



2013-14 Quarterly Financial Report

**“Second” Quarter 2013
January through June**

The City of Hoquiam, Washington

609 8th Street

Hoquiam, Washington

360-532-5700

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CITY OF HOQUIAM

Second Quarter Financial Report - January through June 2013

EXECUTIVE SUMMARY

This document provides a detailed review of City financial activity for the first six months of the 2013-14 Biennium. The report has been formatted to be consistent with the adopted budget for ease of comparison and review of information. Each set of facing pages provides a complete review of an individual fund and its year to date activity. The only exception to this is the General fund, which is presented in two sections: (1) revenues & transfers in and (2) appropriations & transfers out.

Current Status: At the end of June, on a City-wide basis, both revenues and expenditures are within parameters for budget projections. The adjacent All Funds Expenditure Summary page provides a summary of year to date expenditure vs. appropriation information for the City, and indicates that overall, the City has expended 20.6% of operating appropriations. As of June 30, only a small percentage of capital improvement and debt service expenditures had been made.

Bottom Line: City expenditures are exactly where they should be for the first six months of the biennium. However, revenues are flat or lower than the previous biennium in almost every fund.

The City's sales tax receipts are up 2.2% compared to 2011 levels while B&O tax receipts are down 2.1% compared to 2011. Both of these figures are following a similar slowing of the national economy.

All operating departments are within normal expenditure levels through the second quarter. In the General Fund, the combined operating departments expended 21.6% of their budgets which is right on target for the first six months of the biennium.

Please see the individual pages for a more detailed analysis of each fund's revenues and expenditures.

ALL FUNDS EXPENDITURE SUMMARY

CITY OF HOQUIAM

2013 2nd QUARTER FINANCIAL REPORT

OPERATING FUNDS	No.	2013-14 Q2 BTD	2011-12 Q2 BTD	Increase (Decrease)	% Increase (Decrease)	2013-14 Budget	% to Budget
General Fund	001	\$3,249,801	\$3,130,913	\$118,888	3.8%	\$15,078,865	21.6%
Cemetery	101	\$60,063	\$94,048	-\$33,984	-36.1%	\$341,485	17.6%
Mausoleum	102	\$2,349	\$4,209	-\$1,860	-44.2%	\$29,000	8.1%
Cemetery Equipment Reserve	103	\$0	\$0	\$0	-	\$0	-
Cemetery Preneed	104	\$1,810	\$25,517	-\$23,707	-92.9%	\$20,000	9.1%
Parks Special Programs	105	\$0	\$0	\$0	-	\$0	-
Street Fund	106	\$154,885	\$187,305	-\$32,420	-17.3%	\$808,385	19.2%
Arterial Street Fund	107	\$33,042	\$34,486	-\$1,445	-4.2%	\$149,110	22.2%
Ambulance	109	\$837,124	\$965,176	-\$128,052	-13.3%	\$3,844,430	21.8%
Stadium/Tourism	112	\$0	\$0	\$0	-	\$0	-
Comm. Devel. Repay	130	\$1,726	\$115,772	-\$114,046	-98.5%	\$55,315	3.1%
Water	401-25	\$903,422	\$906,163	-\$2,741	-0.3%	\$4,187,525	21.6%
Sewer	401-26	\$642,510	\$610,506	\$32,004	5.2%	\$3,501,880	18.3%
Storm	401-27	\$162,314	\$167,709	-\$5,395	-3.2%	\$771,000	21.1%
Watershed	402	\$414,227	\$135,538	\$278,689	205.6%	\$2,740,950	15.1%
Landfill Postclosure	417	\$8,700	\$14,677	-\$5,978	-40.7%	\$58,850	14.8%
Equipment Rental	501	\$186,158	\$190,278	-\$4,120	-2.2%	\$882,470	21.1%
Equipment Rental Reserve	505	\$29,934	\$26,301	\$3,633	13.8%	\$204,635	14.6%
Medical/Dental Benefits	520	\$39,797	\$47,863	-\$8,066	-16.9%	\$186,000	21.4%
Unemployment Fund	522	\$12	\$0	\$12	-	\$0	-
Police & Fire Retiree	611	\$315,589	\$276,116	\$39,473	14.3%	\$1,312,000	24.1%
Library Memorial	625	\$0	\$0	\$0	-	\$0	-
Parks Endowment	627	\$0	\$0	\$0	-	\$0	-
TOTAL OPERATING FUNDS		\$7,043,462	\$6,932,577	\$110,885	1.6%	\$34,171,900	20.6%
CAPITAL IMPROVEMENT FUNDS							
Arterial Strets	107	\$1,618	\$0	\$1,618	-	\$0	-
Paths & Trails	108	\$0	\$0	\$0	-	\$15,510	0.0%
General Capital Reserve	114	\$0	\$0	\$0	-	\$83,025	0.0%
Sidewalk Construction Fund	302	\$103,492	\$5,236	\$98,257	1876.7%	\$1,425,465	7.3%
Train Station	308	\$0	\$0	\$0	-	\$0	-
Water Capital Projects	401-25	\$400,905	\$101,492	\$299,413	295.0%	\$10,619,525	3.8%
Sewer Capital Projects	401-26	\$232,210	\$49,080	\$183,131	373.1%	\$628,570	36.9%
Storm Capital Projects	401-27	\$0	\$67	-\$67	-100.0%	\$125,000	0.0%
TOTAL CAPITAL IMPROVEMENT FUNDS		\$738,226	\$155,874	\$582,352	373.6%	\$12,897,095	5.7%
TOTAL DEBT SERVICE FUNDS		\$59,165	\$80,326	-\$21,161	-26.3%	\$439,830	13.5%
TOTAL ALL FUNDS		\$7,840,853	\$7,168,777	\$672,076	9.4%	\$47,508,825	16.5%

General Fund

Overview:

The following four pages summarize all 2013-14 General Fund projected revenues, appropriations, and expenditures by department through June.

For 2013-14, total revenues and transfers in are budgeted at \$14,600,300, while appropriations and transfers out are adopted at \$15,078,865, creating an ending balance of \$1,159,965.

Operating budget appropriations of \$13,137,500 represent a 4.5% increase over comparable 2011-12 appropriations. This is fairly typical for 2 years as most of the operating budget is salaries.

Transfers to other funds total \$1,941,365, and include annual support of City activities including street operations and funds for police and fire pension obligations.

General Fund Revenues:

The adjacent chart provides a summary of adopted and year to date 2009 General Fund revenues and transfers in.

Taxes through June are at 23.8% of budget. This is appropriate as the City has already received the first of two major property tax distributions for the year from the County. Sales taxes are actually up 2% while B&O taxes are down 2% compared to the second quarter of 2011. However, both are right on budget for the 2013-14 biennium.

Licenses and Permits are at 25.7% of budget through June. This is due in part to business license renewals that were paid in full for the year during the first quarter.

Intergovernmental Revenue is at 7.2% of budget through the second quarter. Grants received by the Police and Fire Departments account for a majority of this category's receipts.

Fines and Forfeitures are running on budget, at 20.6% through June. This category includes primarily police citations and other court fines.

Miscellaneous Revenue is at 22.2% of budget. Interest income on reserves represents the majority of this category.

In summary, revenue activity is within normal parameters, and staff will monitor specific areas of concern.

GENERAL FUND (CURRENT EXPENSE) #001

CITY OF HOQUIAM

2013 2nd QUARTER FINANCIAL REPORT

<u>REVENUES</u>	2013-14 <u>Q2 YTD</u>	2011-12 <u>Q2 YTD</u>	Increase <u>(Decrease)</u>	% Increase <u>(Decrease)</u>	2013-14 <u>Budget</u>	% to <u>Budget</u>
Beginning Fund Balance	\$1,642,683	\$2,298,240			\$1,638,530	
Taxes	\$2,372,035	\$2,476,961	-\$104,926	-4.2%	\$9,985,610	23.8%
Licenses and Permits	\$240,453	\$199,100	\$41,353	20.8%	\$936,890	25.7%
Intergovernmental Revenue	\$122,306	\$142,873	-\$20,568	-14.4%	\$1,693,955	7.2%
Charges for Services	\$79,490	\$39,787	\$39,703	99.8%	\$805,125	9.9%
Fines and Forfeits	\$79,795	\$110,728	-\$30,934	-27.9%	\$387,000	20.6%
<u>Miscellaneous Revenue</u>	<u>\$151,341</u>	<u>\$196,949</u>	<u>-\$45,607</u>	<u>-23.2%</u>	<u>\$680,375</u>	<u>22.2%</u>
TOTAL GENERAL FUND	\$3,045,420	\$3,166,399	-\$120,979	-3.8%	\$14,488,955	21.0%
<u>OTHER REVENUES & TRANSFERS IN</u>						
Sale of Assets & Insurance Recov.	\$0	\$2,011	-\$2,011	-100.0%	\$0	-
Trf In - Ambulance 109/E911	\$7,080	\$7,000	\$80	1.1%	\$28,320	25.0%
Trf In - Revenue Stabilization	\$0	\$0	\$0	100.0%	\$0	-
Trf In - Gen. Capital 114/City Hall	\$0	\$0	\$0	100.0%	\$83,025	0.0%
Trf In - Parks Endowment	\$0	\$0	\$0	100.0%	\$0	-
Trf In - Library Memorial	\$0	\$0	\$0	100.0%	\$0	-
<u>Trf In - Parks Special Programs</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>100.0%</u>	<u>\$0</u>	<u>-</u>
TOTAL OTHER REVENUES	\$7,080	\$9,011	-\$1,931	-21.4%	\$111,345	6.4%
TOTAL GEN FUND REVENUES	\$3,052,500	\$3,175,410	-\$122,910	-3.9%	\$14,600,300	20.9%
GRAND TOTAL GENERAL FUND	\$4,695,183	\$5,473,650			\$16,238,830	

General Fund Appropriations:

Adopted appropriations and required transfers total \$15,078,865, an increase of only \$1,762,650 from 2011-12 appropriated levels due to the opening of the City jail and the establishment of a new Corrections Department. Of this total, the adjacent page summarizes operating appropriations of \$13,137,500 and transfers out of \$1,941,365.

Through June, operating expenditures total 21.0% of budgeted appropriations, slightly below anticipated spending levels for the first six months of the biennium. Given that the first six months typically include annual insurance premiums and other one-time costs, this is well within normal operating parameters.

There are no departments that are substantially above year to date targets.

In summary, all departments are well within expected budget parameters through the first six months. The Finance Department will work with Department Heads to monitor activity monthly to ensure that overall budget targets are adhered to.

Transfers to Other Funds:

The General Fund budget includes \$1,941,365 in transfers to other funds. These transfers include:

Street: Biennial support level totals \$562,900. The Street Fund is a "creeper" fund requiring assistance from the General Fund for operations. An accounting change in 2007 forced all "creeper" funds receive their funds via transfer from the General Fund rather than direct appropriation. A transfer of \$117,350 or 20.8% of budgeted amounts was made as of June.

Police and Fire Pension: \$1,273,000 in transfers for continued operational support including medical premiums and unreimbursed medical costs for retirees of the State's Law Enforcement Officers and Fire Fighters Plan 1 pension system. A transfer of \$318,000 or 25% was made as of June.

GENERAL FUND (CURRENT EXPENSE) #001

CITY OF HOQUIAM

2013 2nd QUARTER FINANCIAL REPORT

OPERATING EXPENDITURES

<u>DEPARTMENT</u>	<u>2013-14 Q2 YTD</u>	<u>2011-12 Q2 YTD</u>	<u>Increase (Decrease)</u>	<u>% Increase (Decrease)</u>	<u>2013-14 Budget</u>	<u>% to Budget</u>
Legislative/Council	\$86,324	\$91,012	-\$4,688	-5.2%	\$301,475	28.6%
Municipal Court	\$84,831	\$88,178	-\$3,347	-3.8%	\$390,410	21.7%
Finance	\$110,225	\$116,300	-\$6,075	-5.2%	\$551,425	20.0%
Legal	\$73,310	\$73,717	-\$408	-0.6%	\$334,575	21.9%
Civil Service	\$831	\$1,600	-\$769	-48.0%	\$6,500	12.8%
City Hall & Buildings	\$68,042	\$82,880	-\$14,839	-17.9%	\$183,980	37.0%
Electrical	\$88,134	\$91,545	-\$3,411	-3.7%	\$418,030	21.1%
Police	\$1,004,379	\$1,122,577	-\$118,198	-10.5%	\$4,618,645	21.7%
Fire	\$411,708	\$443,373	-\$31,665	-7.1%	\$2,861,335	14.4%
Animal Control	\$35,527	\$39,978	-\$4,451	-11.1%	\$170,340	20.9%
Public Works	\$130,199	\$160,973	-\$30,774	-19.1%	\$647,450	20.1%
Corrections	\$202,888	\$0	\$202,888	100.0%	\$1,005,955	20.2%
Police Special Funds (DTF)	\$70,993	\$86,062	-\$15,068	-17.5%	\$350,650	20.2%
Library	\$27,403	\$65,610	-\$38,207	-58.2%	\$177,160	15.5%
Community Services	\$244,896	\$203,480	\$41,415	20.4%	\$785,535	31.2%
Economic Development	\$23,916	\$16,882	\$7,034	41.7%	\$42,355	56.5%
Spray Park	\$52,330	\$0	\$52,330	100.0%	\$92,680	56.5%
911 Program	\$47,491	\$34,781	\$12,711	36.5%	\$199,000	23.9%
<u>Miscellaneous</u>	<u>\$60</u>	<u>\$0</u>	<u>\$60</u>	<u>100.0%</u>	<u>\$0</u>	<u>-</u>
TOTAL OPERATING EXPENSES	\$2,763,488	\$2,718,950	\$44,538	1.6%	\$13,137,500	21.0%
 <u>TRANSFERS OUT</u>						
Trf Out - Cemetery #101	\$0	\$0	\$0	100.0%	\$0	-
Trf Out - Street #106	\$117,350	\$105,000	\$12,350	11.8%	\$562,900	20.8%
Trf Out - GO Bond #213	\$25,481	\$25,481	\$0	0.0%	\$50,965	50.0%
Trf Out - Sidewalks #302	\$25,481	\$25,481	\$0	0.0%	\$54,500	46.8%
Trf Out - Train Station #308	\$0	\$0	\$0	100.0%	\$0	-
Trf Out - Unemployment #522	\$0	\$0	\$0	100.0%	\$0	-
Trf Out - Pol/Fire Pension #611	\$318,000	\$256,000	\$62,000	24.2%	\$1,273,000	25.0%
<u>Trf Out - Non Departmental</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>100.0%</u>	<u>\$0</u>	<u>-</u>
TOTAL TRANSFERS OUT	\$486,313	\$411,963	\$74,350	18.0%	\$1,941,365	25.1%
 GRAND TOTAL GENERAL FUND	 \$3,249,801	 \$3,130,913	 \$118,888	 3.8%	 \$15,078,865	 21.6%
 OVER (SHORT)	 \$1,445,382	 \$2,342,737			 \$1,159,965	

Cemetery Fund #101

Overview:

The Cemetery Fund provides for the accounting of resources and expenditures associated with the City Cemetery. This includes the perpetual care and maintenance of the grounds, headstone preservation, grave, crypt and niche sales and retail monument and vault sales.

The budget provides for \$341,485 in total resources and transfers in and total expenditures and transfers out of \$341,485.

Revenues:

Revenues to the Cemetery Fund primarily come from Cemetery Fees and operating transfers from other funds, foremost the General Fund. Cemetery Fee revenue is down 15.7% from the prior biennium but is right at the budgeted amount received as of the second quarter. Cemetery Fee revenue is irregular making it difficult to predict.

As of the second quarter, \$4,159 or 3.2% of budgeted transfers to the Cemetery Fund had been made. At June 30, 2013, the Cemetery Fund is slightly below target having received \$54,429 or 15.9% of total budgeted revenues.

Appropriations:

There are 0.85 FTE's dedicated to operations and maintenance activities and 0.45 FTE's dedicated for administrative and clerical duties at the Cemetery. Through June, the Cemetery fund expended \$60,063 or 17.6% of budgeted appropriations.

The City works aggressively to update the records at the Cemetery each year. Staff anticipates that this update will include the movement of funds from pre-need to at-need. To date, \$1,810 or 9.1% of the budgeted amount of \$20,000 have been transferred.

Additionally, this biennium the budget includes a transfer from the Cemetery Endowment Fund. When plots are sold at the Cemetery, a small portion of the sale is set aside for perpetual care of the grounds. No transfer has been made yet of the \$91,785 budgeted amount.

CEMETERY FUND #101**CITY OF HOQUIAM****2013 2nd QUARTER FINANCIAL REPORT**

<u>REVENUES</u>	2013-14 Q2 YTD	2011-12 Q2 YTD	Increase (Decrease)	% Increase (Decrease)	2013-14 Budget	% to Budget
Beginning Fund Balance	\$0	\$0			\$0	
Retail Sales	\$0	\$0	\$0	-	\$0	-
Cemetery Fees	\$43,400	\$51,499	-\$8,099	-15.7%	\$169,000	25.7%
Investment Interest	\$1,178	\$7,849	-\$6,671	-85.0%	\$17,935	6.6%
Land Lease (Cell Tower)	\$5,692	\$5,692	\$0	0.0%	\$22,765	25.0%
Housing Rentals	\$0	\$2,400	-\$2,400	-100.0%	\$0	-
Donations	\$0	\$0	\$0	-	\$0	-
<u>Other Miscellaneous</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>-</u>	<u>\$0</u>	<u>-</u>
TOTAL CEMETERY FUND	\$50,270	\$67,440	-\$17,170	-25.5%	\$209,700	24.0%
<u>OTHER REVENUES & TRANSFERS IN</u>						
Trf In - Cem Equip Res #103	\$0	\$0	\$0	-	\$0	-
Trf In - Mausoleum #102	\$2,349	\$4,209	-\$1,860	-44.2%	\$20,000	11.7%
Trf In - Cem Preneed #104	\$1,810	\$25,517	-\$23,707	-92.9%	\$20,000	9.1%
Trf In - Cem Endowment #602	\$0	<u>\$0</u>	\$0	-	\$91,785	
<u>Trf In - General Fund #001</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>-</u>	<u>\$0</u>	<u>-</u>
TOTAL OTHER REVENUES	\$4,159	\$29,726	-\$25,567	-86.0%	\$131,785	3.2%
TOTAL CEMETERY REVENUES	\$54,429	\$97,166	-\$42,737	-44.0%	\$341,485	15.9%
GRAND TOTAL CEMETERY FUND	\$54,429	\$97,166			\$341,485	
<u>APPROPRIATIONS</u>						
Cemetery Operations	\$56,408	\$91,607	-\$35,199	-38.4%	\$325,485	17.3%
Equipment Rental	\$2,235	\$1,894	\$340	18.0%	\$14,000	16.0%
Road Paving Debt Service	\$0	\$0	\$0	-	\$0	-
Land	\$970	\$0	\$970	-	\$0	-
Equipment	\$0	\$0	\$0	-	\$0	-
Trf Out - Equipment Reserve #505	<u>\$451</u>	<u>\$547</u>	<u>-\$96</u>	<u>-17.5%</u>	<u>\$2,000</u>	<u>22.6%</u>
CEMETERY FUND APPROPRIATIONS	\$60,063	\$94,048	-\$33,984	-36.1%	\$341,485	17.6%
OVER (SHORT)	-\$5,634	\$3,118			\$0	

Mausoleum Fund #102

Overview:

The Mausoleum Fund accounts for all operating funds necessary to operate and maintain the City's Mausoleum.

This fund is budgeted to begin the biennium with a \$193,000 cash balance. The budget provides for \$17,870 in resources and \$29,000 in expenditures leaving and ending cash balance of \$181,870.

Revenues:

The major source of resources to the Mausoleum Fund comes from user fees and crypt sales. As of June 2013, \$6,963 or 39%, of revenues have been received.

There has been a shift recently from the number of cemetery services versus mausoleum services. More and more individuals are choosing mausoleum services. Through the 2nd Quarter of 2013, the City has received \$3,803 or 127% more revenue than the comparable 2011-12 period.

Appropriations:

Appropriations to the Mausoleum Fund include salaries, operating supplies and a transfer to the Cemetery Fund for perpetual care and maintenance to the Mausoleum. At the end of the second quarter, \$2,349 or 8.1% of appropriated expenditures had been made.

MAUSOLEUM FUND #102
CITY OF HOQUIAM
2013 2nd QUARTER FINANCIAL REPORT

<u>REVENUES</u>	2013-14 <u>Q2 YTD</u>	2011-12 <u>Q2 YTD</u>	Increase (Decrease)	% Increase (Decrease)	2013-14 <u>Budget</u>	% to <u>Budget</u>
Beginning Fund Balance	\$196,784	\$174,500			\$193,000	
Cemetery Fees	\$6,809	\$3,006	\$3,803	126.5%	\$17,120	39.8%
Investment Interest	\$155	\$205	-\$50	-24.3%	\$750	20.7%
Interest on Contracts	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	-	<u>\$0</u>	-
TOTAL MAUSOLEUM FUND	\$6,963	\$3,211	\$3,753	116.9%	\$17,870	39.0%
<u>OTHER REVENUES & TRANSFERS IN</u>						
Interfund Loan - Cemetery #101	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	-	<u>\$0</u>	-
TOTAL OTHER REVENUES	\$0	\$0	\$0	-	\$0	-
TOTAL MAUSOLEUM REVENUES	\$6,963	\$3,211	\$3,753	116.9%	\$17,870	39.0%
GRAND TOTAL MAUSOLEUM FUND	\$203,747	\$177,711			\$210,870	
<u>APPROPRIATIONS</u>						
Mausoleum Operations	\$0	\$0	\$0	-	\$1,000	0.0%
Capital	\$0	\$0	\$0	-	\$8,000	0.0%
Trf Out - Cemetery #101	<u>\$2,349</u>	<u>\$4,209</u>	<u>-\$1,860</u>	<u>-44.2%</u>	<u>\$20,000</u>	<u>11.7%</u>
MAUSOLEUM FUND APPROPRIATIONS	\$2,349	\$4,209	-\$1,860	-44.2%	\$29,000	8.1%
OVER (SHORT)	\$201,398	\$173,501			\$181,870	

Street Fund #106

Overview:

The adjacent page summarizes all Street Fund projected revenues, adopted appropriations, and financial activity through June.

Revenues

Revenues and transfers come from two primary sources, gas taxes, and property taxes transferred from the General Fund.

Gas tax collections received to date are \$57,443 or 23.6% of budget through June. Yearly revenue estimates are based upon Department of Transportation projections. Gasoline taxes are collected on a cents per gallon basis and not as a percentage of the sales price. For this reason, the increase or decrease in gasoline prices does not result in a corresponding change in gas tax revenue.

A General Fund transfer of \$117,350 or 20.8% of \$562,000 has been made as of this date. This revenue source will increase as property taxes are collected and street fund activity increases.

Appropriations:

Overall, the Street Fund has expended 19.2% or \$154,885 of its \$808,385 budget during the first six months of the 2011-12 biennium reflecting decreased staff in the Street Department and the elimination of a transfer to the Equipment Rental Reserve Fund.

Street activity should accelerate further as the summer approaches and the City increases its road maintenance efforts.

STREET FUND #106**CITY OF HOQUIAM****2013 2nd QUARTER FINANCIAL REPORT**

<u>REVENUES</u>	2013-14 <u>Q2 YTD</u>	2011-12 <u>Q2 YTD</u>	Increase (Decrease)	% Increase (Decrease)	2013-14 <u>Budget</u>	% to <u>Budget</u>
Beginning Fund Balance	\$0	\$0			\$0	
Street Maintenance & Repair Charges	\$0	\$268	-\$268	-100.0%	\$0	-
Street & Curb Permits	\$525	\$704	-\$179	-25.5%	\$2,390	22.0%
<u>Gas Tax</u>	<u>\$57,443</u>	<u>\$60,555</u>	<u>-\$3,112</u>	<u>-5.1%</u>	<u>\$243,095</u>	<u>23.6%</u>
TOTAL STREET FUND	\$57,968	\$61,527	-\$3,559	-5.8%	\$245,485	23.6%
<u>OTHER REVENUES & TRANSFERS IN</u>						
Trf In - General Fund #001	\$117,350	\$105,000	\$12,350	11.8%	\$562,900	20.8%
<u>Trf In - Arterial Street Fund #107</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>-</u>	<u>\$0</u>	<u>-</u>
TOTAL OTHER REVENUES	\$117,350	\$105,000	\$12,350	11.8%	\$562,900	20.8%
TOTAL STREET FUND REVENUES	\$175,318	\$166,527	\$8,791	5.3%	\$808,385	21.7%
GRAND TOTAL STREET FUND	\$175,318	\$166,527			\$808,385	
<u>APPROPRIATIONS</u>						
Executive Services	\$10,868	\$11,932	-\$1,065	-8.9%	\$53,350	20.4%
Roadway Services	\$101,466	\$122,284	-\$20,818	-17.0%	\$576,500	17.6%
Traffic Control Devices	\$4,111	\$1,657	\$2,454	148.1%	\$22,600	18.2%
Ancillary Operations	\$4,958	\$5,306	-\$348	-6.6%	\$23,820	20.8%
General Administration	\$33,195	\$45,823	-\$12,628	-27.6%	\$130,900	25.4%
Street Overlays	\$0	\$0	\$0	-	\$0	-
Capital	\$0	\$0	\$0	-	\$0	-
Trf Out - Unemployment #522	\$0	\$0	\$0	-	\$0	-
<u>Trf Out - Paths & Trails #108</u>	<u>\$287</u>	<u>\$303</u>	<u>-\$16</u>	<u>-5.1%</u>	<u>\$1,215</u>	<u>23.6%</u>
STREET FUND APPROPRIATIONS	\$154,885	\$187,305	-\$32,420	-17.3%	\$808,385	19.2%
OVER (SHORT)	\$20,433	-\$20,777			\$0	

Arterial Street Fund #107

Overview:

The adjacent page summarizes all Arterial Street Fund projected revenues, adopted appropriations, and financial activity through June.

The City used to be required to segregate monies received from gas taxes for Streets and Arterial Streets. Recent changes in state law allowed for the combination of these two revenue sources. However, the City has continued to segregate these funds to track the debt service and related expenditures on Arterial Streets.

Revenues

Revenues to this fund come entirely from gas taxes and invested fund balances.

Gas tax revenues are \$26,858 or 23.6% of budget through June. Yearly revenue estimates are based upon Department of Transportation projections. Gasoline taxes are collected on a cents per gallon basis and not as a percentage of sales prices. For this reason, the increase in gasoline prices does not result in a corresponding increase in gas tax revenue.

Appropriations and transfers out:

Through June, expenditures and transfers out total \$34,659 or 23.2% of budgeted appropriations of \$149,110. Expenditures go primarily to debt service and transfers out.

There is a \$67,040 budgeted debt service payment on the City's Public Works Trust Fund loan for the Aberdeen Avenue project. There is also a \$81,500 transfer to the Sidewalk Fund. The transfer to the Street Fund has yet to be made as of June 30, 2013.

ARTERIAL STREET FUND #107

CITY OF HOQUIAM

2013 2nd QUARTER FINANCIAL REPORT

<u>REVENUES</u>	2013-14 Q2 YTD	2011-12 Q2 YTD	Increase (Decrease)	% Increase (Decrease)	2013-14 Budget	% to Budget
Beginning Fund Balance	\$0	\$0			\$0	
TIB Funds for 16th St. Paving	\$206,816	\$0	\$206,816	-	\$206,815	100.0%
Gas Tax	\$26,858	\$28,313	-\$1,455	-5.1%	\$113,665	23.6%
<u>Investment Interest</u>	<u>\$67</u>	<u>\$71</u>	<u>-\$4</u>	<u>-5.6%</u>	<u>\$100</u>	<u>67.1%</u>
TOTAL ARTERIAL STREET FUND	\$233,742	\$28,385	\$205,357	\$0	\$320,580	72.9%
GRAND TOTAL ART. STREET FUND	\$233,742	\$28,385			\$320,580	
<u>APPROPRIATIONS</u>						
Debt Service	\$33,042	\$34,345	-\$1,303	-3.8%	\$67,040	49.3%
Capital	\$1,618	\$0	\$1,618	-	\$0	-
Trf Out - Sidewalks #302	\$0	\$0	\$0	-	\$81,500	0.0%
Trf Out - Paths & Trails #108	\$0	\$142	-\$142	-100.0%	\$570	0.0%
<u>Trf Out - Streets #106</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>=</u>	<u>\$0</u>	<u>=</u>
ART. STREET FUND APPROPRIATIONS	\$34,659	\$34,486	\$173	0.5%	\$149,110	23.2%
OVER (SHORT)	\$199,082	-\$6,102			\$171,470	

Ambulance Fund #109

Overview:

The Ambulance Fund accounts for the emergency medical response operations of the City's Fire Department. The adjacent page summarizes all biennial revenues, and financial activity through June.

Revenues:

Emergency Care revenues come from three primary sources:

- The general emergency medical services (EMS) property tax levy is projected to generate \$466,370. Through June, the City had received \$109,322, or 23.4% from this revenue source, with another major distribution expected to occur in November from the County Treasurer's office.
- Ambulance fees are projected at \$2,110,000. Through June, the City has collected \$481,658, or 22.8% of Budget. This activity is \$11,807 or 2.4% lower than the 2011-12 activity through June.
- Ambulance utility charges are budgeted at \$1,107,000. The City has received \$268,570 or 24.3% of these monthly charges.

Appropriations and Transfers Out:

Through June, the Ambulance Fund has spent 21.7% of its annual operating budget appropriations of \$3,648,610. This activity is right on target and the Finance Department, with the cooperation Emergency Care Administration, will monitor monthly activity to ensure that overall budget targets are adhered to.

Other appropriations include:

- A \$28,320 transfer to the General Fund to pay the Ambulance Fund's portion of the annual E911 contribution. This line item is 25.0% expended as of the 2nd Quarter.
- \$21,000 in capital projects including new lifepak (heart) monitors.

AMBULANCE FUND #109
CITY OF HOQUIAM
2013 2nd QUARTER FINANCIAL REPORT

<u>REVENUES</u>	2013-14 Q2 YTD	2011-12 Q2 YTD	Increase (Decrease)	% Increase (Decrease)	2013-14 Budget	% to Budget
Beginning Fund Balance	\$25,941	\$40,660			\$25,940	
EMS Levy	\$109,322	\$124,152	-\$14,830	-11.9%	\$466,370	23.4%
St. Health Grant	\$1,208	\$1,738	-\$530	-30.5%	\$0	-
GH EMS Training Reimbursement	\$435	\$835	-\$400	-47.9%	\$0	-
Ambulance Fees	\$481,658	\$493,465	-\$11,807	-2.4%	\$2,110,000	22.8%
Miscellaneous	\$3,117	\$2,597	\$519	20.0%	\$2,000	155.8%
Ambulance Utility Charges	\$268,570	\$260,504	\$8,066	3.1%	\$1,107,000	24.3%
SAFER Grant	\$8,669	\$0	\$8,669	-	\$0	-
Fire District EMS Fees	<u>\$53,300</u>	<u>\$37,418</u>	<u>\$15,882</u>	<u>42.4%</u>	<u>\$156,000</u>	<u>34.2%</u>
TOTAL AMBULANCE FUND	\$926,278	\$920,710	\$5,568	0.6%	\$3,841,370	24.1%
<u>OTHER REVENUES & TRANSFERS IN</u>						
Trf In - General Fund #001	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	-	<u>\$0</u>	-
TOTAL OTHER REVENUES	\$0	\$0	\$0	-	\$0	-
TOTAL AMBULANCE REVENUES	\$926,278	\$920,710	\$5,568	0.6%	\$3,841,370	24.1%
GRAND TOTAL AMBULANCE FUND	\$952,219	\$961,370			\$3,867,310	
<u>APPROPRIATIONS</u>						
Ambulance Operations	\$793,296	\$922,422	-\$129,126	-14.0%	\$3,648,610	21.7%
Capital	\$0	\$0	\$0	-	\$21,000	0.0%
Debt Service	\$0	\$0	\$0	-	\$0	-
Trf Out - General Fund #001 (E911)	\$7,080	\$7,000	\$80	1.1%	\$28,320	25.0%
Trf Out - Equipment Rental #501	\$17,998	\$17,004	\$995	5.8%	\$71,500	25.2%
Trf Out - Equipment Reserve #505	<u>\$18,750</u>	<u>\$18,750</u>	<u>\$0</u>	<u>0.0%</u>	<u>\$75,000</u>	<u>25.0%</u>
AMBULANCE FUND APPROPRIATIONS	\$837,124	\$965,176	-\$128,052	-13.3%	\$3,844,430	21.8%
OVER (SHORT)	\$115,095	-\$3,806			\$22,880	

Stadium and Tourism Fund #112

Overview:

The Stadium and Tourism Fund provides for the collection of the City's 2% stadium tax and 3% transient tax revenues. Funds collected here are spent to finance ongoing municipal operations related to tourism, festivals and performing arts activities.

Revenues:

For the biennium, Hotel Motel tax revenues were not budgeted. Staff will be bringing recommendations to the Council from the Lodging Tax Advisory Committee (LTAC) for approval to fund the 2013 community events and festivals.

Appropriations and Transfers out:

Through March, the City has not expended any of its budget authority in this fund. Staff will be bringing recommendations to the Council from the Lodging Tax Advisory Committee (LTAC) for approval to fund the 2013 community events and festivals.

STADIUM/TOURISM FUND #112

CITY OF HOQUIAM

2013 2nd QUARTER FINANCIAL REPORT

<u>REVENUES</u>	<u>2013-14</u> <u>Q2 YTD</u>	<u>2011-12</u> <u>Q2 YTD</u>	<u>Increase</u> <u>(Decrease)</u>	<u>% Increase</u> <u>(Decrease)</u>	<u>2013-14</u> <u>Budget</u>	<u>% to</u> <u>Budget</u>
Beginning Fund Balance	\$20,271	\$21,362			\$0	
Hotel-Motel Tax	\$4,534	\$4,775	-\$241	-5.0%	\$0	-
<u>Investment Interest</u>	<u>\$17</u>	<u>\$18</u>	<u>-\$2</u>	<u>-10.5%</u>	<u>\$0</u>	<u>-</u>
TOTAL STADIUM/TOURISM FUND	\$4,551	\$4,793	-\$242	-5.1%	\$0	-
GRAND TOTAL STADIUM/TOURISM	\$24,822	\$26,155			\$0	
<u>APPROPRIATIONS</u>						
Loggers Playday	\$0	\$0	\$0	-	\$0	-
7th Street Theatre	\$0	\$0	\$0	-	\$0	-
Community Events	\$0	\$0	\$0	-	\$0	-
<u>Trf Out - General Fund #001</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>-</u>	<u>\$0</u>	<u>-</u>
STADIUM/TOURISM APPROPRIATIONS	\$0	\$0	\$0	-	\$0	-
OVER (SHORT)	\$24,822	\$26,155			\$0	

Community Development Repay Fund #130

Overview:

The Community Development Repay Fund receives its funding from loan repayments associated with a home improvement loan program established in the early 1980's. Proposed expenditures represent abatement and cleanup activities.

This fund began 2013 with a budgeted \$139,280 cash balance.

Revenues:

This fund receives its primary resources from contract payments on home improvement loans and some resources from the cleanup and abatement fees. Total resources were budgeted at \$4,000 while revenues of \$31,809 have already been received.

The City's increased efforts in the abatement of dangerous buildings has increased the revenues of this fund dramatically and slowed the use of reserves by this fund.

Appropriations and Transfers out:

Expenditures for cleanup and abatement activities were budgeted at \$55,315 and include \$50,000 for costs to carry out abatements throughout the City.

Through June, \$1,726 or 3.1% of this budget have been expended. This activity is below expected levels and should be 100% expended by the end of the biennium.

COMMUNITY DEVELOPMENT REPAY FUND #130

CITY OF HOQUIAM

2013 2nd QUARTER FINANCIAL REPORT

<u>REVENUES</u>	2013-14 Q2 YTD	2011-12 Q2 YTD	Increase (Decrease)	% Increase (Decrease)	2013-14 Budget	% to Budget
Beginning Fund Balance	\$139,281	\$130,965			\$139,280	
Neighborhood Stabilization	\$0	\$48,237	-\$48,237	-100.0%	\$0	-
GH County Waste Abatement Grant	\$0	\$0	\$0	-	\$0	-
Miscellaneous Cleanup Fees	\$216	\$0	\$216	-	\$0	-
Abatement Fees	\$1,046	\$0	\$1,046	-	\$4,000	26.2%
<u>Contract Payments</u>	<u>\$30,547</u>	<u>\$407</u>	<u>\$30,140</u>	<u>7407.2%</u>	<u>\$0</u>	-
TOTAL COMM. DEVEL. REPAY FUND	\$31,809	\$48,644	-\$16,835	-34.6%	\$4,000	795.2%
GRAND TOTAL COMM. DEVEL. REPAY	\$171,090	\$179,609	-\$16,835	-4.7%	\$143,280	119.4%
<u>APPROPRIATIONS</u>						
Miscellaneous	\$216	\$0	\$216	-	\$1,000	21.6%
Cleanup Activities	\$0	\$0	\$0	-	\$0	-
Abate Nuisances	\$1,510	\$6,665	-\$5,155	-77.3%	\$50,000	3.0%
GH Co. Waste Abatement Grant	\$0	\$1,525	-\$1,525	-100.0%	\$4,315	0.0%
Purchase/Rehab Homes	\$0	\$8,492	-\$8,492	-100.0%	\$0	-
<u>Neighborhood Stabilization Program</u>	<u>\$0</u>	<u>\$99,090</u>	<u>-\$99,090</u>	<u>-100.0%</u>	<u>\$0</u>	-
COMM. DEVEL. REPAY FUND	\$1,726	\$115,772	-\$114,046	-98.5%	\$55,315	3.1%
OVER (SHORT)	\$169,364	\$63,837			\$87,965	

Water, Sewer and Storm Fund #401

Overview:

The Water, Sewer and Storm fund provides for all utility operations, capital improvement and debt service appropriations and transfers associated with the City's utilities. The adjacent pages summarize budgeted financial activity for the biennium, including revenues and expenditures through June.

Revenues:

This fund was budgeted to generate revenues of \$19,943,360, from water, sewer and storm usage but also a \$10 million Public Works Trust Fund Loan. Fees received from late penalties and shut-offs are also part of this fund's revenues.

Through June water sales of \$603,005 or 16.5% of budgeted metered water revenues of \$3,664,000 were collected. This is \$5,105 lower than 2011-12. A water rate increase is scheduled to go into effect on October 1, 2013. Revenues are forecasted to increase and this line item should be at 100% by the end of the biennium.

Through June, this fund had also collected 24.5%, or \$794,779 of its budgeted \$3,243,000 sewer service revenue. Sewer service rates are primarily fixed in amounts and not subject to variation in seasonality. Sewer service revenue is 3.3% higher than the 2011-12 year to date amount and is right on target.

Storm Drain rate revenues through June are at 16.8%, or \$120,292 of the budgeted amount of \$715,000. Storm Drain revenues are \$5,680 or 5.0% higher than comparable 2011-12 amounts. The storm drain rates were also increased on October 1, 2013. This line item should be at 100% by the end of the biennium.

Interest earned on the invested balance in this fund has earned \$6,994 through June. Short term interest rates have dropped drastically since 2007. However, the City still makes a concerted effort to invest all of its available funds.

The last major revenue source to this fund comes from a transfer in from the Watershed Fund. Through June, \$341,259 or 17.3% of the budgeted amount of \$1,973,050 had been transferred. These transfers will increase as the transmission line project activity increases this summer.

WATER,SEWER AND STORM FUND #401**CITY OF HOQUIAM****2013 2nd QUARTER FINANCIAL REPORT**

<u>REVENUES</u>	2013-14 <u>Q2 YTD</u>	2011-12 <u>Q2 YTD</u>	Increase <u>(Decrease)</u>	% Increase <u>(Decrease)</u>	2013-14 <u>Budget</u>	% to <u>Budget</u>
Beginning Fund Balance	\$844,726	\$710,850			\$844,725	
Water Sales	\$603,005	\$608,110	-\$5,105	-0.8%	\$3,664,000	16.5%
Sewer Service	\$794,779	\$769,091	\$25,688	3.3%	\$3,243,000	24.5%
Storm Drainage	\$120,292	\$114,612	\$5,680	5.0%	\$715,000	16.8%
Charges for Miscellaneous Service	\$8,650	\$3,352	\$5,298	158.0%	\$32,000	27.0%
Investment Interest	\$6,994	\$5,008	\$1,986	39.7%	\$30,000	23.3%
<u>Other Miscellaneous</u>	<u>\$4,209</u>	<u>\$8,633</u>	<u>-\$4,424</u>	<u>-51.2%</u>	<u>\$21,000</u>	<u>20.0%</u>
TOTAL SERVICE REVENUES	\$1,537,929	\$1,508,806	\$29,122	1.9%	\$7,705,000	20.0%
<u>OTHER REVENUES & TRANSFERS IN</u>						
PWTF Loan	\$163,204	\$0	\$163,204	-	\$10,000,000	1.6%
DOE Loan	\$154,491	\$0	\$154,491	-	\$218,000	70.9%
Grants	\$0	\$37,596	-\$37,596	-100.0%	\$0	-
Trf In - Trans Line Reserve	\$0	\$0	\$0	-	\$47,310	
<u>Trf In - Watershed #402</u>	<u>\$341,259</u>	<u>\$104,695</u>	<u>\$236,564</u>	<u>226.0%</u>	<u>\$1,973,050</u>	<u>17.3%</u>
TOTAL OTHER REVENUES	\$658,954	\$142,291	\$516,663	363.1%	\$12,238,360	5.4%
TOTAL FUND REVENUES	\$2,196,883	\$1,651,098	\$545,785	33.1%	\$19,943,360	11.0%
GRAND TOTAL FUND RESOURCES	\$3,041,609	\$2,361,948			\$20,788,085	
<u>APPROPRIATIONS</u>						
Water Operations	\$851,988	\$856,612	-\$4,623	-0.5%	\$3,852,325	22.1%
Sewer Operations	\$611,633	\$579,743	\$31,890	5.5%	\$2,522,020	24.3%
<u>Storm Drain Operations</u>	<u>\$152,195</u>	<u>\$155,956</u>	<u>-\$3,761</u>	<u>-2.4%</u>	<u>\$731,790</u>	<u>20.8%</u>
TOTAL WATERWORKS OPERATIONS	\$1,615,816	\$1,592,310	\$23,506	1.5%	\$7,106,135	22.7%
Water Capital	\$400,905	\$101,492	\$299,413	295.0%	\$10,619,525	3.8%
Sewer Capital	\$232,210	\$49,080	\$183,131	373.1%	\$628,570	36.9%
<u>Storm Drain Capital</u>	<u>\$0</u>	<u>\$67</u>	<u>-\$67</u>	<u>-100.0%</u>	<u>\$125,000</u>	<u>0.0%</u>
TOTAL WATERWORKS CAPITAL	\$633,116	\$150,639	\$482,477	320.3%	\$11,373,095	5.6%
Water Debt Service	\$626	\$0	\$626	-	\$0	-
<u>Sewer Debt Service</u>	<u>\$20,500</u>	<u>\$20,500</u>	<u>\$0</u>	<u>0.0%</u>	<u>\$55,930</u>	<u>36.7%</u>
TOTAL WATERWORKS DEBT	\$21,126	\$20,500	\$626	3.1%	\$55,930	37.8%
Trf Out - USDA Loan Repayment #410	\$135,720	\$150,000	-\$14,280	-9.5%	\$542,890	25.0%
Trf Out - Water Force Main Reserve	\$0	\$0	\$0	-	\$113,000	0.0%
Trf Out - Sewer Force Main Reserve	\$0	\$0	\$0	-	\$271,880	0.0%
Trf Out - Water Eq Rental #501	\$25,933	\$24,051	\$1,882	7.8%	\$120,200	21.6%
Trf Out - Sewer Eq Rental #501	\$15,877	\$15,763	\$114	0.7%	\$49,160	32.3%
Trf Out - Storm Eq Rental #501	\$5,121	\$6,755	-\$1,635	-24.2%	\$19,210	26.7%
Trf Out - Water Eq Reserve #505	\$25,500	\$25,500	\$0	0.0%	\$102,000	25.0%
Trf Out - Sewer Eq Reserve #505	\$15,000	\$15,000	\$0	0.0%	\$60,000	25.0%
Trf Out - Storm Eq Reserve #505	\$4,998	\$4,998	\$0	0.0%	\$20,000	25.0%
<u>Trf Out - Sewer Unemployment #522</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>-</u>	<u>\$0</u>	<u>-</u>
TOTAL WATERWORKS TRANSFERS	\$228,149	\$242,067	-\$13,918	-5.7%	\$1,298,340	17.6%
GRAND TOTAL FUND	\$2,498,207	\$2,005,516	\$492,690	24.6%	\$19,833,500	12.6%
OVER (SHORT)	\$543,402	\$356,432			\$954,585	

Appropriations:

For 2013-14, this fund was appropriated to spend \$19,833,500. Budgeted amounts are primarily for operations, but do include expenditures for capital, debt service and transfers out to equipment reserve for future vehicle and equipment purchases.

Through June, the Water, Sewer and Storm Departments combined have expended 22.7%, or \$1,615,816 of their combined \$7,106,135 operating budget, which is within parameters for the second quarter.

To date, the Water, Sewer and Storm Departments expended 5.6%, or \$633,116 of their combined \$11,373,095 capital budget. For 2013-14, the majority of capital expenditures will be toward replacement of the water transmission line.

Transfers to other funds for operating, debt service and equipment reserve requirements are within normal budget parameters through June, and are anticipated to be 100% expended by the end of the biennium.

This fund was budgeted to begin the biennium with a cash balance of \$844,725. However, after all operating appropriations and capital expenditures, this fund is budgeted to end the biennium with a cash balance of \$954,585. Staff will continue to monitor this fund as a 45-day operating reserve is recommended which would equate to \$595,000.

Watershed Fund #402

Overview:

The Watershed Fund accounts for all expenditures associated with timber harvesting and the management of watershed lands. All timber sale revenues are deposited into this fund. Watershed funds are transferred to the Water, Sewer and Storm Fund as needed for infrastructure improvements.

This fund began 2013 with a \$2,680,290 cash balance.

Revenues:

This fund receives its resources from timber sales. The City has been working aggressively since the December 2007 storm to harvest as much downed timber as possible without drastically altering other harvesting plans. In the first six months of the biennium, the City had only held some small timber sales but is in the process of planning additional sales.

Appropriations and Transfers out:

Starting in 2006 this fund does include a small operating expenditure budget, but primarily provides a source of funds for transfer to other Water, Sewer and Storm Funds for special projects.

Total interfund transfers of \$2,023,050 are budgeted to the Water, Sewer and Storm Fund for capital expenditures in support of infrastructure improvements and to the Transmission Line Reserve Fund. To date, \$364,424 or 18% of budgeted transfers had been made.

WATERSHED FUND #402**CITY OF HOQUIAM****2013 2nd QUARTER FINANCIAL REPORT**

<u>REVENUES</u>	<u>2013-14 Q2 YTD</u>	<u>2011-12 Q2 YTD</u>	<u>Increase (Decrease)</u>	<u>% Increase (Decrease)</u>	<u>2013-14 Budget</u>	<u>% to Budget</u>
Beginning Fund Balance	\$2,680,288	\$3,456,135			\$2,680,290	
Miscellaneous Revenue	\$0	\$1,504	-\$1,504	-100.0%	\$0	-
<u>Timber Sale Payments</u>	<u>\$463,000</u>	<u>-\$4,429</u>	<u>\$467,429</u>	<u>-</u>	<u>\$1,000,000</u>	<u>46.3%</u>
TOTAL WATERSHED FUND	\$463,000	-\$2,925	\$465,925	-	\$1,000,000	46.3%
TOTAL WATERSHED REVENUES	\$463,000	-\$2,925	\$465,925	-	\$1,000,000	46.3%
GRAND TOTAL WATERSHED FUND	\$3,143,288	\$3,453,210			\$3,680,290	
<u>APPROPRIATIONS</u>						
Watershed Operations	\$31,803	\$26,306	\$5,497	20.9%	\$217,900	14.6%
Land	\$18,000	\$0	\$18,000	-	\$0	-
<u>Road Construction</u>	<u>\$0</u>	<u>\$4,537</u>	<u>-\$4,537</u>	<u>-100.0%</u>	<u>\$500,000</u>	<u>0.0%</u>
Total Capital	\$18,000	\$4,537	\$13,463	296.8%	\$500,000	
Trf Out - Waterworks #401	\$341,259	\$104,695	\$236,564	226.0%	\$1,973,050	17.3%
<u>Trf Out - Trans Line Reserve #404</u>	<u>\$23,165</u>	<u>\$0</u>	<u>\$23,165</u>	<u>-</u>	<u>\$50,000</u>	<u>46.3%</u>
Total Transfers Out	\$364,424	\$104,695	\$259,729	248.1%	\$2,023,050	18.0%
GRAND TOTAL WATERSHED FUND	\$414,227	\$135,538	\$278,689	205.6%	\$2,740,950	15.1%
OVER (SHORT)	\$2,729,061	\$3,317,672			\$939,340	

Landfill Postclosure Fund #417

Overview:

The Landfill Postclosure Fund provides for maintenance and monitoring of the old City Landfill. Funds were transferred annually from the Sanitation Fund, when it was in operation, to this fund to pay for future maintenance costs. When the Sanitation Department was sold, a sufficient amount from the sale was also transferred to this fund to cover the costs of the City's obligation to the landfill until the end of 2009.

This fund will begin 2013 with a \$106,220 cash balance.

Revenues:

This fund receives its resources solely from interest earned on the cash balance reserved in this fund for postclosure maintenance.

Appropriations and Transfers out:

This fund is budgeted to spend \$58,850 on postclosure maintenance in the 2013-14 biennium. As of the second quarter, \$8,700 or 14.2% of anticipated expenditures had been made. This fund is budgeted to end the biennium with a \$47,870 cash balance.

LANDFILL POSTCLOSURE FUND #417

CITY OF HOQUIAM

2013 2nd QUARTER FINANCIAL REPORT

<u>REVENUES</u>	<u>2013-14 Q2 YTD</u>	<u>2011-12 Q2 YTD</u>	<u>Increase (Decrease)</u>	<u>% Increase (Decrease)</u>	<u>2013-14 Budget</u>	<u>% to Budget</u>
Beginning Fund Balance	\$106,218	\$143,815			\$106,220	
Investment Interest	<u>\$79</u>	<u>\$165</u>	<u>-\$87</u>	<u>-52.4%</u>	<u>\$500</u>	<u>15.8%</u>
TOTAL LANDFILL POSTCLOSURE FUND	\$79	\$165	-\$87	-52.4%	\$500	15.8%
GRAND TOTAL LANDFILL POSTCLOSURE	\$106,297	\$143,980			\$106,720	15.8%
<u>APPROPRIATIONS</u>						
Landfill Operations	<u>\$8,700</u>	<u>\$14,677</u>	<u>-\$5,978</u>	<u>-40.7%</u>	<u>\$58,850</u>	<u>14.8%</u>
LANDFILL POSTCLOSURE FUND	\$8,700	\$14,677	-\$5,978	-40.7%	\$58,850	14.8%
OVER (SHORT)	\$97,597	\$129,303			\$47,870	

Equipment Rental Fund #501

Overview:

The Equipment Rental Fund provides for the accounting of vehicle purchases and vehicle maintenance. Funds are accumulated over the course of one or more years in the Equipment Rental Reserve Fund #505 and funds are then transferred to this fund to acquire the vehicles or equipment.

For the biennium, this fund begins the biennium with a \$0 cash balance.

Revenues:

All resources of the Equipment Rental Fund come in the form of charges for services from other departments and transfers from other funds.

There is \$717,535 in budgeted revenue, of which 20.4% or \$146,032, has been received through June.

Appropriations:

The primary expenditures in this fund are for the City's one mechanic and for vehicle purchases. In addition to the mechanic, there are four vehicles and equipment purchases planned for the biennium, including one electrical bucket truck.

As of June, \$74,305 or 23.4% of operational expenditures and \$34,780 or 21.4% of appropriated vehicle purchases had been made. One of the four vehicles in the budget was purchased as of the end of the second quarter.

Finally, \$77,073 or 21.4% of the City's \$360,000 fuel budget was expended as of the second quarter of the biennium. This is \$7,697 or 9.1% less than the 2011-12 biennium.

EQUIPMENT RENTAL FUND #501

CITY OF HOQUIAM

2013 2nd QUARTER FINANCIAL REPORT

<u>REVENUES</u>	2013-14 <u>Q2 YTD</u>	2011-12 <u>Q2 YTD</u>	Increase <u>(Decrease)</u>	% Increase <u>(Decrease)</u>	2013-14 <u>Budget</u>	% to <u>Budget</u>
Beginning Fund Balance	\$0	\$26,760			\$0	
Equipment Maintenance Charges	\$146,032	\$124,550	\$21,482	17.2%	\$717,535	20.4%
Interest on Contracts A/R	\$18	\$0	\$18	-	\$0	-
<u>Other Miscellaneous</u>	<u>\$130</u>	<u>\$28,628</u>	<u>-\$28,498</u>	<u>-99.5%</u>	<u>\$300</u>	<u>43.3%</u>
TOTAL EQUIPMENT RENTAL FUND	\$146,180	\$153,178	-\$6,998	-4.6%	\$717,835	20.4%
<u>OTHER REVENUES & TRANSFERS IN</u>						
Trf In - Eq. Rental Reserve #505	\$29,934	\$26,301	\$3,633	13.8%	\$204,635	14.6%
<u>Trf In - Dept. Contributions</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>-</u>	<u>\$0</u>	<u>-</u>
TOTAL OTHER REVENUES	\$29,934	\$26,301	\$3,633	13.8%	\$204,635	14.6%
TOTAL EQUP RENTAL REVENUES	\$176,114	\$179,479	-\$3,365	-1.9%	\$922,470	19.1%
GRAND TOTAL EQUIPMENT RENTAL	\$176,114	\$206,239			\$922,470	
<u>APPROPRIATIONS</u>						
Equipment Rental Operations	\$74,305	\$75,960	-\$1,655	-2.2%	\$317,835	23.4%
Fuel	\$77,073	\$84,770	-\$7,697	-9.1%	\$360,000	21.4%
<u>Capital</u>	<u>\$34,780</u>	<u>\$29,548</u>	<u>\$5,232</u>	<u>17.7%</u>	<u>\$204,635</u>	<u>17.0%</u>
EQUIPMENT RENTAL FUND APPROP.	\$186,158	\$190,278	-\$4,120	-2.2%	\$882,470	21.1%
OVER (SHORT)	-\$10,044	\$15,960			\$40,000	

Equipment Rental Reserve Fund #505

Overview:

The Equipment Rental Reserve Fund provides for the accounting of resources from all operating funds for use in acquiring vehicles and equipment. Separate balances are maintained for each operating fund making a contribution, and funds are accumulated over the course of one or more years and funds are then transferred to the Equipment Rental Fund #501 to acquire the vehicles.

This fund is budgeted to begin the biennium with a \$1,535,865 cash balance. The budget provides for \$379,490 in resources from transfers to this fund from other funds.

Revenues:

All resources of the Equipment Rental Reserve Fund come in the form of transfers from other funds. As noted above, \$379,490 in transfers are provided by other funds of which \$79,248 or 20.9% have been made through June.

Appropriations:

Appropriations come in the form of transfers to the Equipment Rental Fund #501. In the 2013-14 budget, \$204,635 was appropriated in transfers of which \$29,934 or 14.6% have been made to date.

EQUIPMENT RENTAL RESERVE FUND #505

CITY OF HOQUIAM

2013 2nd QUARTER FINANCIAL REPORT

<u>REVENUES</u>	<u>2013-14 Q2 YTD</u>	<u>2011-12 Q2 YTD</u>	<u>Increase (Decrease)</u>	<u>% Increase (Decrease)</u>	<u>2013-14 Budget</u>	<u>% to Budget</u>
Beginning Fund Balance	\$1,535,866	\$1,580,945			\$1,535,865	
Departmental Contributions	\$79,248	\$17,942	\$61,306	341.7%	\$379,490	20.9%
Interfund Loans	\$109,046	\$0	\$109,046	-	\$109,045	100.0%
Proceeds from Sale of Fixed Assets	\$6,310	\$3,000	\$3,310	110.3%	\$0	-
TOTAL EQ RENTAL RES REVENUES	\$194,604	\$20,942	\$173,662	829.3%	\$488,535	39.8%
GRAND TOTAL EQ RENTAL RESERVE	\$1,730,470	\$1,601,887			\$2,024,400	85.5%
<u>APPROPRIATIONS</u>						
Interfund Loan - General Fund #001	\$0	\$0	\$0	-	\$0	-
Trf Out - Equipment Rental #501	\$29,934	\$26,301	\$3,633	13.8%	\$204,635	14.6%
EQ RENTAL RESERVE FUND	\$29,934	\$26,301	\$3,633	13.8%	\$204,635	14.6%
OVER (SHORT)	\$1,700,536	\$1,575,586			\$1,819,765	

Medical/Dental Fund #520

Overview:

The Medical/Dental Fund receives transfers from other operating funds to pay for the direct expenditures of contractually obligated dental premiums.

The fund is budgeted to begin the biennium with a \$37,910 cash balance. The budget provides for \$189,000 in resources transferred to this fund from the City's operating funds.

Revenues:

All resources of the Medical/Dental Fund come in the form of transfers from other funds for the City's self insured dental plan. Previously, this fund was used as a fund to receive and remit payments for medical insurance; allowing for a central place to track total medical insurance costs. This practice was discontinued in 2009 to essentially eliminate the double counting of medical. Medical insurance costs can still be tracked but only at the department level.

As noted above, \$189,000 in transfers are provided by other funds, of which \$37,955 or 20.1% have been made through June.

Appropriations:

Appropriations to this fund include the City's direct dental premiums in the amount of \$186,000. As of June, the City had expended \$39,797 or 21.4% on dental premiums.

MEDICAL/DENTAL FUND #520
CITY OF HOQUIAM
2013 2nd QUARTER FINANCIAL REPORT

<u>REVENUES</u>	2013-14 Q2 YTD	2011-12 Q2 YTD	Increase (Decrease)	% Increase (Decrease)	2013-14 Budget	% to Budget
Beginning Fund Balance	\$37,911	\$40,575			\$37,910	
Department Contributions	\$37,955	\$37,457	\$498	1.3%	\$189,000	20.1%
Cobra Contributions	\$117	\$0	\$117	-	\$0	-
Employee Contributions	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	-	<u>\$0</u>	-
TOTAL MEDICAL/DENTAL FUND	\$38,073	\$37,457	\$615	1.6%	\$189,000	20.1%
GRAND TOTAL MEDICAL/DENTAL FUND	\$75,984	\$78,032			\$226,910	
<u>APPROPRIATIONS</u>						
Medical Premiums	\$0	\$0	\$0	-	\$0	-
Dental - Claims & Admin Fees	\$39,797	\$47,863	-\$8,066	-16.9%	\$186,000	21.4%
Miscellaneous	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	-	<u>\$0</u>	-
MEDICAL/DENTAL FUND APPROPRIATIONS	\$39,797	\$47,863	-\$8,066	-16.9%	\$186,000	21.4%
OVER (SHORT)	\$36,186	\$30,170	\$6,017		\$40,910	

Police & Firemen's Pension Fund #611

Overview:

This fund pays for the medical premiums and allowable medical bills for retired LEOFF I Police and Fire employees. The City is mandated by state law to provide the benefits to these employees while the state provides their pensions. This fund also pays the supplemental pension payments for pre-LEOFF fire employees.

Revenues:

The primary source of funding for the Police & Firemen's Pension Fund is through a transfer from the General Fund. There is \$1,273,000 in budgeted transfers, of which \$318,000 or 25% has been received.

There is also \$39,000 in Fire Insurance Premium Taxes that are anticipated to be received in the 2013-14 biennium to help offset the Fire pension payments. To date, \$21,478 or 55.1% has been received in this line item. These funds are distributed to the City once per year.

Appropriations:

Biennial expenditures for this fund were budgeted at \$1,312,000 and are mostly for retiree medical but also for pension payments. As of June 2013, \$315,589 or 24.1% of budgeted appropriations had been expended.

POLICE & FIRE RETIREES FUND #611

CITY OF HOQUIAM

2013 2nd QUARTER FINANCIAL REPORT

<u>REVENUES</u>	2013-14 Q2 YTD	2011-12 Q2 YTD	Increase (Decrease)	% Increase (Decrease)	2013-14 Budget	% to Budget
Beginning Fund Balance	\$0	\$0			\$0	
Property Tax	\$0	\$0	\$0	-	\$0	-
Fire Insurance Premium Tax	\$21,478	\$20,276	\$1,202	5.9%	\$39,000	55.1%
Trf In - General Fund #001	<u>\$318,000</u>	<u>\$256,000</u>	<u>\$62,000</u>	<u>24.2%</u>	<u>\$1,273,000</u>	<u>25.0%</u>
TOTAL FUND REVENUES	\$339,478	\$276,276	\$63,202	22.9%	\$1,312,000	25.9%
GRAND TOTAL RETIREE FUND	\$339,478	\$276,276			\$1,312,000	
<u>APPROPRIATIONS</u>						
Police LEOFF 1 Medical Premiums	\$108,233	\$119,855	\$79,447	-9.7%	\$484,000	22.4%
Police LEOFF1 Medical Bills	\$7,847	\$3,509	\$4,515	123.6%	\$35,000	22.4%
Police Medicare Premiums	\$4,316	\$1,737	\$4,516	148.5%	\$10,000	43.2%
Police LEOFF 1 Dental Bills	\$1,661	\$213	\$4,516	679.6%	\$4,000	41.5%
Fire LEOFF1 Disability Pyts	\$17,942	\$18,051	\$23,627	-0.6%	\$75,000	23.9%
Fire LEOFF1 Annuity Pyts	\$8,656	\$9,131	\$5,273	-5.2%	\$38,000	22.8%
Fire LEOFF1 Medical Premiums	\$141,709	\$110,686	\$94,978	28.0%	\$596,000	23.8%
Fire LEOFF1 Medical Bills	\$15,893	\$4,959	\$12,458	220.5%	\$30,000	53.0%
Fire LEOFF1 Medicare Premiums	\$6,923	\$7,544	\$3,990	-8.2%	\$30,000	23.1%
Fire LEOFF1 Dental Bills	<u>\$2,409</u>	<u>\$431</u>	<u>\$3,990</u>	<u>459.3%</u>	<u>\$10,000</u>	<u>24.1%</u>
RETIREE FUND APPROPRIATIONS	\$315,589	\$276,116	\$39,473	14.3%	\$1,312,000	24.1%
OVER (SHORT)	\$23,888	\$159			\$0	

Capital Improvement Projects

Overview:

Capital improvement expenditures have been separated for clarity purposes and for independent accounting of capital improvement projects. Proprietary operations, such as the City's water, sewer, storm drain funds are capital intensive as the following summary explains. Very little capital project activity has taken place as of the second quarter. More detail will be included in future Quarterly Reports as activity picks up in the summer months.

Progress Summary:

General Capital, \$197,720. This line item was appropriated to fund improvements to City buildings and parks in 2013-14. There has been \$91,854 spent as of June 2013 primarily on the waterfront boating facility grant.

Sidewalk Construction Fund, \$1,425,465. This line item was appropriated to fund primarily grant funded sidewalk improvements throughout the City. There has been only \$106,492 expended as of June 2013.

Water Capital Projects, \$10,619,525. These items provide appropriation authority for all requested water utility capital improvements for 2013-14. These improvements are funded from watershed resources transferred to the Water Department. The largest project in this category is the transmission line replacement. In total, Water Capital Projects have expended \$400,905 or 3.8% of budget authority.

Sewer Capital Projects, \$736,710. Variable Drive upgrades to sewer pumps are the major projects for 2013-14. As of June, \$299,532 or 40.7% of appropriated expenditures had been made.

CITY OF HOQUIAM
2013-2014 CAPITAL IMPROVEMENT BUDGET
2013 2nd QUARTER FINANCIAL REPORT

CAPITAL PROJECTS	2013-14 Q2 BTD	2013-14 <u>Budget</u>	% to Budget
#001 - General Fund (Unrestricted Revenues)			
Upgrade Finance Software	\$2,468	\$9,775	25.3%
Library Roof Repairs	\$3,030	\$40,000	7.6%
Street Tree Planting	\$0	\$10,000	0.0%
Waterfront Boating Facility	\$76,906	\$127,945	60.1%
<u>Urban Forestry Action Plan</u>	<u>\$9,450</u>	<u>\$10,000</u>	<u>94.5%</u>
Subtotal, General Fund Projects	\$91,854	\$197,720	46.5%
#102 - Mausoleum			
Handicap Ramp and Railing	\$0	\$8,000	0.0%
#108 - Paths & Trails			
Construction Project	\$0	\$15,435	0.0%
#109 - Ambulance			
Lifepak Monitor Equipment	\$0	\$21,000	0.0%
#302 - Sidewalk Construction			
Construction Projects	\$103,492	\$1,425,465	7.3%
#401-25 Water Department Projects			
Gutters	\$2,275	\$3,500	65.0%
Dam Repairs	\$0	\$188,955	
Transmission Line Repairs	\$0	\$10,000	0.0%
Simpson Ave. Main Repairs	\$22,094	\$30,000	
Rep. College Hill Res. Roof	\$0	\$200,000	
Trans. Line Prelim. Design	\$1,139	\$47,310	2.4%
Trans. Line Construction	\$356,625	\$10,000,000	3.6%
Update SCADA System	\$114	\$23,000	0.5%
Rebuild Raw/Finish Pumps	\$0	\$40,000	0.0%
Upgrade Beacon Hill Telemetry	\$0	\$9,500	0.0%
Arnold Court Booster Pump	\$6,513	\$10,000	65.1%
Repl College Hill Generator	\$4,016	\$5,500	73.0%
Update Springbrook	\$823	\$3,260	25.2%
Meters	\$7,307	\$40,000	18.3%
WTP - Upgrade Air Comp	\$0	\$8,500	0.0%
Subtotal, Water Projects	\$400,905	\$10,619,525	3.8%
#401-26 Sewer Department Projects			
Wastewater Facility Plan	\$67,321	108140	62.3%
Force Main	\$69,075	189810	36.4%
Varidrives	\$145,812.96	\$210,000.00	69.4%
Diesel Generator	\$13,807.15	\$120,000.00	11.5%
WWTP Mixers	\$0.00	\$100,000.00	0.0%
Adams to Lagoon Force Main	\$2,692.18	\$5,500.00	48.9%
<u>Upgrade Springbrook</u>	<u>\$822.76</u>	<u>\$3,260.00</u>	<u>25.2%</u>
Subtotal, Sewer Utility Projects	\$299,532	\$736,710	40.7%
#401-27 - Storm Department Projects			
Pump Replacements	\$0	\$125,000	0.0%
TOTAL CAPITAL PROJECTS	\$895,783	\$13,148,855	6.8%

Debt Service Budget Summary

Overview:

The adjacent page provides a summary of the 2013-14 debt service budget of the City. The City began 2013 with a total bonded debt service principal balance including revenue debt of \$7,880,814 in all funds.

Limited Tax General Obligation (LTGO) Debt: Appropriations in this category pay the principal, interest and debt associated with two debt issues, including:

- 1989 LTGO Bonds that financed a remodel of City Hall.
- 1994 PWTF Loan that paved a portion of Aberdeen Avenue.

Through March, \$59,165 or 33.9% of budget has been expended in principal and interest payments on LTGO debt.

Revenue Debt: Appropriations in this debt category pay the principal, interest, and debt service expenses associated with two revenue bond issues, including:

- 2006 PWTF Loan to complete a Sewer Facility Plan.
- 2000 CERB Loan to install sewer along the 5th Street Extension.

Through March, no funds have been expended in principal and interest payments on revenue debt.

Summary:

Total debt activity through June was \$59,165 or 11.8% of the total debt service budget, due again to payments later in the year on general obligation debt. The City is expected to end 2014 with a bonded debt principal balance of \$7,493,938.

DEBT SERVICE SUMMARY

CITY OF HOQUIAM

2013 2nd QUARTER FINANCIAL REPORT

ISSUE	Fund	2013					% to Budget	2014
		Beginning Balance	2013-14 Principal	2013-14 Interest	2013 Q2 BTD	2013-14 Budget		Ending Balance
<u>Limited Tax General Obligation Debt</u>								
1989 City Hall Remodel	213	\$151,561	\$18,871	\$6,610	\$25,481	\$50,965	50.0%	\$112,961
1994 PWTF Aberdeen Avenue*	107	\$66,050	\$33,024	\$660	\$33,684	\$67,040	50.2%	\$0
<u>2012 Timberland Regional Library</u>	<u>001</u>	<u>\$161,971</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$35,066</u>	<u>0.0%</u>	<u>\$129,604</u>
Subtotal, Limited Tax G.O.		\$379,582	\$51,895	\$7,271	\$59,165	\$153,071	33.9%	\$242,565
<u>Revenue Debt</u>								
2012 USDA Loan - Biosolids	401	\$7,020,402	\$0	\$0	\$0	\$230,829	0.0%	\$6,789,573
2013 DOE Loan - WW Facility Plan	401	\$440,831	\$0	\$0	\$0	\$42,930	0.0%	\$431,800
<u>2000 CERB Fifth Street Sewer Extensior</u>	<u>401</u>	<u>\$40,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$13,000</u>	<u>0.0%</u>	<u>\$30,000</u>
Subtotal, Revenue		\$7,501,233	\$0	\$0	\$0	\$286,759	0.0%	\$7,251,373
Total Debt, All Sources and Uses		\$7,880,814	\$51,895	\$7,271	\$59,165	\$439,830	11.8%	\$7,493,938

* Not included in All Fund Summary Debt Service Line (paid out of individual operating budgets)