%
Total Revenues	48,100	26,270	52,539	4,439	9.2%
Professional Services	65,758	4,613	65,758	-	0.0%
Total Expenditures	65,758	4,613	65,758	-	0.0%
Net Revenues Less Expenditures	(17,658)	21,657	(13,219)	4,439	

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June 2022 Monthly Financial Report

City of Shelton, Washington

City-Wide Overview - Revenues & Expenditures

Fund	2022 Revised Budget	2022 thru June	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Bond Fund					
Taxes	-	36	105	105	
Transfers In	177,300	46,150	177,300	-	0.0%
Total Revenues	177,300	46,186	177,405	105	0.1%
Other	177,300	-	177,300	-	0.0%
Total Expenditures	177,300	-	177,300	-	0.0%
Net Revenues Less Expenditures	-	46,186	105	105	

Capital Improvement Fund					
Intergovernmental Revenue	1,974,310	23,446	1,156,175	(818,135)	-41.4%
Charges for Goods/Services	59,000	-	59,000	-	0.0%
Transfers In	1,403,043	-	1,403,043	-	0.0%
Total Revenues	3,436,353	23,446	2,618,218	(818,135)	-23.8%
Professional Services	-	31,536	254,839	(254,839)	
Other	3,136,353	356,244	2,808,422	327,931	1.3%
Total Expenditures	3,136,353	387,779	3,063,261	73,092	2.3%
Net Revenues Less Expenditures	300,000	(364,334)	(445,043)	(745,043)	

Water Fund					
Charges for Goods/Services	2,596,210	1,342,256	2,959,510	363,300	14.0%
Miscellaneous Revenue	46,100	127,731	133,634	87,534	189.9%
Total Revenues	2,642,310	1,469,987	3,093,144	450,834	17.1%
Wages	591,090	247,546	560,000	31,090	5.3%
Benefits	259,560	111,976	252,810	6,750	2.6%
Professional Services	103,940	77,797	139,280	(35,340)	-34.0%
Transfers-Out	172,844	-	172,844	-	0.0%
Other	1,692,520	861,557	1,691,955	565	0.0%
Total Expenditures	2,819,954	1,298,877	2,816,889	3,065	0.1%
Net Revenues Less Expenditures	(177,644)	171,110	276,255	453,899	

Water Capital Fund					
Intergovernmental Revenue	1,050,000	-	1,050,000	-	0.0%
Transfers In	1,687,344	-	1,687,344	-	0.0%
Total Revenues	2,737,344	-	2,737,344	-	0.0%
Other	2,737,344	108,805	2,586,427	150,917	5.5%
Total Expenditures	2,737,344	108,805	2,586,427	150,917	5.5%
Net Revenues Less Expenditures	-	(108,805)	150,917	150,917	

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June 2022 Monthly Financial Report

City of Shelton, Washington

City-Wide Overview - Revenues & Expenditures

Fund	2022 Revised Budget	2022 thru June	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Sewer Fund					
Intergovernmental Revenue	-	5,726	5,726	5,726	
Charges for Goods/Services	6,234,660	3,428,805	6,473,986	239,326	3.8%
Miscellaneous Revenue	133,000	45,472	167,540	34,540	26.0%
Total Revenues	6,367,660	3,480,003	6,647,252	279,592	4.4%
Wages	788,100	373,966	768,390	19,710	2.5%
Benefits	369,070	175,665	389,020	(19,950)	-5.4%
Professional Services	339,000	147,548	363,767	(24,767)	-7.3%
Transfers-Out	153,928	-	153,928	-	0.0%
Other	4,800,050	2,715,128	4,761,137	38,913	0.8%
Total Expenditures	6,450,148	3,412,307	6,436,242	13,906	0.2%
Net Revenues Less Expenditures	(82,488)	67,696	211,010	293,498	
Sewer Capital Fund					
Intergovernmental Revenue	2,050,000	-	2,050,000	-	0.0%
Transfers In	553,928	-	553,928	-	0.0%
Total Revenues	2,603,928	-	2,603,928	-	0.0%
Other	2,603,928	109,768	617,227	1,986,701	76.3%
Total Expenditures	2,603,928	109,768	617,227	1,986,701	76.3%
Net Revenues Less Expenditures	-	(109,768)	1,986,701	1,986,701	
Solid Waste Fund					
Intergovernmental Revenue	600,000	20,977	41,955	(558,045)	-93.0%
Miscellaneous Revenue	-	1,462	2,924	2,924	
Total Revenues	600,000	22,439	44,879	(555,122)	-92.5%
Professional Services	300,000	76,758	250,243	49,757	16.6%
Other	986,540	313	989,041	(2,501)	-0.3%
Total Expenditures	1,286,540	77,071	1,239,284	47,256	3.7%
Net Revenues Less Expenditures	(686,540)	(54,632)	(1,194,406)	(507,866)	
Storm Drainage Fund					
Intergovernmental Revenue	25,000	-	25,000	-	0.0%
Charges for Goods/Services	1,537,340	741,982	1,483,965	(53,375)	-3.5%
Miscellaneous Revenue	500	933	1,866	1,366	273.2%
Total Revenues	1,562,840	742,915	1,510,831	(52,009)	-3.3%
Wages	491,780	132,350	491,780	-	0.0%
Benefits	217,980	60,299	200,800	17,180	7.9%
Professional Services	93,230	15,562	93,230	-	0.0%
Transfers-Out	95,035	-	188,000	(92,965)	-97.8%
Other	583,810	271,261	597,391	(13,581)	-2.3%
Total Expenditures	1,481,835	479,473	1,571,201	(89,366)	-6.0%
Net Revenues Less Expenditures	81,005	263,443	(60,370)	(141,375)	
Storm Drainage Capital Fund					
Transfers In	320,035	-	413,000	92,965	29.0%
Total Revenues	320,035	-	413,000	92,965	29.0%
Other	320,035	426	413,000	(92,965)	-29.0%
Total Expenditures	320,035	426	413,000	(92,965)	-29.0%
Net Revenues Less Expenditures	-	(426)	-	-	

Storm Drainage Capital Fund Notes

Cota Street Parking Lot project is above budget. Additional costs will be in supplemental budget with transfer from operations.

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June 2022 Monthly Financial Report

City of Shelton, Washington

City-Wide Overview - Revenues & Expenditures

Fund	2022 Revised Budget	2022 thru June	2022 Est Actual*	Variance Favorable (Unfavorable)	% Variance Favorable (Unfavorable)
Payroll Benefits Fund					
Charges for Goods/Services	40,000	22,545	45,500	5,500	13.8%
Miscellaneous Revenue	350	295	600	250	71.4%
Transfers In	160,650	15,956	36,000	(124,650)	-77.6%
Total Revenues	201,000	38,797	82,100	(118,900)	-59.2%
Benefits	201,000	35,334	64,100	136,900	68.1%
Total Expenditures	201,000	35,334	64,100	136,900	68.1%
Net Revenues Less Expenditures	-	3,463	18,000	18,000	

Payroll Benefits Fund Notes

Revenues & Expenditures: Estimated expenditures for benefits have decreased and transfers in are adjusted accordingly.

Equipment Maint & Rental Fund

Intergovernmental Revenue	-	-	-	-	
Charges for Goods/Services	578,000	337,377	578,000	-	0.0%
Miscellaneous Revenue	5,000	1,352	5,000	-	0.0%
Total Revenues	583,000	338,728	583,000	-	0.0%
Wages	95,210	47,411	95,323	(113)	-0.1%
Benefits	46,890	23,202	46,890	-	0.0%
Professional Services	36,510	10,961	19,120	17,390	47.6%
Other	713,840	208,288	699,176	14,664	2.1%
Total Expenditures	892,450	289,862	860,509	31,941	3.6%
Net Revenues Less Expenditures	(309,450)	48,866	(277,509)	31,941	

Firefighter's Pension Fund

Taxes	100	-	-	(100)	-100.0%
Miscellaneous Revenue	12,000	689	10,827	(1,173)	-9.8%
Transfers In	80,000	-	80,000	-	0.0%
Total Revenues	92,100	689	90,827	(1,273)	-1.4%
Benefits	97,100	29,300	67,330	29,770	30.7%
Professional Services	5,000	-	-	5,000	100.0%
Total Expenditures	102,100	29,300	67,330	34,770	34.1%
Net Revenues Less Expenditures	(10,000)	(28,611)	23,497	33,497	

Firefighters Pension Fund Notes

Revenues: Current estimate does not include a transfer-in from general fund in 2022.

Library Endowment Fund

Miscellaneous Revenue	1,600	290	580	(1,020)	-63.8%
Total Revenues	1,600	290	580	(1,020)	-63.8%
Total Expenditures	-	-	-	-	
Net Revenues Less Expenditures	1,600	290	580	(1,020)	

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City of Shelton

5-Year Forecast Assumptions

Revenue Assumptions:

Sales	Flat in '23 & '24, 1% in '25, 2% in remaining years
Property	2.5% in '23, 1.5% in '24, flat in '25, 1%+ remaining years
Non-City Utilities	4.1% per year
City Utilities	3.7% per year
B&O	1% growth in '23 & '24, 2% in '25, 2.4% remaining year
Other	Flat in '23 & '24, 1% in remaining years
Charges for Goods/Service	Flat in '23 & '24, 1% in '25-'26, 1.7% in remaining year
Licenses & Permits	Flat in '23 & '24, 1.5% remaining years
Intergovernmental Revenue	Flat in '23 & '24, 1% in '25-'26, 1.5% remaining year
Fines & Penalties	Flat in '23-'26, 1.3% remaining years
Miscellaneous Revenue	1% in '23, flat in '24-'25, 2% remaining years

Expense Assumptions:

Wages	3.5% aver. increase yearly/follow contract agreements
Benefits	6.5% estimated increase per year
Service/Charges	5% increase in '23, 3.1% remaining years
Supplies/Equipment	5% increase in '23, 3% remaining years
Transfer-Out	Flat/no increase
Capital/ER&R	TBD; budgeted as an estimate
Debt Service	Current debt schedule for General Fund

City of Shelton
5 Year Financial Forecast

Revenue	2022 Adopted	2022 Estimate	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast
Sales	\$ 3,353,860	\$ 3,242,270	\$ 3,242,270	\$ 3,242,270	\$ 3,274,693	\$ 3,340,187	\$ 3,406,990
Property	2,535,900	2,535,900	2,599,298	2,638,287	2,638,287	2,664,670	2,691,317
Non-City Util	1,301,400	1,295,740	1,348,865	1,404,169	1,461,740	1,521,671	1,584,060
City Util	1,225,750	1,332,120	1,381,408	1,432,521	1,485,524	1,540,488	1,597,486
B&O	997,500	1,055,000	1,065,550	1,076,206	1,097,730	1,124,075	1,151,053
Other	40,430	51,350	51,350	51,350	51,864	52,382	52,906
Charges for Goods/Service	3,201,890	3,160,360	3,160,360	3,160,360	3,191,964	3,223,883	3,278,689
Licenses & Permits	296,900	322,680	322,680	322,680	327,520	332,433	337,419
Intergovernmental Revenue	1,963,910	1,979,180	492,020	492,020	496,940	501,910	509,438
Fines & Penalties	92,550	54,660	54,660	54,660	54,660	54,660	55,371
Miscellaneous Revenue	113,250	161,020	162,630	162,630	162,630	165,883	169,200
Total Revenue	\$ 15,123,340	\$ 15,190,280	\$ 13,881,091	\$ 14,037,152	\$ 14,243,551	\$ 14,522,242	\$ 14,833,930
% change		0.4%	-8.6%	1.1%	1.5%	2.0%	2.1%

Note: Revenue/expense decrease in 2023 is the ARPA funding

Expense	2022 Adopted	2022 Estimate	2023 Forecast	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast
Wages	\$ 5,650,500	\$ 5,323,897	\$ 5,850,528	\$ 6,056,466	\$ 6,268,443	\$ 6,487,838	\$ 6,714,912
Benefits	2,311,350	2,046,564	2,461,588	2,621,591	2,791,994	2,973,474	3,166,750
Service/Charges	3,347,636	4,432,328	4,653,944	4,798,217	4,946,961	5,100,317	5,258,427
Supplies/Equip	281,670	314,330	330,047	339,948	350,146	360,651	371,470
Transfer-Out	3,397,793	3,229,720	724,810	724,810	724,810	724,810	724,810
Capital	1,445,615	-	200,000	200,000	200,000	200,000	200,000
Debt Service	21,510	21,500	131,674	131,150	131,150	131,150	131,150
Total Expense	\$ 16,456,074	\$ 15,368,339	\$ 14,352,591	\$ 14,872,182	\$ 15,413,505	\$ 15,978,240	\$ 16,567,520
% Change		4.7%	-6.6%	3.6%	3.6%	3.7%	3.7%

w/out ARPA 3%

Annual Surplus / (Gap)	\$ (1,332,734)	\$ (178,059)	\$ (471,499)	\$ (835,030)	\$ (1,169,954)	\$ (1,455,998)	\$ (1,733,590)
Cumulative Surplus / (Gap)	-	(178,059)	(649,558)	(1,484,588)	(2,654,542)	(4,110,540)	(5,844,130)
Ending Fund Balance	\$ 4,777,350	\$ 4,599,291	\$ 4,127,792	\$ 3,292,762	\$ 2,122,808	\$ 666,810	\$ (1,066,780)
20% Fund Balance Target	\$	3,291,215	\$ 2,870,518	\$ 2,974,436	\$ 3,082,701	\$ 3,195,648	\$ 3,313,504
Variance to Policy	\$	1,308,076	\$ 1,257,274	\$ 318,326	\$ (959,893)	\$ (2,528,838)	\$ (4,380,284)