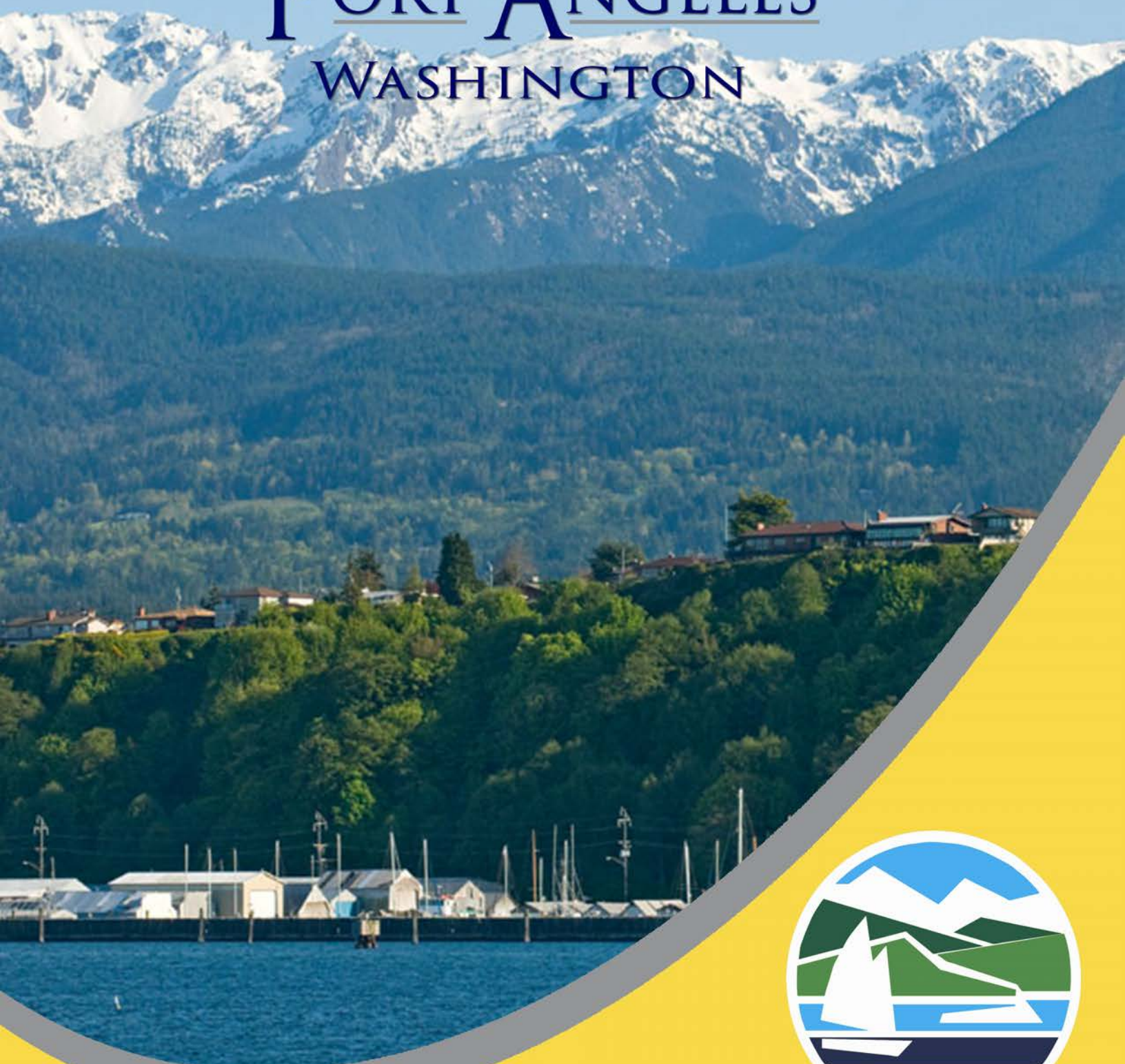


THE CITY OF
PORT ANGELES
WASHINGTON



2022 PRELIMINARY BUDGET



Prepared by the Finance Department

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The City's 2021 Budget can also be viewed interactively in the Open Budget platform found on the City's website at www.cityofpa.us by clicking on the Open Data icon, or at <http://openbudget.cityofpa.us>.



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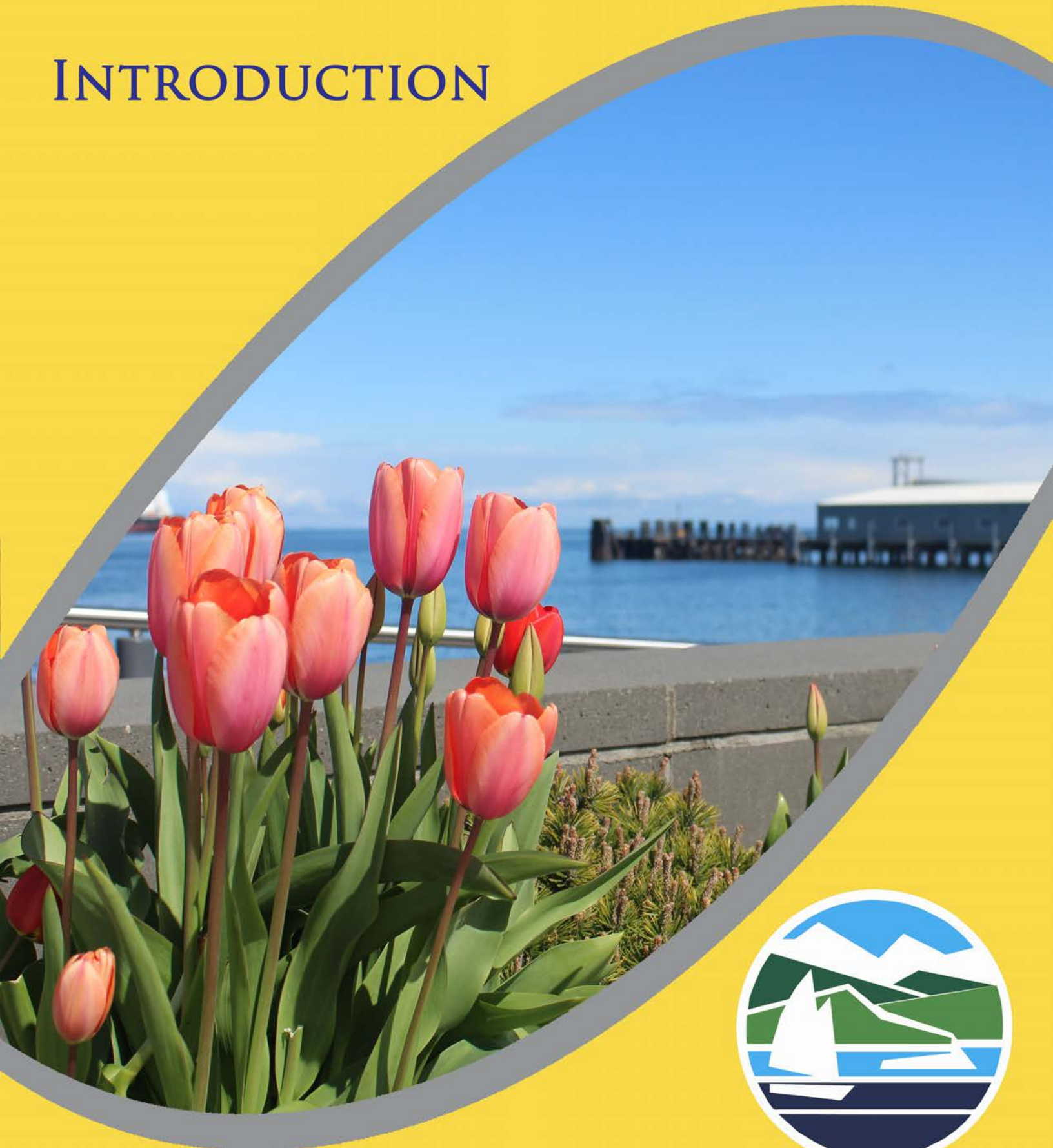
CITY OF PORT ANGELES



2022 PRELIMINARY BUDGET



INTRODUCTION



VISION STATEMENT - 2034

“THE CITY OF PORT ANGELES IS VIBRANT AND PROSPERING, NURTURING A BALANCE OF INNOVATION AND TRADITION TO CREATE AN ENVIRONMENTALLY, ECONOMICALLY, AND FISCALLY SUSTAINABLE COMMUNITY, ACCEPTING AND CHERISHING ITS SOCIAL DIVERSITY, SMALL-TOWN CHARACTER AND NATURAL SETTING.”

~ PORT ANGELES CITY COUNCIL 2021~





October 8, 2021

Honorable Mayor and City Council of the City of Port Angeles, Washington,

I have the privilege to present to you a balanced budget for the 2022 fiscal year. Our staff worked diligently to prepare a document that identifies how we have met our fiscal responsibilities, and in doing so, we have also created a window to the inner workings of City Government. This transparency helps cultivate a foundation of trust. The need for trust was never more apparent than in the last year and a half as the City worked to take the uncertainty out of the coronavirus pandemic. Our staff utilized the tools that were set in place by Council through City policies. Our City team continues to place the Port Angeles community at the forefront of all decisions made to ensure their financial burden was alleviated whenever possible to improve circumstances across the City.

In 2022, the total proposed operating expenditures for the City are \$125,433,500. Balancing the budget does not mean the City is without challenges. Costs of city services continue to rise at levels that far exceed revenue sources available to the City. Additionally, effects of the pandemic are still paramount making the need to ensure our customers can afford the services we provide. Evaluation of revenue options within the City's budget coupled with creativity, collaboration and innovation will be necessary for a successful and prosperous future that will allow us to better serve our community. Additionally, expanding and continuing the City's careful and conservative approach to identifying sustainable resources that will offset rising expenses will be key to safeguarding City programs and maintaining needed assets. By continuing this disciplined approach to balancing budgets, the City will be better prepared to provide valuable services to Port Angeles residents.

BALANCING THE 2022 PRELIMINARY BUDGET

At the start of the budget process the General Fund had a shortfall of nearly \$1.4 million dollars. Diligence by the Finance Department, adherence to Council driven policies and hard work on the part of all departments and staff members to identify budget savings balanced the General Fund at \$22,127,500.

The 2022 General Fund budget carries forward essential programs despite growing inflation in every aspect of spending. The 2022 budget includes an overall revenue increase in the General Fund of \$361,800, primarily due to sales tax and permit revenue returning to pre-pandemic levels. However, some revenue sources continue to be impacted by the pandemic; including revenue collected from facility rentals and investment interest earned in all City funds. Due to the stringent approach of past budgets the 2022 budget includes one-time use of reserves for special projects. The use of reserves is the result of savings and higher than expected revenue collection in 2020. This use of reserves will not decrease the fund balance in the General Fund below the 25% threshold approved by City Council in the Financial Policies.

Utility funds were balanced within the approved cost of service analysis models to ensure the expenses planned in each area did not exceed rate revenue and go beyond what the Port Angeles community can afford. When building the 2022 budget it was critical to staff that despite growing expenditures, we do everything possible to prevent or reduce rate increases. Due to the staggered approach to the rate setting process the Electric, Stormwater and Solid Waste rates were presented to and approved by Council for implementation in 2022. By utilizing these models and carefully planning budgeted expenditures, the vast majority of residents in Port Angeles will not experience any rate increases and businesses will experience slight increases to Stormwater fees only.

Phone: 360-417-4500 / **Fax:** 360-417-4509 / **TTY:** 360-417-4645

Website: www.cityofpa.us / **Email:** citymanager@cityofpa.us

321 East Fifth Street / Port Angeles, WA 98362-3206

BUDGETING FOR OUR COMMUNITY

This year was exceptionally difficult to balance the budget. As the City faced uncertainty and unpredictability resulting from the coronavirus pandemic it was particularly evident that balancing the 2022 Budget was about more than finances. The 2022 Budget considers not only services that are impactful to our community, but also additional programs to help our community build and continue to be prosperous. This consideration was at the heart of the 2022 budget and was a top priority for all city staff during the budget building process. This community-oriented focus created a sustainable and balanced budget.

In the past year and a half, the City has undergone a municipal code audit and update. As part of this process the City reached out to our community to determine their priorities. From this survey citizens clearly voiced their concern in several areas including code enforcement and the housing crisis faced by many in Port Angeles. The 2022 Budget addresses our community's concerns by building in further distinction and transparency in the City's code enforcement program. All expenses related to the program have been moved into the Code Compliance fund. These expenses also include increasing one part-time Code Enforcement Officer position to full-time to allow for further compliance on private properties and within the public realm. Additional focus has been dedicated to parks helping to ensure the safety of our residents, as well as providing a safe space for our community to enjoy. The City's budget includes \$40,000 for a pilot program partnering with the Clallam County Sheriff's office to provide a crew that will assist in the cleanup and maintenance of City owned properties. Further enhancing our great community by providing clean and well-kept properties as a standard in our community. In addition, the 2022 Budget includes an additional \$125,000 to continue the Code Audit and update work and ensure the visions and priorities of our residents and businesses are realized through this process.

Further support to our community was realized through funding received from the American Rescue Plan Act (ARPA). City Council has already approved several uses for the \$2.8 million received thus far from this funding that will help build and support the Port Angeles community; this includes \$1.0 million toward Affordable Housing. This funding is already working to support several housing projects throughout the City and will provide a temporary two-year Housing Coordinator position that will evaluate options and needs for the Affordable Housing sales tax collection to ensure our limited funding is leveraged whenever possible with community partners or grant opportunities. Funding was also authorized by City Council in the amount of \$250,000 for a Past Due Utility Relief program to provide much needed assistance to customers that continue to be financially burdened due to the lasting impacts of the pandemic. This program will be in addition to the \$223,300 grant received from the Department of Commerce to provide COVID related utility, rental and mortgage relief that will also be administered in 2022. In addition, with ARPA funding a Communication/Records Specialist position was approved to ensure residents and businesses received important and essential information about assistance programs, mandates, operations, utilities and any other beneficial information items.

Our citizen's quality of life is also a top priority to City Staff. Approximately \$19.8 million has been set aside for capital projects that will increase the quality of our resident's ability to live, work and play, enhance our community and ensure proper maintenance occurs to City facilities and utilities. To ensure these projects are able to move forward in a timely manner for community enjoyment and fiscal responsibility, Council has also approved a temporary Project Manager position in the 2022 Budget. This position would move projects that were backlogged in 2020 and 2021, forward, due to restrictions and ability to obtain supplies. The approach leverages ARPA funding to ensure community success of these important projects. The projects planned in 2022 include \$11.5 million in utility capital projects, \$2.7 million in transportation projects and \$5.6 million in governmental projects as outlined in the approved Capital Facilities Plan. A few highlights of these projects in 2022 include:

- Continued funding for waterfront trail repairs
- City Pier Railing Replacement
- Continued funding for public restrooms
- Several Chip Seal projects throughout the City including I Street, 8th Street and N Street
- Decant Facility at the Transfer Station
- Emergency Operations Center (EOC) and 911 Center Building

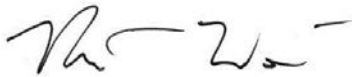


MOVING FORWARD

The 2022 Budget is a successful compilation of Council direction, staff commitment and input from our citizens. Without the collective efforts of each department and staff, who are not only the foundation of our City's services but make priorities realities, the budget challenges we face would be much more difficult to overcome. Though the City has, and will continue to have challenges, the road to overcoming them will be paved with dedication, collaboration and commitment.

The hardships we have seen from the pandemic will have lasting impacts that are at this time unknown. Our ability to stay vigilant, flexible and carry necessary programs forward to our community will help us move toward positive outcomes. This must be accomplished by continuing to work together as Staff, Leadership, City Councilmembers and citizens of our great City. Thank you all for your commitment and dedication not just to the fiscal sustainability of our City but to the overall health and wellbeing of our community. Your efforts everyday help keep Port Angeles on a path toward a promising future.

Respectfully submitted,



Nathan A. West
City Manager





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Port Angeles
Washington**

For the Fiscal Year Beginning

January 01, 2021

Christopher P. Morrill

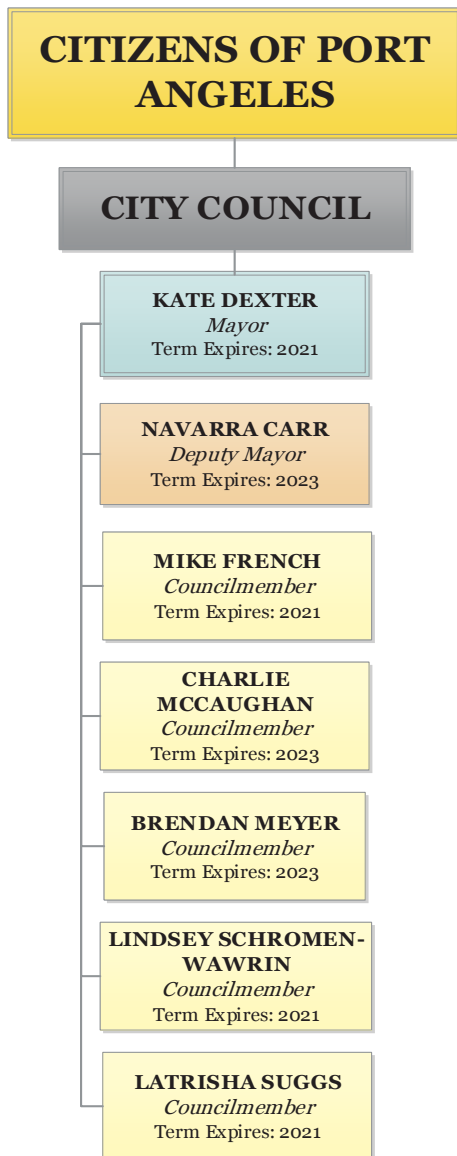
Executive Director



YOUR LOCAL GOVERNMENT

The City of Port Angeles' City Council has seven members. Each member of the City Council is elected at large and serve four year terms. The City Council also elects a Mayor and Deputy Mayor from within the Council. Both the Deputy Mayor and the Mayor serve two year terms. Council Members do not keep regular office hours at City Hall, but are always available through email or letters sent to City Hall.

Community members may also attend regular City Council meetings and Work Sessions to better understand what your local government does and the current issues that are facing it. There is also a public comment section of each meeting that allows citizens to speak directly to the City Council about any concerns or recommendations they may have regarding the City of Port Angeles and its policies. These meetings take place as follows:



Regular Council Meetings:

The first and third Tuesday of each month at 6:00pm in the City Council Chambers at City Hall; 321 E. Fifth Street; Port Angeles, Washington 98362. For information regarding virtual Council meetings, please visit: <https://www.cityofpa.us/984/Live-Virtual-Meetings>

Work Session Meetings:

The fourth Tuesday of each month at 5:00pm in the City Council Chambers in City Hall; 321 East Fifth Street; Port Angeles, Washington 98362.

Additionally, the City of Port Angeles has a variety of advisory boards, commissions and committees appointed by the City Council. Members of the community may volunteer their time to serve the community by joining one of these advisory groups.

CITIZEN ADVISORY BOARDS & COMMISSIONS:

- Board of Adjustment
- Board of Ethics
- Civil Service Commission
- Lodging Tax Advisory Committee
- Parks, Recreation & Beautification Commission
- Utility Advisory Committee
- Port Angeles Forward Committee
- Public Safety Advisory Board
- Planning Commission



THE CITY OF
PORT ANGELES
WASHINGTON

STATEMENT OF VALUES

WE THE EMPLOYEES OF THE CITY OF PORT ANGELES
SHARE A DEDICATION AND COMMITMENT TO
PROVIDING **QUALITY CUSTOMER SERVICE** WITH
HONESTY, INTEGRITY, AND FLEXIBILITY.

WORKING AS A TEAM, WE TAKE **PRIDE** IN
PROVIDING **EFFICIENT** AND **EFFECTIVE**
SERVICES FOR WHICH WE ARE **RESPONSIBLE**
AND **FISCALLY ACCOUNTABLE.**

WE VALUE A **POSITIVE ATTITUDE, TRUST,**
INITIATIVE, AND **COMPASSION** WITH A
HIGH STANDARD OF **PROFESSIONALISM** AND
OPEN COMMUNICATION. WE RESPECT **DIVERSITY**
AND FOSTER A **SAFE** ENVIRONMENT.

IN **PARTNERSHIP** WITH THE COMMUNITY,
WE ARE **STEWARDS** OF OUR UNIQUE ENVIRONMENT
AND **QUALITY OF LIFE.**

CITIZENS OF PORT ANGELES

CITY COUNCIL

KATE DEXTER
Mayor

NAVARRA CARR
Deputy Mayor

MIKE FRENCH

CHARLIE MCCAUGHAN

BRENDAN MEYER

LINDSEY SCHROMEN-WAWRIN

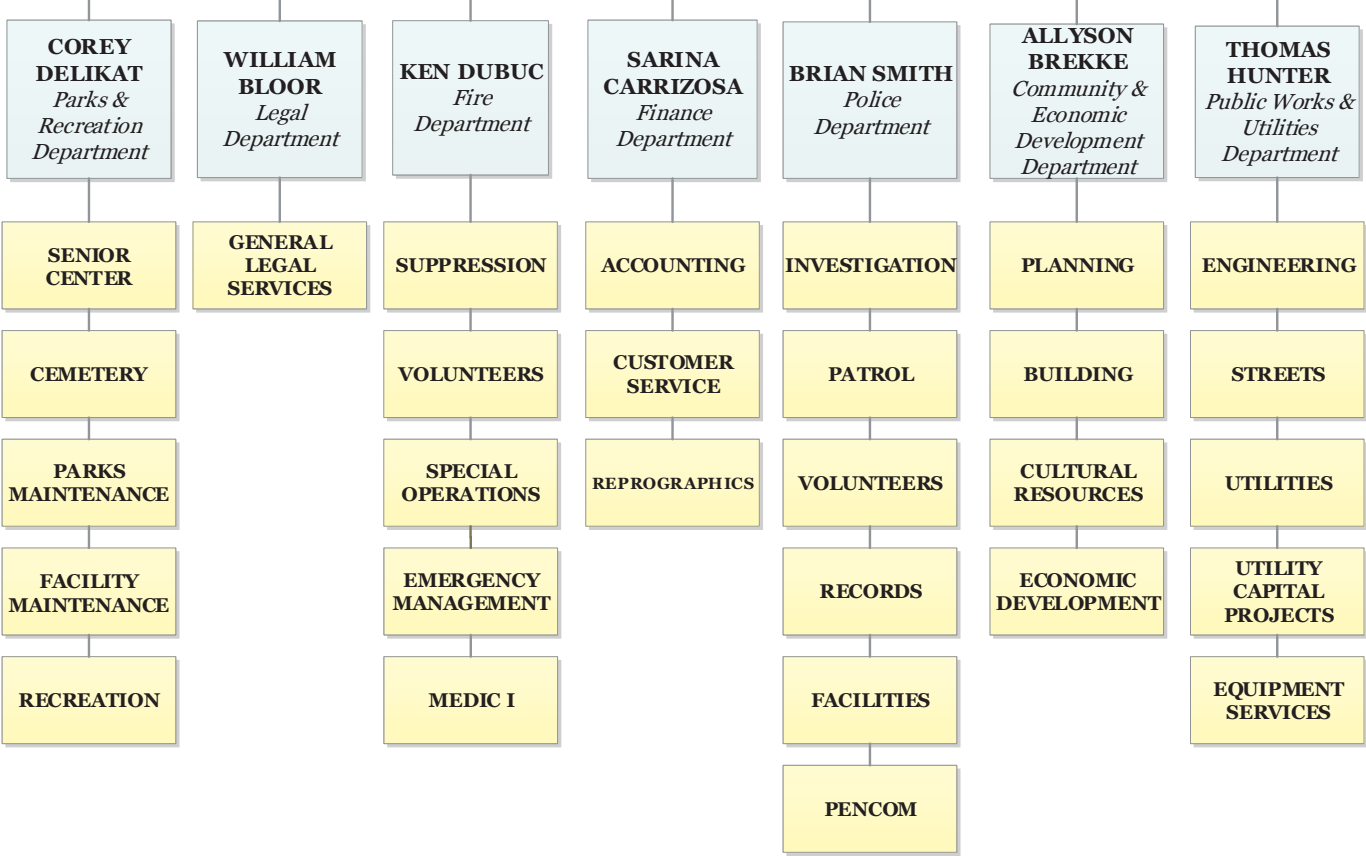
LATRISHA SUGGS
Councilmembers

KARI MARTINEZ-BAILEY
City Clerk

NATHAN WEST
City Manager

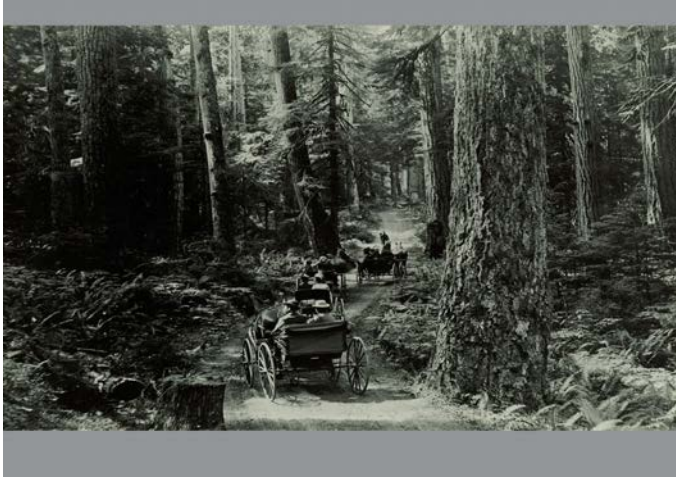
TODD WEEKS
Information Technology

ABBIGAIL FOUNTAIN
Human Resources



THE PORT ANGELES COMMUNITY

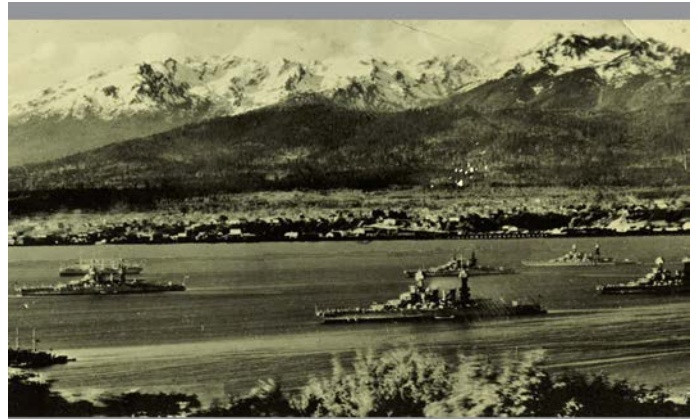
The City of Port Angeles has long been the primary urban center of the North Olympic Peninsula. The earliest residents of the area were sustained by the region's abundant natural resources. These same natural resources, the naturally protected deep water harbor, abundant coniferous forests, prolific wildlife and marine resources, and an overall natural beauty also attracted the first non-natives to the area and continue today to encourage visitors and new residents alike from all walks of life.



The first official non-native sighting of the Peninsula was made by an explorer named Juan Perez on August 10, 1774, and the first confirmed report of the Strait of Juan de Fuca was made by Captain Charles Barkley in 1787. A Greek named Apostolos Valerianos, who had a reputation for "tall tales", claimed to find the Strait in 1592, but it was Captain Charles Barkley, master of the Austrian East India Company ship, Imperial Eagle, who named the Strait in 1787. Port Angeles has had several different names since its "discovery". In 1791, Lt. Francisco Eliza, a Spanish explorer, called it "El Puerto de Nuestra Señora de los Angeles" as it provided a haven from the stormy passage through the Strait. A year later, it was shortened to Porto de los Angeles. Later it was called "False Dungeness" because of the similarities between Ediz Hook and the Dungeness Spit. Then it was called "Cherbourg" as someone who had been to France hoped it would become the "Cherbourg of America". Finally, on June 6, 1862, the City was officially named Port Angeles.

Settlers from the east began to make Port Angeles their home beginning in the 1850s following the establishment of the boundary between Canada and the United States in 1846. However, it is Victor Smith who is referred to as the Founder of Port Angeles. Mr. Smith arrived in Port Townsend as a Customs Collector in 1861. But it appears he really had his eye on moving the Port of Entry, and therefore the Customs House, to Port Angeles where he

happened to have an interest in some land. According to Port Angeles, Washington: A History- Volume I by Paul J. Martin, there are 13 coincidences that point to a plot conceived by "Smith and some men in Washington, D.C. to grab power, money and land on the Olympic Peninsula." Through the auspices of Mr. Smith, on June 18, 1862, the Customs House was moved from Port Townsend to Port Angeles conveniently close to the land Smith had already purchased. Coincidentally, the very next day Abraham Lincoln signed an order setting aside more than 3,500 acres of land at Port Angeles as a military and lighthouse reservation; this area is now known as Lincoln Park.



PORT ANGELES BAY

Unfortunately, with the passing of Mr. Smith in 1865, the Port of Entry was returned to Port Townsend, and Port Angeles became little more than a ghost town until the 1880s. It was the railroad that brought Port Angeles back to life. The railroad opened up the Pacific Northwest, and all those choosing to move west found a little bit of paradise.

The Puget Sound Cooperative Colony was founded in May of 1887, just east of town at the mouth of Ennis Creek. The colony was founded on the principle that people could improve themselves and their lot in life through cooperation and unity. They issued their own money and distributed it to the colonists every few months.

At the start of 1890 the population of Port Angeles was less than 50, but by mid-year the population was over 1,000. In June of 1890, a public assembly of townspeople chose their first Mayor, John Dyke, and City Council. Incorporation occurred on June 11, 1890, and in December 1890, the first regular election was held. Willard Brumfield was elected Mayor over John Dyke, and for many years the City Council meetings were often brought to a



premature close by brawls and fist fights as the council members fought over the town's development plans.

An election held on November 4, 1890, named Port Angeles as the county seat. The colony quickly grew, earning revenue from logging, dairy and crop farming, and a saw mill. The colonists built the first school, church, and Opera House. While at its peak, the colony was home to more than a thousand members. Unfortunately, it slowly deteriorated and went bankrupt in 1894.



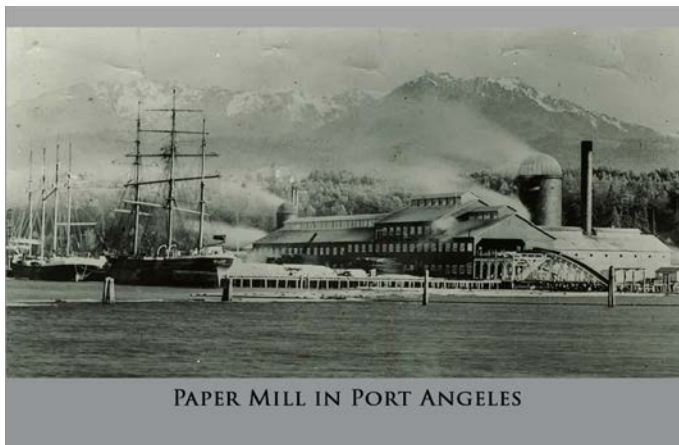
PORT ANGELES CITY HALL IN 1910

Logging and timber have long been important industries, and in 1912 Port Angeles was home to the world's largest sawmill. In 1920, a large pulp and paper mill was built by Washington Pulp and Paper Company. Purchased a few years later and operated by Crown Zellerbach for over 60 years, the mill is now owned by McKinley Paper Company.

In 1922, the Port of Port Angeles was formed. The natural deep-water harbor has always attracted shipping and both commercial and sports fishing. The Port operates a marina, boat haven, and international airport. The City hosts a Coast Guard Station for search and rescue activities in area waters as well as a pilot station where all inbound vessels pick up a pilot to guide the vessels through the inland waters to other Puget Sound ports.

Port Angeles has at various times been a stopping point for Naval ships. In the 1920s and early 1930s significant portions of the Pacific Fleet visited every summer. Naval visits slowly dropped off until they were stopped in the 1980s.

The first Coast Guard air station on the Pacific Coast was established at Ediz Hook on June 1, 1935. It is the oldest United States Coast Guard Station in the country. The piece of land occupied by the Coast Guard Station is the one remaining part of the military reservation that once included all of what is now Port Angeles. The first plane arrived on June 1; the plane, a Douglas RD-4 amphibian, was to perform its first rescue just two months later on August 9.



PAPER MILL IN PORT ANGELES

The station officially became Coast Guard Group Port Angeles in September of 1944 and received its first helicopter in 1946. Coast Guard Group Port Angeles now includes the stations at Quillayute River and Neah Bay and the cutter Point Bennet based in Port Townsend.



PRESENT DAY COAST GUARD STATION IN PORT ANGELES

The town grew steadily through the ensuing decades. Norman Smith, the son of Victor Smith, served as Mayor in the early 1890s. By far, the largest civic project was the regarding of the downtown streets, which occurred in 1914. The Olympic Power Company was formed in 1911 to construct the Lower Elwha Dam. The county Courthouse was built on Lincoln St. in 1915. A new fire station was built in 1931, a new Police station and jail were built in 1954, and a new city hall in 1987. In 1953, Port Angeles received the All American City Award, thereby rewarding all her efforts to grow and improve.

Today Port Angeles continues to grow and thrive. The City's waterfront received a revitalization update. This is a multi-phased approach, with Phase II complete. In 2014 the National Park Service completed the Elwha Dam Removal. The City recently finished some of the largest projects in its



history including the Landfill Bluff Stabilization project and the Combined Sewer Overflow project that prevented over 40 million gallons of overflow from entering the harbor. Both projects continue the City's approach to be good stewards of our environment.



THE FEIRO MARINE LIFE CENTER

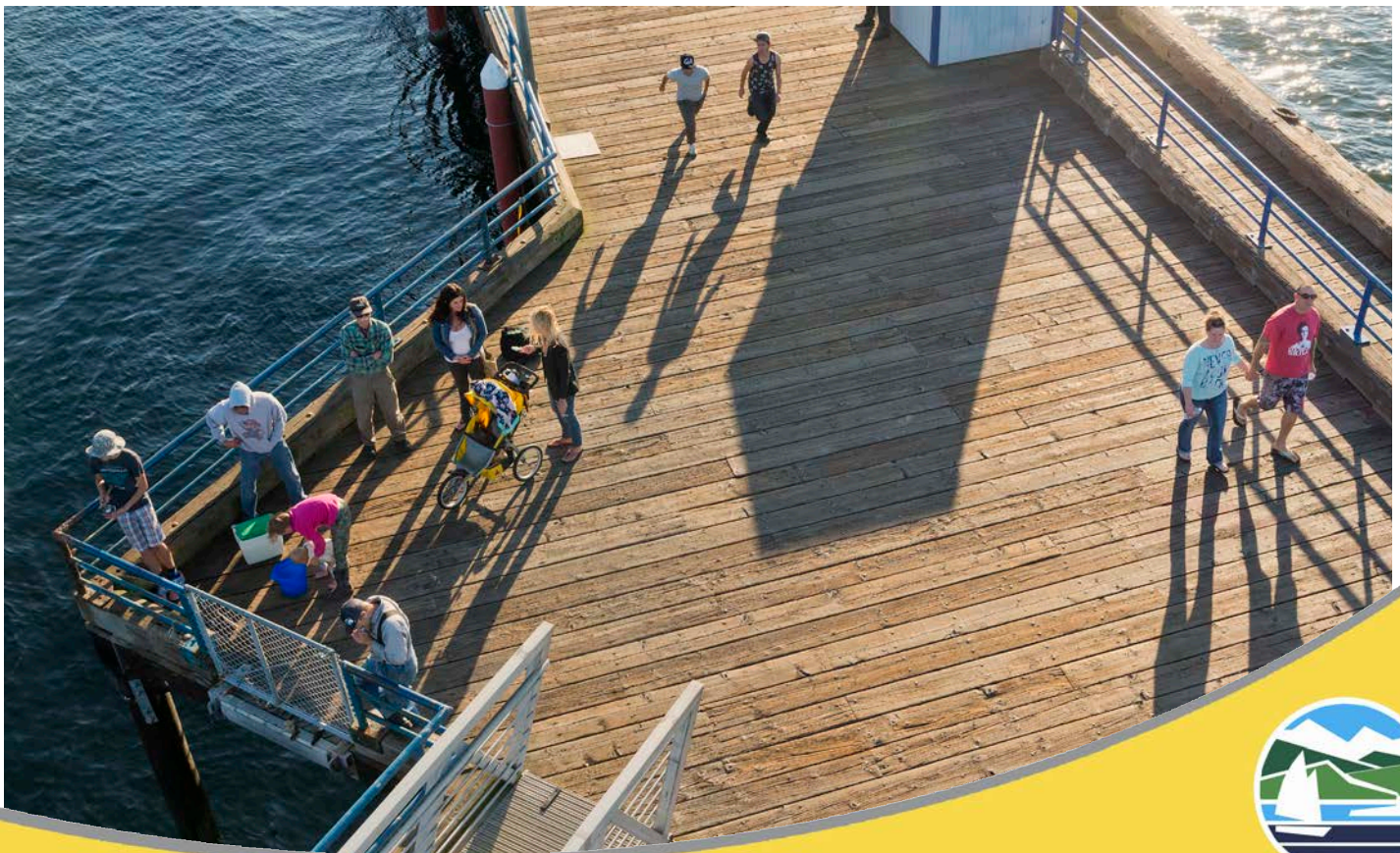
There are a wealth of recreational opportunities available in Port Angeles. The Port Angeles City Pier is one of the focal points of the Port Angeles waterfront. The pier is located alongside Hollywood Beach and a few steps away from the Waterfront Trail. The Arthur D. Feiro Marine Laboratory is located right on the pier, and children

of all ages are encouraged to actually touch marine life. During the summer, the pier hosts live music concerts in its amphitheater every Wednesday evening. The pier also boasts a watch tower with excellent views of the town, mountains, harbor, Ediz Hook, and Vancouver Island. Fishing and crabbing are also allowed on the pier.

For boaters, Port Angeles has a marina, where fishing and pleasure boats are moored. The marina is located alongside the waterfront trail, allowing boaters the opportunity to stretch their legs. Boat repairs and a refueling station are also available.

Port Angeles, nestled at the foot of the Olympic Mountains, is the largest city on the North Olympic Peninsula and is bordered by the Olympic National Park to the north and surrounded by several major watersheds. We have beaches, the pier, and 23 parks located within the City limits. Residents and visitors both enjoy hiking, biking, fishing, community theater and light opera, a wonderful symphony orchestra, and of course, skiing at Hurricane Ridge. Victoria, British Columbia is a ferry ride away across the Strait of Juan de Fuca and the ferry runs year round.

Port Angeles has experienced many growing pains in the past 100+ years, but thanks to the determination of those who have chosen her as their home she continues to overcome her burdens and move upward, onward, and ready to move into the future.



PORT ANGELES AT A GLANCE

GENERAL DATA

Date Incorporated	June 11, 1890
Area	10.7 square miles, plus 3.8 miles of harbor
Population	20,020
Number of Households	10,466
Average Commute Time	17.8 minutes
Number of Parks	23

CITY SERVICES

Full service, including: police, fire, electric, water, wastewater, solid waste collections and transfer station, stormwater, street maintenance, medic I, parks and recreation.

SERVICES PROVIDED TO AREAS OUTSIDE THE CITY

Mutual aid pacts with outlying areas for police, fire, emergency medical, and emergency dispatch services.



PORT ANGELES AT A GLANCE

POLICE PROTECTION

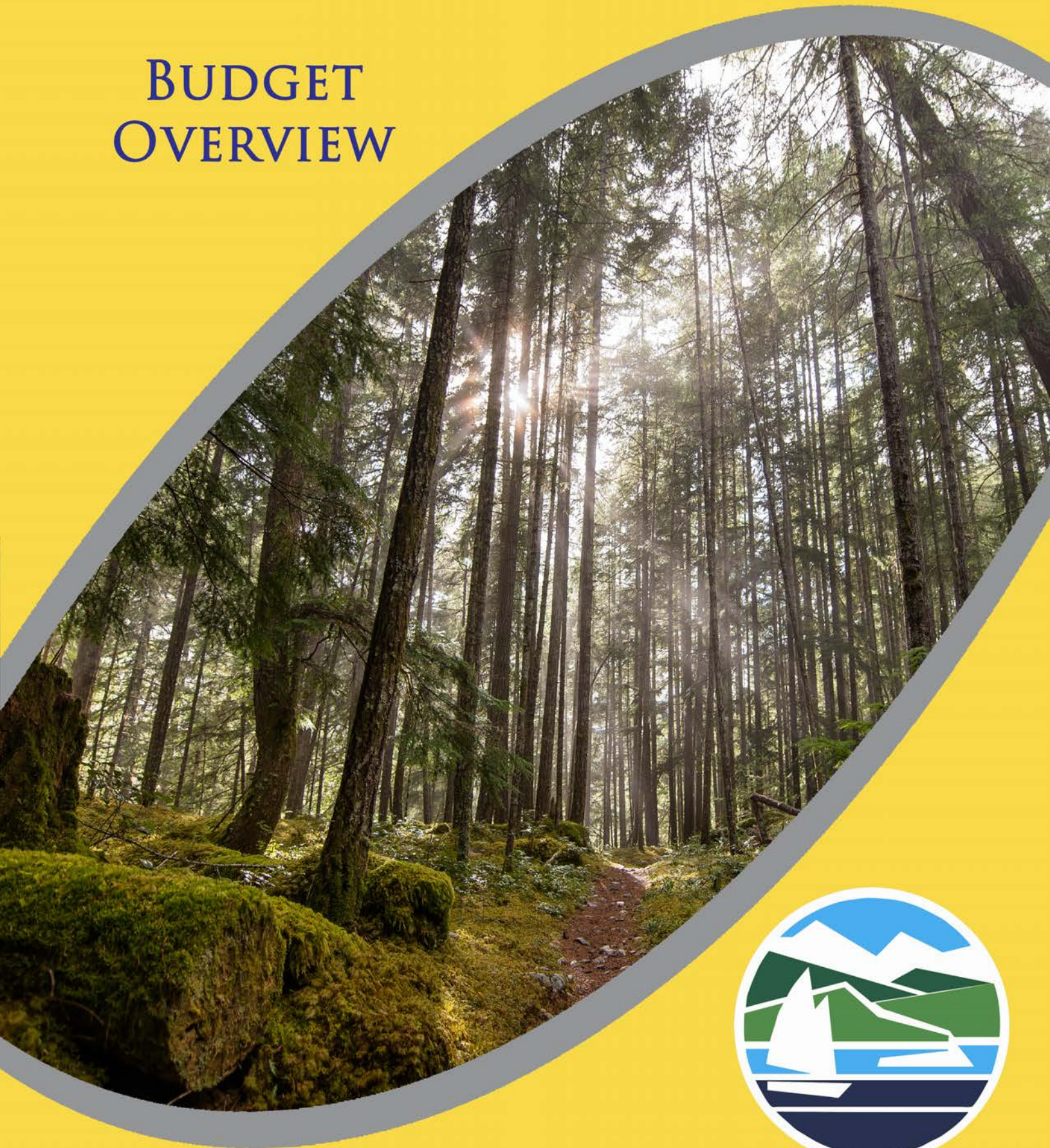
Commissioned Full Time Officers	32
Code Enforcement Officers	3
Volunteer Police Officers	30
Police Stations	1

FIRE PROTECTION

Career Officers	27
Volunteer Firefighters	60
Volunteer Firefighters sponsored by the City	22
Community Paramedics	3
Fire Stations	1



BUDGET OVERVIEW



THE BUDGET PROCESS

What is included in the Budget?

The budget includes the financial planning and legal authority to obligate public funds. Additionally, the budget provides significant policy direction by the City Council to the staff and the community. As a result, the City Council, staff, and public are involved in establishing the budget for the City of Port Angeles.

The budget provides four functions:

1. A Policy Document

The budget functions as a policy document because decisions made within the budget will "reflect the general principles or plans that guide the actions taken for the future." As a policy document, the budget makes specific attempts to link desired goals and policy direction to the actual day-to-day activities of the City staff.

2. An Operational Tool

The budget of the City reflects its operation. Activities of each City function and organization have been planned, debated, formalized, and described in the following sections. This process will help to maintain an understanding of the various operations of the City and how they relate to each other and to attain the policy issues and goals of the City Council. In this effort, the budget addresses areas which may not be traditional budget document topics. These include current and future debt management, staffing levels, long-range planning, capital spending plans, and the tax base and its relationship to the provision of services.

3. Communication Tool/Link to Public

The budget provides a unique opportunity to allow and encourage public review of City operations. The budget describes the activities of the City, the reason or cause for those activities, future implications, and the direct relationship to the citizenry. An introduction summary section is included for this purpose.

4. A Legally Required Financial Planning Tool

Traditionally a financial planning tool, the budget is also a State law requirement of all cities as stated in Title 35A RCW. The budget must be adopted as a balanced budget and must be in place prior to the expenditure of any City funds. The budget is the legal authority to expend public monies and controls those expenditures by limiting the amount of the appropriation at either the fund or department level. The revenues of the City are estimated, along with available cash carry-forward, to indicate funds

available. The staff requests for appropriations comprise the disbursement side of the budget.

How Does the Budget Compare to the Annual Report?

The City prepares an annual financial report in conformance with generally accepted accounting principles (GAAP). Since the budget is not prepared using the same basis of accounting, it cannot in all cases be compared directly to information depicted in the annual report. The Governmental Fund types are budgeted on a modified accrual basis and can be directly compared to the operating statements in the City annual report. The Proprietary Fund types are budgeted on a modified accrual basis and depicted in the annual report using a full accrual basis. These funds, therefore, cannot be compared between the two reports.

Why does the City prepare the Budget?

The budget is a requirement of State law. The budget, as adopted, constitutes the legal authority for expenditures. The City's budget is adopted at the fund level, so expenditures may not legally exceed appropriations at that level. The City's budget is generally amended three to four times a year. All appropriations, except operating grants and capital projects, lapse at year end. Unexpended resources must be re-appropriated in the subsequent period.

In addition, the budget process affords both an interesting and challenging opportunity to reassess plans, overall goals, and the means for accomplishing them. It is through this effort that the budget is the single most important policy document produced each year. Much effort is expended to ensure the budget plan will achieve the goals and objectives of the City Council.

How is the Budget prepared?

Determining Policies and Goals:

The Budget process for the City of Port Angeles is, in some respects, an ongoing, year-round activity. The formal budget planning begins in the summer with discussions between the City Manager, departments, and City Council about the status of ongoing programs, new goals, and objectives for the future.

Reporting and Monitoring

The budget and its policies are implemented through the individual departments and the accounting controls of the



Finance Department. The budget is monitored by a reporting system consisting of monthly reports to department heads and divisional managers. Financial reports are issued by the Finance Department comparing actual expenditures and revenues with the budget. In these reports, financial data is presented at the same level of detail as the final budget.

Staff Planning and Preparation

Budget preparation begins in June with the projection of City reserves, revenues, expenditures, and financial capacity. It is with this groundwork that departmental expenditure requests are made and subsequently reviewed.

Components of the Budget

There are three components of the budget: operating/base, capital improvements and supplemental requests.

Operating/Base: The operating/base consists of budget proposals which will be sufficient to maintain the operation of programs which have been authorized in earlier budgets.

Capital Improvements: The budget includes capital projects scheduled for construction. The City's approach to capital budgeting is financial in character. This process starts in March with the Capital Facilities Plan. The Council works with City staff to approve specific projects. Once a final plan is adopted, the budget authorizes approved projects to have spending authority. If more funds become available or third party funding can be arranged, a budget amendment is considered.

The City's capital program is funded primarily through the use of reserves, the issuance of general obligation bonds, revenue bonds, real estate excise tax funds, and federal and state loan and grant programs.

Supplemental Requests: Departments may request funding above the base budget amount in order to maintain current levels of service, to provide for the expansion of existing programs, or to enable the implementation of new services or programs. Requests can be made for new personnel, equipment, technology or capital. All supplemental funding requests must be adequately described and include an explanation of the impacts the request will have on public service; including the expected benefit if approved, or consequence if not approved. The effects on operating costs and how the request relates to the City's strategic plan must also be explained. Consideration of reasonable alternatives must be provided, particularly if the request involves addition of permanent personnel.

Preliminary Budget

The budget is ready for the City Manager's review in August. The City Manager and the Finance Director meet with each Department Director to discuss revisions. The proposed budget is available for City Council and citizen review before November 1st each year. The Council holds a formal hearing on revenue sources considered in the preliminary budget and conducts a series of work sessions to examine the budget in detail. A preliminary budget hearing is conducted before acting formally on the budget as modified during work session hearings. Final action on the budget usually occurs in early December.

Final Budget

The final budget is issued as a formal published document in the same format as the preliminary budget, but as modified by the City Council. The actual appropriations implementing and amending the budget are contained in the budget ordinance adopted by the City Council. Public hearings are scheduled for the first and third City Council meeting in November, with the final public hearing and budget adopted at the first meeting in December.

Amending the Budget

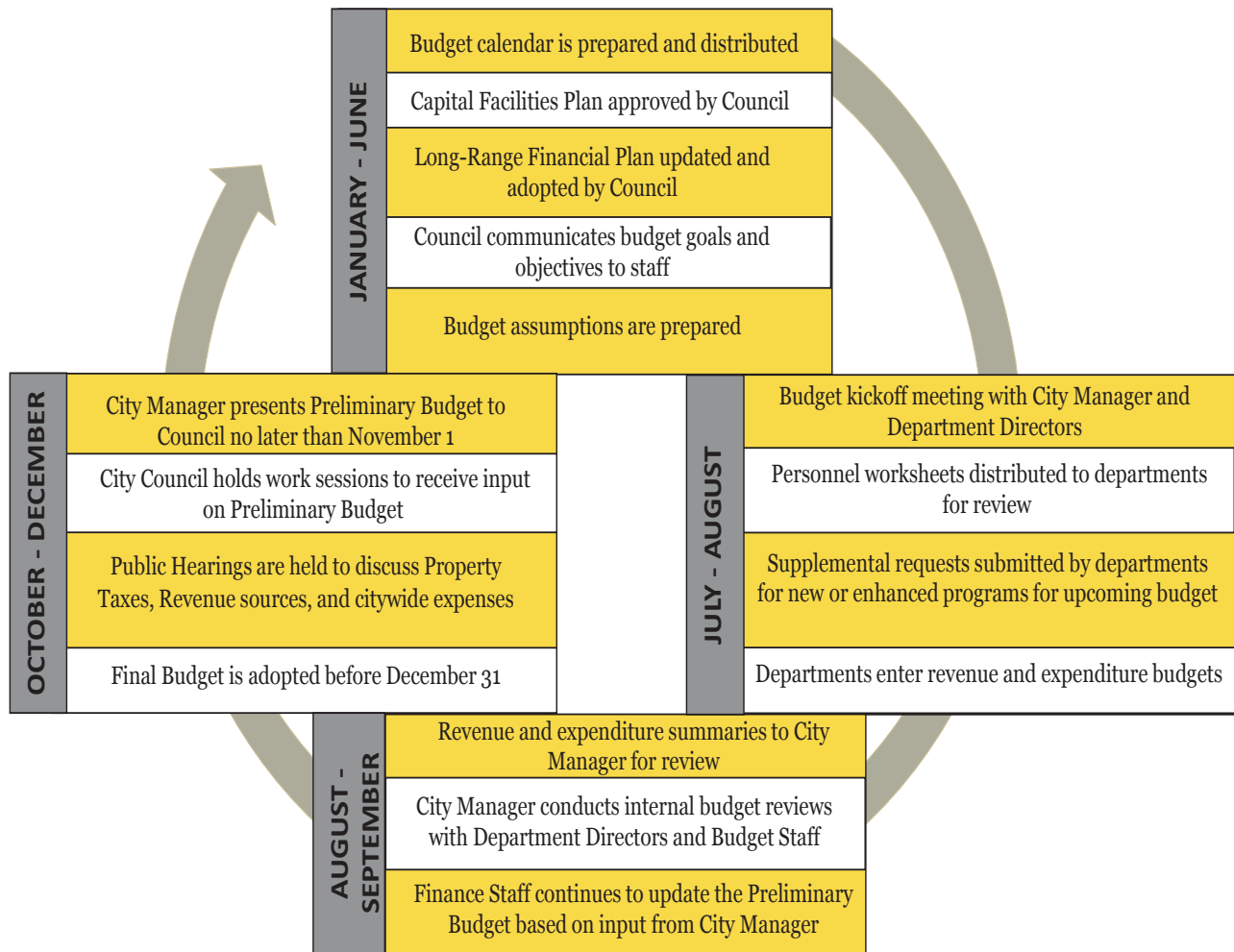
The City Manager is authorized to transfer budgeted amounts between departments within any fund. However, any revisions that alter the total expenditures, revenues, or reserves of a fund, or that effect the number of permanently authorized employee positions, salary ranges, or other conditions of employment, must be approved by the City Council.

The City Council determines whether it is in the best interest of the City to increase or decrease the appropriation of a particular fund. This can be accomplished by adoption of a budget amendment ordinance.

The status of the budget is comprehensively reviewed throughout the year, to identify any needed adjustments. All requests for amendments should first be filed with the Finance Director. The Finance Director and City Manager, after careful review of the process, make a recommendation to the City Council for budget amendments. The City Council usually amends the current budget three to four times during the fiscal year.






THE BUDGET PROCESS - CALENDAR



THE COMPREHENSIVE PLAN & THE BUDGET

The City's Comprehensive plan lays the foundation for the future of Port Angeles. This plan includes guidelines for several key elements from Land Management to the institution of a Capital and Transportation Improvement Plan. These guidelines and visions are interconnected into the Budget because the Budget authorizes and facilitates the spending of funds that relate to the items included in the Comprehensive Plan. Equally the goals in the Comprehensive Plan are taken into consideration while going through the budget process and when balancing the Budget. Items indicated by Council to be of a higher priority will remain in the budget whereas items of a lower priority may be removed if needed to balance the budget.

In some instances Council has indicated very specific goals in the Comprehensive Plan and in others the vision is more

generic. Throughout the Budget document these goals and visions will be indicated with a specific measurable number that ties into the Comprehensive Plan, or with the element met. Goals included in the Budget from the Comprehensive Plan will be indicated by the element symbols as discussed below (  ).

Addressed within the Comprehensive Plan are nine elements. While the elements most impacted in the Budget are the Capital Facilities and Transportation elements, the remaining seven are also touched on in several areas of the budget. The Comprehensive elements and a brief description of each element follows:

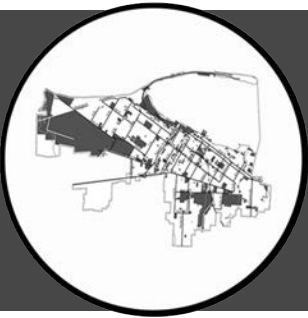


GROWTH
MANAGEMENT



The Comprehensive Plan has been developed in accordance with the requirements of the State Growth Management Act (GMA). The City participated with Clallam County, the City of Forks, the City of Sequim, area Tribes and other agencies in the development of a County-Wide Planning Policy. The City also agreed to work with the County on a joint Comprehensive Plan for the Urban Growth Area (UGA). In 2005 the City entered into a phased annexation plan for the Eastern UGA. A similar agreement was reached regarding the Western UGA. At that time, the City established the intended zones that would be applied to areas annexed to the City from the Eastern UGA.

LAND USE



The Land Use element establishes City policy regarding how land may be developed. This element and its Future Land Use Map establishes the following six comprehensive plan land use categories:

- Low Density Residential;
- Medium Density Residential;
- High Density Residential;
- Commercial;
- Industrial, and;
- Open Space.

TRANSPORTATION



The intent of the Transportation Element is to define in a comprehensive manner how vehicular traffic and non-motorized modes of travel are to be routed in the most efficient, economical, and compatible manner. This Circulation Plan is a means of intercity commuting, a way to promote economic development, a means to promote healthy lifestyle, and a way to provide future utility right-of-way.

The goals provide direction for a strong community, creating walkable, people friendly environments, and improving health and quality of life for all residents.

UTILITIES &
PUBLIC SERVICES



The Utilities and Public Services element identifies and addresses the various services that make a community a safe and desirable place to live. It also establishes policies that define which services are the responsibility of the City to provide and which should be provided by the community as a whole.

This policy will help Port Angeles realize many long-range goals including:

- Sustaining the natural environment;
- Supporting economic growth and opportunity; and
- Helping keep services efficient and cost effective.

HOUSING



The City recognizes the extreme importance of available clean, safe, and affordable housing in the community. Beyond improving the quality, affordability, and availability of housing for residents, this element is seen to support community objectives related to economic development, downtown growth, neighborhood character, and service-efficient, more cost effective development patterns.



CONSERVATION



The Conservation Element establishes the importance of quality of life to the people of Port Angeles. A clean, healthy, and diverse natural environment along with a variety of historical and cultural amenities are critical elements of a high quality community.

This element supports Port Angeles’ long-range vision related to conservation through goals, policies and objective framework such as optimizing the city’s relationship with its setting; supporting safe, attractive, character-rich neighborhoods; creating a more dynamic, successful downtown; and supporting a wide range of recreation opportunities for the entire community.

CAPITAL FACILITIES



The Capital Facilities Element consists of two parts. The first is the listing of goals and policies regarding the provision of urban services and its planning of capital improvements. The second is the annual six year Capital Facilities Plan that establishes how, where, and when the City will develop the facilities necessary to provide its various services.

Capital Facility policies provide guidance on how services should be provided and the establishment of minimum levels of service standards for each service. They also call for individual comprehensive service and facility plans that take an in-depth look at current services and the projected future demands for services including financial feasibility analysis.

ECONOMIC DEVELOPMENT



The intent of the Economic Development Element is to guide decision-making and investments that diversify and strengthen the local economy. Together, the framework presented in the element provides direction in realizing Port Angeles’ long-range vision regarding economic development - including:

- Optimizing the city’s relationship with its natural setting;
- Supporting safe, attractive and character-rich neighborhoods;
- Creating a more dynamic, successful downtown; and
- Improving Port Angeles’ standing as a regional hub for business & port related enterprises.

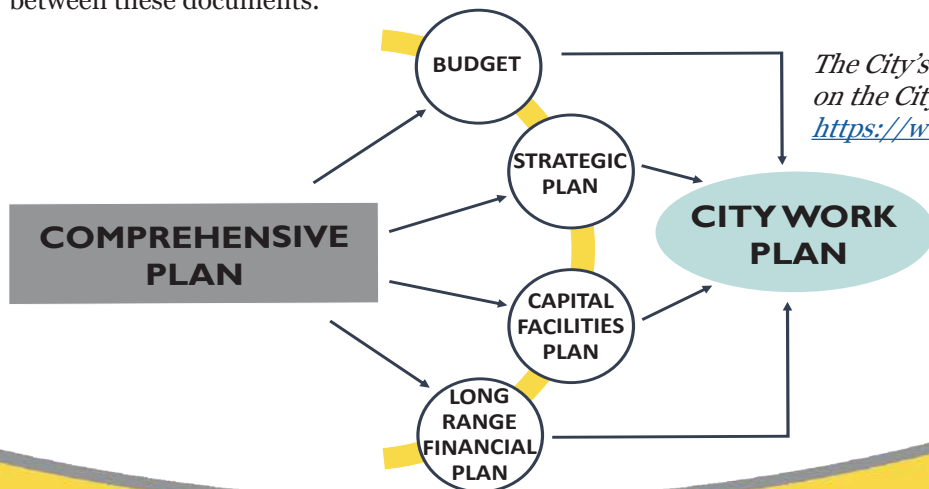
PARKS & RECREATION



The intent of the Park Element is to provide a guide for the development and management of City parks in Port Angeles. The goals and policy framework that provide direction in realizing this vision include:

- Optimizing the city’s relationship with its remarkable natural setting;
- Supporting a wide range of recreational opportunities available to all;
- Creating vibrant, well-valued neighborhoods with access to parks, trails and natural areas;
- Sustaining Port Angeles’ rich arts, cultural heritage and overall sense of community.

There are many documents that link to the Comprehensive Plan; including the City’s Strategic Plan, the Long-Range Financial Plan, the Capital Facilities Plan, and the City’s Budget. Though the Comprehensive Plan has broad goals and objectives these other documents have more specific goals and in some instances provide the funding authority to accomplish the goals and projects that stem out of the Comprehensive Plan. The image that follows shows the relationship between these documents.



The City’s Comprehensive Plan can also be viewed on the City’s website at: <https://www.cityofpa.us/937/Comprehensive-Plan>.



THE STRATEGIC PLAN

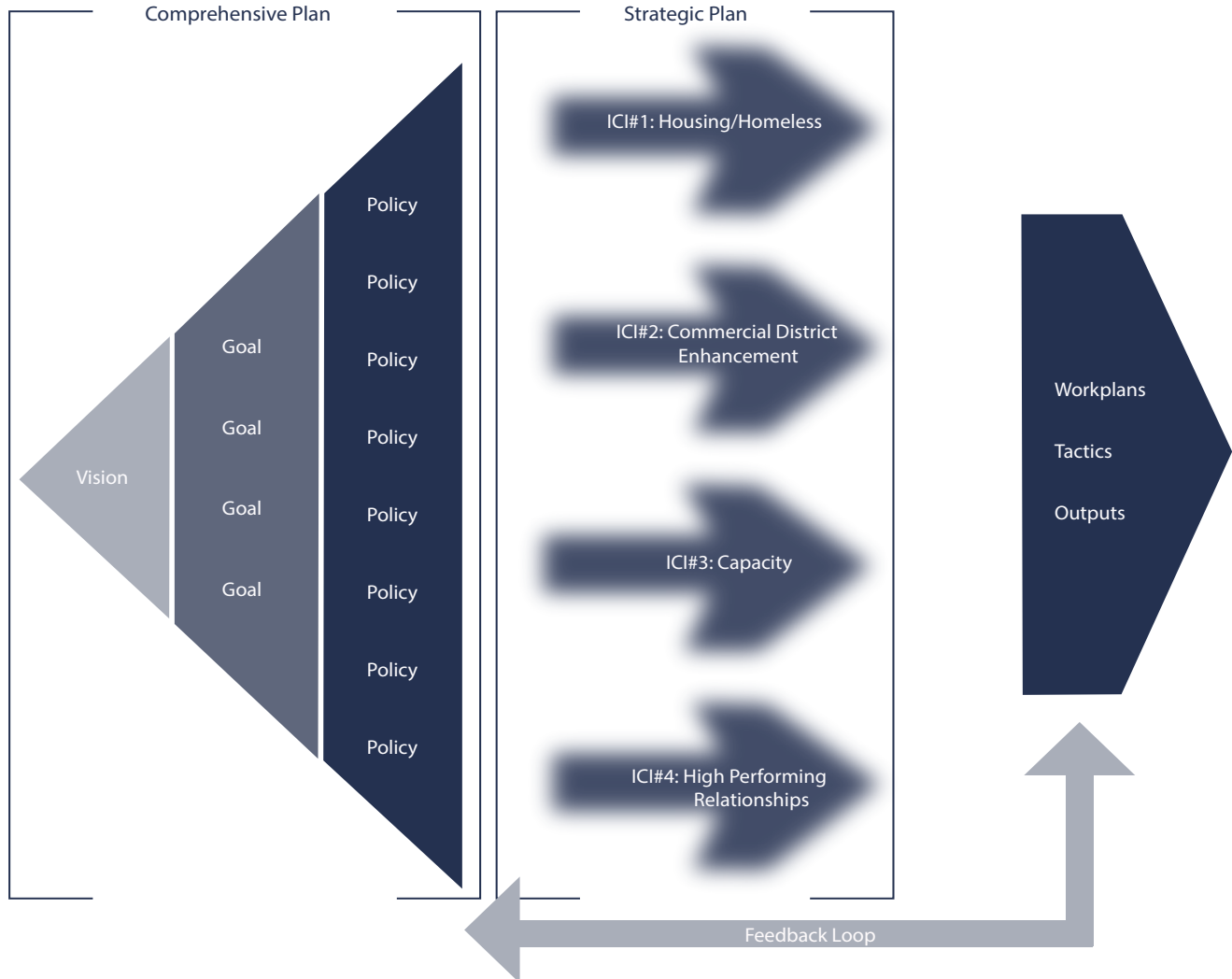
Every two years Council meets to discuss and plan the future of the City. During this planning process specific goals and objectives are identified as a priority by Council. The Strategic Plan drives many projects and goals within the Budget as well because the Budget provides the spending authority to complete these tasks. In March of 2021 City Council adopted the 2021-2022 Strategic Plan. Shown below are the City Council's Issues of Critical

Importance (ICI) outlined during the Strategic Planning sessions. Many of these items appear throughout the Budget and will be referenced by this symbol.



Strategic Plan 2021 - 2022

Exhibit A



Issue of Critical Importance (ICI) Focus Areas

***Pandemic Recovery**

GOAL: Recover from the Pandemic in a way that emphasizes partnerships, innovation, and growth as tools to meet the community's needs



ICI	Goals	Focus Areas
ICI#1: Housing/Homeless	<p>Every PA resident has a safe and affordable place to live.</p> <ul style="list-style-type: none"> Take concrete steps to increase housing units of all types, with a particular focus on affordable and permanent supportive housing. Provide appropriate services to our residents experiencing homelessness. 	<ol style="list-style-type: none"> # and % increase in overall housing units # of unhoused people moving to housing Established land use plan and policies to meet housing needs for all demographics over next 20 of years # of affordable units built % of family income spent on housing and utilities # of Community Paramedic contacts will have at least one (1) successful referral for needed services % of new REdisCOVERY contacts will have at least one (1) successful referral to services # of Senior meals served
ICI#2: Commercial District Enhancement	<p>Prioritize business support through enhancement of our commercial districts:</p> <ul style="list-style-type: none"> Adopt and identify city actions to make downtown walkable, clean, safe and vibrant. Prioritize multiple commercial centers while maintaining the multimodal needs of people and commerce. 	<ol style="list-style-type: none"> Plan is accepted City has implementation plan that compliments other plans We have moved from planning to action Businesses and residents are engaged in outcome Infrastructure and policies that allow for multiple commercial centers to succeed
ICI#3: Capacity	<p>Build capacity of the city to better meet the community's needs, invest in improvements, focus on improving economic outcomes and maintain what we have.</p>	<ol style="list-style-type: none"> Stabilize revenue Regional focus on success of local business (i.e. grow and retain current business, attract living wage jobs) CFP backlog is reduced Residents are more financially secure
ICI#4: High Performing Relationships	<p>Prioritize focus on high performing relationships and partnerships so that the entire city will better achieve these goals - while increasing trust and cohesion for council, staff, and the broader community.</p>	<ol style="list-style-type: none"> We are all focused (achieving) on the plan Partners (i.e. business, nonprofit, tribal, advisory committees, residents, other governments) are at the table We move at the speed of trust Everyone is focused on strong relationships and partnerships Community sees Port Angeles as a respectful team player



BUDGETING BY FUND

Fund Accounting Structure

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. The funds utilized by the City are grouped into generic fund types (Governmental, Proprietary, and Fiduciary). Governmental funds are largely supported by general taxes. Proprietary funds are business type funds that recover the costs of operation through charges for services. Fiduciary funds are typically where the City acts in a trustee capacity. The categories within these fund types are summarized below:

The General Fund is the general operating fund of the City. It is used to account for all financial resources traditionally associated with governments which are not required to be accounted for in another fund.

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted by law or administrative action to expenditures for specified purposes.

Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed through proprietary funds or fiduciary funds).

Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs other than capitalized leases and compensated absences which are paid from the governmental funds.

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to a private business enterprise. The intent of the City in using this type of fund is to determine that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governments, on a cost reimbursement basis.

Trust and Custodial Funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, and other governments.

Since activities recorded within these funds are outside the control of the City Council, these funds are not included within this budget document.

Budgetary Basis and Basis of Accounting

The budget constitutes the legal authority for expenditures. The annual budget is adopted with budgetary control at the fund level so expenditures may not legally exceed appropriations at that level of detail. Budgetary controls are maintained to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council. Transfers or revision within funds are allowed, but only the City Council has the legal authority to increase or decrease a given fund's annual budget. The Comprehensive Annual Financial Report shows the status of the City's finances on the basis of "generally accepted accounting principles" (GAAP) and on a budgetary basis. In most cases, this conforms to the way the City prepares its budget.

Governmental fund types (General Fund, Special Revenue Funds, etc.) utilize the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when they become measurable and available. Expenditures are recognized when the liability has been incurred, with the exception that principal and interest payments on general long-term debt are recognized when due. Budgets for governmental fund types are adopted on a basis consistent with GAAP.

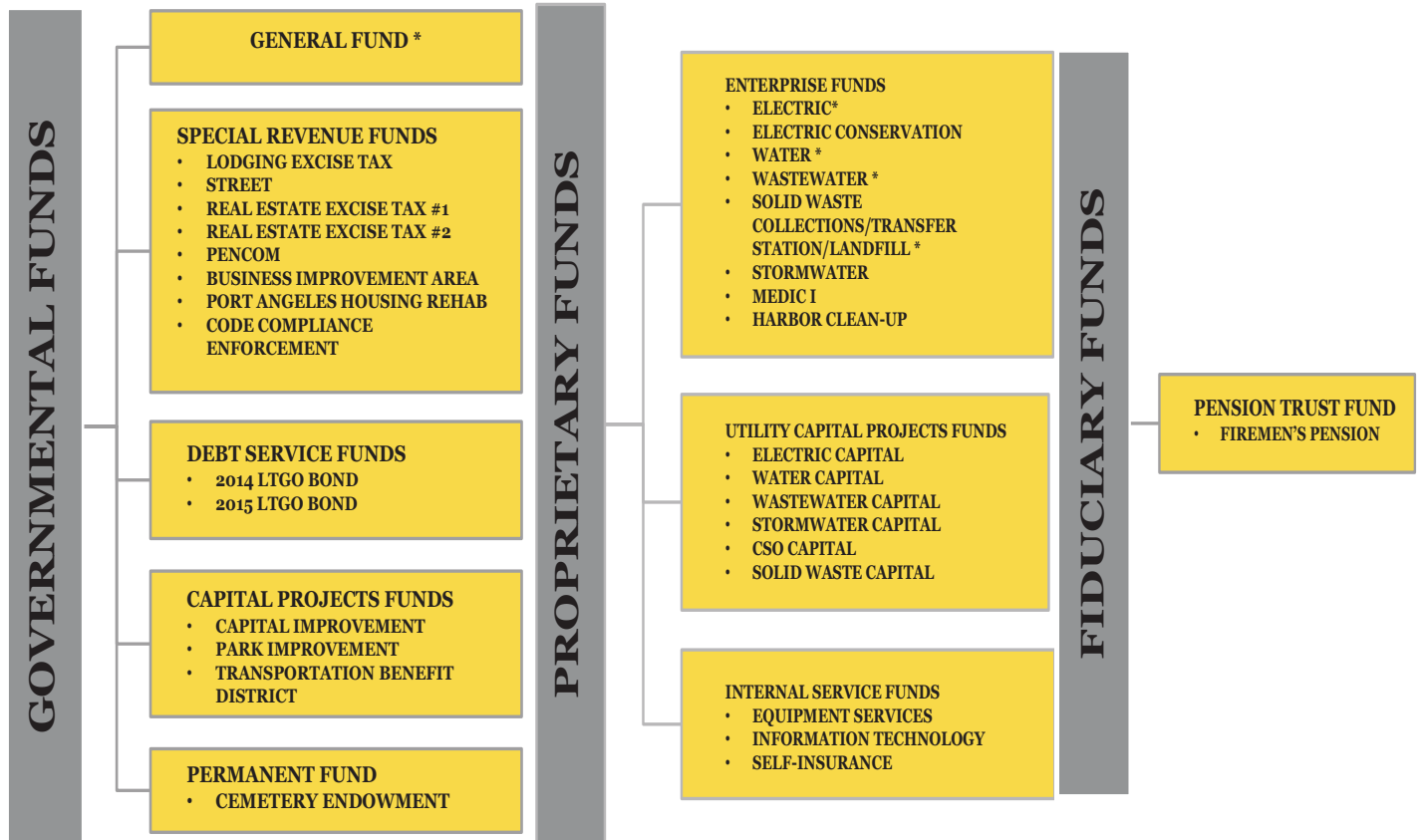
Proprietary fund types, including Enterprise (Electric, Wastewater, etc.) and Internal Services Funds (Information Technology, Equipment Services, etc.), are operated in a manner similar to private business enterprise. These funds use the accrual basis of accounting where revenues are recognized when earned and expenses are recognized when incurred. These funds are budgeted based on Net Working Capital to provide a more accurate picture of whether there is sufficient funding to cover the cost of current operations. Net Working Capital is essentially current assets minus current liabilities with capital assets excluded from the calculation. Exceptions from GAAP are as follows:

- Compensated absences liabilities, in Enterprise and Internal Services Funds, that are expected to be liquidated with expendable available financial resources are accrued as earned by employees (GAAP) as opposed to being expended when paid (Budget).



- Principal payments on long-term debt within Enterprise and Internal Service Funds are applied to the outstanding liability on a GAAP basis, as opposed to being expended on a budget basis.
- Capital outlay within the Enterprise Funds are recorded as assets on a GAAP basis and expended on a Budget basis.

The following tables provide a summary of the various funds of the City of Port Angeles and include both major and non-major funds as reported in the City’s Comprehensive Annual Financial Report. Additional information on each fund is available in various sections of this annual budget.



* Recognized as a major fund in the City’s Comprehensive Annual Financial Report. Major funds represent the significant activities of the City and basically include any fund in which revenues or expenditures, excluding “Other Financing Sources or Uses,” constitute more than 10% of the City’s total revenues or expenditures.

Note: For financial reporting the Harbor Clean-up Fund and Capital Funds report under Enterprise funds.



UNDERSTANDING THE BUDGET

Revenues and expenditures are reported in the Budget on a category level. Each category includes certain types of revenues and expenditures grouped according to the mandated Budgeting, Accounting and Reporting System (BARS). An explanation of each type of revenues or expenses are included in the categories listed below.

REVENUES

Taxes: The City's main tax sources include property tax, sales tax and utility tax. The City also collects a portion of many state shared taxes.

Licenses and Permits: Charges for the issuance of licenses and permits. License fees include the cost for administration, inspection and continuing services. Permits can include public control over private activity or they can regulate the private use of public property. Examples include business licenses and building permits.

Intergovernmental Revenue: These types of revenues include grants, entitlements, shared revenues and payments for goods and services provided by one government to another.

Charges for Goods and Services: Charges for services can include services provided from any fund within the City. Primarily these are comprised of charges collected from utility funds for service.

Fines and Penalties: Include all revenues collected for infractions related to civil or criminal offenses. Examples of this revenue source include parking tickets and fines.

Miscellaneous Revenue: Revenues derived from sources not otherwise provided for. These are monies collected from interest, rentals and leases, donations, sale of scrap and junk and internal service fund charges including vehicle use and information technology services.

Property/Trust Income: These sources of revenue are for the segregation of special transactions that affect the income of enterprise, internal service and fiduciary funds, including capital contributions.

Non-Revenues: Receipts which do not meet revenue criteria. Including proceeds from long-term debt and sales of investments.

Other Financing Sources: Revenue sources include bond proceeds, sale of capital assets, transfers in from other funds for operations, capital and debt, and insurance

recoveries.

Use of Reserves: When expenditures are expected to exceed revenues in a budget cycle funds are pulled from reserves to balance the budget. This is planned if the reserves have exceeded the Council directed fund balance amount for use on one-time projects.

EXPENDITURES

Salaries and Wages: Amounts paid for services rendered by employees in accordance with the rates, hours, terms and conditions authorized by law or stated in employment contracts. This includes overtime, full and part-time employment and specialized pay; such as holiday pay.

Personnel Benefits: Benefits paid by the employer as part of the conditions of current or past employment. This includes medical insurance, pension contributions, workers compensation, uniform reimbursements, and unemployment compensation.

Supplies: Items purchased directly by operating departments for consumption or resale, office and operating supplies, fuel consumed, power, water, or gas purchased for resale, supplies purchased for inventory or resale and small tools.

Other Services and Charges: Services, other than personal services, which are needed by the government. Such services may be provided by a governmental agency or by private business organizations. These expenses can include professional services, communication charges, employee travel and training, advertising, operating rentals/leases, insurance, utility services, repairs and maintenance and miscellaneous items.

Intergovernmental/Interfund Services: Payments made to other governmental entities for services rendered limited to those functions normally provided by governments and not by private businesses. These expenses include transfers for debt or capital.

Capital Outlay: Expenditures resulting in acquisition of, rights to, or additions to capital assets, including incidental costs such as legal, appraisal and brokerage fees, land, preparation, demolishing of buildings, fixtures and delivery costs.



UNDERSTANDING THE BUDGET (CONT'D)

Also included in this category are the City's costs for equipment and vehicles.

Debt Service: Principal: Principal payments on outstanding debt for general obligation and revenue bonds, loans, leases and other debt.

Debt Service: Interest: Interest payments on outstanding debt for general obligation and revenue bonds, loans, leases and other debt.

Interfund Payments for Services: Charges for work done by another fund. For example work done by the Street department for the Solid Waste Fund.

Designated for Reserves: When revenues are expected to exceed expenditures in a budget cycle the excess funds are designated for reserves. Sometimes this can occur to achieve revenue coverage requirements for bonds and loans.



CITYWIDE SUMMARY

*The **2022 Budget** is a policy document, an operations guide, a financial plan, and a communications device. The Budget includes the financial planning and legal authority to obligate public funds. This section provides a financial summary for the entire City and budget totals for each City fund.*



ALL FUNDS SUMMARY

Revenues: As in years past a conservative approach was taken to projecting revenues for the 2022 budget due to the unpredictability of revenues returning to pre-2020 levels caused by the COVID-19 pandemic. There was not a consistent trend across all revenue types when projecting the 2022 revenues with some sources seeing an increase while others continue to experience lower than usual collection. The net projected decrease of Citywide revenues in 2022 is \$403,600.

The majority of Citywide revenues are received from utility charges from services. 83% of the charges for goods and services category are the result of utility payments to the city for services rendered. Charges for goods and services are projected to increase by \$5.2 million, an 8% increase from 2021, primarily due to increased consumption by the City's industrial electric customer. The City's second largest source of Citywide revenues are taxes. The 2021 Budget included decreased projections for most tax revenue due to expected long-term pandemic related impacts, however, year to date actuals demonstrate that though not all tax collection has returned to pre-pandemic levels tax collection was higher than expected, particularly in Lodging Tax and Real Estate Excise Tax (REET) revenue. In 2022, an overall increase of \$795,900, a 5.1% increase is anticipated compared to 2021 projected tax revenue, which is nearing levels prior to 2020.

Revenue decreases are forecasted for miscellaneous revenues by \$1.3 million dollars. The majority of the decrease is attributed to a decline in investment interest which is expected to fluctuate from year to year. Intergovernmental revenue also has a projected decrease of \$1.5 million dollars. The large decrease is due to a \$1.2 million dollar grant for the Lincoln Street project in 2021 that is not budgeted for in 2022. Since these revenues are related to grants, they are expected to fluctuate yearly based on the availability of grants.

The use of reserves is not considered a revenue source; however, it is shown here because each year the City transfers funds for future capital projects and equipment replacements. These funds are pulled from reserves to complete projects and replacements. The use of reserves in the amount of \$9,879,300 is shown on the citywide summary to reflect this. In addition, for 2022, \$727,300 of reserves were used to pay for temporary positions and past due utility relief programs funded by the American Rescue Plan Act (ARPA). This funding was received in 2021 and must be used for purposes outlined in the guidance released by the Department of Treasury.

Expenditures: The projected expenditures for the 2022 budget also take a cautious approach to ensure spending remains in line with the projected revenues. In 2021, staff reduced their budgets in select areas to accommodate the

decreased revenue projections that occurred to reflect the financial trends seen early in the COVID-19 pandemic. A year later as operations begin to get back to a somewhat normal level, staff were able to return their budgets to historical levels in order to maintain operations and services to our community. This can be seen in the increases in supplies and other services/charges that are a direct result of staff modifying their operating budgets to levels prior to 2020 in anticipation of operations to return to normal levels, as well as increases to mandated costs for compliance in some of the utilities.

Citywide increases are projected for salaries and wages in all funds and are attributed to merit increases and approved, and projected, collective bargaining agreement cost of living adjustments (COLA's) that span into 2022 with increases to total COLA and market adjustments between 2% and 3.1%. There is a projected decrease in personnel benefits due to a change in the Washington retirement system employer matching requirement, which is netted with an increase for higher medical and dental insurance costs. Capital outlay decreased by 45.4% compared to 2021 as approved in the Capital Facilities Plan (CFP) and Transportation Improvement Plan (TIP). In 2022, all projects that were outlined for completion in the CFP & TIP will be moving forward as approved by Council. Debt service also decreased by 22.3% due to paying off the 2006 L.T.G.O. Bond in 2021.

Finally, City Staff carefully considered the voice of our community when building the 2022 Budget. Throughout the Budget there is spending planned that will directly assist our residents and businesses, including continued programs for Utility, Rent and Mortgage relief, continued partnerships and work toward providing solutions to affordable housing for residents, code compliance and enforcement programs to ensure a safe and vibrant community and continued spending for the Code Audit and Update that will further define the vision and values of Port Angeles.

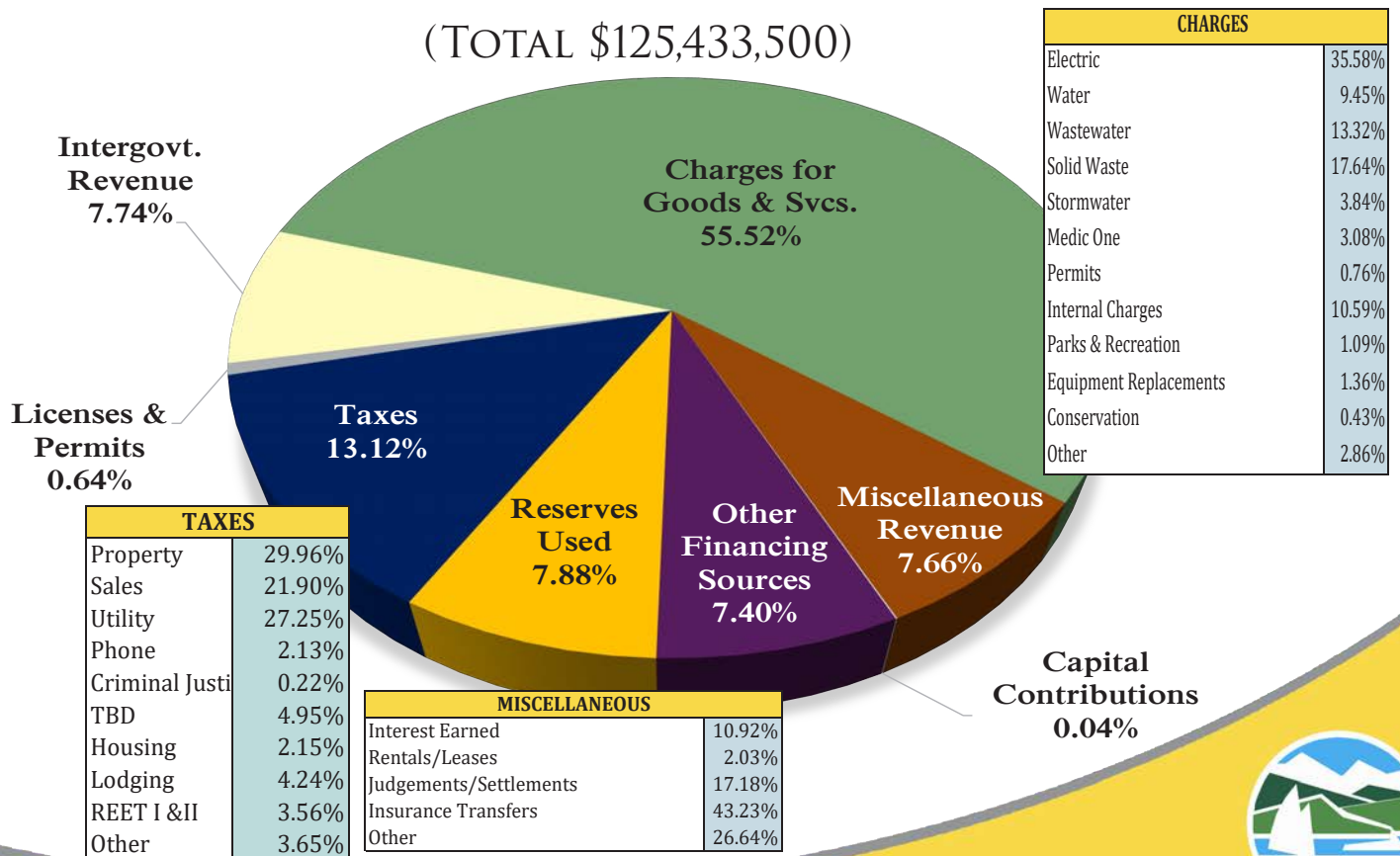
Challenges: Compared to 2021, the 2022 budget seems to be returning to pre-pandemic levels in most areas. Although, this is good news it is not without its challenges. There is still a lot of unpredictability surrounding the pandemic as far as its effect on revenues and especially on operations as State mandates begin to be enforced. The City will continue to closely monitor spending to maintain the programs and service levels our citizens have come to expect. Additionally, the City will continue to assist our citizens during this troubling time with utility relief programs and other identified assistance.



ALL FUNDS SUMMARY REVENUES BY CATEGORY

REVENUE	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$16,723,086	\$16,209,994	\$16,650,475	\$15,665,300	\$16,461,200	795,900	5.08%
Licenses & Permits	632,096	909,553	618,859	731,100	801,200	70,100	9.59%
Intergovt. Revenue	6,295,690	6,570,103	7,289,855	11,254,200	9,709,500	(1,544,700)	-13.73%
Charges for Goods & Svcs.	65,102,190	65,895,164	65,874,640	64,484,800	69,638,600	5,153,800	7.99%
Fines & Penalties	5,735	1,779	1,590	3,000	2,500	(500)	-16.67%
Miscellaneous Revenue	15,630,006	10,827,787	10,844,704	10,951,300	9,608,400	(1,342,900)	-12.26%
Capital Contributions	288,365	147,451	197,055	170,000	50,000	(120,000)	-70.59%
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	8,386,600	10,363,876	10,688,774	12,698,100	9,282,800	(3,415,300)	-26.90%
Reserves Used	-	-	-	25,995,300	9,879,300	(16,116,000)	-62.00%
TOTAL REVENUE	\$113,063,768	\$110,925,707	\$112,165,952	\$141,953,100	\$125,433,500	(16,519,600)	-11.64%
<i>Change from Prior Yr. \$\$</i>	<i>\$9,286,213</i>	<i>\$2,138,061</i>	<i>(\$1,240,245)</i>	<i>\$29,787,148</i>			
<i>Change from Prior Year %</i>	<i>8.95%</i>	<i>1.89%</i>	<i>-1.12%</i>	<i>26.56%</i>			

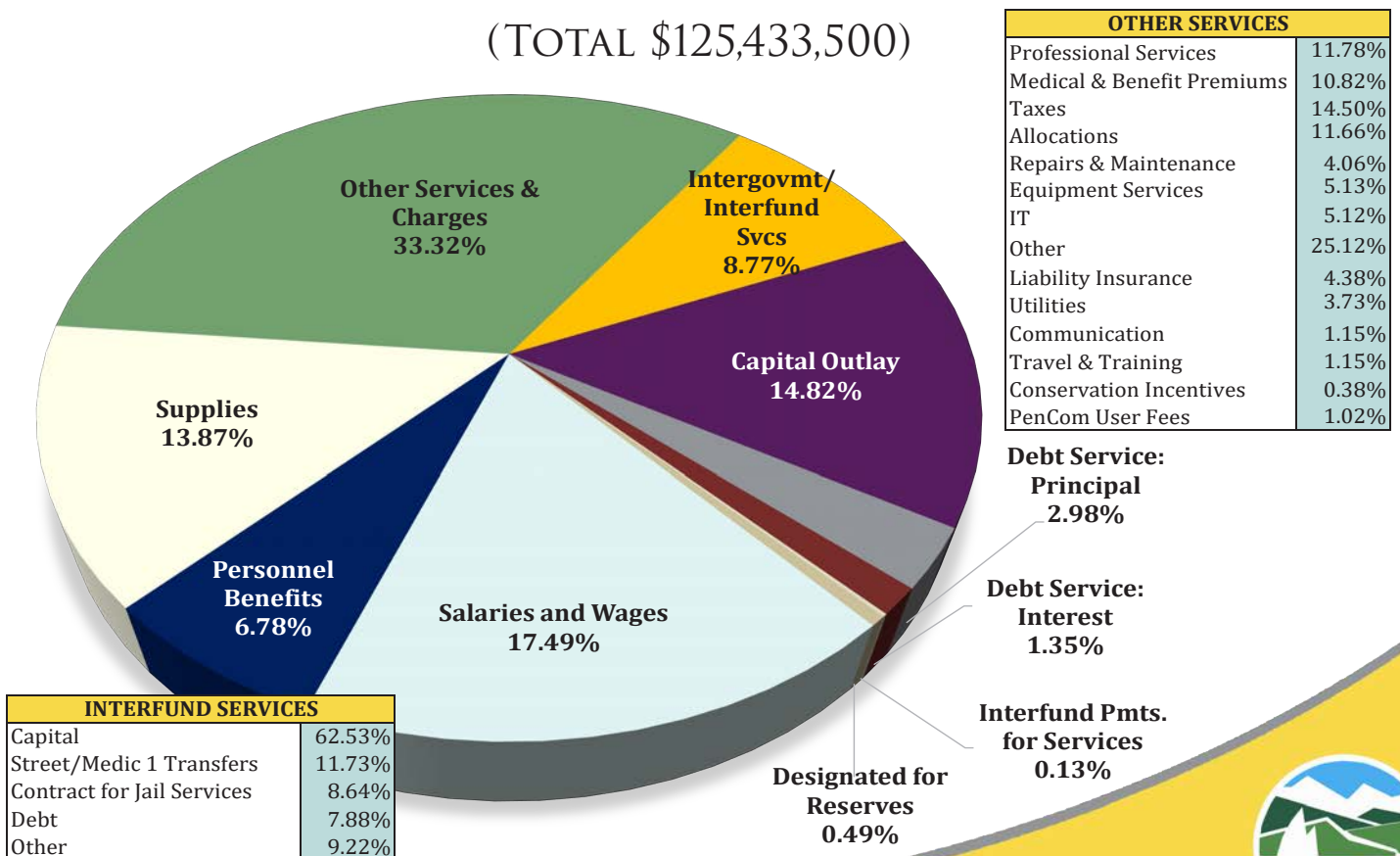
CITYWIDE REVENUES BY CATEGORY (TOTAL \$125,433,500)



ALL FUNDS SUMMARY EXPENDITURES BY CATEGORY

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	\$	%
Salaries and Wages	\$18,311,845	\$18,706,967	\$19,114,903	\$21,829,600	\$21,938,300	108,700	0.50%
Personnel Benefits	7,625,881	7,702,899	7,417,187	8,619,800	8,506,900	(112,900)	-1.31%
Supplies	13,924,046	13,711,952	14,257,709	14,670,400	17,393,600	2,723,200	18.56%
Other Services & Charges	36,191,933	36,304,897	36,289,437	40,517,900	41,795,700	1,277,800	3.15%
Intergovmt/Interfund Svcs	10,277,464	11,265,506	12,324,589	13,741,300	10,998,600	(2,742,700)	-19.96%
Capital Outlay	7,047,108	3,518,409	4,169,458	34,017,700	18,583,800	(15,433,900)	-45.37%
Debt Service: Principal	3,872,894	4,480,634	8,134,875	5,144,300	3,738,300	(1,406,000)	-27.33%
Debt Service: Interest	2,485,609	2,244,026	2,130,320	1,841,700	1,691,300	(150,400)	-8.17%
Interfund Pmts. for Services	228,907	210,605	249,541	132,500	167,300	34,800	26.26%
Designated for Reserves	13,098,081	\$12,779,812	\$8,077,933	1,437,900	619,700	(818,200)	-56.90%
TOTAL EXPENDITURES	\$113,063,768	\$110,925,707	\$112,165,952	\$141,953,100	\$125,433,500	(16,519,600)	-11.64%
<i>Change from Prior Yr. \$\$</i>	<i>\$9,286,213</i>	<i>\$2,138,061</i>	<i>\$1,240,245</i>	<i>\$29,787,148</i>			
<i>Change from Prior Year %</i>	<i>8.95%</i>	<i>1.89%</i>	<i>1.12%</i>	<i>26.56%</i>			

CITYWIDE EXPENDITURES BY CATEGORY (TOTAL \$125,433,500)



BUDGET COMPARISON BY FUND CHANGE IN FUND BALANCE

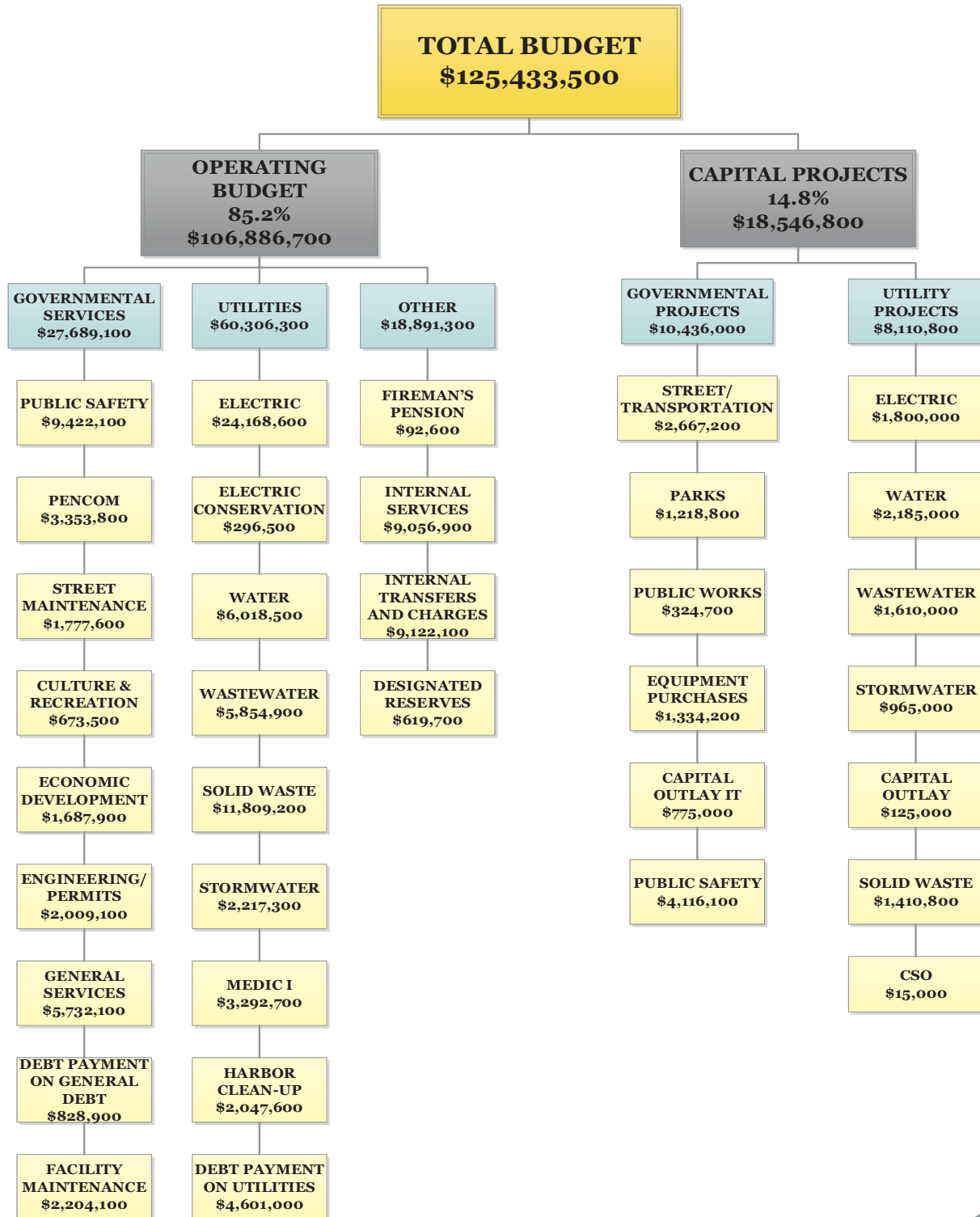
	EST. BEGINNING BALANCE	2022 REVENUES	2022 EXPENSES	ENDING BALANCE	CHANGE IN FUND BALANCE	% CHANGE
General Fund ¹	6,489,961	21,110,200	22,127,500	5,472,661	(1,017,300)	-15.7%
Special Revenue Funds						
Lodging Excise Tax	261,966	701,400	666,400	296,966	35,000	13.4%
Street	612,935	1,609,000	1,777,600	444,335	(168,600)	-27.5%
Real Estate Excise Tax #1	761,534	306,000	1,020,200	47,334	(714,200)	-93.8%
Real Estate Excise Tax #2	572,425	307,600	525,000	355,025	(217,400)	-38.0%
PenCom	1,014,458	4,544,500	4,903,800	655,158	(359,300)	-35.4%
Business Improvement Area	60,945	35,300	-	96,245	35,300	57.9%
Housing Rehab	613,001	1,039,300	662,700	989,601	376,600	61.4%
Code Enforcement	35,462	161,100	161,100	35,462	-	0.0%
Debt Service Funds						
2014 LTGO Bond	186,891	601,700	597,200	191,391	4,500	2.4%
2015 LTGO Refunding	16,787	232,500	231,700	17,587	800	4.8%
Enterprise Funds ²						
Electric	9,202,643	25,390,300	25,390,300	9,202,643	-	0.0%
Electric Conservation	657,789	305,000	296,500	666,289	8,500	1.3%
Water	10,126,204	6,847,100	7,546,300	9,427,004	(699,200)	-6.9%
Wastewater	2,930,385	7,161,300	7,361,300	2,730,385	(200,000)	-6.8%
Solid Waste	1,296,626	12,334,000	12,360,500	1,270,126	(26,500)	-2.0%
Stormwater	2,133,862	2,763,000	2,692,800	2,204,062	70,200	3.3%
Medic I	1,182,599	3,006,700	3,424,200	765,099	(417,500)	-35.3%
Harbor Clean-up	(278,839)	2,047,600	2,047,600	(278,839)	-	0.0%
Internal Service Funds ²						
Equipment Services	3,279,177	1,915,800	2,376,900	2,818,077	(461,100)	-14.1%
Information Technology	586,057	2,724,900	2,653,000	657,957	71,900	12.3%
Self-Insurance	841,175	6,136,200	6,136,200	841,175	-	0.0%
Fiduciary Funds						
Firemen's Pension	214,162	19,200	92,600	140,762	(73,400)	-34.3%
Permanent Funds						
Cemetery Endowment	427,060	6,000	-	433,060	6,000	1.4%
Capital Funds						
Transportation Projects	1,247,658	2,146,700	2,667,200	727,158	(520,500)	-41.7%
Utility Projects	18,690,601	7,086,500	11,485,600	14,291,501	(4,399,100)	-23.5%
Governmental Projects	1,215,187	5,015,300	5,609,600	620,887	(594,300)	-48.9%
Total Reserves Designated/Used		9,879,300	619,700	N/A	N/A	N/A
TOTAL ALL FUNDS	\$ 64,378,711	\$ 125,433,500	\$ 125,433,500	\$ 55,119,111	\$ (9,259,600)	-14.4%

¹ For the General Fund the balance reported is the Unassigned Fund Balance.

² For the Enterprise Funds and Internal Service Funds, excluding the Harbor Cleanup Fund, the balance reported is the Unrestricted Cash Balance.



OPERATING VS. CAPITAL BUDGET SUMMARY EXPENDITURES BY CATEGORY



TOTAL CITYWIDE CAPITAL PROJECTS

Capital projects are defined as installations, builds, equipment or major assets, including land purchases, that have a useful life of more than one year and exceed \$30,000 in cost. This includes streets, trails, bridges, buildings, and infrastructure for utilities, including electrical, water and wastewater lines. Capital projects scheduled in 2022 are listed below.

CAPITAL PROJECT EXPENDITURE LISTING	PROJECT TOTAL	2022 PROPOSED
TRANSPORTATION		
TR0101 Laurel Street Stairs Replacement	535,000	500,000
TR0115 N Street Chip Seal (5th to 18th Streets)	400,000	400,000
TR0120 Signal Controller Upgrades 1st/Front	1,585,000	225,000
TR0316 8th Street Chip Seal (A to I Streets)	400,000	400,000
TR0405 Alley Paving Revolving Funding	1,120,100	10,000
TR0518 I Street Chip Seal (5th to 16th Streets)	350,000	350,000
TR0618 Stevens Middle School Walking Routes*	815,000	15,000
TR0621 Waterfront Trail Riprap Repair	593,000	100,000
TR0909 Wayfinding & ODT Signage	312,000	212,200
TR0918 Downtown Tree/Sidewalk Replacement Phase II	300,000	300,000
TR0919 Traffic Safety Camera Program	35,000	35,000
TR1020 N Street Solar Speed Display	30,000	30,000
TR1118 Revolving Street Improvements*	254,500	30,000
TR1399 Traffic Signal Interconnect/Preemption	660,000	60,000
TRANSPORTATION TOTAL	7,389,600	2,667,200
GENERAL GOVERNMENT		
GG0303 NICE Program (Revolving)	787,100	75,000
GG0119 Ennis Creek Fish Barrier Removal	1,200,000	199,700
GG0516 Senior Center Fire Detection System	50,000	50,000
PUBLIC SAFETY		
FD0615 Fire Hoses	47,400	5,000
PD0307 Police Regional Training & Gun Range Facility	232,000	32,000
PD0116 Mobile Data Terminal Replacements	230,400	16,000
PD0120 Police Taser Replacements	130,600	13,100
PD121 EOC/911/ Dispatch (Pencom Center)	4,000,000	4,000,000
PARKS AND FACILITIES		
GG1113 Facility Security Projects	256,000	71,700
PK0216 Facility Improvement Revolving Fund	121,500	15,000
PK0205 Restroom Replacement Program	1,350,000	150,000
PK0819 City Pier Railing Replacement	565,000	200,000
PK0220 Synthetic Field Turf at Volunteer Field	1,200,000	500,000
PK0719 Parks Maintenance Building	706,500	282,100
GOVERNMENTAL TOTAL	10,876,500	5,609,600



TOTAL CITYWIDE CAPITAL PROJECTS

CAPITAL PROJECT EXPENDITURE LISTING	PROJECT TOTAL	2022 PROPOSED
ELECTRIC		
CLCAP Maintenance Capital Contribution	1,102,000	150,000
CL0216 City/PUD Service Area Capital Needs	400,000	200,000
CL0217 I Street Substation Switchgear Replacement	500,000	500,000
CL0420 College Street LTC Replacement	200,000	200,000
CL0919 "A" Street Substation Switchgear Replacement	500,000	500,000
CL0519 Underground Cable Replacement - 2022	250,000	250,000
ELECTRIC TOTAL	2,952,000	1,800,000
WATER		
WT0121 White Creek & 3rd St Crossing Main	400,000	400,000
WT0419 Decant Facility at Transfer Station - Water Soils Decant Bays	800,000	765,000
WT0420 Ennis Creek Water Main Relocate	200,000	200,000
WT0218 Reservoir Repairs	246,100	200,000
WT0619 Peabody Reservoir Inlet Pipe Replacement	340,000	300,000
WT0519 Water Treatment Plant Repairs	180,000	120,000
WT0319 Ground Water Resiliency Program	1,275,000	200,000
WATER TOTAL	3,441,100	2,185,000
WASTEWATER & CSO		
WW0120 Pump Station 3 Force Main Replacement	2,250,000	250,000
WW0519 Decant Facility at Transfer Station - Wastewater Soils Decant Bays	600,000	565,000
WW0320 WWTP Septic Truck Pad Repair	120,000	20,000
WW0508 Digester Mixing Improvement WWTP	600,000	50,000
WW0420 WWTP Potable Water Air-Gap	150,000	100,000
WW0520 Sanitary Force Main Relocate (Lees Creek)	200,000	200,000
WW0220 West 4th Street Capacity Improvement	500,000	425,000
WW0316 CSO 6 & 7 Reconstruction*	208,400	15,000
WASTEWATER & CSO TOTAL	4,628,400	1,625,000
SOLID WASTE		
SW0112 Decant Facility at Transfer Station	966,900	780,800
SW0120 Landfill Pump Station 17 Repair	250,000	175,000
SW0121 Landfill Access Road Repair	515,000	455,000
SOLID WASTE TOTAL	1,731,900	1,410,800



TOTAL CITYWIDE CAPITAL PROJECTS

CAPITAL PROJECT EXPENDITURE LISTING	PROJECT TOTAL	2022 PROPOSED
STORMWATER		
DR0120 Decant Facility at Transfer Station - Stormwater Soils Decant Bays	1,000,000	965,000
STORMWATER TOTAL	1,000,000	965,000
MEDIC 1		
FD0118 Defibrillator Revolving Account	221,000	37,000
MEDIC 1 TOTAL	221,000	37,000
EQUIPMENT SERVICES REPLACEMENTS		
Finance - Truck	89,465	39,900
Police - 3 Police Cruisers	477,110	157,500
Fire & Medic 1 - Truck	761,962	42,700
Parks & Recreation - Tractor Attachment	104,231	29,300
Light Operations - Forklift	407,393	31,500
Wastewater - Service Truck	158,735	68,300
Solid Waste - Garbage Truck and Ford Ranger	727,011	421,400
Stormwater - Air Sweeper	280,279	236,300
Equipment Services - Service Truck and Wheel Loader	407,752	271,500
Streets - Asphalt Roller and Herb Spray Attachment	974,864	35,800
EQUIPMENT SERVICES TOTAL	4,388,802	1,334,200
INFORMATION TECHNOLOGY		
IT0716 ERP Road Map	2,281,000	525,000
IT0320 ESRI Migration to ARC Pro	100,000	100,000
IT0514 Data Storage Array Systems	165,000	150,000
INFORMATION TECHNOLOGY TOTAL	2,546,000	775,000
TOTAL 2022 CITYWIDE CAPITAL PROJECTS	39,175,302	18,408,800



CITY OF PORT ANGELES



2022 PRELIMINARY BUDGET



GENERAL FUND SUMMARY

*The **General Fund** is the main operating fund of the City. This fund accounts for all financial activities associated with the provision of traditional City services such as general administration, finance, legal, planning, building, police, fire, public works, and parks and recreation. This fund is used to account for all resources not accounted for in another fund. Taxes are the main revenue source.*



GENERAL FUND SUMMARY

REVENUE AND EXPENDITURE SUMMARY

Description: The General Fund is the primary operating fund of the City of Port Angeles and is used to account for all financial resources except those that are required to be accounted for in another fund.

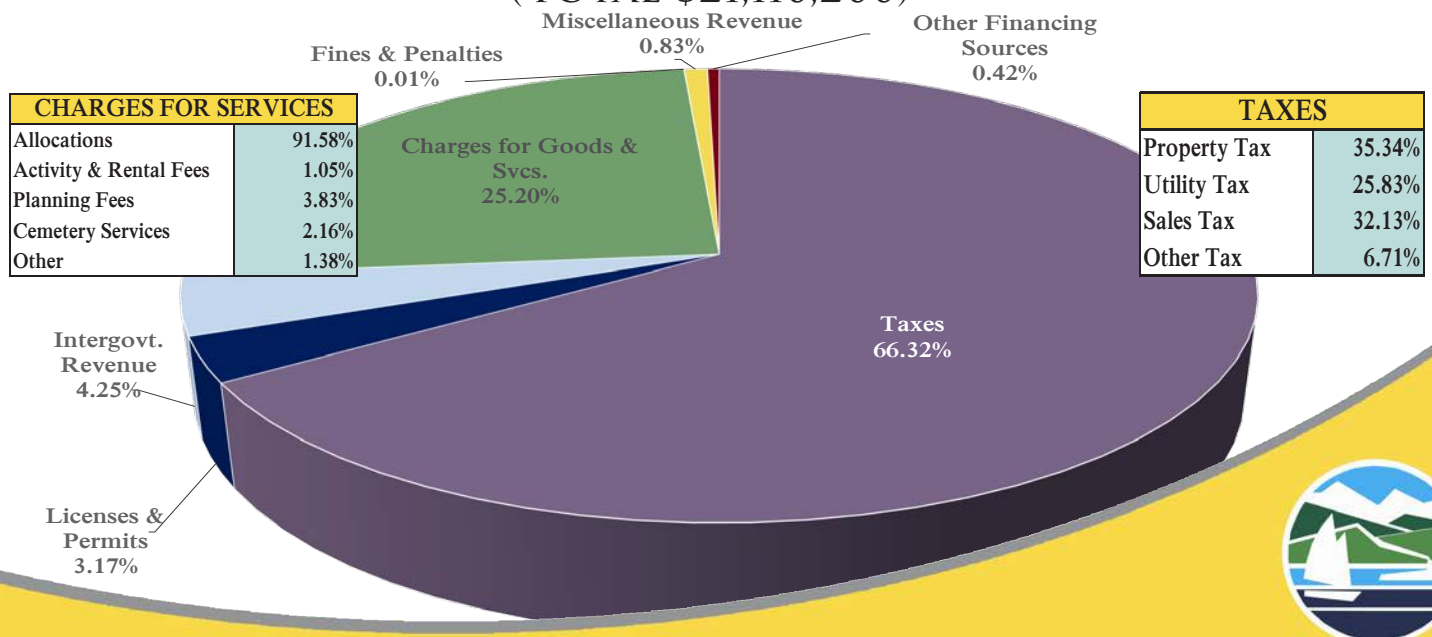
Funding Source: Revenues are generated from taxes, including property, sales, and utility taxes, charges for services, permits, fees, investment earnings, and other intergovernmental revenues.

Fund Balance: Fund balance is comprised of non-spendable, restricted, committed, assigned, and unassigned assets. Per City policy the General Fund Balance should not fall below 25% of budgeted expenditures. In 2022, the General Fund unassigned fund balance is estimated at 25.6%. This amount does not include funds received from the American Rescue Plan Act that are currently held in reserves for purposes outlined in the funding eligibility requirements of this plan.

REVENUES

REVENUE	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ 14,127,829	\$ 13,842,615	\$ 14,009,132	\$ 13,606,800	\$ 13,958,200	351,400	2.58%
Licenses & Permits	501,315	780,406	495,661	599,300	669,400	70,100	11.70%
Intergovt. Revenue	654,243	894,962	2,312,499	1,171,100	896,500	(274,600)	-23.45%
Charges for Goods & Svcs.	4,782,158	4,906,802	4,649,739	5,006,500	5,320,100	313,600	6.26%
Fines & Penalties	5,735	1,779	1,590	3,000	2,500	(500)	-16.67%
Miscellaneous Revenue	241,861	444,117	176,628	296,500	175,500	(121,000)	-40.81%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	230,600	117,000	165,000	65,200	88,000	22,800	34.97%
TOTAL REVENUE	\$ 20,543,741	\$ 20,987,681	\$ 21,810,249	\$ 20,748,400	\$21,110,200	361,800	1.74%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 1,073,678</i>	<i>\$ 443,940</i>	<i>\$ 822,568</i>	<i>\$ (1,061,849)</i>			
<i>Change from Prior Year %</i>	<i>5.51%</i>	<i>2.16%</i>	<i>3.92%</i>	<i>-4.87%</i>			

GENERAL FUND REVENUES BY CATEGORY (TOTAL \$21,110,200)



EXPENDITURES

In 2022, a planned use of excess reserves, in the amount of \$290,000, caused by savings and excess revenue collection in 2020, has been included in the budget. The planned use of reserves includes:

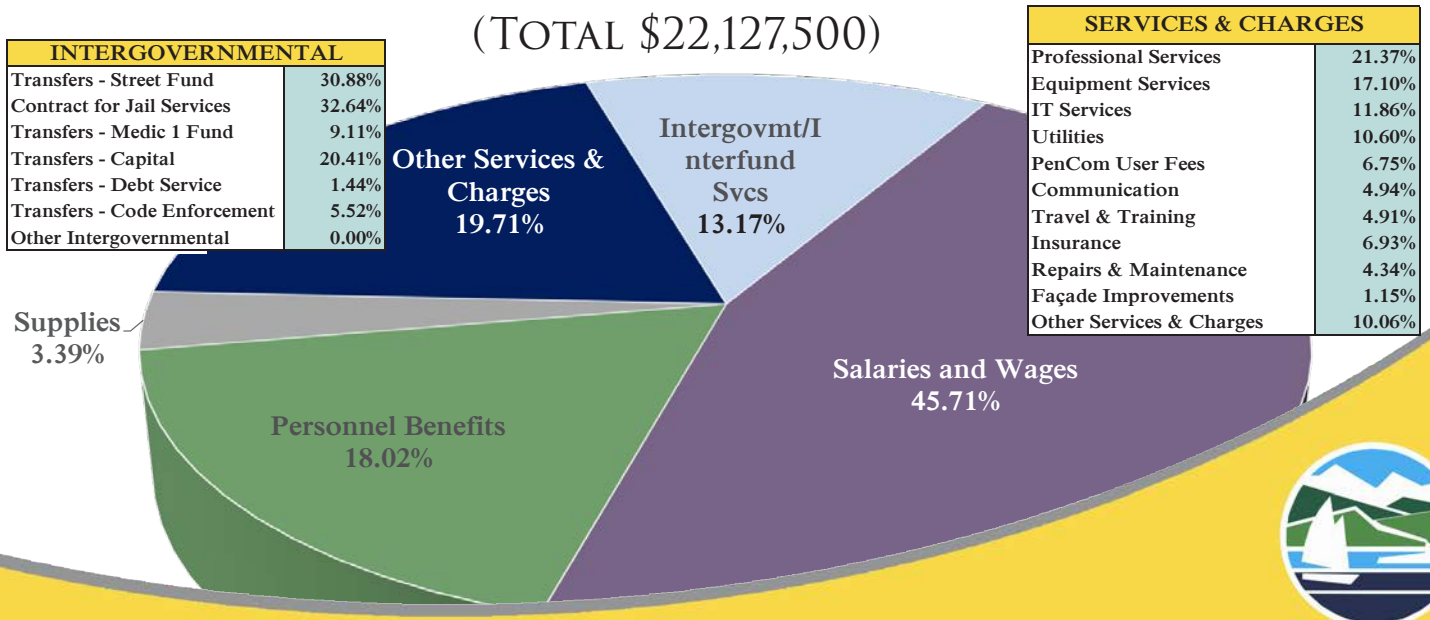
- \$125,000 to complete the City code update project
- IT Capital needs related to the replacement of the Enterprise Resource Planning (ERP) in the amount of \$75,000.
- A Broadband Feasibility Study approved by Council in the Capital Facilities Plan for \$50,000.
- \$40,000 for a pilot program to partner with Clallam County for a Crew to assist with the clean-up and maintenance of City properties.

In addition to the use of reserves for one-time projects, the 2022 budget includes \$727,300 from reserves held for purposes approved by City Council in relation to funding received from the American Rescue Plan (ARPA). \$343,400 will go toward four temporary positions for a City Hall Attendant, Communications/Records Specialist, a Housing Coordinator and a Project Manager, \$133,900 will be transferred to the City's ERP replacement project and \$250,000 will go toward the Past Due Utility Relief Program. All ARPA expenditures have been approved by City Council in 2021. The total use of reserves included in the 2022 budget is \$1,017,300.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 8,844,697	\$ 9,051,068	\$ 9,198,883	\$ 9,857,500	\$ 10,114,900	257,400	2.61%
Personnel Benefits	3,618,261	3,662,326	3,582,560	4,001,100	3,987,200	(13,900)	-0.35%
Supplies	690,439	756,888	624,833	813,400	750,700	(62,700)	-7.71%
Other Services & Charges	3,715,344	3,635,682	4,409,986	4,804,500	4,361,300	(443,200)	-9.22%
Intergovmt/Interfund Svcs	2,843,499	2,829,812	3,532,140	3,746,400	2,913,400	(833,000)	-22.23%
Capital Outlay	17,327	11,375	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	26,956	9,007	13,534	-	-	-	N/A
TOTAL EXPENDITURES	\$ 19,756,523	\$ 19,956,158	\$ 21,361,936	\$ 23,222,900	\$22,127,500	(1,095,400)	-4.72%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 64,091</i>	<i>\$ 199,635</i>	<i>\$ 1,405,778</i>	<i>\$ 1,860,964</i>			
<i>Change from Prior Year %</i>	<i>0.33%</i>	<i>1.01%</i>	<i>7.04%</i>	<i>8.71%</i>			
FUND BALANCE	\$6,575,251	\$7,484,633	\$8,964,461	\$6,489,961	\$5,472,661		
<i>Change from Prior Yr. \$\$</i>	<i>\$811,937</i>	<i>\$909,382</i>	<i>\$1,479,828</i>	<i>(\$2,474,500)</i>	<i>(\$1,017,300)</i>		
<i>Change from Prior Year %</i>	<i>14.09%</i>	<i>13.83%</i>	<i>19.77%</i>	<i>-27.60%</i>	<i>-15.67%</i>		

GENERAL FUND EXPENDITURES BY CATEGORY

(TOTAL \$22,127,500)



GENERAL FUND SUMMARY

PERSONNEL SUMMARY

AUTHORIZED POSITIONS (FTE)	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
City Council	7.00	7.00	7.00	7.00	7.00	0.00	0.00%
City Manager's Office	4.50	4.50	4.50	4.50	4.50	0.00	0.00%
Finance	20.80	20.80	20.80	20.80	20.80	0.00	0.00%
City Attorney	4.00	4.00	4.00	4.00	4.00	0.00	0.00%
Community & Economic Develop.	6.00	6.00	6.00	6.00	6.00	0.00	0.00%
Police	38.00	38.00	38.80	38.80	37.50	(1.30)	-3.35%
Fire	10.05	10.05	10.05	10.05	10.05	0.00	0.00%
Public Works	18.22	18.77	18.77	18.77	18.77	0.00	0.00%
Parks & Recreation	25.60	25.30	25.30	25.30	25.30	0.00	0.00%
TOTAL Authorized Positions	134.17	134.42	135.22	135.22	133.92	(1.30)	-0.96%
<i>Change from Prior Yr. #</i>	<i>(2.00)</i>	<i>0.25</i>	<i>0.80</i>	<i>0.00</i>	<i>(1.30)</i>		
<i>Change from Prior Year %</i>	<i>-1.47%</i>	<i>0.19%</i>	<i>0.60%</i>	<i>0.00%</i>	<i>-0.96%</i>		

Significant Changes: In 2022, the City's Code Enforcement Officers were moved into the Code Compliance Fund to better track and view total costs associated with these services. There was no resulting increase or decrease in overall costs or FTE's as a result of this change.



GENERAL FUND SUMMARY

REVENUES BY CATEGORY

REVENUE DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	% VARIANCE FROM 2021
Property Taxes	4,569,617	4,645,944	4,721,982	4,786,700	4,932,300	3.0%
Sales Taxes	4,272,916	3,803,522	4,062,900	3,534,700	3,605,000	2.0%
Utility Taxes - City Utilities	4,247,104	4,436,177	4,343,624	4,391,500	4,485,000	2.1%
Utility Taxes - Non-City Utilities	27,618	19,183	17,967	23,600	23,600	0.0%
Criminal Justice Taxes	375,311	338,749	355,873	303,100	356,600	17.7%
Leasehold Taxes	183,979	157,736	153,953	150,100	155,700	3.7%
Gambling Taxes	37,024	28,605	12,304	25,600	25,600	0.0%
Telephone Taxes	369,286	367,559	335,217	368,500	351,400	-4.6%
Other Taxes	44,974	45,140	5,312	23,000	23,000	0.0%
Total Taxes	14,127,829	13,842,615	14,009,132	13,606,800	13,958,200	2.6%
Telecable Franchise Fees	170,342	166,204	207,234	170,000	170,000	0.0%
Planning Licenses & Permits	8,275	7,000	4,850	8,200	8,800	7.3%
Building Licenses & Permits	199,350	480,774	159,749	287,500	354,000	23.1%
Public Works Licenses & Permits	27,120	28,624	23,173	30,100	30,100	0.0%
Police Licenses & Permits	94,731	96,589	99,830	101,900	104,900	2.9%
Business Licenses & Permits	1,497	1,215	825	1,600	1,600	0.0%
Total Licenses & Permits	501,315	780,406	495,661	599,300	669,400	11.7%
Liquor Excise Taxes	122,581	108,751	130,011	111,600	129,100	15.7%
Liquor Board Profits	162,914	160,315	159,905	158,100	158,400	0.2%
Criminal Justice/High Crime	181,720	146,416	155,179	148,900	153,200	2.9%
Proceeds from Grants (State & Fed)	107,088	348,868	1,745,590	626,100	331,800	-47.0%
Service Revenues	870	3,500	3,500	5,000	5,000	0.0%
Other Intergovernmental	79,070	127,113	118,314	121,400	119,000	-2.0%
Total Intergovernmental	654,243	894,962	2,312,499	1,171,100	896,500	-23.4%
Interfund Charges	4,323,107	4,241,388	4,328,135	4,515,000	4,872,000	7.9%
Planning	5,970	12,425	6,760	8,400	9,700	15.5%
Building	85,584	227,859	75,345	177,500	194,000	9.3%
Police	12,209	19,868	18,570	21,800	21,800	0.0%
Public Works	1,564	34,133	45,352	36,600	37,900	3.6%
Parks & Recreation	338,760	360,384	165,702	236,000	173,500	-26.5%
Fire	14,507	10,049	9,428	10,800	10,800	0.0%
Finance	457	696	447	400	400	0.0%
Total Charges for Services	4,782,158	4,906,802	4,649,739	5,006,500	5,320,100	6.3%
Parking Tickets	5,735	1,779	1,590	3,000	2,500	-16.7%
Total Fines & Penalties	5,735	1,779	1,590	3,000	2,500	-16.7%
Interest on Investments	124,976	243,284	123,141	136,600	113,500	-16.9%
Rents & Leases	85,058	76,545	37,796	49,100	52,300	6.5%
Contributions & Donations	16,020	3,286	635	-	-	N/A
Other Miscellaneous	15,807	121,002	15,056	110,800	9,700	-91.2%
Total Miscellaneous	241,861	444,117	176,628	296,500	175,500	-40.8%
Transfer from Other Funds	230,600	117,000	165,000	38,000	88,000	131.6%
One-time transfers to close funds	-	-	-	27,200	-	-100.0%
Total Transfers from Other Fund:	230,600	117,000	165,000	65,200	88,000	35.0%
Total Operating Revenues	\$ 20,543,741	\$ 20,987,682	\$ 21,810,249	\$ 20,748,400	\$ 21,110,200	1.7%



GENERAL FUND SUMMARY

REVENUE SOURCES

PROPERTY TAX

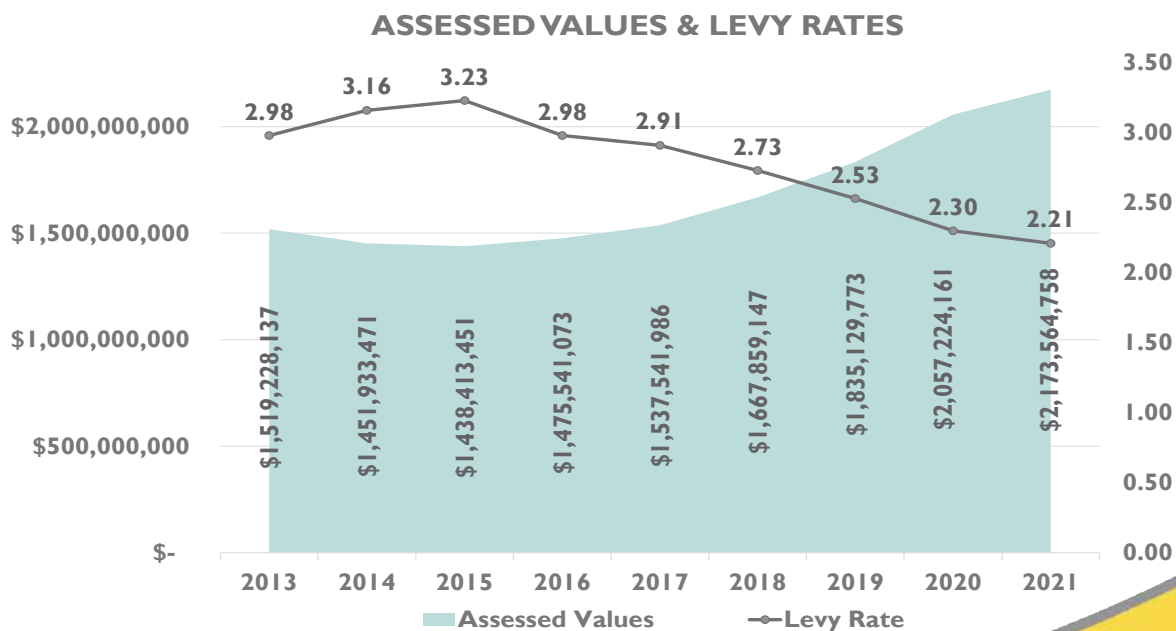
Property tax is the city's second largest source of funding for general city services. In 2022, the city expects to receive \$4.93 million in property tax revenue, an increase of the maximum allowed amount of 1.0% plus new construction amounts. All real and personal property (except where exempt by law) is assessed by the Clallam County Assessor at 100% of the property's fair market value. Real property includes land, buildings and improvements attached to the land. Taxable personal property includes property which is used for commercial business purposes, such as machinery, equipment, furniture and fixtures. Assessed values are adjusted each year based on market value changes. Although property taxes represent one of the city's major sources of revenue for the general fund at 23.4%, the city receives approximately 25% of the property owner's total bill.

CALCULATING LEVY RATES

State law limits the tax increase on property to the lesser of 1% or the current rate of the Implicit Price Deflator (IPD) for personal consumption published by the Bureau of Economic Analysis. Currently, City policy directs increasing tax by the maximum allowed of 1%. This is accomplished by Council approving a resolution and ordinance declaring the intent to collect the maximum increase of 1%. In situations where the IPD is less than 1% an additional resolution would need to be adopted declaring a substantial need to collect over the IPD rate.

The City's levy rate cannot exceed a shared \$10.00 for every \$1,000 of assessed value. The City's portion of this shared value cannot exceed \$3.163 plus an additional \$0.225 for Fireman's pension. There are many considerations and factors included in the calculation of the levy rate; however, a simplistic way to determine the rate is to take the total amount authorized by resolution plus any refunds, divide it by the assessed value and multiply by \$1,000. The City has not yet received assessed valuation information from the County and therefore the 2022 levy rate is not yet known.

The assessed value and the levy rate are directly connected. As the assessed value goes up the levy rate comes down. Likewise, as the assessed value goes down the levy rate comes up. This relationship keeps the levy rate from exceeding the maximum 1% increase allowed by state law. The chart below shows historical and current assessed values and levy rates.



Once the levy rate is determined, the amount of tax the City will collect can be determined through a simple formula.
 Assessed value per every \$1,000 x the levy rate

As an example when applying the 2021 levy rate of \$2.21 to a home in the City with an assessed value of \$200,000 would mean the property tax collected by the City would be \$442.00

$$200 \times 2.21 = \$442.00$$

The following charts show the historical levy rates and the taxes generated on a range of homes.

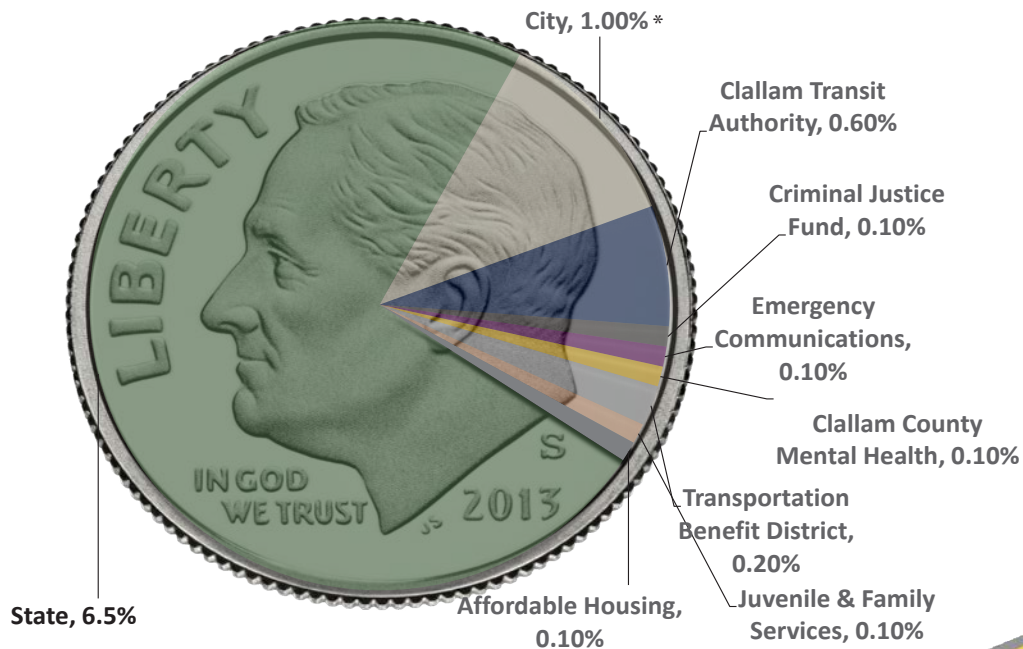
TAX YEAR	REGULAR LEVY	EXCESS LEVY	TOTAL LEVY	TAXES ON A \$200,000 HOME	TAXES ON A \$250,000 HOME	TAXES ON A \$300,000 HOME
2016	2.98	0.00	2.98	\$ 447.00	\$ 596.00	\$ 745.00
2017	2.91	0.00	2.91	\$ 582.00	\$ 727.50	\$ 873.00
2018	2.73	0.00	2.73	\$ 546.00	\$ 682.50	\$ 819.00
2019	2.53	0.00	2.53	\$ 506.00	\$ 632.50	\$ 759.00
2020	2.30	0.00	2.30	\$ 460.00	\$ 575.00	\$ 690.00
2021	2.21	0.00	2.21	\$ 442.00	\$ 552.50	\$ 663.00

SALES TAX

Sales tax is the third largest source of general fund revenue for the City of Port Angeles. In 2022, the City expects to receive \$3.6 million in sales tax revenue. Sales tax is levied on the sale of consumer goods, except for prescription drugs and food products consumed off the premises.

The total sales tax rate in Port Angeles is 8.80%, with only 1.14% returning to the City of Port Angeles, 0.2% of which is exclusively for the Transportation Benefit District, with 0.1% going toward Affordable Housing. This means that the City receives 12% of the total sales tax collected and the state and other public agencies receive the remaining 88%.

SALES TAX DISTRIBUTION

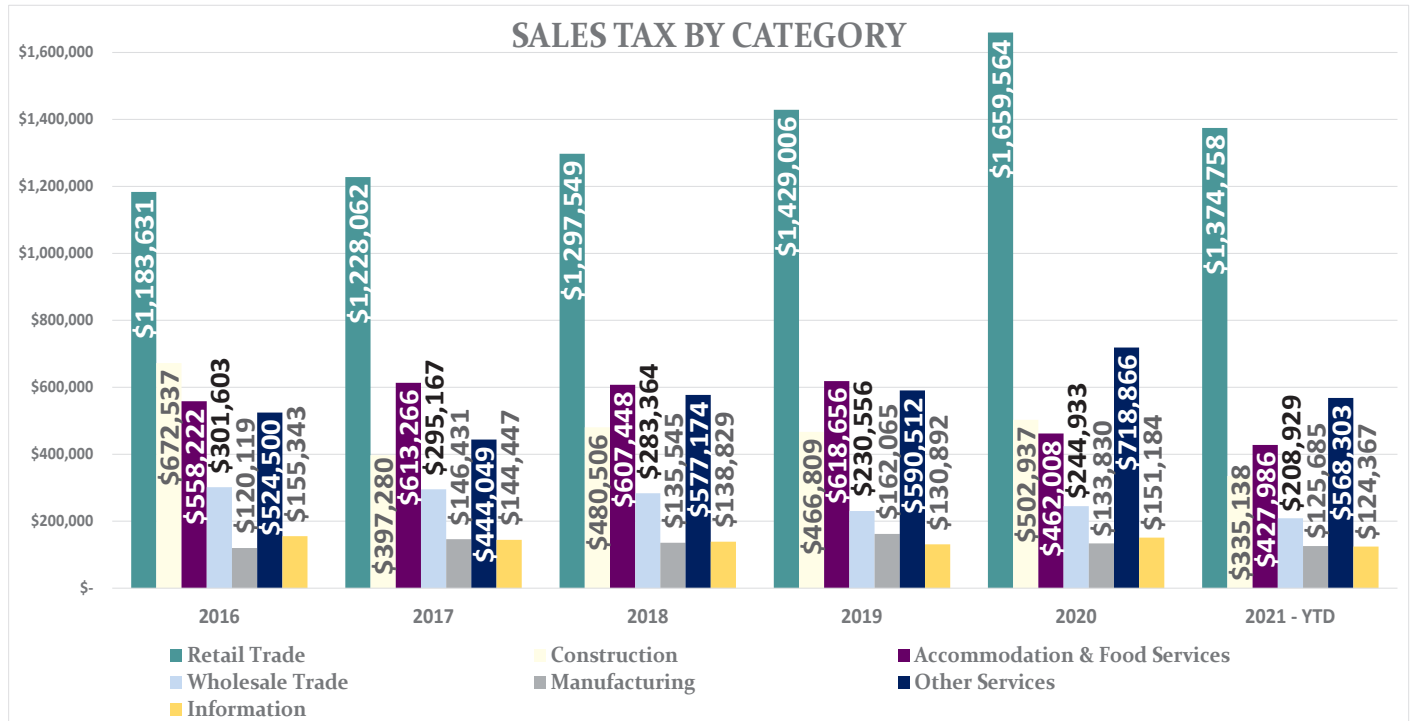


* The City receives 0.84% of the 1%, the County receives 0.15% and 0.01% pays for State administrative charges.



SALES TAX REVENUE PROJECTION

Based on prior year results, estimated revenues for 2021, and current collection trends including impacts from the COVID-19 pandemic, projected tax collections for 2022 reflect a 2.0% increase of \$70,300 over the prior budgeted amount. This change considers one-time major construction related projects completed in 2021, or anticipated in 2022 as well as potential pandemic related impacts. In the past few years sales tax has grown in three major categories; Retail Trade, Construction and Accommodation and Food Services. However, the effects of the pandemic have significantly shifted the spending in nearly all categories. Online sales have seen a drastic increase in spending since the start of the 2020 year with food services and accommodation categories well below typical levels. In addition, as a result of continued large construction projects in the City in 2021 sales tax revenue collection in this category has remained high. Though there has been a significant increase to the food and accommodation category in 2021 the total collection has not returned to historical levels. Online sales also remain significantly higher than average and have increased 63.5% since this time last year. This growing trend in online sale tax revenue is expected to continue. The graph that follows shows a historical analysis of sales tax by major category as well as tax collection year to date for 2021.



Starting in 2015 there were four major one-time construction projects completed in 2017 that contributed to the large increase in the Construction category of sales tax.

UTILITY TAX

Utility tax is the city's primary source of funding for general city services. Utilities charge taxes on gross operating revenues at the following rates:

UTILITY	PERCENTAGE OF REVENUES
Electric	6.00%
Water	10.00%
Wastewater	10.00%
Solid Waste Collection	10.00%
Solid Waste Transfer Station	8.00%
Stormwater	8.00%

These rates are set by City Council with the exception of the electric utility tax rate which is set by State regulations.



UTILITY TAX REVENUE PROJECTION

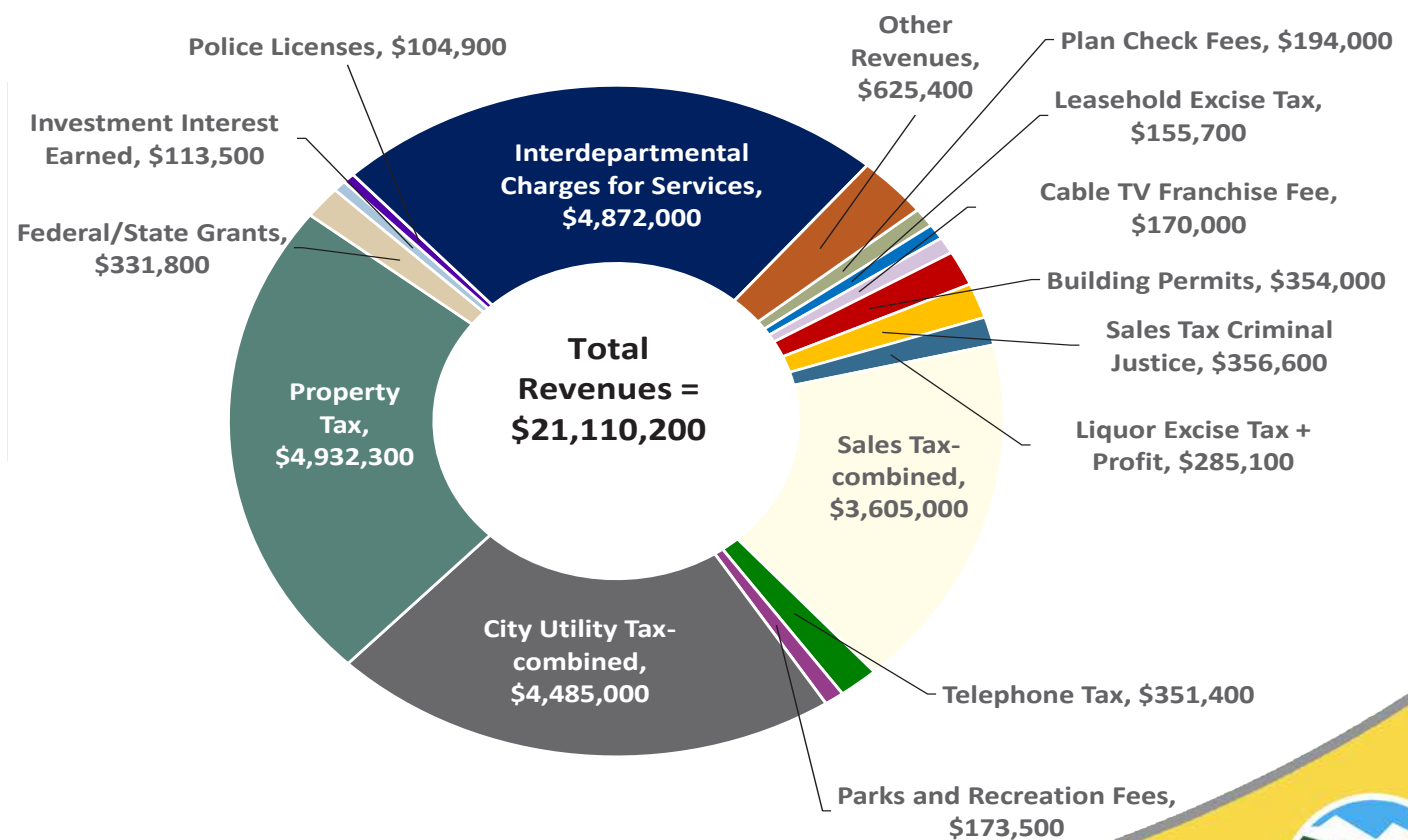
Utility tax revenue collections are anticipated to be \$4.49 million, or a 2.1% increase from the 2021 amended budget. This was primarily the result of multi-year approved rates in all utilities except Electric, Solid Waste Collections and Transfer Station and Stormwater utilities. The 2022 budget does not include an increase to rates in any of these utilities for residential customers. An increase to commercial customers is planned for properties that have more than 15 Equivalent Residential Units on their Stormwater billings. No other increases are proposed to utility rates in 2022. Additionally, as in the past the City will continue to use funds collected from its industrial electric customer for the Code Enforcement Program in 2022.

The following chart shows a historical comparison of utility tax collection in the General Fund:

YEAR	ELECTRIC UTILITY	WATER UTILITY	WASTEWATER UTILITY	SOLID WASTE COLLECTIONS	SOLID WASTE LANDFILL	STORMWATER UTILITY
2022 Budget	\$1,513,800	\$684,700	\$974,500	\$333,000	\$758,000	\$221,000
2021 Budget	\$1,471,100	\$680,600	\$985,300	\$325,600	\$720,100	\$208,800
2020	\$1,442,939	\$681,019	\$963,805	\$324,918	\$728,012	\$202,931
2019	\$1,481,799	\$715,435	\$985,115	\$338,077	\$728,983	\$186,767
2018	\$1,465,656	\$641,399	\$966,956	\$313,765	\$684,060	\$175,268
2017	\$1,626,400	\$628,600	\$865,100	\$250,100	\$583,300	\$159,600
% Change 2022 vs. 2021	2.90%	0.60%	-1.10%	2.27%	5.26%	5.84%

OTHER MAJOR REVENUE SOURCES

There are several other revenue sources in the General Fund. Some of these include fees for permits and licenses, and charges from one fund to another, or interdepartmental charges for work performed by departments in the General Fund. All estimated revenues in the General Fund are shown below.



CHARGES FOR SERVICES

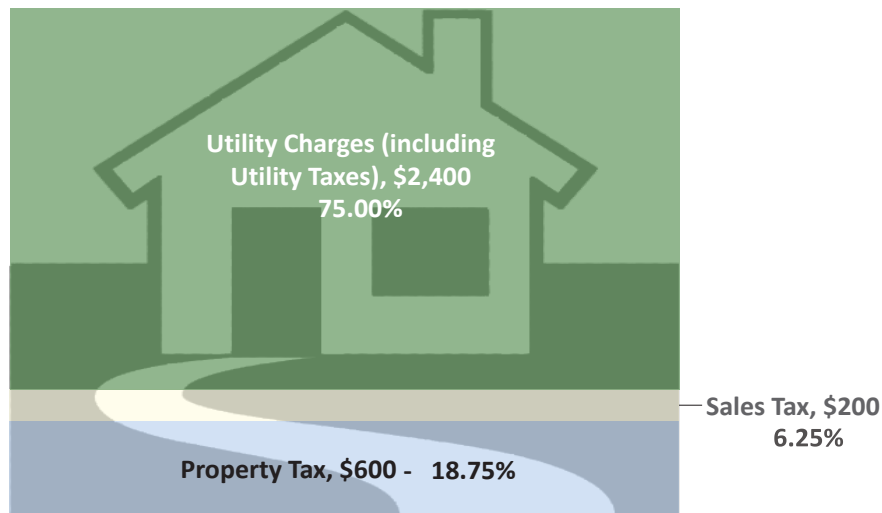
Charges for services make up 23.1% of the General Fund’s revenues. Within the General Fund departments charge other funds for work done specifically for them. For example, a Customer Service Representative (CSR) resides within the General Fund. However, the majority of the tasks performed by a CSR are for the City’s utility funds; including posting, processing and answering questions about utility payments. As a result, a portion of the CSR’s salary is charged back to each utility based on the volume of the billing and cash postings for each individual utility. Each department and division in the General Fund has its own methodology for how these charges are applied to the utility funds. Allocated amounts are updated each year as part of the budget process by updating data used for the calculations with the previous years actuals and applying this to the budget projections for the new year.

WHAT DOES THIS MEAN TO THE AVERAGE HOUSEHOLD?

Taxes collected by the City are distributed throughout the General Fund. The major taxes seen by most households are sales tax, utility tax and property tax. Other items that households pay that do not go into the General Fund include payments for utilities, however, a portion of the utility payment comes back to the City’s General Fund in the form of utility taxes on gross operating revenues. This is discussed further in the utility tax section. The images below show what an average household in Port Angeles pays to the City in taxes and costs for utility services, as well as what these taxes support within the General Fund. On average households pay \$3,200 in major taxes and utility services to the City annually. All amounts shown are rounded estimates.

ASSUMPTIONS	
Property Tax	\$220,000 Assessed Value
Sales Tax	\$56,600 Median Income and \$18,900 taxable purchases
Electric	1,300 KWH per month
Water	450 Cubic feet of consumption per month
Wastewater	450 cubic feet per month
Solid Waste	Every other week
Stormwater	One residential unit

TOTAL ANNUAL HOUSEHOLD CHARGES



WHERE DO THE TAXES GO?	
GENERAL FUND TYPE	% ALLOCATED
Criminal Justice	40.30%
Public Safety	19.80%
Parks & Recreation	18.80%
Community & Economic Development	1.90%
Public Works	7.80%
Internal Support	11.40%
Total	100.00%

Internal support includes the following departments; Finance, Legal, City Manager’s Office, Human Resources, and City Council.



GENERAL FUND SUMMARY

EXPENDITURES BY CATEGORY

EXPENDITURE DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	% VARIANCE FROM 2021
Full-Time	8,104,484	8,258,882	8,554,467	8,981,400	9,292,500	3.5%
Part-Time	409,950	423,991	323,721	507,600	434,800	-14.3%
Overtime	326,299	364,755	318,297	364,500	384,600	5.5%
Other Salaries & Wages	3,964	3,440	2,398	4,000	3,000	-25.0%
Total Salaries & Wages	8,844,697	9,051,068	9,198,883	9,857,500	10,114,900	2.6%
Retirement - LEOFF	418,349	457,696	441,238	477,000	472,200	-1.0%
Retirement - PERS	569,790	613,313	621,446	682,200	573,400	-15.9%
Workers Compensation	372,199	264,625	284,671	286,600	286,600	0.0%
Medical Insurance	1,546,630	1,621,851	1,486,496	1,759,900	1,819,400	3.4%
Other Benefits	711,293	704,841	748,709	795,400	835,600	5.1%
Total Benefits	3,618,261	3,662,326	3,582,560	4,001,100	3,987,200	-0.3%
Office & Operating Supplies	508,213	565,087	483,577	609,100	547,400	-10.1%
Fuel	118,564	109,555	73,708	123,200	122,200	-0.8%
Other Supplies	63,662	82,246	67,548	81,100	81,100	0.0%
Total Supplies	690,439	756,888	624,833	813,400	750,700	-7.7%
Professional Services	823,090	956,667	1,007,118	1,959,200	931,800	-52.4%
Communication	159,902	205,942	221,073	202,400	215,300	6.4%
Travel & Training	166,424	183,102	114,978	204,600	214,100	4.6%
Utilities	431,419	445,485	423,322	439,800	462,300	5.1%
Equipment Svcs - Operating/Repl.	672,119	506,766	694,705	689,800	745,900	8.1%
PenCom User Fees	312,100	276,600	276,600	276,600	294,600	6.5%
IT Services	471,155	357,271	419,230	413,900	517,100	24.9%
Facility Insurance	329,005	171,800	228,700	240,100	302,300	25.9%
Repairs & Maintenance	139,981	199,054	163,571	185,100	189,100	2.2%
Façade Improvements	62,028	123,358	11,629	-	50,000	100.0%
Other Charges for Services	148,122	209,637	849,060	193,000	438,800	127.4%
Total Charges for Services	3,715,344	3,635,682	4,409,986	4,804,500	4,361,300	-9.2%
Contracted Jail Services	840,480	870,737	885,540	894,400	950,800	6.3%
Transfers - Capital	190,200	305,300	600,600	1,452,000	594,500	-59.1%
Transfers - Debt Service	42,200	41,900	392,200	42,700	42,000	-1.6%
Transfers - Medic I Support	999,600	713,200	673,800	355,500	265,500	-25.3%
Transfers - Street Operations	721,000	898,200	980,000	1,001,700	899,800	-10.2%
Transfers - Code Enforcement	-	-	-	-	160,700	100.0%
Transfers - Blighted Properties	50,000	-	-	-	-	N/A
Other Intergovernmental	19	475	-	100	100	0.0%
Total Intergovernmental	2,843,499	2,829,812	3,532,140	3,746,400	2,913,400	-22.2%
Capital Outlay	17,327	11,375	-	-	-	N/A
Total Capital	17,327	11,375	-	-	-	N/A
Interdepartmental Expense	26,956	9,007	13,534	-	-	N/A
Total Interfund Payments for Services	26,956	9,007	13,534	-	-	N/A
Total Operating Expenditures	\$ 19,756,523	\$ 19,956,158	\$ 21,361,936	\$ 23,222,900	\$ 22,127,500	-4.7%



GENERAL FUND SUMMARY

EXPENDITURES BY DEPARTMENT

EXPENDITURE DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	% VARIANCE FROM 2021
City Council	66,040	61,880	63,944	71,500	71,900	0.6%
Total City Council	66,040	61,880	63,944	71,500	71,900	0.6%
Administration	409,974	356,764	408,115	414,400	445,900	7.6%
Human Resources	230,691	215,189	211,706	221,800	279,300	25.9%
City Clerk	158,376	168,363	186,854	186,000	256,000	37.6%
Records Management	27,725	-	-	-	-	N/A
Total City Manager	826,766	740,316	806,675	822,200	981,200	19.3%
Planning	442,192	478,658	508,759	623,500	693,800	11.3%
Building	226,806	241,282	239,713	265,800	251,700	-5.3%
Economic Development	71,312	175,365	60,327	646,900	101,900	-84.2%
Total Community & Economic Dev.	740,310	895,305	808,799	1,536,200	1,047,400	-31.8%
Administration	763,612	749,247	822,191	832,300	941,800	13.2%
Accounting	915,701	802,634	837,001	961,700	981,500	2.1%
Customer Service	1,081,865	1,092,912	1,101,415	1,151,800	1,187,400	3.1%
Reprographics	41,860	29,059	26,776	46,600	46,600	0.0%
Total Finance	2,803,038	2,673,852	2,787,383	2,992,400	3,157,300	5.5%
Administration	215,565	246,085	235,655	238,800	241,400	1.1%
Intergovernmental	1,086,900	808,500	865,900	448,500	348,500	-22.3%
Fire Suppression	1,183,487	1,246,079	1,323,548	1,366,700	1,415,200	3.5%
Volunteers	26,995	-	-	-	-	N/A
Special Operations	2,655	-	-	-	-	N/A
Fire Prevention	97,401	100,159	102,486	107,900	108,400	0.5%
Training	73,927	98,016	131,054	103,700	112,000	8.0%
Facilities	60,013	61,667	54,862	59,400	59,400	0.0%
Emergency Management	4,085	-	-	-	-	N/A
Total Fire	2,751,028	2,560,506	2,713,505	2,325,000	2,284,900	-1.7%
General Legal Services	482,901	602,760	523,950	552,000	555,600	0.7%
Jail	840,480	870,735	885,540	894,400	950,800	6.3%
Total Legal	1,323,381	1,473,495	1,409,490	1,446,400	1,506,400	4.1%
Administration	264,058	248,615	260,315	271,400	276,200	1.8%
Senior Center	145,726	157,024	147,171	161,500	165,900	2.7%
Cemetery	180,810	192,997	143,236	186,200	185,000	-0.6%
Parks Maintenance	1,767,060	1,798,259	1,924,375	2,233,600	2,204,100	-1.3%
Marine Life Center	5,600	-	-	-	-	N/A
Facility Maintenance	700,303	789,296	587,678	676,900	686,200	1.4%
Recreation	292,302	174,338	63,794	149,500	114,000	-23.7%
Total Parks & Recreation	3,355,859	3,360,529	3,126,569	3,679,100	3,631,400	-1.3%



GENERAL FUND SUMMARY

EXPENDITURES BY DEPARTMENT (CONT'D)

EXPENDITURE DESCRIPTION	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	% VARIANCE FROM 2021
Administration	578,144	688,190	747,906	754,600	664,500	-11.9%
Intergovernmental	367,300	328,800	357,100	387,600	537,900	38.8%
Investigation	955,223	1,090,887	1,039,504	1,077,800	1,090,800	1.2%
Patrol	3,388,764	3,294,509	3,672,279	4,101,300	3,643,400	-11.2%
Volunteers	6,883	10,700	10,116	11,500	11,300	-1.7%
Records	421,243	428,413	414,753	465,800	465,000	-0.2%
Facilities	7,116	5,933	6,659	20,100	8,100	-59.7%
Total Police	5,724,673	5,847,432	6,248,317	6,818,700	6,421,000	-5.8%
Administration	1,814,506	1,975,326	1,958,156	2,124,200	2,182,300	2.7%
Support for CIP	72,700	215,000	60,000	23,000	15,000	-34.8%
Telecommunications	12,919	21,444	41,447	32,800	32,800	0.0%
Total Public Works & Utilities	1,900,125	2,211,770	2,059,603	2,180,000	2,230,100	2.3%
Community Services	-	-	635,175	14,400	250,000	1636.1%
Property Management	173,103	89,173	310,276	294,300	370,000	25.7%
Debt Service	42,200	41,900	392,200	42,700	42,000	-1.6%
Transfers	50,000	-	-	1,000,000	133,900	N/A
Total Non-Departmental	265,303	131,073	1,337,651	1,351,400	795,900	-41.1%
Total Expenditures by Department	\$ 19,756,523	\$ 19,956,158	\$ 21,361,936	\$ 23,222,900	\$ 22,127,500	-4.7%



CITY OF PORT ANGELES



2022 PRELIMINARY BUDGET



GENERAL FUND DEPARTMENTS



The Departments that make up the General Fund are:

- *The City Council*
- *City Manager's Office*
- *Finance*
- *Legal*
- *Community and Economic Development*
- *Police*
- *Fire*
- *Public Works & Utilities*
- *Parks & Recreation*
- *Non-Departmental*

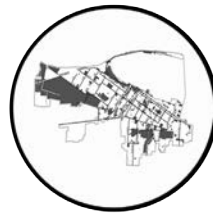


LEGEND

Items that include these symbols display the link to the City's Comprehensive plan, or the Strategic plan. Elements of the Comprehensive plan are shown here and displayed in each department's key goals and accomplishments section thereby linking these plans to budget priorities.



GROWTH
MANAGEMENT



LAND
USE



TRANSPORTATION



UTILITIES &
PUBLIC SERVICE



HOUSING



CONSERVATION



CAPITAL
FACILITIES



ECONOMIC
DEVELOPMENT



PARKS &
RECREATION



STRATEGIC
PLAN

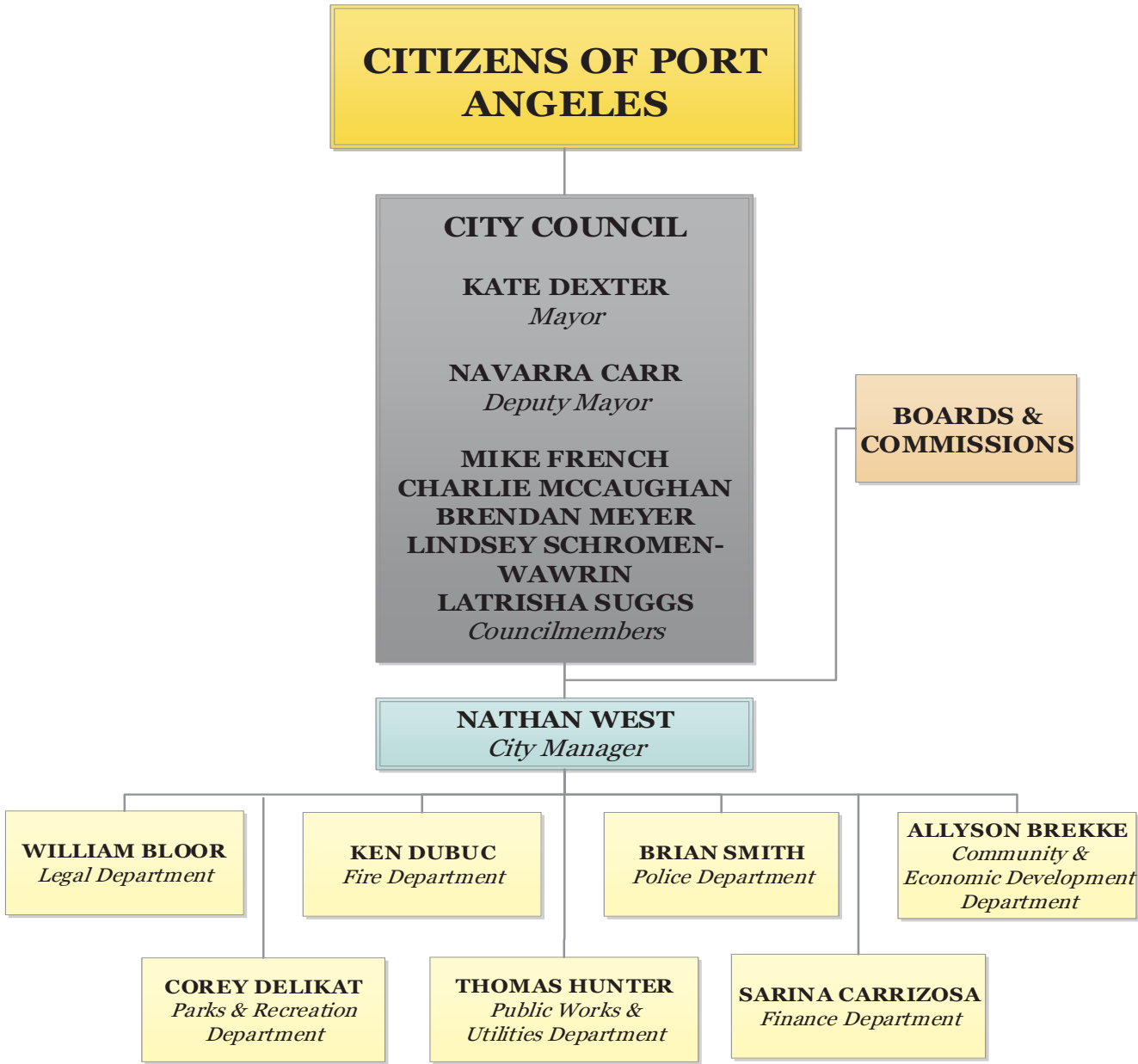


CITY COUNCIL

*The **Council** shall work to enrich the quality of life in Port Angeles; to build and maintain an inviting and secure community. We will reflect the priorities of our citizens and plan for the future while protecting our natural environment. We will be stewards of community resources, utilize sustainable practices, and work diligently to enhance the livability of Port Angeles.*



CITY COUNCIL



CITY COUNCIL DEPARTMENT SUMMARY










(Keith Thorpe/Peninsula Daily News)

Pictured left to right:

Mike French, LaTrisha Suggs, Lindsey Schromen-Wawrin, Kate Dexter (Mayor),
Charlie McCaughan, Navarra Carr (Deputy Mayor), Brendan Meyer



Major Accomplishments in 2021

-  Supported community needs through the pandemic by waiving PBIA fees and interest on accounts receivable.
-  Continued progress on municipal code updates.
-  Passed a resolution approving a 2021-2022 Strategic Plan.
 - Made various appointments to Boards, Committees and Commissions, so that each have full complement of members.
-  Supported regulatory relief that assisted restaurants during the pandemic.
 - Established August meeting break.
 - Amended the Shoreline Master Program.
-  Authorized American Rescue Plan Act Funding in support of housing development and community needs.
-  Approved a Climate Resiliency Plan.
-  Provided support to the community through a utility relief program.





Adopted the 2022-2027 Capital Facilities Plan and Transportation Improvement Plan.



Supported local development through building code vesting options for City building permits.

Key Initiatives for 2022



Facilitate the development of new housing units and preserving existing units.

- Develop a 2022 list of legislative priorities.



Continue to support of the City’s Climate Resiliency efforts.



Focused on implementing and enhancing multi-modal transportation.



Continue to focus on the four key issues of critical importance in the Strategic Plan:

- Every Port Angeles resident has a safe and an affordable place to live.
- Prioritize business support through enhancement of our commercial districts.
- Build capacity of the city to better meet the community’s needs, invest in improvements, focus on improving economic outcomes and maintain what we have.
- Prioritize focus on high performing relationships and partnerships.



Enable continued successful actions of the REDisCOVERY Program and Paramedicine Program.



Support the construction of housing units through the American Rescue Plan Act Funding.



Continue efforts to work through Port Angeles Municipal Code changes.



Support economic recovery of local businesses in partnership with State and Federal Legislative Delegations and the Clallam Economic Development Council.



CITY COUNCIL PERSONNEL SUMMARY

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
AUTHORIZED POSITIONS (FTE)							
Mayor	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Council Members	6.00	6.00	6.00	6.00	6.00	0.00	0.00%
TOTAL Authorized Positions	7.00	7.00	7.00	7.00	7.00	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>		

CITY COUNCIL REVENUE AND EXPENDITURE SUMMARY

REVENUES

City Council revenues are received as an allocation of services rendered, or charges for services to other funds/departments. These charges are based on Council agenda items per department and will fluctuate from year to year.

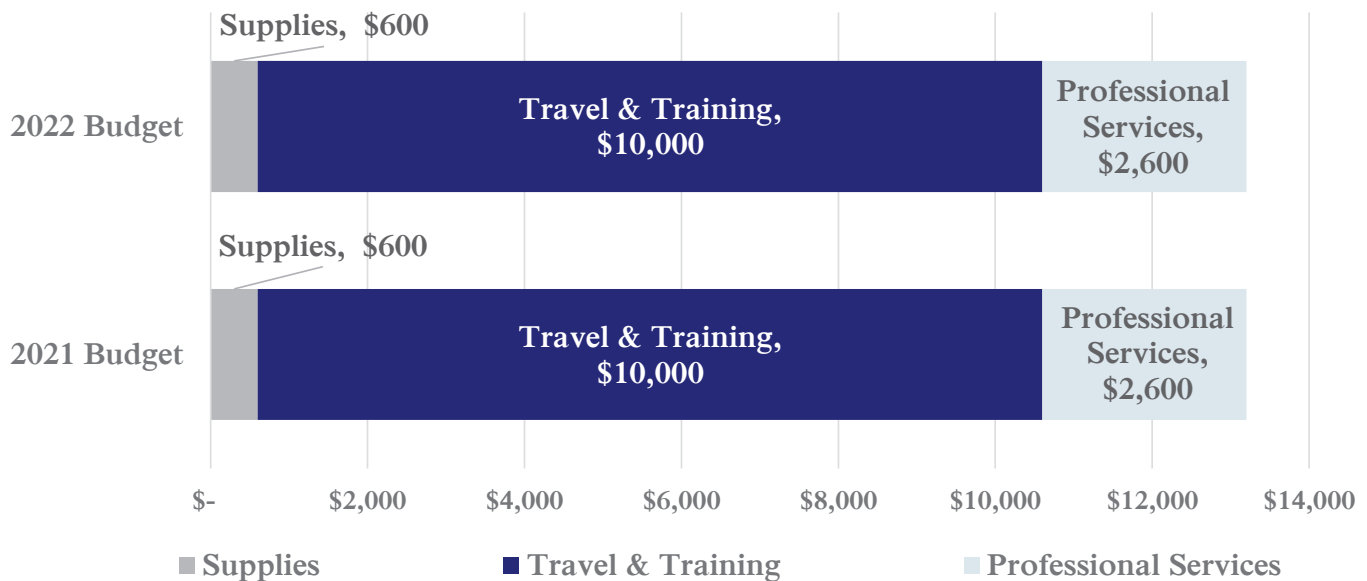
REVENUE	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	41,363	34,481	39,605	20,500	24,200	3,700	18.05%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	30	528	-	-	-	-	N/A
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 41,393	\$ 35,009	\$ 39,605	\$ 20,500	\$24,200	3,700	18.05%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (886)</i>	<i>\$ (6,384)</i>	<i>\$ 4,596</i>	<i>\$ (19,105)</i>			
<i>Change from Prior Year %</i>	<i>-2.10%</i>	<i>-15.42%</i>	<i>13.13%</i>	<i>-48.24%</i>			



EXPENDITURES

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 48,000	\$ 47,450	\$ 48,000	\$ 48,000	\$ 48,000	-	N/A
Personnel Benefits	3,672	5,984	8,155	8,400	8,800	400	4.76%
Supplies	1,283	598	535	600	600	-	0.00%
Other Services & Charges	13,085	7,848	7,254	14,500	14,500	-	0.00%
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 66,040	\$ 61,880	\$ 63,944	\$ 71,500	\$71,900	400	0.56%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 2,336</i>	<i>\$ (4,160)</i>	<i>\$ 2,064</i>	<i>\$ 7,556</i>			
<i>Change from Prior Year %</i>	<i>3.67%</i>	<i>-6.30%</i>	<i>3.34%</i>	<i>11.82%</i>			

CITY COUNCIL COMMON EXPENDITURES COMPARISON



Professional Services include facilitation for strategic planning.

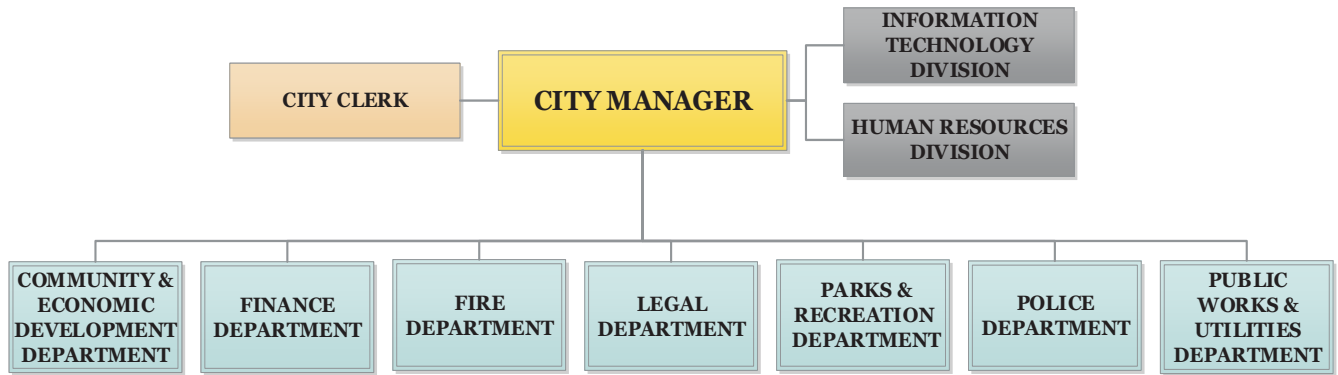


CITY MANAGER'S OFFICE





The City Manager's Office exists to uphold public trust, provide fiscal accountability and implement directives and policies at the direction of the City Council. Our mission is to build confidence among citizens and employees by providing support, leadership, and participatory government that enhances the quality of life and sense of community for all who live in Port Angeles.



CITY MANAGER'S OFFICE





Major Accomplishments in 2021

-  Presented a 2021-2022 Strategic Plan, with emphasis on housing, commercial district enhancement, capacity, and high-performing relationships.
 - Finalized and implemented the 2021 Work Plan.
 - Delivered to Council a balanced 2022 Budget.
-  Implemented federal legislative communications approach with a focus on COVID relief, childcare support, small business support, housing infrastructure, and Black Ball ferry support.
-  Provided on-going funding assistance for utility relief, rental assistance and mortgage assistance.
-  Continuation of a comprehensive review of the City's municipal code.

City Clerk and Human Resources

- Continued recruitment for City Boards, Committees and Commission advisory groups.
- Received 2021 Well City Award resulting in a discount on 2021 WC medical premiums.
- Fulfilled approximately 105 requests for public records.
- Successfully negotiated one year contract extension with Teamsters Sworn and Non-Sworn unions.
-  Implemented City-wide COVID-19 health and safety protocols.
-  Initiated City-wide Communications Team to enhance external communications with the Port Angeles community.

Key Initiatives for 2022

-  Facilitate the implementation of the 2021-2022 Strategic Plan including necessary amendments. Present Council with a balanced Budget for 2023.
 - Continue to develop high-performing and consistent communication with State and Federal delegation on the City's Legislative Priorities.
-  Prioritize the facilitation of new housing units and long-term solutions to end homelessness. Continue support for the successful enhancement of Commercial Districts including Downtown, Uptown, and west Port Angeles.
 - Focus on building City capacity by stabilizing revenue and reducing Capital backlog.





Direct the implementation of Port Angeles Municipal Code changes derived from the Madrona Law Group and MAKERS Architect code review.

City Clerk and Human Resources

- Review and update City’s personnel Policy and Procedures Manual.
- Enhance the City-wide Records Management Program by developing policies and procedures, as well as working with departments to digitize historic records and automate departmental processes.
- Continue with the City’s active Wellness Program to meet AWC participation goals.
- Create an online public records training and testing program for employees.
- Initiate a digital application process for all advisory committees.
- In collaboration with all departments, create a social media policy.



Apply for grants to assist with record management and public record responses.

- Increase public engagement with the ongoing code audit process through various forms of communication.
- Create an online public testimony form to track and manage public testimony during open public meetings.
- Enhance the City-wide Records Management Program by developing policies and procedures, as well as working with departments to digitize historic records and automate departmental processes.



Negotiate four union contracts.

Continued oversight of City-wide COVID-19 health and safety protocols.
Implementation of On/Off Boarding policies and procedures.

CITY MANAGER’S OFFICE SERVICES

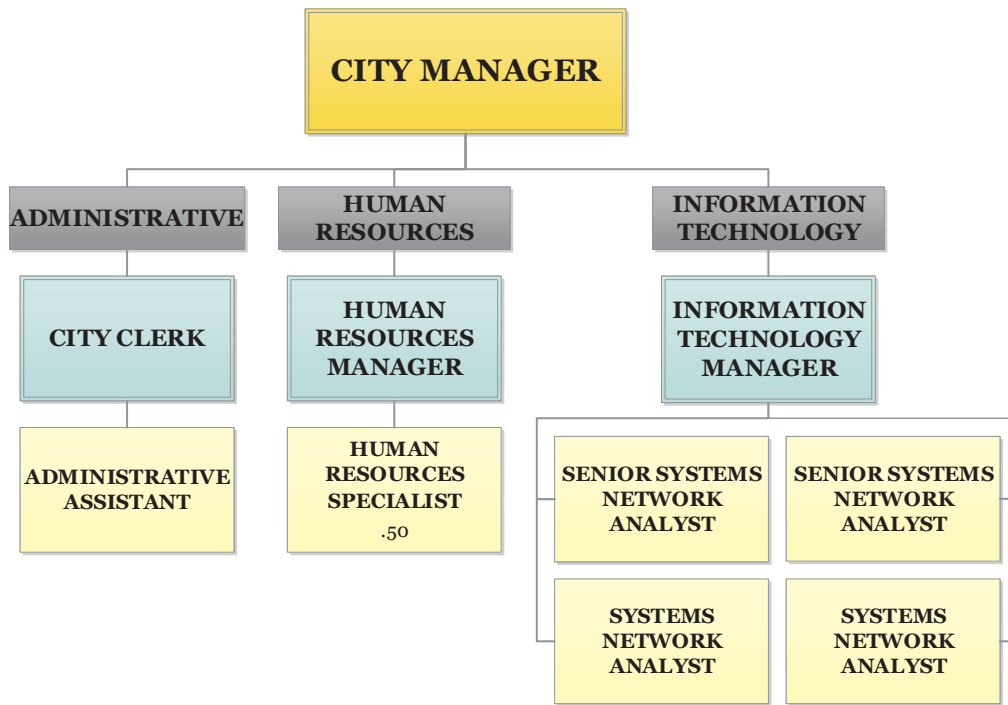
The **City Manager** ensures that all Council policies and directives are carried out and coordinates the work of all City departments and employees. Duties include acting as liaison between the City Council, advisory boards/committees, and City staff; preparing regular and special management reports; processing citizen inquiries and service requests; working with media for public relations and information purposes; working with other governmental agencies; representing the City at meetings and conferences; and serving on committees.

The **Human Resources division** handles all personnel issues including labor relations, classification of positions, recruitment, and testing for vacancies. This division also manages the City’s self-insurance program which includes medical, dental and visions insurance; life and disability insurance; workers’ compensation; liability and property

insurance; safety and wellness programs; and claims investigation. The insurance programs are funded through the Self Insurance Internal Service Fund.

The **City Clerk** manages the statutory provisions of the office of the City Clerk and serves as the City Records Manager and Public Records Officer. Duties include implementing records management requirements as specified by State law; maintaining legislative history and permanent City documents; providing official City information and records to the public and other agencies; preparing the Council agenda and materials for Council meetings; recording and preparation of City Council and other committee minutes; monitoring compliance with various regulations; administering business licenses; and providing administrative support to the City Manager.





CITY MANAGER'S OFFICE PERSONNEL SUMMARY

AUTHORIZED POSTIONS	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
City Manager	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Administrative Assistant	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Human Resources Manager	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
HR Analyst/Records Specialist	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
City Clerk	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Human Resources Specialist	0.50	0.50	0.50	0.50	0.50	0.00	0.00%
Records Management Coordinator	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
TOTAL Authorized Positions	4.50	4.50	4.50	4.50	4.50	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>(0.50)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>-10.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>		

Note: The Information Technology division is tracked in a separate fund and as a result personnel, revenue and expenses from this division are not shown here.



CITY MANAGER'S OFFICE REVENUE & EXPENDITURES SUMMARY

REVENUES

The City Manager's Office receives revenues as an allocation of services rendered, or charges for services to other funds/ departments. Examples of methods used to determine this allocation include; the number of City employees, the amount of public records requests processed for each fund and time spent related to projects and services of the City.

REVENUE	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	7,571	-	-	-	-	N/A
Charges for Goods & Svcs.	513,215	388,019	501,374	548,300	520,600	(27,700)	-5.05%
Fines & Penalties	-	9	-	-	-	-	N/A
Miscellaneous Revenue	-	-	-	-	-	-	N/A
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 513,215	\$ 395,599	\$ 501,374	\$ 548,300	\$520,600	(27,700)	-5.05%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 81,230</i>	<i>\$ (117,616)</i>	<i>\$ 105,775</i>	<i>\$ 46,926</i>			
<i>Change from Prior Year %</i>	<i>18.80%</i>	<i>-22.92%</i>	<i>26.74%</i>	<i>9.36%</i>			

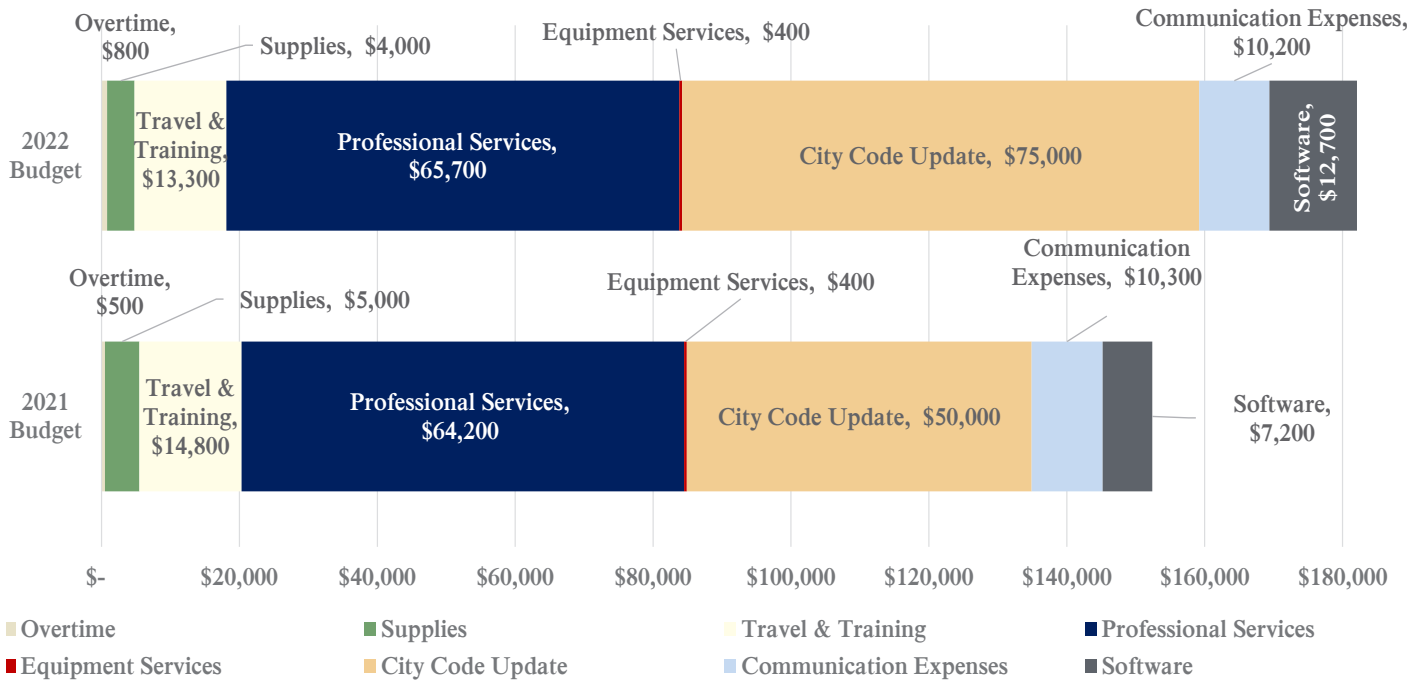
EXPENDITURES

In 2020, the City hired a consultant for auditing and updating the City Code. Major changes in 2022 include \$75,000 for the continuation of this project as well as increases for software needed for records management. Additionally, in 2022 two temporary positions were approved by City Council with the funding received from the American Rescue Plan Act (ARPA); a Communications & Records Specialist and a City Hall Attendant. These are two year positions designed to help the City mitigate mandates and safety policies when assisting customers as well as ensure the Port Angeles community is aware of important information at all times.

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 507,587	\$ 425,109	\$ 436,900	\$ 442,500	\$ 537,300	94,800	21.42%
Personnel Benefits	188,445	176,263	181,100	184,400	220,200	35,800	19.41%
Supplies	8,328	5,008	11,930	13,500	8,600	(4,900)	-36.30%
Other Services & Charges	122,406	133,936	176,745	181,800	215,100	33,300	18.32%
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 826,766	\$ 740,316	\$ 806,675	\$822,200	\$981,200	159,000	19.34%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (117,504)</i>	<i>\$ (86,450)</i>	<i>\$ 66,359</i>	<i>\$ 15,525</i>			
<i>Change from Prior Year %</i>	<i>-12.44%</i>	<i>-10.46%</i>	<i>8.96%</i>	<i>1.92%</i>			



CITY MANAGER'S OFFICE COMMON EXPENDITURES COMPARISON



Professional Services include consultants for significant code changes.

Repairs and Maintenance include yearly maintenance for the City's website services and public records platform.

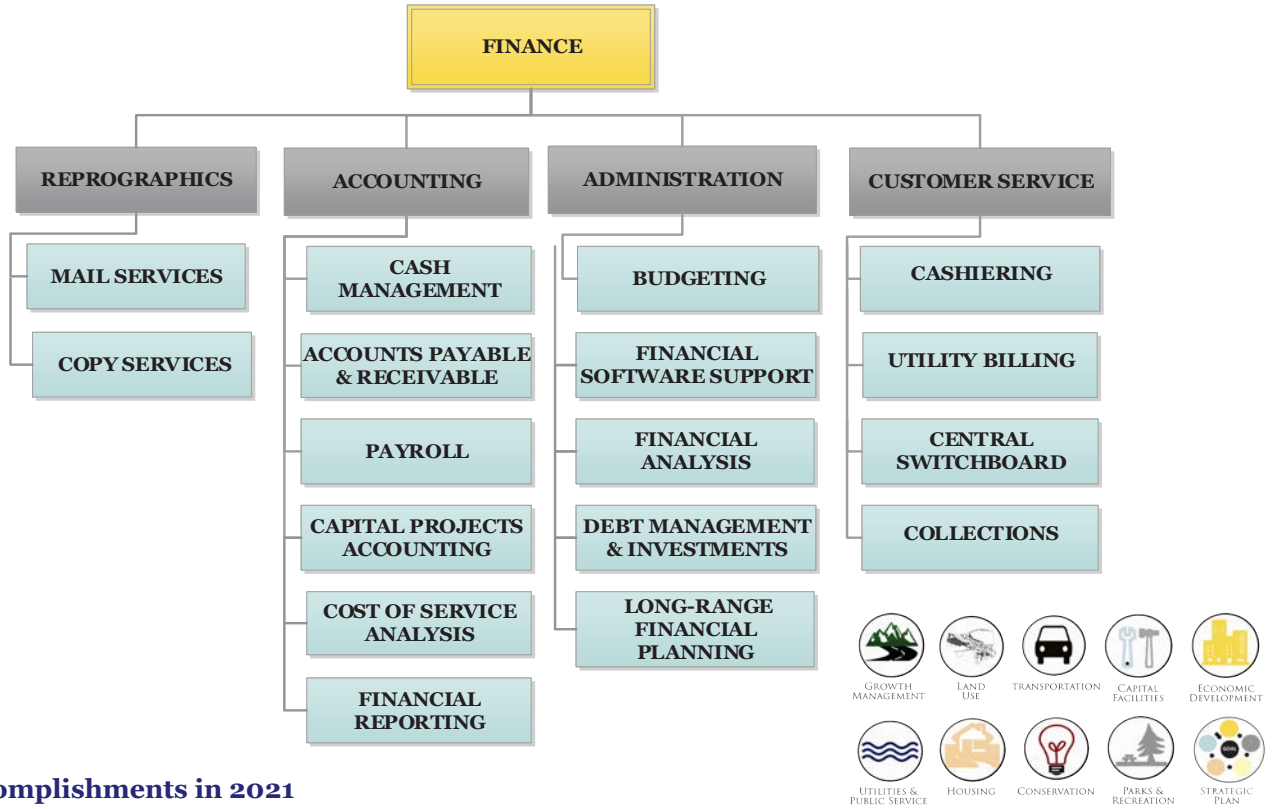


FINANCE DEPARTMENT





*The goal of the **Finance Department** is to manage the City's financial affairs and provide professional, knowledgeable, and courteous service to City employees and customers.*




FINANCE DEPARTMENT



Major Accomplishments in 2021

-  Prepared the 2020 Comprehensive Annual Financial Report, 2022 Budget and 2022 – 2027 Capital Facilities Plan (CFP) and Transportation Improvement Plan (TIP) documents.
 - Processed 3,511 journal entries, 85,245 customer transactions, 27 payroll cycles for over 200 employees, 2,776 accounts payable transactions, and \$2,220,846 in billing requests to-date.
-  Updated the Electric, Stormwater and Solid Waste Collections and Transfer Station Cost of Service Analysis to present rates for adoption for a two-year period 2022 – 2023.
 - Submitted the 2020 Annual Reports to the Government Finance Officer’s Association (GFOA) for consideration of an award for excellence in reporting.
-  Worked with all City departments and the City’s Enterprise Resource Planning (ERP) consultant to evaluate the City’s current enterprise system and staff workflows, create a Request for Proposals (RFP, evaluate responses and critically review demonstrations of potential replacement software to determine a suitable solution for the replacement of the ERP.
 - Received a GFOA award for excellence in reporting on the City’s 2019 Annual Financial Report.
 - Received a GFOA award for excellence in budgeting on the City’s 2021 Budget.
-  Working on implementation of a Past Due Utility Relief Program for the Port Angeles Community that have been financially burdened as a result of the COVID-19 pandemic as approved by City Council through the use of the American Rescue Plan Act (ARPA) funding.

Key Initiatives for 2022

-  Prepare the 2023 Budget, the 2023 – 2028 Capital Facilities plan and Transportation Improvement plan and the 2021 Annual Report documents and submit them for approval by City Council.
 - Submit the 2021 Comprehensive Annual Financial Report and the 2022 Budget for the GFOA award.
 - Update the Long-Range Financial Plan.





Continue to work with all City departments to implement the replacement the City's aging Enterprise Reporting System (ERP) with a system that will meet current staffing, security and customer needs.

Work with all City departments to develop a Citywide asset management plan that can be implemented in the CFP/TIP.

- Review and update the Financial policies to incorporate changing governmental accounting standards.
- Work with departments and divisions Citywide to develop a master allocation methodology that can be implemented when building the budget, reconciling year-end and will be included as part of the City's financial policies.



Continue to provide past due utility relief for residents and businesses financially impacted by the coronavirus pandemic.

FINANCE DEPARTMENT SERVICES

The **administration division** in the finance department oversees and directs all finance functions, including budgeting, accounting, debt and cash management, financial planning, and customer services. This division also includes finance software support, and budget preparation and publication.

The **accounting division** provides financial services including accounting, accounts payable, accounts receivable, payroll, utility billing, general ledger, investments, capital projects accounting, debt management, and cash management. This division provides financial and budgetary reports and is responsible for the preparation of the budget, the comprehensive

annual financial report, cost of service studies used to set rates and capital planning and budgeting.

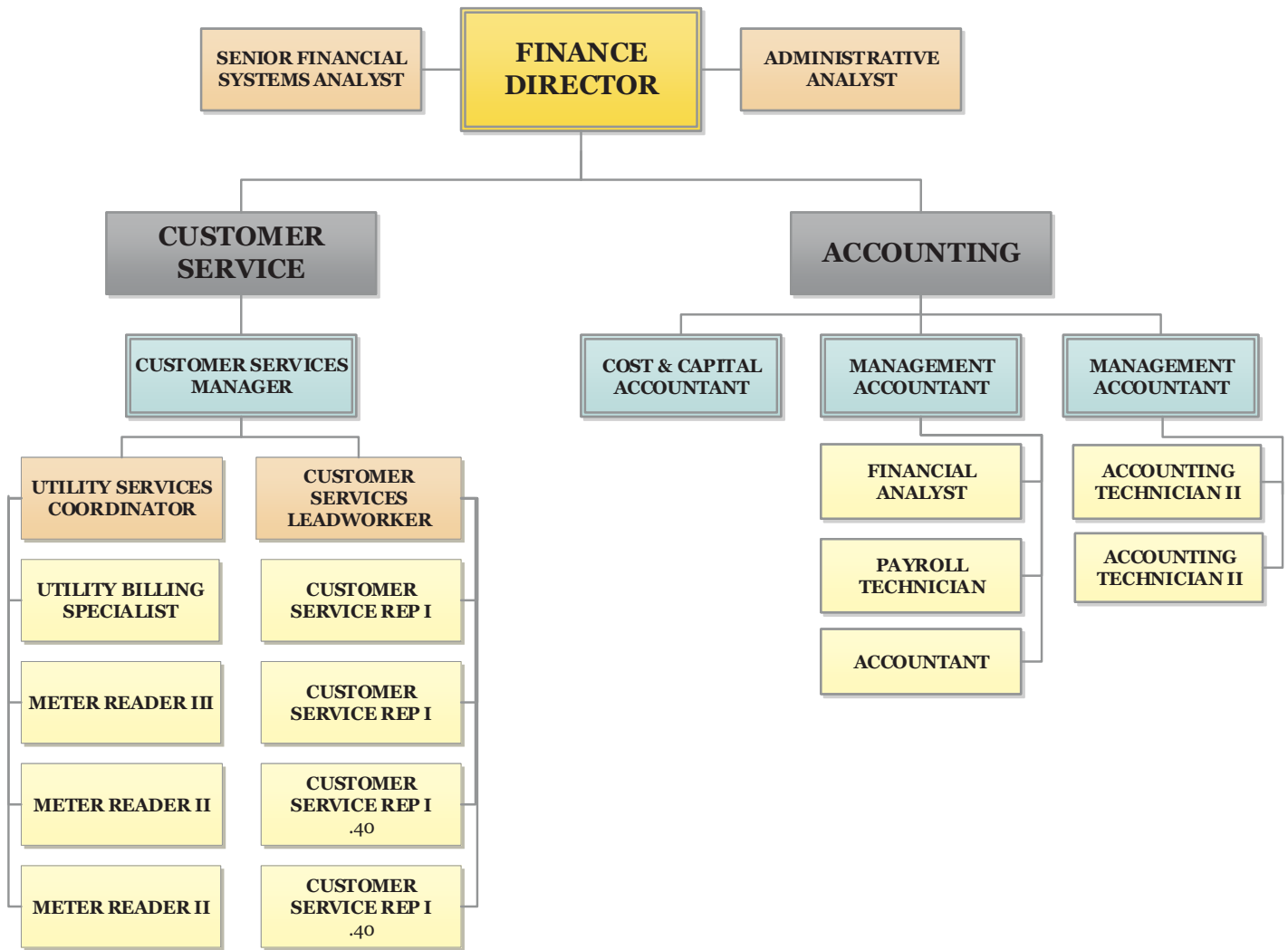
Customer service provides centralized cashiering, meter reading, utility billing, credit and collection and customer service in support of the City's utilities. Additionally, central switchboard operations are the responsibility of this division.

The **reprographics division** provides assistance in running large copy jobs, delivering packages, picking up and dropping off mail to the post office. Additionally, this division assists in preparing various mailings by folding and stuffing envelopes and posts the daily mail.

FINANCE DEPARTMENT PERSONNEL SUMMARY

AUTHORIZED POSITIONS (FTE)	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	\$\$	%
Finance Director	1.00	1.00	1.00	1.00	1.00	-	N/A
Sr. Financial Systems Analyst	1.00	1.00	1.00	1.00	1.00	-	N/A
Administrative Analyst	1.00	1.00	1.00	1.00	1.00	-	N/A
Senior Accountant	4.00	0.00	0.00	0.00	0.00	-	N/A
Management Accountant	0.00	2.00	2.00	2.00	2.00	-	N/A
Cost & Capital Accountant	0.00	1.00	1.00	1.00	1.00	-	N/A
Financial Analyst	0.00	1.00	1.00	1.00	1.00	-	N/A
Accountant	1.00	1.00	1.00	1.00	1.00	-	N/A
Accounting Technician II	2.00	2.00	2.00	2.00	2.00	-	N/A
Payroll Specialist	1.00	1.00	1.00	1.00	1.00	-	N/A
Customer Services Manager	1.00	1.00	1.00	1.00	1.00	-	N/A
Customer Services Leadworker	0.00	0.00	0.00	0.00	1.00	1.0	N/A
Customer Services Representative	3.00	3.00	3.00	3.00	2.00	(1.0)	N/A
Meter Reader I, II & III	3.00	3.00	3.00	3.00	3.00	-	N/A
Utility Services Coordinator	1.00	1.00	1.00	1.00	1.00	-	N/A
Utility Billing Specialist	1.00	1.00	1.00	1.00	1.00	-	N/A
Part time Customer Services Rep.	0.80	0.80	0.80	0.80	0.80	-	N/A
TOTAL Authorized Positions	20.80	20.80	20.80	20.80	20.80	-	N/A
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>		





Significant Changes: In 2021, as part of a re-organization one of the three Meter Reader I & II positions became a Meter Reader III and a Leadworker was created from one full-time Customer Service Representative position. There was no overall increase in budgeted personnel as a result of this change.



FINANCE DEPARTMENT REVENUES & EXPENDITURES SUMMARY

REVENUES

All major tax revenues and state-shared revenues within the General Fund are tracked and monitored in the Finance department. The Finance department also receives revenues as an allocation of services rendered, or charges for services to other funds/departments as well as revenue on investment interest. Changes in this area are highlighted in detail in the General Fund Summary section of the budget. Allocation charge examples include the number of cash transactions, the number of accounts payable items processed, the number of utility and accounts receivable billings and the number of pay periods and employees.

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$	%
Taxes	\$ 13,752,518	\$ 13,503,866	\$ 13,653,259	\$ 13,303,700	\$ 13,601,600	297,900	2.24%
Licenses & Permits	171,839	167,419	207,984	171,600	171,600	-	0.00%
Intergovt. Revenue	412,149	403,245	416,476	394,700	410,000	15,300	3.88%
Charges for Goods & Svcs.	2,032,526	2,019,418	2,083,411	1,875,000	2,076,800	201,800	10.76%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	164,404	277,698	154,005	163,500	140,600	(22,900)	-16.29%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	2,000	-	-	-	-	N/A
TOTAL REVENUE	\$ 16,533,436	\$ 16,373,646	\$ 16,515,135	\$15,908,500	\$16,400,600	492,100	3.09%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 1,055,470</i>	<i>\$ (159,790)</i>	<i>\$ 141,489</i>	<i>(\$606,635)</i>			
<i>Change from Prior Year %</i>	<i>6.82%</i>	<i>-0.97%</i>	<i>0.86%</i>	<i>-3.67%</i>			

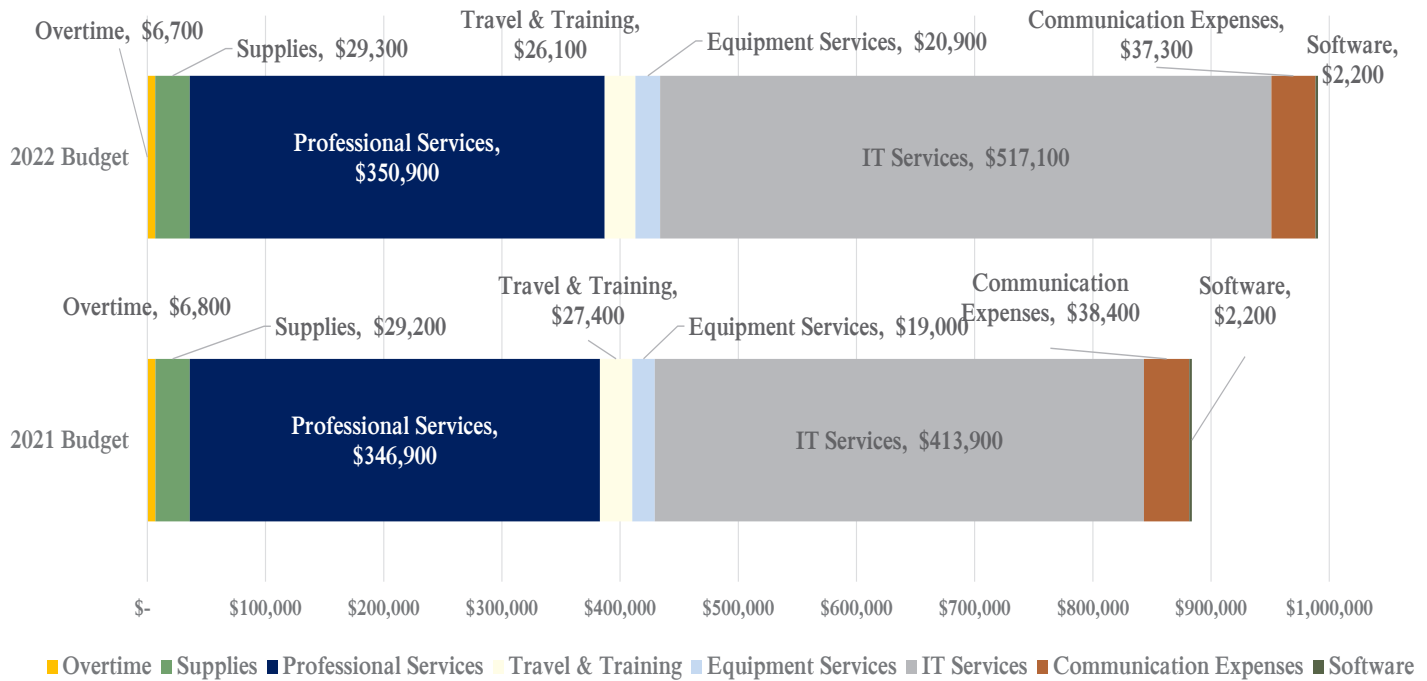
EXPENDITURES

Changes in the 2022 Budget within the Finance department include increased costs for General Fund IT services.

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$	%
Salaries and Wages	\$ 1,284,428	\$ 1,293,792	\$ 1,381,284	\$ 1,466,800	\$ 1,531,200	64,400	4.39%
Personnel Benefits	557,296	561,771	568,717	621,000	616,100	(4,900)	-0.79%
Supplies	46,744	57,042	29,975	51,800	50,300	(1,500)	-2.90%
Other Services & Charges	914,551	761,007	807,407	852,800	959,700	106,900	12.54%
Intergovmt/Interfund Svcs	19	240	-	-	-	-	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 2,803,038	\$ 2,673,852	\$ 2,787,383	\$2,992,400	\$3,157,300	164,900	5.51%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 78,928</i>	<i>\$ (129,186)</i>	<i>\$ 113,531</i>	<i>\$205,017</i>			
<i>Change from Prior Year %</i>	<i>2.90%</i>	<i>-4.61%</i>	<i>4.25%</i>	<i>7.36%</i>			



FINANCE DEPARTMENT COMMON EXPENDITURES COMPARISON



Professional Services include merchant costs for a third party to mail utility billings, fees paid for credit card charges and fees paid to the State Auditor’s Office for the City’s annual audit.

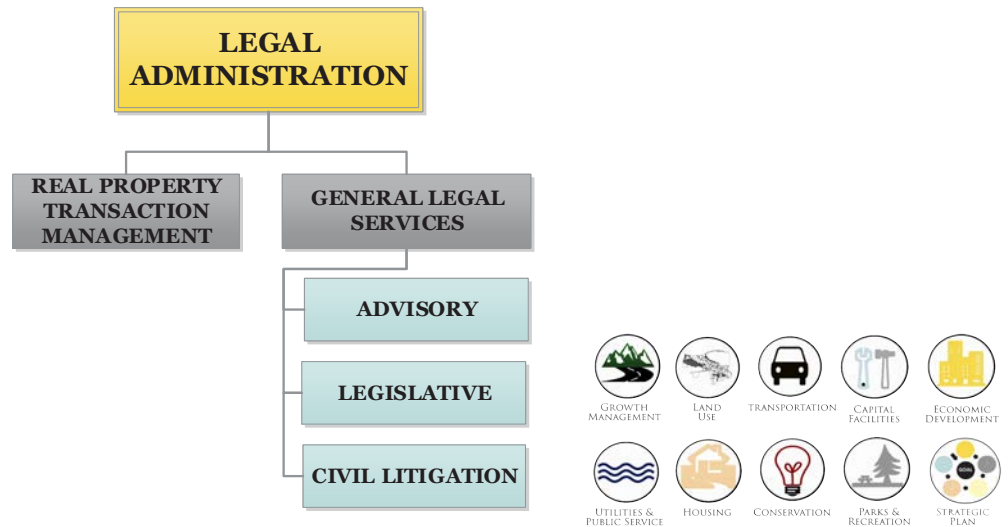


LEGAL DEPARTMENT

*The **Legal Department** is a full service law firm. Our mission is to provide to the City the best professional legal service and resources available to supply legal services in an efficient, timely and effective manner; to deliver to all City departments comprehensive, prompt, competent legal advice; and to provide legal counsel in a manner that accomplishes the City's objectives while at the same time minimizes the City's liability exposure.*








LEGAL DEPARTMENT




Major Accomplishments for 2021

Provided substantial time, assistance, and advice with regard to projects of major importance to the City, including:

-  Response to COVID 19; compliance with federal and state regulations regarding same; protections of employees; and City Hall re-opening strategy.
-  Department of Ecology’s claim against the City for Harbor cleanup;
-  Settlement of Federal Trustees’ claim against the City for Natural Resource Damages;
-  Organization to commence implementation of the Municipal Code audit project;
-  Refining the processes for condemnation code enforcement.
 - Providing primary and supportive assistance to the Public Records Officer in managing and processing public records requests.
 - Legal guidance and strategy for the Anian construction project.
 - Union negotiations.

Key Initiatives for 2022

-  Continue to provide legal guidance to the City through evolving stages of COVID-19; compliance with federal and state regulations regarding same; protections of employees; and City Hall re-opening strategy.
 - Provide substantial time, assistance, and advice with regard to projects of major importance to the City, including:
 - MTCA claims against the City for Harbor cleanup.
 - Guidance rewriting significant portions of the Port Angeles Municipal Code.
 - Implement measures to encourage affordable housing.
 - Analyze, recommend, and implement measures to deal with vacant properties.
 - Work with City Clerk to facilitate city-wide compliance with state records management requirements.



- Work with the Public Records Officer and the City’s IT Department to improve procedures for processing public records requests.
- Provide significant time and support to the Public Records Officer in managing and processing public records requests.
- Provide education and training on legal issues to all City departments and divisions.

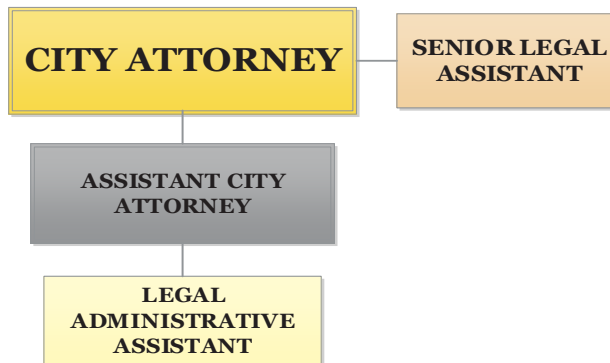


Worked with the Police Department and Department of Community and Economic Development on implementing a process to expand the Code Enforcement Program.

LEGAL DEPARTMENT SERVICES

The **Legal Department** is a full service law firm with the Client as "the City". The office serves as the legal advisor to the City Manager, the City Council and all departments and officials of the City. Staff drafts and reviews contracts, prepares legal opinions, and compiles and presents legal

research, prepares ordinances and resolutions, initiates or defends lawsuits on behalf of the City, and manages transactions involving the City's various interests in real property.



LEGAL DEPARTMENT PERSONNEL SUMMARY

AUTHORIZED POSITIONS (FTE)	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
City Attorney	1.00	1.00	1.00	1.00	1.00	-	N/A
Assistant City Attorney	1.00	1.00	1.00	1.00	1.00	-	N/A
Legal Administrative Assistant	2.00	2.00	2.00	2.00	2.00	-	N/A
TOTAL Authorized Positions	4.00	4.00	4.00	4.00	4.00	-	N/A
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>		



LEGAL DEPARTMENT REVENUES & EXPENDITURES DEPARTMENT SUMMARY

REVENUES

The Legal Department's revenues are received as an allocation of services rendered, or charges for services to other funds/ departments. This allocation is calculated on time spent performing tasks for projects and services.

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	284,523	352,701	346,109	367,300	172,500	(194,800)	-53.04%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	4,874	59,495	680	-	-	-	N/A
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 289,397	\$ 412,196	\$ 346,789	\$ 367,300	\$172,500	(194,800)	-53.04%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (36,605)</i>	<i>\$ 122,799</i>	<i>\$ (65,407)</i>	<i>\$ 20,511</i>			
<i>Change from Prior Year %</i>	<i>-11.23%</i>	<i>42.43%</i>	<i>-15.87%</i>	<i>5.91%</i>			

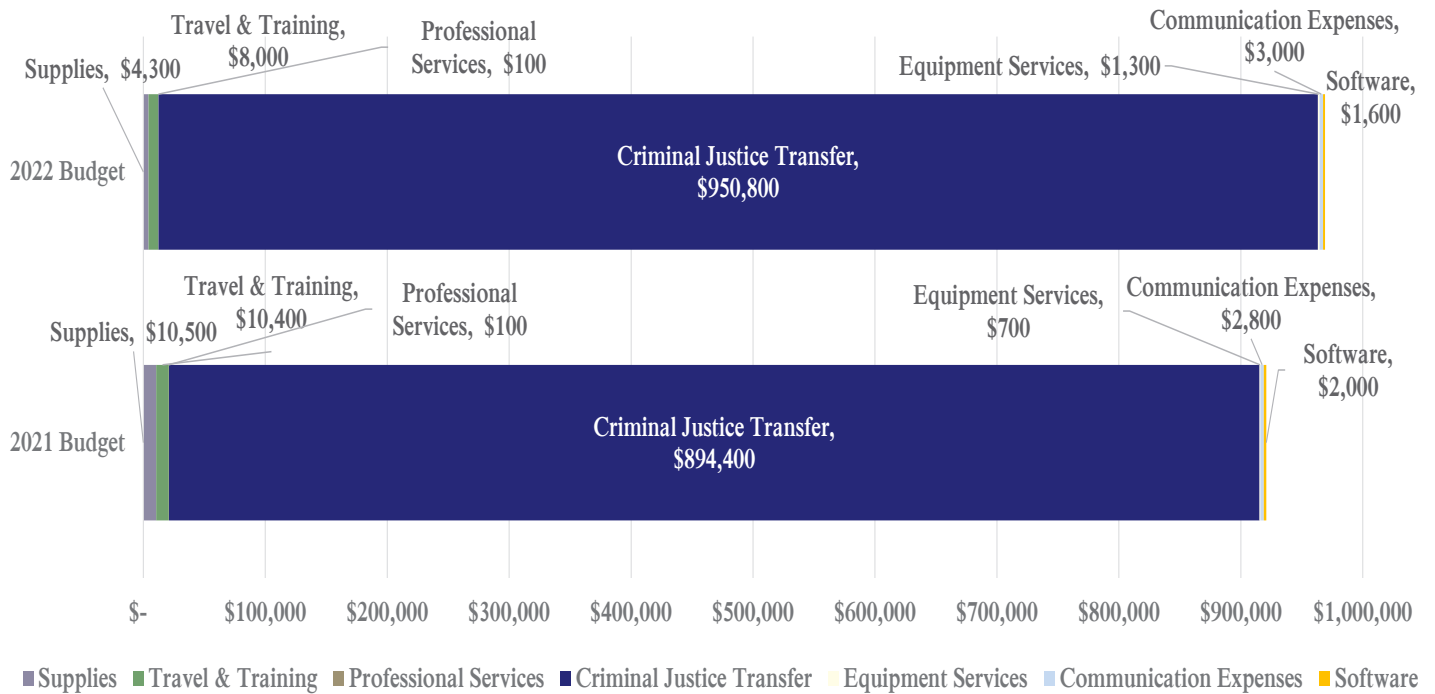
EXPENDITURES

As part of the City's agreement for prosecution services with the county the cost of prosecution fees increases per the CPI index. In 2021, the CPI index for the Seattle/Tacoma/Bellevue area was 6.3%. This resulted in an increase of \$56,400 to the Legal Department's Budget. Additionally, the legal department saw a decrease in costs for computer replacements that occurred in 2021 and are not expected in 2022.

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 360,864	\$ 371,307	\$ 387,734	\$ 397,900	\$ 412,400	14,500	3.64%
Personnel Benefits	97,590	119,332	118,691	123,700	118,400	(5,300)	-4.28%
Supplies	6,240	2,763	3,425	10,500	4,300	(6,200)	-59.05%
Other Services & Charges	18,207	109,356	14,100	19,900	20,500	600	3.02%
Intergovmt/Interfund Svcs	840,480	870,737	885,540	894,400	950,800	56,400	6.31%
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 1,323,381	\$ 1,473,495	\$ 1,409,490	\$1,446,400	\$1,506,400	60,000	4.15%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (1,904)</i>	<i>\$ 150,114</i>	<i>\$ (64,005)</i>	<i>\$36,910</i>			
<i>Change from Prior Year %</i>	<i>-0.14%</i>	<i>11.34%</i>	<i>-4.34%</i>	<i>2.62%</i>			



LEGAL DEPARTMENT COMMON EXPENDITURES COMPARISON



CITY OF PORT ANGELES



2022 PRELIMINARY BUDGET

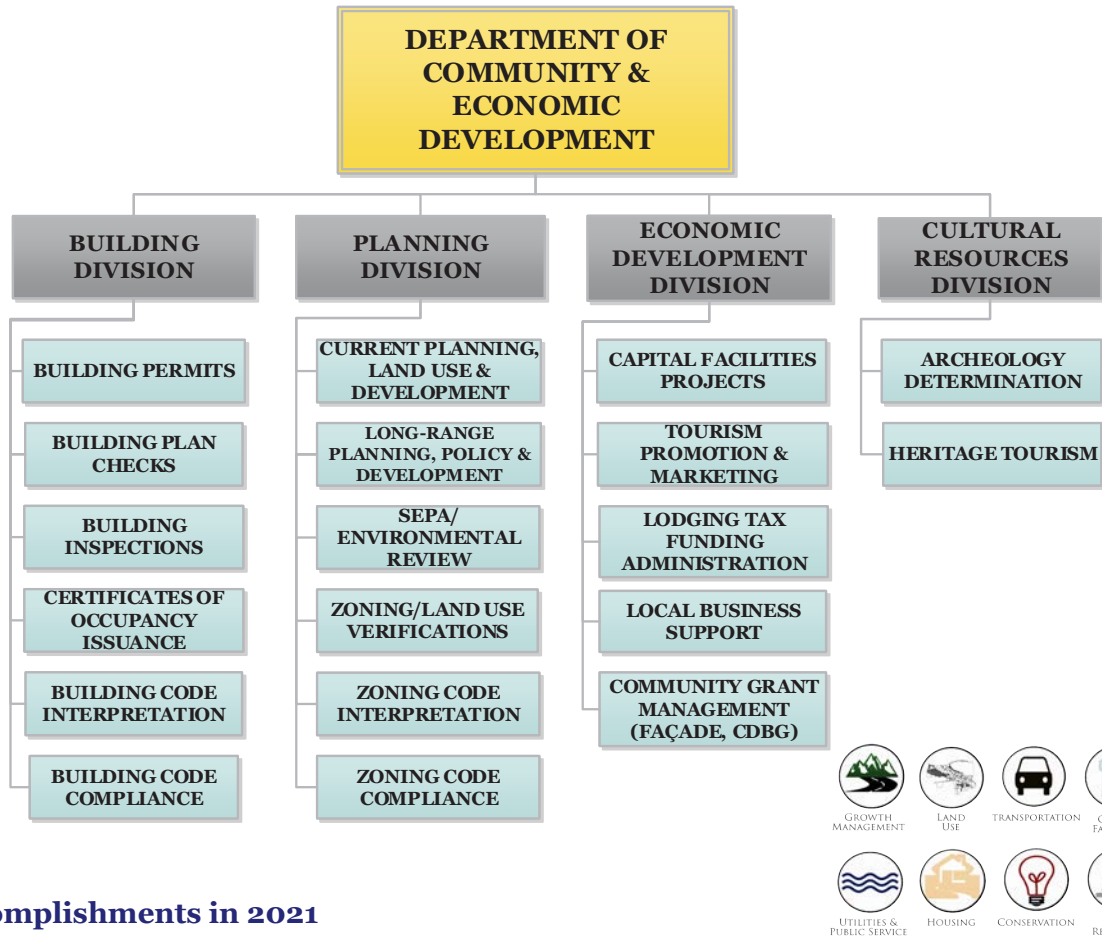


COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT







*The focus of **Community and Economic Development** is to serve public interests and protect individual rights through the planned and orderly development of the lands and environs of Port Angeles.*



COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT



Major Accomplishments in 2021

-  Processed over 101 Planning and Zoning applications.
-  Processed over 636 building permits with a construction value of \$78,069,939.
-  Selected and contracted a consultant to complete Race Street Complete Street design work in mid-2021. Increased FLAP funding to complete 100% of the design work.
-  Achieved 100% of Phase 2 of the Race Street Complete Street project.
 - Applied for grant funding to construction of Hill Street Olympic Discovery Trail.
-  Close-out of a Community Development Block Grant, in partnership with the Shore Aquatic Center, for the facility's after school child care program.
-  Climate Resiliency Plan kick-off with Cascadia Consulting Services. Activated Climate Action Plan Volunteer Group (CAPG) and City Council Community Resilience Planning Committee partners. Partner approval of Work Plan and Climate Outreach Plan. Draft Greenhouse Gas Inventory completed, and refinement of climate resilience strategies and actions. Contract amendment executed to increase public engagement funds. Public workshop in November 2021 to collect feedback on draft climate strategies and actions.





Completed deliverables for Department of Ecology’s grant related to the Shoreline Periodic Review. Completed Shoreline Master Program Periodic Update and received final approval decision from Department of Ecology.

- Initiated FEMA flood insurance rate map update public outreach in coordination with Clallam County.
- Continued virtual building inspections to facilitate social distancing.
- Implemented a “Book a Meeting” module on the City’s website for customers to schedule meetings and share development review questions for staff consultation.
- Current Single-family residence development review workflow documented and vetted with multi-department Development Review Team.
- Assist with Enterprise Resource Planning software RFP, demo script, and evaluation targeting a permitting and code enforcement module.
- Continued exploration of data output from the Buxton Study and Analytics Platform.
- Conducted a Public Workshop and community public review process and complete deliverables for Department of Commerce’s grant related to Washington’s House Bill No. 1923.



Drafted and adopted code amendments to Title 14, 16, and 17 of the Port Angeles Municipal Code to complete deliverables for Department of Commerce’s grant related to Washington’s House Bill No. 1923 including a SEPA infill categorical exemption, increasing the 4-lot SEPA subdivision exemption to 9 lots, and adoption of a form based code.

- Collected and analyzed Madrona public outreach survey output.
- Implementation of ADU design manual and prototypes.

Key Initiatives for 2022



Begin construction of Phase 1 for the City’s Wayfinding Plan Update in coordination with other street improvement projects that are scheduled to occur in 2022.



Completion of Olympic Discovery Trail Hill Street Design.



City’s Climate Resiliency Plan Public Workshop and survey with public comment period. Continued public outreach and pop-events/stakeholder engagement. Comprehensive Plan update expected June 2022 adopting final Climate Resiliency Plan.

- Update of FEMA Flood Insurance Rate Maps and adoption of State Model Flood Plain Ordinance with public process.
- Phase 2 Bookings Module Development: improve filtering customer inquiries through questioning while providing information. Improve “Book a Meeting” content leveraging Civic Optimize forms and a SharePoint Power App. Increase citywide inspection predictability for customers by consolidating City department inspections request procedure into a one stop shop online request form. Filter to appropriate inspection service and implement more robust back-office assignment and scheduling.
- Revise development review workflows by multi-department Development Review Team for future permit module implementation with goal to eliminate waste and improve predictability for customers.
- Provide ongoing support and administration of the City’s Lodging Tax Fund and program.



- Provide ongoing support and administration of the City's Façade Grant Program.
- Continue to facilitate a downtown strategic planning effort in partnership with Port Angeles Chamber of Commerce.
- Collect data to support a future update to the Community Development permit and application fee schedule per the City's financial policies.
- Continue overhaul of digital permitting processes and explore purchase of software that includes an online citizen service portal and automation of permit management/review workflow.
- Complete LEAN Six Sigma analysis of the City's development review process with the goals to improve efficiency, standardize a digital permit process and development of a Standard Operating Procedure (SOP). (Joint process in coordination with Public Works).
- Adoption of the new 2018 International Building Code and the Washington State Energy Code (postponed to January 2022 due to the pandemic).

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT SERVICES

The **Department of Community & Economic Development** includes four Divisions that help analyze and facilitate development within the community. The Staff within this Department serve the community by managing the day-to-day operations of the City's Permit Counter, which is where the intake of all planning, building, and engineering permits occurs. Additionally, Staff assists the community by answering questions pertaining to development and building within the City of Port Angeles.

The **Planning Division** is responsible for reviewing all current and long-range planning applications, such as Conditional Use Permits, Substantial Shoreline Development Permits, Short Plats, Subdivisions, Municipal Code Amendments, etc. It is also responsible for ensuring the City upholds the regulations of the State Environmental Protection Act (SEPA) by reviewing environmental checklists and ensuring environmentally sensitive areas are protected and any permits are obtained when development occurs within or in close proximity. The division is the lead on City issues related to environmental challenges and issues facing the City. The annual update of the City's Comprehensive Plan, a growth management document that determines policies and regulations governing land use, transportation, park and recreation and housing, is overseen by the Planning Division. This Division also provides guidance with all scales of development by providing pre-application meetings or zoning code interpretations for development.

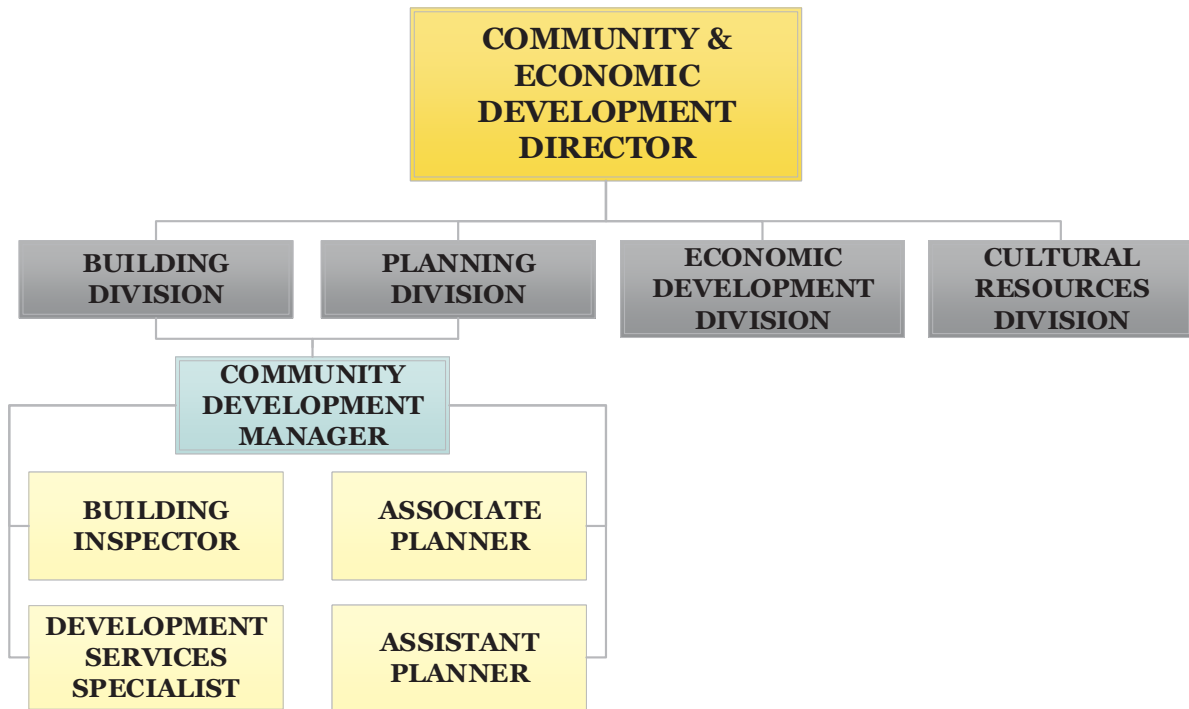
The **Building Division** is responsible for reviewing all residential and commercial building permits, performing all permit plan checks and conducting all necessary building inspections during the various stages of construction projects. This Division

also processes Certificates of Occupancy requests that are required with a change in business or a change in use within a building. The Building Division documents all building permit approvals, as required by law, to ensure public health and safety. This Division also provides pre-construction meetings and building code interpretations for development.

The **Economic Development Division** oversees the economic development efforts of the Department, including tourism marketing, local business support, promotion and retention and lodging and tourism promotion funding. This Division helps to enhance investment, employment and development opportunities within the City of Port Angeles through collaborations with State and Federal resources, the Clallam County Economic Development Council, Port of Port Angeles, Chamber of Commerce and Peninsula College. Additionally, this Division takes the lead on Capital Facilities Projects that promote local economic development efforts. Lastly, Economic Development administers the City's Community Development Block Grant Program and processes building façade and event grant applications that offer financial assistance to community projects.

The **Cultural Resources Division** ensures that development occurring within the community is providing adequate protection of the community's cultural resources, primarily archaeological resources. Protection and review of historic buildings and properties within the City are also part of the division's purview. This Division analyzes mapping documents of the Port Angeles shoreline to assist promotion of predictable and respectful developments.





COMMUNITY & ECONOMIC DEVELOPMENT PERSONNEL SUMMARY

AUTHORIZED POSITIONS (FTE)	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Comm. & Econ. Development Director	1.00	1.00	1.00	1.00	1.00	-	N/A
Planning Manager	1.00	1.00	1.00	1.00	1.00	-	N/A
Development Services Specialist	1.00	1.00	1.00	1.00	1.00	-	N/A
Assistant Planner	1.00	-	-	-	-	-	N/A
Associate Planner	-	1.00	1.00	1.00	1.00	-	N/A
Building Inspector	1.00	1.00	1.00	1.00	1.00	-	N/A
Permit Technician	1.00	1.00	1.00	1.00	1.00	-	N/A
TOTAL Authorized Positions	6.00	6.00	6.00	6.00	6.00	-	N/A
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>		



COMMUNITY & ECONOMIC DEVELOPMENT REVENUES AND EXPENDITURES SUMMARY

REVENUES

The Community and Economic Development department collects revenues for building permits and fees, such as building inspection fees. This department also collects revenues from transfers by other funds for work done by staff. An example includes the administrative fee from the Lodging Tax fund to offset time spent by staff on tasks for this fund. In 2022, the bi-yearly transfer in from the Housing Fund for the façade program will occur. Additionally, revenue from permitting is expected to increase slightly to return to historical levels and grant funding received for code work in 2021 is not expected in 2022.

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	207,625	487,774	164,599	295,700	362,800	67,100	22.69%
Intergovt. Revenue	-	-	602,707	44,600	-	(44,600)	-100.00%
Charges for Goods & Svcs.	291,641	479,781	287,962	442,700	578,600	135,900	30.70%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	350	-	520	-	-	-	N/A
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	158,000	38,000	88,000	38,000	88,000	50,000	131.58%
TOTAL REVENUE	\$ 657,616	\$ 1,005,555	\$ 1,143,788	\$ 821,000	\$ 1,029,400	208,400	25.38%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 56,734</i>	<i>\$ 347,939</i>	<i>\$ 138,233</i>	<i>\$ (322,788)</i>			
<i>Change from Prior Year %</i>	<i>9.44%</i>	<i>52.91%</i>	<i>13.75%</i>	<i>-28.22%</i>			

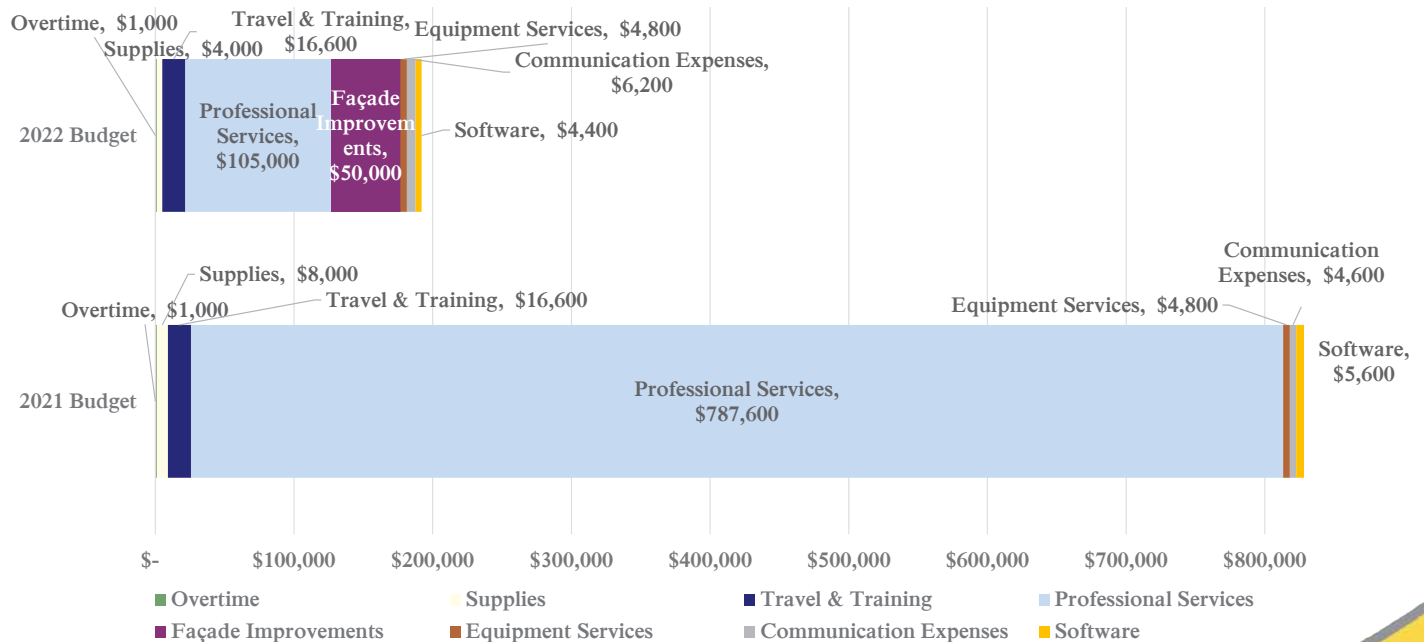


EXPENDITURES

Reductions in expenses in the Community and Economic Development department are the result of payments from an opportunity fund grant received for downtown development that will not occur in 2022 as well as reduced expenses for consulting services for the City’s municipal code update. Additionally, during the allocation of the ARPA funding received in 2021 the City Council approved a two year temporary Housing Coordinator position that will assist with creating a plan for the use of the Housing tax funds as well as partner with other community agencies to find solutions for the Port Angeles housing crisis.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$	%
Salaries and Wages	\$ 414,969	\$ 380,832	\$ 480,075	\$ 476,100	\$ 594,000	117,900	24.76%
Personnel Benefits	195,121	185,048	205,090	210,600	242,300	31,700	15.05%
Supplies	16,292	19,100	16,602	17,200	11,000	(6,200)	-36.05%
Other Services & Charges	113,928	310,325	107,032	832,300	200,100	(632,200)	-75.96%
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 740,310	\$ 895,305	\$ 808,799	\$ 1,536,200	\$ 1,047,400	(488,800)	-31.82%
<i>Change from Prior Yr. \$</i>	<i>\$ (30,948)</i>	<i>\$ 154,995</i>	<i>\$ (86,506)</i>	<i>\$ 727,401</i>			
<i>Change from Prior Year %</i>	<i>-4.01%</i>	<i>20.94%</i>	<i>-9.66%</i>	<i>89.94%</i>			

COMMUNITY & ECONOMIC DEVELOPMENT COMMON EXPENDITURES COMPARISON



The 2022 Budget includes funding in Professional Services for consulting services on the City Code audit, fees paid to the Hearings Examiner and Economic Development.



CITY OF PORT ANGELES



2022 PRELIMINARY BUDGET



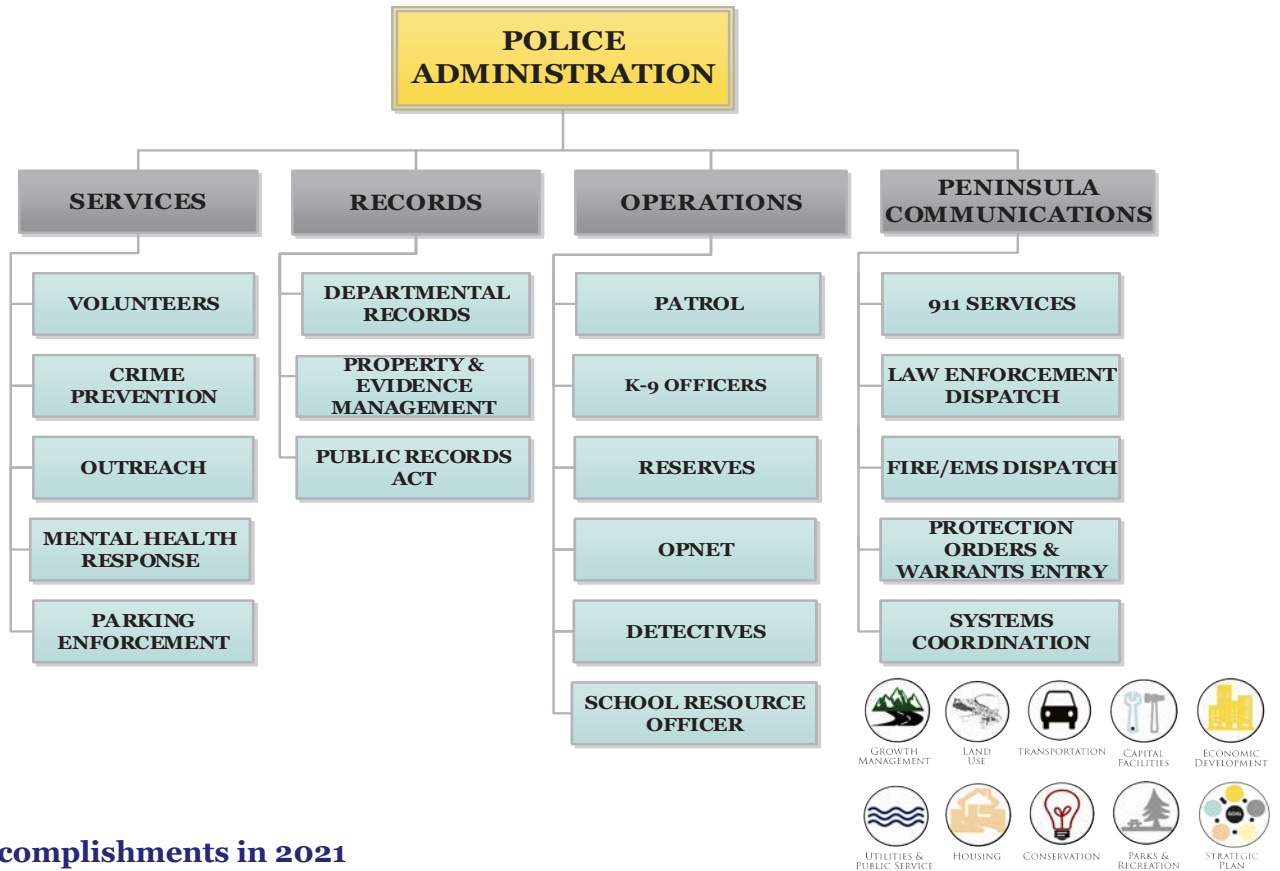
POLICE DEPARTMENT






*In partnership with the community, the **Port Angeles Police Department** recognizes its mission to serve in a compassionate, courteous, and professional manner, to promote freedom and peace of mind, pride in our neighborhoods and safety of our families.*



POLICE DEPARTMENT



Major Accomplishments in 2021

- Completed a formal promotion assessment center process, established an eligibility list and promoted highly suitable staff into vacated Corporal and Sergeant positions.
- Worked toward returning to full staffing in all Department divisions.
-  Continued the Clallam County Sheriff, Port Angeles Police Department and Port Angeles Fire Department joint 9-1-1 Center, emergency operations center and westside fire station project.
- Continued the Department vehicle and fleet plan with the replacement of 6 police sedans with 2021 Dodge Charger and Ford Police Interceptor police package vehicles.
-  Expanded the REDisCOVERY Program (both mental health field response and law enforcement assisted diversion) and professional services agreement with the Olympic Peninsula Community Clinic (OPCC). Secured direct grant funding through the Washington Association of Sheriffs and Police Chiefs (WASPC) to OPCC for REDisCOVERY 2.0. Maintained additional grant funding from WASPC to PAPD for REDisCOVERY 1.0.
-  Substantial completion of the PenCom computer aided dispatch (CAD) upgrade, PenCom/JeffCom 9-1-1 data merge and establishment of a public safety area computer network.
- Refined and amended the department's five-year strategic plan.
- Maintained and expanded community-oriented policing, proactive Downtown, Olympic Discovery Trail patrols and traffic enforcement, and neighborhood watch programs.
- Further developed and refined our newly established Code Enforcement Officers and program.



- Deployed our newly established Police Reserve Officers and Police Explorers and respective programs.



Continued to replace a portion of the department mobile data computers with partial funding from the Stonegarden grant.

Key Initiatives for 2022

- Maintain full staffing in all department divisions.
- Promote highly suitable candidates to fill supervisory vacancies in Operations and PenCom.



Selection and legislative approval of a final location for the joint City/County 9-1-1 Center and Emergency Operations Center.



Completion of the PenCom CAD and upgrade, PenCom/JeffCom 9-1-1 data merge and establishment of the joint public safety network.

- Refine and amend the Department 5-year strategic plan.
- Maintain community-oriented policing, proactive Downtown and Olympic Discovery Trail patrols and traffic enforcement and neighborhood watch programs.



Incorporate the newly revised City Code into the Police Department Code Enforcement Program.

- Maintain and utilize Police Reserve Officers and Police Explorers.
- In Partnership with allied agencies organize and complete a local police reserve academy in 2022.



Through our Capital Facilities plan replace a portion of the mobile data computers and police taser devices and continue with the interagency range improvements.

POLICE DEPARTMENT SERVICES

The Administration Division is comprised of the Police Chief, Deputy Chief, Operations Sergeant, part time Code Enforcement Officers, and Administrative Supervisor (shared with PenCom). The division is responsible for strategic planning and research, program development, training, recruitment, and crime analysis. Budget preparation and management, once a task confined primarily to this division is a responsibility shared by supervisors and department members with program responsibility. The Deputy Chief serves as the operations commander for all the sworn officers. The Operations Sergeant serves as the Department training manager and supervises the Code Enforcement Officers and the Police Volunteers.

The Investigations Division includes two Sergeants, one Corporal, and three detectives. One sergeant is assigned to OPNET, the multi-agency drug task force. In addition, the School Resource Officer is assigned to this division. The Detective Division is responsible for most felony investigations.

The Patrol Division is comprised of two 11 officer squads for a total of 22 officers (the Gold Team and the Purple Team). There are 17 Patrol Officers, 3 Corporals, and 2 Sergeants. Each squad has a K-9 team. The Patrol Division work 11-hour shifts with 4 days on duty followed by 4 days off duty. Officers rotate every six months from a day shift to a night shift. In addition, a uniformed School Resource Officer (assigned to the Detective Division), a uniformed Downtown Resource Officer, and a uniformed Administrative Sergeant (assigned to the Administration division) support Patrol's regular activities.

Patrol service includes all of the traditional duties while allowing officers the opportunity to serve in many specialty assignments. Specialty assignments include K-9 handler, Field Training Officer, Hostage Negotiation Officer, and Downtown Resource Officer, to name a few.

The Volunteer Division has become a key provider of auxiliary police



services offered to the citizens of Port Angeles. Reserve Police Officers have been a part of PAPD since the early 1970s. The availability of Reserve Police Officers depends upon having interested and trained personnel. Police Reserve Officers are trained, commissioned and uniformed volunteer police officers. They assist and back up patrol officers and are required to meet all the WA standards for police reserve officer training and certification. They wear the same uniform and are equipped in the same manner as our patrol officers. They are typically assigned to work patrol shifts with a field training officer and are supervised by a Patrol Sergeant.

The Police Volunteer Program began in 1997 with a small group of citizens performing only limited services. In 1998, the program gained momentum and now provides a range of “community policing” and support services to the Department and community. Since 1998 our Police Volunteers have contributed over 18,000 hours and provided a wide variety of services. The unformed, non-commissioned Police Volunteers provide services including: clerical work, vacation house checks, home security surveys, special parking enforcement, Radar Speed Watch, public safety presentations, crime victim assistance and distribution of public notices. The Police

Volunteers wear a uniform unique to their membership. They are equipped with a Volunteer patrol vehicle, phones and radios, Several local businesses and student programs at the Port Angeles High School contributed to supply the volunteers with a portable radar utility trailer used to conduct Radar Speed Watches in local problem areas.

The Records Division is responsible for the maintenance, retention, and dissemination of law enforcement records; evidence and found property storage, processing, and disposal; production of department reports; crime statistics; and other support services provided to the City Attorney and county prosecutor’s offices. Records staff also provide a variety of services to citizens such as fingerprinting, criminal history searches, parking ticket processing, and response to public records requests.

One member of the Records staff is assigned full time to Property and Evidence to support the commissioned officers of the Police Department and the citizens of Port Angeles with their property/evidence needs.

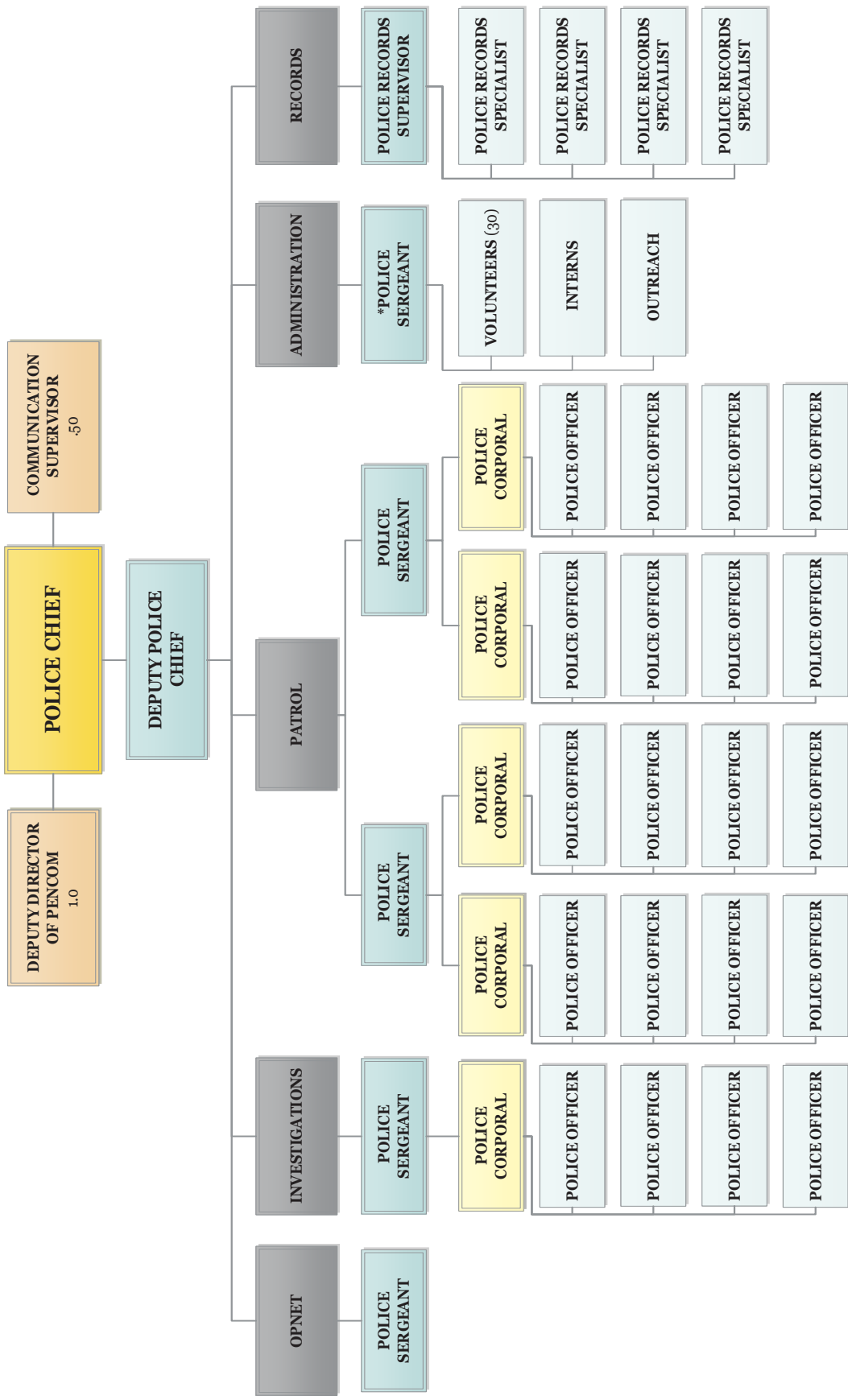
The Facilities Maintenance Division includes revenues and expenditures primarily related to maintenance and operation of the Firearms Range.

POLICE DEPARTMENT PERSONNEL SUMMARY

AUTHORIZED POSITIONS (FTE)	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	\$\$	%
Police Chief	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Deputy Chief	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Police Sergeant	5.00	5.00	5.00	5.00	5.00	0.00	0.00%
Police Officer	20.00	20.00	20.00	20.00	20.00	0.00	0.00%
Corporal	5.00	5.00	5.00	5.00	5.00	0.00	0.00%
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Records Specialist	4.00	4.00	4.00	4.00	4.00	0.00	0.00%
Parking Enforcement	0.40	0.40	0.40	0.40	0.00	(0.40)	-100.00%
Code Enforcement Officer	0.00	0.00	0.90	0.90	0.00	(0.90)	-100.00%
Regional Admin Coordinator	0.60	0.60	0.00	0.00	0.00	0.00	N/A
Communication Manager	0.00	0.00	0.50	0.50	0.50	0.00	100.00%
TOTAL Authorized Positions	38.00	38.00	38.80	38.80	37.50	(1.30)	-3.35%
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>0.80</i>	<i>0.80</i>	<i>(1.30)</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>2.11%</i>	<i>2.11%</i>	<i>-3.35%</i>		

Significant Changes: In 2022, personnel costs associated with the City’s Code Enforcement program were moved into the Code Compliance fund to more easily track all expenses associated with these services. There was no resulting increase or decrease in overall costs or FTE’s as a result of this change.





*10% of this Police Sergeant's time is allocated to supervising the Code Enforcement Officers in the Code Compliance Fund 175.
 Note: The Police Volunteers, Interns and Outreach are unpaid positions.



POLICE DEPARTMENT REVENUES & EXPENDITURES SUMMARY

REVENUES

Revenues within the Police Department include criminal justice sales tax, grant revenue and fines and penalties. It is not uncommon for revenues in this department to fluctuate slightly due to changes in grant revenues. In 2022, revenues are expected to decrease as a result of grant awards for the City's Mental Health REDisCOVERY Program being paid directly to the City's partner for these services.

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ 375,311	\$ 338,749	\$ 355,873	\$ 303,100	\$ 356,600	53,500	17.65%
Licenses & Permits	94,731	96,589	99,830	101,900	104,900	3,000	2.94%
Intergovt. Revenue	242,094	272,554	456,569	700,100	453,000	(247,100)	-35.29%
Charges for Goods & Svcs.	12,209	19,870	18,570	21,800	21,800	-	0.00%
Fines & Penalties	5,735	1,779	1,590	3,000	2,500	(500)	-16.67%
Miscellaneous Revenue	19,003	5,552	8,810	44,300	3,500	(40,800)	-92.10%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	600	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 749,683	\$ 735,093	\$ 941,242	\$1,174,200	\$942,300	(231,900)	-19.75%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 60,535</i>	<i>\$ (14,590)</i>	<i>\$ 206,149</i>	<i>\$232,958</i>			
<i>Change from Prior Year %</i>	<i>8.78%</i>	<i>-1.95%</i>	<i>28.04%</i>	<i>24.75%</i>			

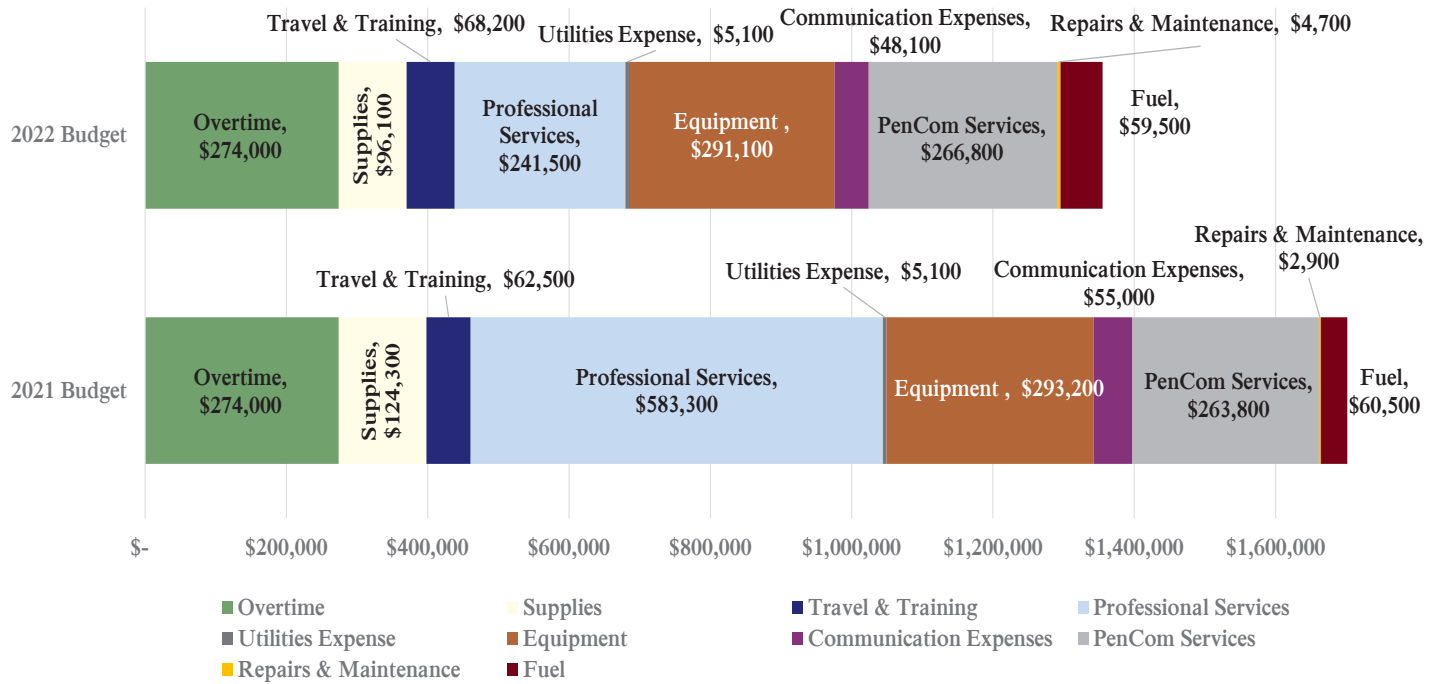
EXPENDITURES

A large decrease in the 2022 Budget as compared to the 2021 Budget are for other services and charges for the mental health REDisCOVERY Program funded by grant revenues that will now be paid directly to the City's partner for these services. Additionally, decreases in personnel and corresponding increases in expenditures are the result of transfers to the Code Compliance Fund for services provided by Code Enforcement Officers. These expenses will be tracked in the Code Compliance Fund to more easily see the total costs of these services.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 3,359,029	\$ 3,539,480	\$ 3,633,302	\$ 3,796,000	\$ 3,631,100	(164,900)	-4.34%
Personnel Benefits	1,317,502	1,286,327	1,288,156	1,403,100	1,387,600	(15,500)	-1.10%
Supplies	141,999	167,573	169,233	215,800	186,600	(29,200)	-13.53%
Other Services & Charges	906,143	844,447	1,129,326	1,344,900	1,009,500	(335,400)	-24.94%
Intergovmt/Interfund Svcs	-	(15)	28,300	58,900	206,200	147,300	250.08%
Capital Outlay	-	9,620	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 5,724,673	\$ 5,847,432	\$ 6,248,317	\$6,818,700	\$6,421,000	(397,700)	-5.83%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 321,138</i>	<i>\$ 122,759</i>	<i>\$ 400,885</i>	<i>\$570,383</i>			
<i>Change from Prior Year %</i>	<i>5.94%</i>	<i>2.14%</i>	<i>6.86%</i>	<i>9.13%</i>			



POLICE DEPARTMENT COMMON EXPENDITURES COMPARISON



Professional Services include \$65,000 payment to the Olympic Peninsula Humane Society for animal services and costs associated with the grant funded Mental Health REDisCOVERY Program.



CITY OF PORT ANGELES



2022 PRELIMINARY BUDGET

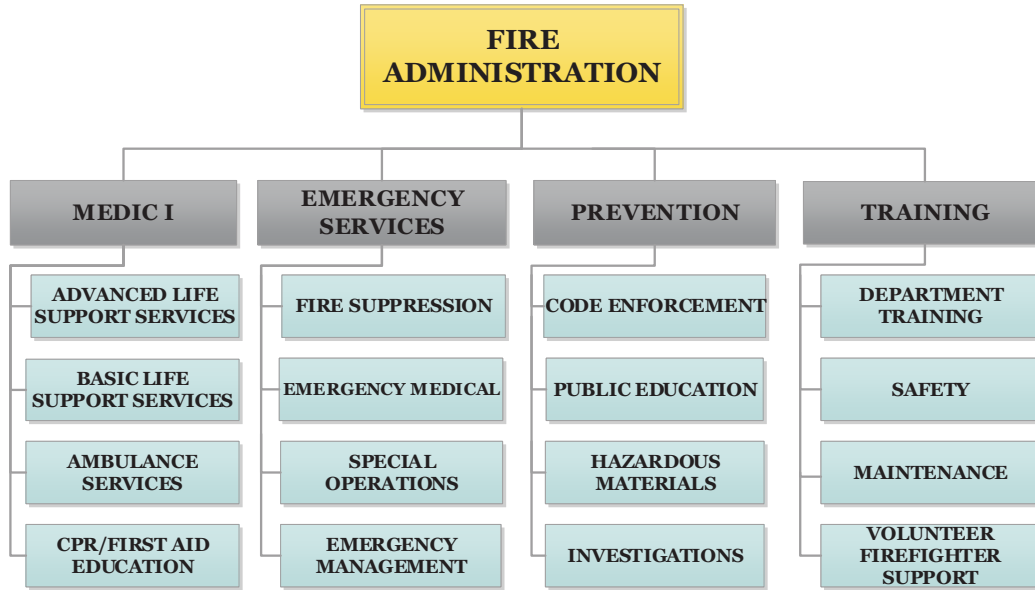


FIRE DEPARTMENT


*It is the purpose of the **Port Angeles Fire Department** to improve the quality of life for the citizens and visitors of the City while providing a broad range of services designed to save lives and property.*





FIRE DEPARTMENT




Major Accomplishments in 2021

- 

Responded quickly, efficiently and safely to the continuously changing COVID-19 pandemic. As is well known, the pandemic affected all segments of society, however fire personnel were thrust into the front lines of a response to an assault from an unseen, un-known adversary that struck relentlessly. Every member of the department stepped up to courageously assist with the provision of a level of service that was second to none.
- 

In January, the Community Paramedic provided COVID-19 vaccines to hundreds of first responders from throughout Clallam County, eventually providing over 550 vaccinations.
- 

Worked with the Police, Planning and Public Works Departments on the ongoing project to eventually construct a joint public safety building at the west end of the City. This facility would potentially house an Emergency Operations Center (EOC), relocated PenCom and potentially a westside fire station.

 - Received a \$98,000 grant from the Clallam County Health Department for support of a Community Paramedic FTE.
 - Hired two new personnel. These personnel were hired to fill vacancies left by personnel who retired. Both of these new personnel were hired under an innovative program that will enable them to be trained as Paramedics.
- 

Worked closely with the North Olympic Healthcare Network (NOHN) to accept a grant submission that ultimately led to the receipt of \$660,000 over 3 years for support of the Community Paramedicine Program. Recruited, hired and trained two new Community Paramedics to fill positions funded by the grant.

 - Worked collaboratively with the Washington Association of Fire Chiefs, the Washington State Joint Legislative Review Commission (JLARC) and State Department of Health on the implementation of a new potential funding stream for “Treat and Refer” of patients who are seen but not transported to the hospital emergency room.



- Assisted with the finalization of permitting, siting and installation of a second All Hazards Alert Beacon (AHAB) siren in the downtown core, further east from the existing AHAB siren on Marine Drive.
- Throughout 2021, despite significant COVID restrictions and added responsibilities, the Department provided hundreds of hours of recruit training in order to bring new hires up to speed with Department operations and best practices.
- Recognizing the planned retirement of one of the Department Assistant Chiefs, worked to redefine the position job description, then conducted a nation-wide recruitment search, hiring an exceptionally well qualified replacement in June.
- Participated in a review conducted by the Washington Surveying and Rating Bureau (WSRB). These reviews, conducted every few years, evaluate the community for fire protection, water supply system and emergency communications. The result of the evaluation plays a major role in the determination of fire insurance rates for the entire City. We are pleased to say that despite significant challenges posed by the pandemic, the City maintained a very favorable WSRB rating of 4.

Key Initiatives for 2022



Continue with the ongoing hiring process in order to fill all Departmental vacancies. Hiring challenges are expected to be exacerbated by the pandemic and associated economic difficulties.



Submit for grant funding from the Clallam County Health Department for continued support of the Community Paramedicine Program.

- Work with the Olympic Peninsula Community Clinic (OPCC) to potentially pilot the first-ever FIRE LEAD Program, a fire-based community paramedicine program modeled off of the very successful Law Enforcement Assisted Diversion (LEAD) that offers specific diversion measures for persons with unmet behavioral health needs.



Continue to work with partners on the ongoing project to eventually construct a joint public safety building at the west end of the City. This facility would potentially house an Emergency Operations Center (EOC), relocated PenCom and potentially a westside fire station.

- Continue the planning process for City-wide participation in the upcoming Cascadia Subduction Zone earthquake drill to be conducted in June of 2022.



Continue with the effort to locate the first of three emergency management equipment caches within the City. The three caches will be strategically located on City-owned parcels.

- Work with neighboring fire districts to potentially develop operational efficiencies that could result in fire and life safety response improvements.



FIRE DEPARTMENT SERVICES

The Administration Division sets department policy, oversees each of the department's operating divisions, conducts planning and research activities, develops programs, manages public relations and public information requests, conducts recruitments, directs City emergency management functions, and develops and manages departmental budgets.

The Suppression Division responds to all types of emergency calls, stabilizes and transports patients to medical facilities and protects life and property from fires and other hazards. Personnel from this division are involved in extensive ongoing training and also assist with fire and life safety inspections for local businesses.

The Volunteer Division manages the volunteer firefighter pool that is shared with Clallam County Fire District #2. The division actively recruits, interviews, tests, selects and trains citizens who are interested in volunteering for their community. Volunteers are trained to become an integral part of the department.

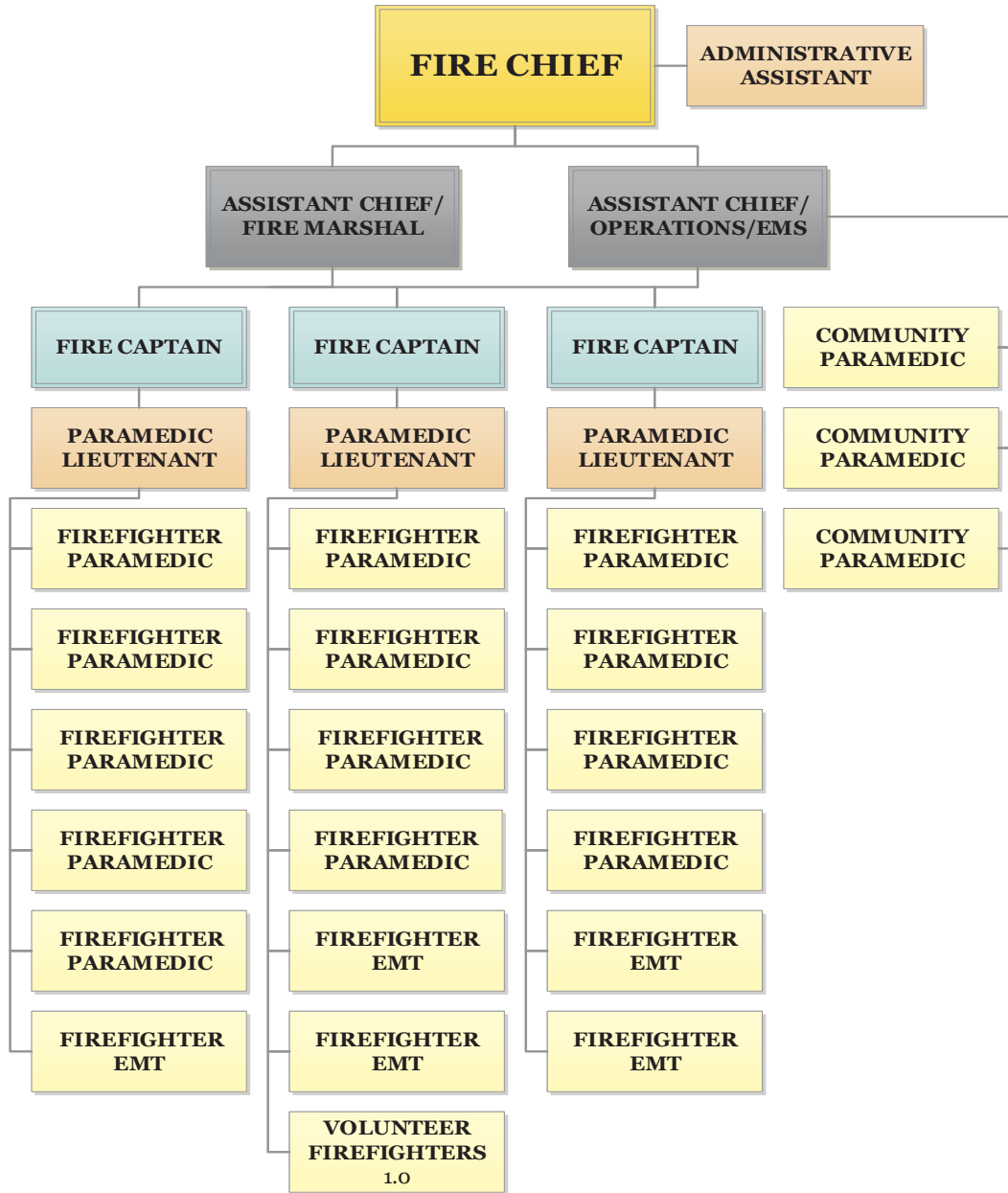
The Special Operations Division is responsible for providing training and support for those personnel who actively participate in the Clallam County Technical Rescue Team. This team provides technical rescue capability for trench rescue, confined space rescue, rope rescue and white water rescue.

The Fire Prevention Division works to prevent and reduce the impact of a variety of emergencies by providing fire and life safety services to the public. Firefighters carry out regular fire and life safety inspections in all existing commercial occupancies within the City. This division works with developers and contractors to maximize life safety through the building design and construction process. The prevention division is also responsible for investigating all fires and for coordinating public education activities.

The Training Division provides career and volunteer fire department personnel with the training necessary to competently, effectively, efficiently and safely respond to a broad range of emergencies. The Training Division is also responsible for vehicle and facility maintenance.

The Emergency Management Division is responsible for maintaining the City Comprehensive Emergency Management Plan (CEMP) and ensuring that all City Departments are familiar with the plan. This division will set up and start staffing the City Emergency Operations Center in response to a large scale emergency event. This division also works with FEMA and various City departments to coordinate aid following large scale events.





There are more than sixty Volunteer Firefighters currently employed by the City. These Volunteers are called in on an as-needed basis. The equivalent of one position is included in the budget for these instances.



FIRE DEPARTMENT PERSONNEL SUMMARY

AUTHORIZED POSITIONS (FTE)	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Fire Chief	0.35	0.35	0.35	0.35	0.35	0.00	0.00%
Assistant Chief of Operations	0.35	0.35	0.35	0.35	0.35	0.00	0.00%
Fire Marshal	0.60	0.60	0.60	0.60	0.60	0.00	0.00%
Fire Captain	1.05	1.05	1.05	1.05	1.05	0.00	0.00%
Administrative Assistant	0.35	0.35	0.35	0.35	0.35	0.00	0.00%
Lieutenant - FF/EMT	1.05	1.05	1.05	1.05	1.05	0.00	0.00%
Firefighters - EMT	5.25	5.25	5.25	5.25	5.25	0.00	0.00%
Firefighters - Paramedic	1.05	1.05	1.05	1.05	1.05	0.00	0.00%
TOTAL Authorized Positions	10.05	10.05	10.05	10.05	10.05	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>		

Fire Department personnel are split 35% in the General Fund and 65% in the Medic 1 utility based on hours worked for each fund. The personnel shown above are reflective of this allocation.



FIRE DEPARTMENT REVENUES & EXPENDITURES SUMMARY

REVENUES

Fire Department revenues are received as an allocation of services rendered, or charges for services to other funds/departments. As well as permit revenue and a fire insurance premium collected to offset insurance costs for retirees.

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	138,643	29,751	31,700	33,500	1,800	5.68%
Charges for Goods & Svcs.	108,207	37,749	37,128	38,500	38,500	-	0.00%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	910	2,550	550	700	700	-	0.00%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 109,117	\$ 178,942	\$ 67,429	\$ 70,900	\$ 72,700	1,800	2.54%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 5,923</i>	<i>\$ 69,825</i>	<i>\$ (111,513)</i>	<i>\$ 3,471</i>			
<i>Change from Prior Year %</i>	<i>5.74%</i>	<i>63.99%</i>	<i>-62.32%</i>	<i>5.15%</i>			

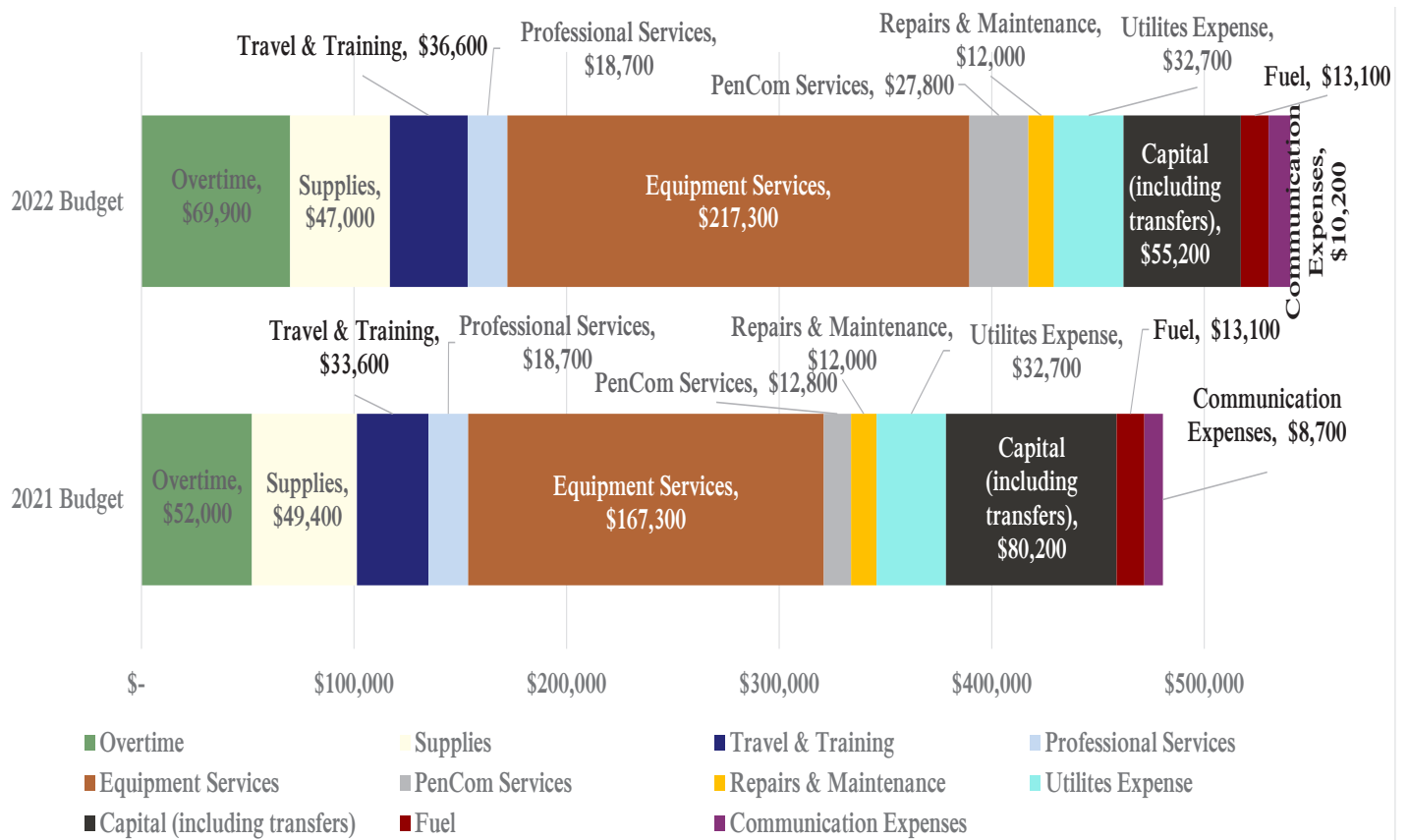
EXPENDITURES

Changes to the Fire Department's 2022 Budget are a result of increased costs for the replacement of equipment and vehicles. There was also a reduction in the amount transferred to the Medic 1 Utility, as a result of higher than expected revenue collection in the Medic 1 Fund in 2020.

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 913,169	\$ 1,002,617	\$ 1,037,691	\$ 1,065,600	\$ 1,087,000	21,400	2.01%
Personnel Benefits	397,234	419,148	402,632	447,400	432,100	(15,300)	-3.42%
Supplies	80,427	72,376	78,011	71,100	68,700	(2,400)	-3.38%
Other Services & Charges	278,227	268,336	339,333	305,200	376,400	71,200	23.33%
Intergovmt/Interfund Svcs	1,077,100	795,700	853,100	435,700	320,700	(115,000)	-26.39%
Capital Outlay	-	1,755	2,738	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	4,871	574	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 2,751,028	\$ 2,560,506	\$ 2,713,505	\$ 2,325,000	\$ 2,284,900	(40,100)	-1.72%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (15,452)</i>	<i>\$ (190,522)</i>	<i>\$ 152,999</i>	<i>\$ (388,505)</i>			
<i>Change from Prior Year %</i>	<i>-0.56%</i>	<i>-6.93%</i>	<i>5.98%</i>	<i>-14.32%</i>			



FIRE DEPARTMENT COMMON EXPENDITURES COMPARISON

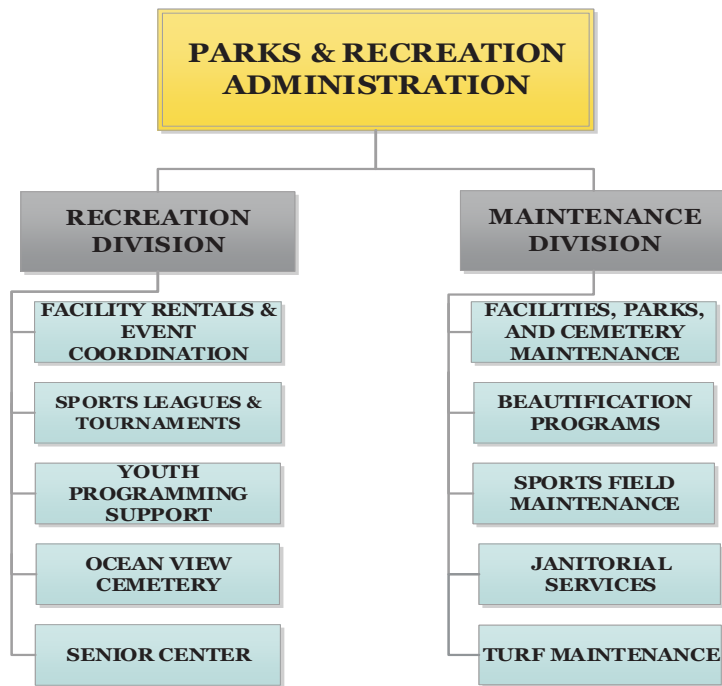


PARKS & RECREATION DEPARTMENT

*It is the continuing mission of the **Port Angeles Parks & Recreation Department** to develop and maintain exemplary parks and recreational facilities while providing programs that effectively enrich the quality of life for all citizens.*



PARKS & RECREATION DEPARTMENT



Major Accomplishments in 2021



Worked directly with the Dream Playground Foundation on the installation of the Generation II Dream Playground at Erickson Playfield.



Received a \$350,000 Recreation and Conservation Grant from the State for the Erickson Playfield Pump Track CFP project. Hired American Ramp Company to install the track in May of 2021.



Received a \$350,000 Recreation and Conservation Grant from the State for the Volunteer Field Synthetic Turf CFP project. Also received a \$200,000 pledge from an unnamed donor to put toward the project.

- Worked directly with the School District, Peninsula College and youth and adult sports organizations to ensure sports could be played in 2021.
- Partnered with PA Youth Baseball and North Olympic Baseball and Softball to play infield mix on six youth fields at Lincoln Park.
- Replaced Parks & Recreation Sports Coordinator position with Parks & Recreation Project Coordinator position.
- Successfully held virtual Parks, Recreation & Beautification Commission meetings.
- Partnered with the Port Angeles Chamber of Commerce and the Port Angeles Garden Club on a Downtown Clean-up and flower planting event.
- Continued to work Clallam County Superior Court to proceed with court hearings in the Vern Burton.



- Executed a contract for repair work along the ODT trail.
- Completed security improvements to the entrance into City Hall.
- Senior Center:
 - Front desk scanner check in station with new membership cards and card printer that allow accurate electronic tracking of membership, participation, facility usage, and volunteer hours.
 - Computer center upgrades and all new computers throughout the building.
 - Started offering virtual programming during COVID-19 shutdown that has continued and been well received for homebound seniors in the community.
 - Continued to assist OlyCap on home delivered and pick up meals for seniors during pandemic.



Continued to perform a high level of maintenance and repairs to ensure safe and enjoyable athletic fields, facilities, and parks for the public.

- Continued with Adopt-A-Bench Program.

Key Initiatives for 2022



Install two new 24-hour restrooms in the downtown area next to the Gateway Pavilion.



Replace the Downtown and Ediz Hook restroom with precast concrete style restrooms.



Work with the Lincoln Park BMX Association to complete the CFP Erickson Playfield Pump Track Project.

- Work with Rayonier and the Rotary on the refurbishment of Locomotive #4 on Lauridsen Blvd.



Continue to work with Public Works and Economic Development Departments on Capital Facility projects such as the replacement of the new Parks Maintenance Shop, City Pier Railing Replacement Project, Laurel Street Stair Replacement Project, and Sidewalk Replacement Project at City Pier.

- Senior Center:
 - Increase overall membership by 20% to reach 2000 members.
 - Expand membership to attract a wide variety of people within the community.
 - Increase partnerships with outside organizations.
 - Continue to expand virtual options for homebound seniors.



Complete sports field infield mix project by completing Elks Playfield and Shane East softball fields.

- Continue to work with “Score 1 For PA” on the replacement of the scoreboard at Civic Field.
- Remove hazardous trees in various parks.



PARKS & RECREATION DEPARTMENT SERVICES

The **Administration Division** provides management of parks facilities and recreation services, administers strategic policy planning, budget planning, preparation, and monitoring. In addition, conducts strategic and long-range planning for parks and recreation, development of the parks master plan and facility design, land acquisition, capital facility planning, grant preparation, and staff support to the Parks, Recreation and Beautification Commission.

Parks Maintenance is responsible for grounds and structural maintenance of 23 parks including a municipal cemetery and a community center totaling nearly 270 acres. In addition, this division maintains the grounds and facility maintenance of the Fine Arts Center, Marine Lab, Carnegie Library, City Hall, Vern Burton Community Center, Civic Field, City Pier, The Gateway, Senior Community Center, and Ocean View Cemetery. They also maintain public restrooms, playgrounds, pickleball courts, baseball/softball fields, over 8.5 miles of trails and over 60,000 square feet of indoor recreation space along with support of various public events.

The **Recreation Division** provides year-round recreation programs and activities for youth, adults, families, and senior citizens with a balance of recreation facilities and programs that meet the needs of diverse age groups, abilities, and interests. Plan and coordinate special events for local residents as well as attract visitors to enhance the local economy. Operate the Vern Burton

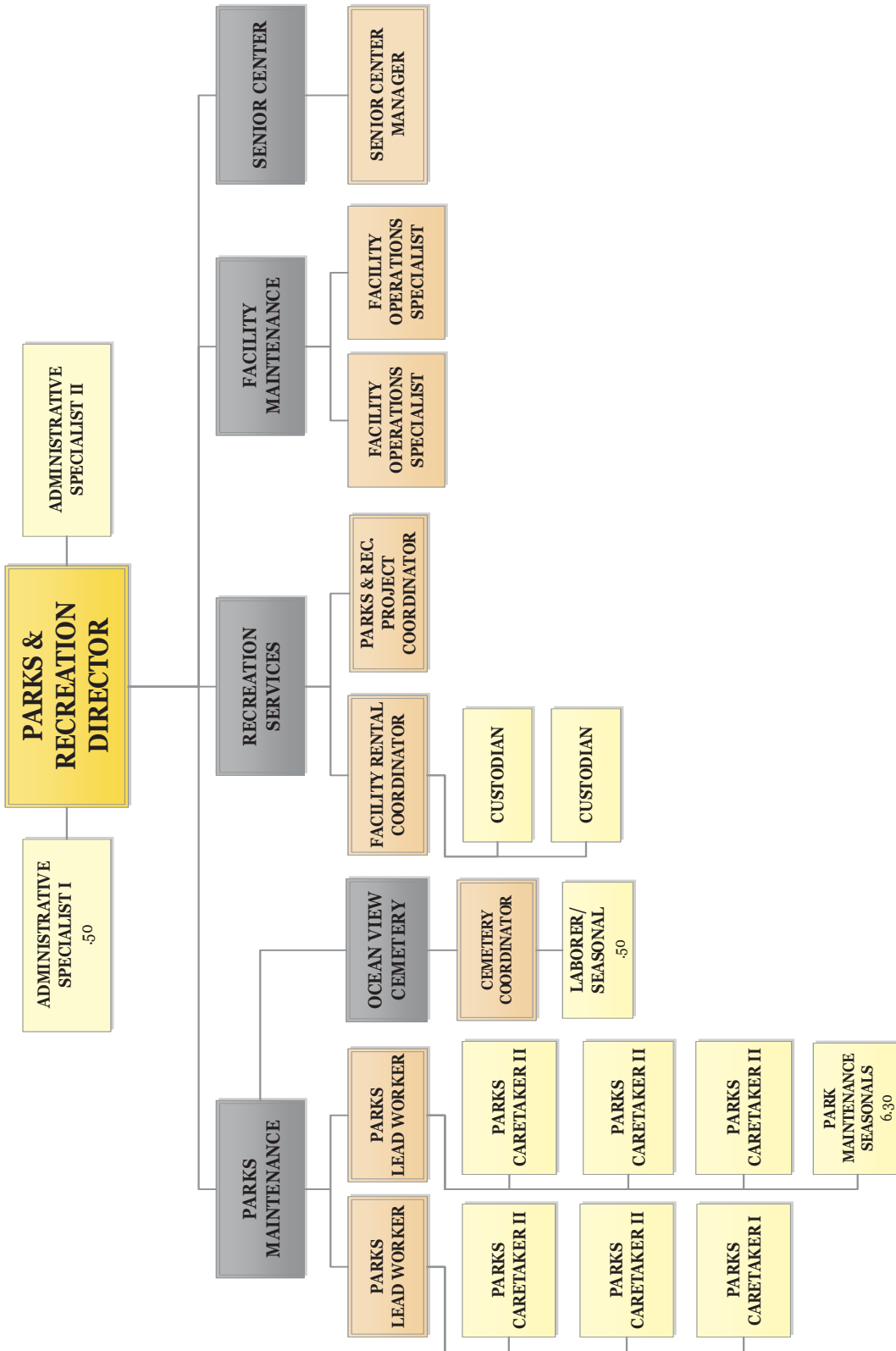
Community Center and schedule the use of all city parks and facilities.

The **Facilities Division** is responsible for the facility maintenance of the Fine Art Center, Senior Center, Marine Lab, Vern Burton Community Center, City Hall, Police Department, Carnegie Library, and other City owned Facilities. Facility maintenance includes janitorial, HVAC systems, plumbing, carpentry, roofing, painting, masonry, minor electrical, and completion of yearly inspections.

The **Port Angeles Senior and Community Center** is a multipurpose Senior Center that offers recreation, education, social interaction and services to people 45 years old and above. The PASCC mission is to promote the physical, emotional, and economic well being of older adults and to encourage their participation in all aspects of community life.

The land for **Ocean View Cemetery** was acquired from the Federal Government in early 1890s. A resolution was passed by the City Council requesting a patent conveying title to said lands to the city. It was signed on June 24, 1895, by President Grover Cleveland's secretary. In 1895, the 54-acre cemetery was ready for business. With spectacular views of the Strait of Juan De Fuca, Victoria, and Mount Baker, this old cemetery provides a detailed look at the social, ethnic, cultural and economic style of the past.





PARKS & RECREATION DEPARTMENT PERSONNEL SUMMARY

AUTHORIZED POSITIONS (FTE)	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Administrative Specialist II	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Administrative Specialist I	0.00	0.00	0.00	0.00	0.50	0.50	100.00%
Senior Center Manager	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Parks Leadworker	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
Facilities Operations Specialist	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
Parks Caretaker II	5.00	5.00	5.00	5.00	5.00	0.00	0.00%
Parks Caretaker I	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Cemetery Coordinator	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Custodian	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
Facility Rental Coordinator	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Parks & Rec. Project Coordinator	0.00	0.00	0.00	1.00	1.00	0.00	0.00%
Sports and Events Coordinator	1.00	1.00	1.00	0.00	0.00	0.00	N/A
Temporary/Part Time	7.60	7.30	7.30	7.30	6.80	(0.50)	-6.85%
TOTAL Authorized Positions	25.60	25.30	25.30	25.30	25.30	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>(0.30)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>-1.17%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>		

Significant Changes: In the 2022 Budget, 0.5 FTE's were shifted from the seasonal budget to create a part-time Administrative Specialist I position to provide needed support for all Parks & Recreation Divisions. There was no overall increase in budgeted personnel or costs as a result of this change.



PARKS & RECREATION DEPARTMENT REVENUES & EXPENDITURES SUMMARY

REVENUES

Revenues are generated in the Parks & Recreation Department by the rental of City facilities, Senior Center membership fees, charges for services rendered at the cemetery, and charges for services to other funds/departments for custodial and maintenance services. Reductions in 2022 are due to the continued cancellation of sports programs, closing of rental facilities, and the reduction of Senior Center memberships due to the COVID-19 pandemic.

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	75	-	-	-	N/A
Intergovt. Revenue	-	72,949	-	-	-	-	N/A
Charges for Goods & Svcs.	670,726	722,277	497,532	646,100	636,700	(9,400)	-1.45%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	51,894	48,285	12,063	88,000	30,700	(57,300)	-65.11%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	72,000	77,000	77,000	-	-	-	N/A
TOTAL REVENUE	\$ 794,620	\$ 920,511	\$ 586,670	\$ 734,100	\$ 667,400	(66,700)	-9.09%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 32,822</i>	<i>\$ 125,891</i>	<i>\$ (333,841)</i>	<i>\$ 147,430</i>			
<i>Change from Prior Year %</i>	<i>4.31%</i>	<i>15.84%</i>	<i>-36.27%</i>	<i>25.13%</i>			

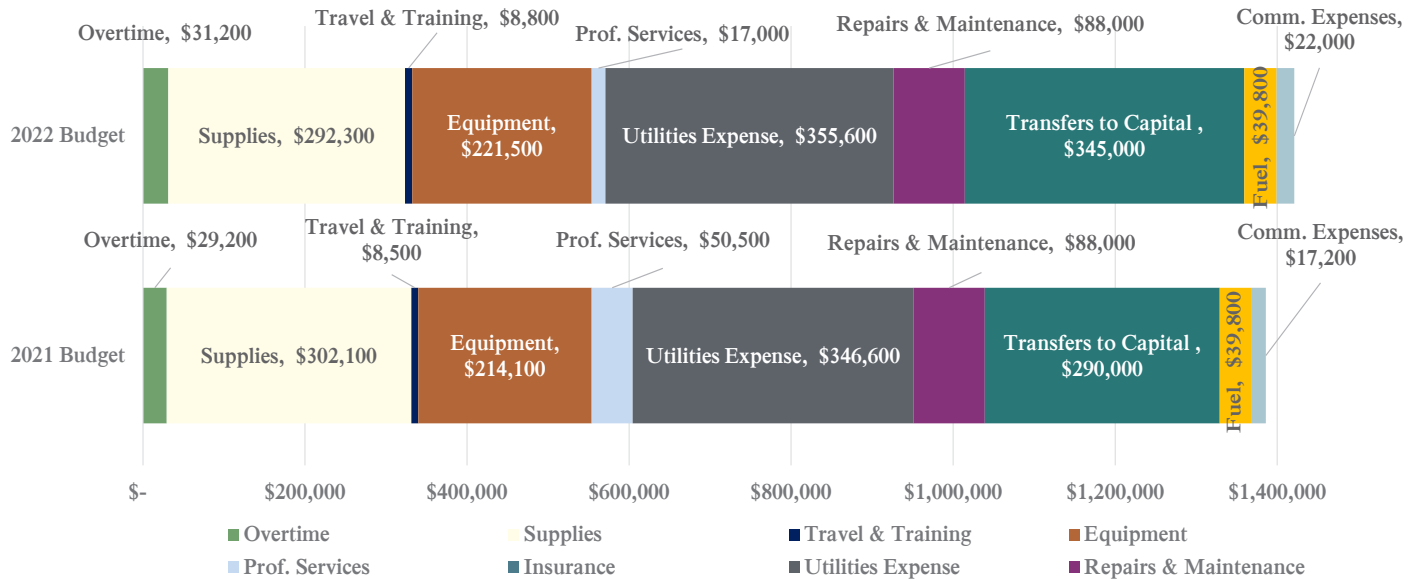
EXPENDITURES

The 2022 Budget changes in Parks and Recreation correlate to the reduction in costs for the sports program and rental facilities not operating at full capacity due to the COVID-19 pandemic. Additionally, personnel changes are the result of planned employee retirements that will be filled at entry level salary ranges. The increase in intergovernmental transfers resulted from changes to capital projects as compared to 2021.

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 1,326,333	\$ 1,385,190	\$ 1,221,311	\$ 1,530,900	\$ 1,504,300	(26,600)	-1.74%
Personnel Benefits	612,760	643,625	562,987	713,400	650,600	(62,800)	-8.80%
Supplies	335,734	354,946	265,316	381,900	372,100	(9,800)	-2.57%
Other Services & Charges	1,001,620	960,285	733,159	762,900	759,400	(3,500)	-0.46%
Intergovmt/Interfund Svcs	40,000	8,050	333,000	290,000	345,000	55,000	18.97%
Capital Outlay	17,327	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	22,085	8,433	10,796	-	-	-	N/A
TOTAL EXPENDITURES	\$ 3,355,859	\$ 3,360,529	\$ 3,126,569	\$ 3,679,100	\$ 3,631,400	(47,700)	-1.30%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (74,732)</i>	<i>\$ 4,670</i>	<i>\$ (233,960)</i>	<i>\$ 552,531</i>			
<i>Change from Prior Year %</i>	<i>-2.18%</i>	<i>0.14%</i>	<i>-6.96%</i>	<i>17.67%</i>			



PARKS & RECREATION COMMON EXPENDITURES COMPARISON



Supplies include items for building and ground maintenance or replacement; such as paint, concrete, playground parts and grass seed.



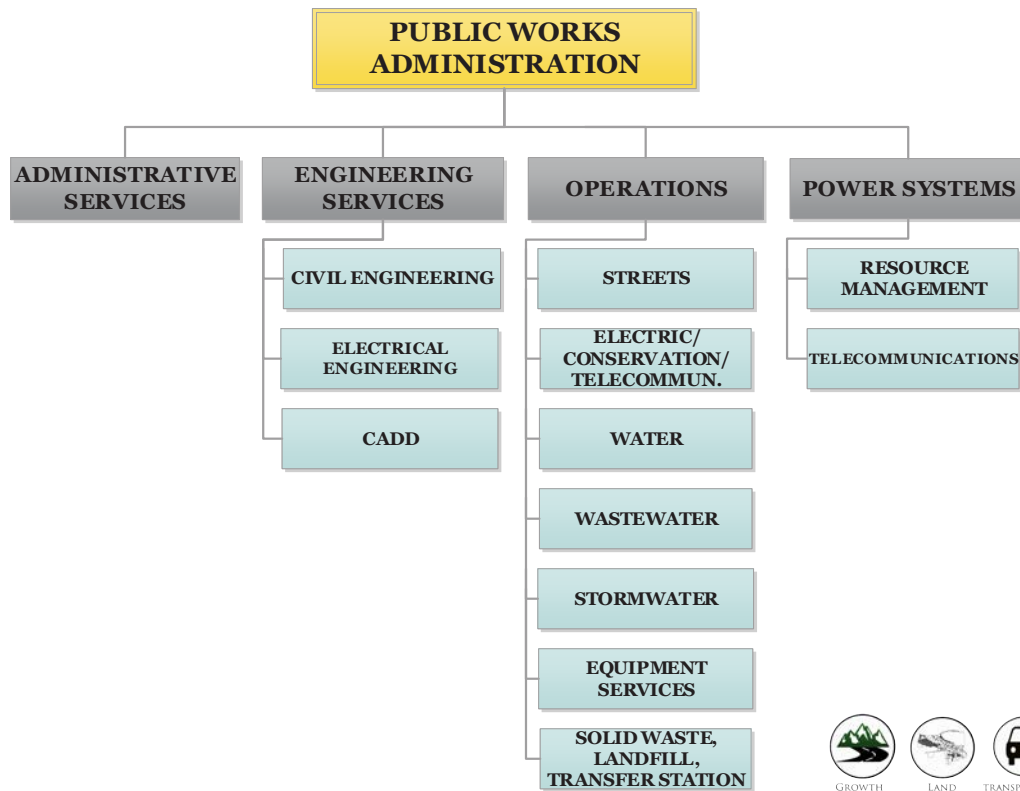
PUBLIC WORKS & UTILITIES DEPARTMENT



*It is the mission of the **Public Works and Utilities Department** to provide responsive and courteous service and to plan, design, construct, operate, and maintain the City facilities assigned to Public Works in a safe, efficient, and professional manner.*







PUBLIC WORKS & UTILITIES DEPARTMENT



Major Accomplishments in 2021

External Community Support

Public Works provided on-going services to maintain and enhance our community's quality of life. A few highlights are listed below.

- 
 Provided Department-wide support to projects throughout the City. This included reviewing stormwater plans, issuing permits, reviewing change plans, inspections etc.
- Sold over 2,850 cubic yards of Garden Glory Compost.
- 
 Sampled wastewater from industrial wastewater discharge permittees to protect our wastewater treatment system and the Port Angeles Harbor.
- 
 Supplied over 600 million gallons of water potable to our community.
- 
 Participated in the City-wide cross-functional communication team. This included:
 - o City website updates for
 - Accurate and timely COVID-19 information.
 - Newsflash updates for events such as upcoming City projects, Holiday hours, road closures, meetings, etc.
 - Expanded information for virtual contact with City support including on-line permitting and inspections.
 - o Social Media
 - City Facebook page
 - o Updated City and Department Facebook pages to ensure consistency in Public Works messaging and providing up-to-date information for water and street repairs, boil water notices, etc.
 - o Published approximately 400 social media posts.
 - Ensured social media communication used credible information from valid sources.



Internal Collaboration

Throughout the year, Public Works staff partnered with other City Departments to achieve the goals of the City. For example, the Public Works Staff:

- Executed 79 contracts for professional services, contracts, and equipment.
- Provided support to CED by reviewing:
 - o 14 Planning/Zoning/Land Use applications
 - o 100 Building Permits
- Ensured the on-going operations for the 19 stationary and 3 portable emergency generators located in Departments throughout the City.
- Continued implementation of the City's first successful Information Technology Governance effort. This resulted in internal collaboration for kick-starting the Lean process for on-boarding / off-boarding and developing selection criteria for the ERP replacement effort.

Power Systems and Conservation

In 2021, the Power Systems Division continued to maintain the power grid through regular tree trimming, pole testing and upgrading of the power distribution system.

- Electrical inspectors issued over 500 electrical permits and collected over \$118,000 in fees for the City.
- Issued contract to purchase 75 wooden power poles.
- Designed and issued contract for Tree Trimming – 2021 Project.
- Designed, issued contract, and completed Substation Load Tap Changer Project for 1 substation.
- Completed 2 Substation Switchgear Replacement Projects.
- Designed 1 Substation Switch Gear Replacement Project.
- Provided continuing representation to the Energy Northwest Board of Directors.
- Working with Department of Commerce towards Clean Energy Transformation Act Requirements.
- Sustained on-going strategic actions to support the power infrastructure within the City.
- Substantial completion of Light Operation building design plans.
- Tactical day-to day actions include:
 - o Continuation of operations during ongoing pandemic
 - o Installing or replacing over 70 power poles
 - o Burying over 3,600 feet of underground cable
 - o Replacing over 3,200 feet of overhead conductor
 - o Replacing / installing over 8 transformers and more than 260 meters
 - o Responding to service calls and customer requests

- The Conservation Program provided rebates for products to Low Income, Residential, Water and Commercial customers. This included:
 - o 39 ductless heat pumps,
 - o 7 heat pumps,
 - o 9,246 sq. ft. of insulation, and
 - o 1,997 sq. ft. of efficient windows.

Engineering

- Leveraged Transportation Benefit District funding to complete pavement preservation projects on Peabody Street between Front and 8th and 5th Street between Race and Cherry and Golf Course Road between First and City Limits.
- Completed the construction effort of the Wastewater Pump Station 3 Replacement Project.
- Completed design for the Lincoln Street Safety Project and began construction.
- Continued to utilize a digital plan review and permit counter and add in a new Booking system for in-person and virtual meetings for customers.
- Provided community support and outreach:
 - o 5 requests for sewer connections in the Eastern/Western UGAs
 - o 7 Clearing and Grading Permits
 - o 19 Public Records Requests
 - o 48 requests for Residential/Commercial water meters
 - o 15 Right of Way Use Permits
 - o 45 Right of Way Construction Permits
- 300+ hours inspecting private development projects.



Operations

Solid Waste Division



Provided uninterrupted garbage collection service to 7,500 residential and over 1,880 commercial customers during COVID and weather events.



In the process of implementing a new Transfer Station software and computer hardware system at the scales.

The Transfer Station processed approximately 61,000 transactions, with:

- o Over 39,000 tons of solid waste
- o 3,200+ tons of Yard Waste
- o 1,000 + tons Biosolids received at the Compost facility
- o Over 368 customers at the Moderate Risk Facility

Street/Stormwater Division



During the February 2021 winter snowstorm, created two shifts of streets sweepers and storm response crews. This allowed the City to be able to clear roads around the clock.



Replaced 195 warning signs for the City's sign shop Retro-reflectivity changeout program.



Performed approximately 35 asphalt / concrete repairs for the Water and Wastewater crews.



Spent over 600 hours on maintaining City-wide rain gardens.



During the COVID-19 pandemic, cross-trained and assisted other Public Works Departments to ensure City-wide services were not interrupted.



Water Distribution:

- 2 Hydrants repaired / replaced
- 36 new water service installations
- 30 Water main repairs
- 30 Water service leak repairs / replacements
- 174 Water meter replacements
- 54 Meter reader requests (replace meter box lids/meters, leak requests, investigations, etc.)
- 528 Utility Locates



Wastewater Collection Division:

- 59,833 ft of sanitary sewer cleaned
- 24,431 ft of sanitary sewer video inspected
- 1,016 ft of sanitary sewer foamed for root control
- 152 manholes inspected
- 20 cure-in-place pipe patches installed
- 10 sewer excavation repairs



Water Treatment Plant (WTP)

- 608,654,002 gallons drinking water produced
- Provided Industrial Water users with a continuous supply of Elwha River water
- 287 Coliform water samples taken
- Wastewater Treatment Plant (WWTP)
- 581 million gallons of wastewater treated
- 1.2 million gallons of septage processed from surrounding areas
- 232 dry tons biosolids transported to compost facility
- Maintained and operated 17 sewer lift stations
- Renewed WA State Ecology accreditation for the WWTP Laboratory
- Managed permits for 10 industrial dischargers to the sewer system
- Performed pollution prevention outreach and education to 62 businesses

The Fleet Division provided the following support for City-wide equipment:



Designed and ordered 17 new vehicle replacements to be delivered in 2021/2022 at a cost of \$1,492,000.00



Designed and ordered 9 new vehicles and equipment to facilitate the Transfer Station acquisition at a cost of \$2,723,000.00

- Completed 851 jobs.
- Completed 239 vehicle and equipment services.



- Responded to 31 service calls.

Key Initiatives for 2022


We will cultivate the professional growth, morale and safety of our Public Works employees to ensure we continue to provide a safe and healthy environment for our City residents and business community.

To accomplish these goals, we will focus on the following objectives:

Employees

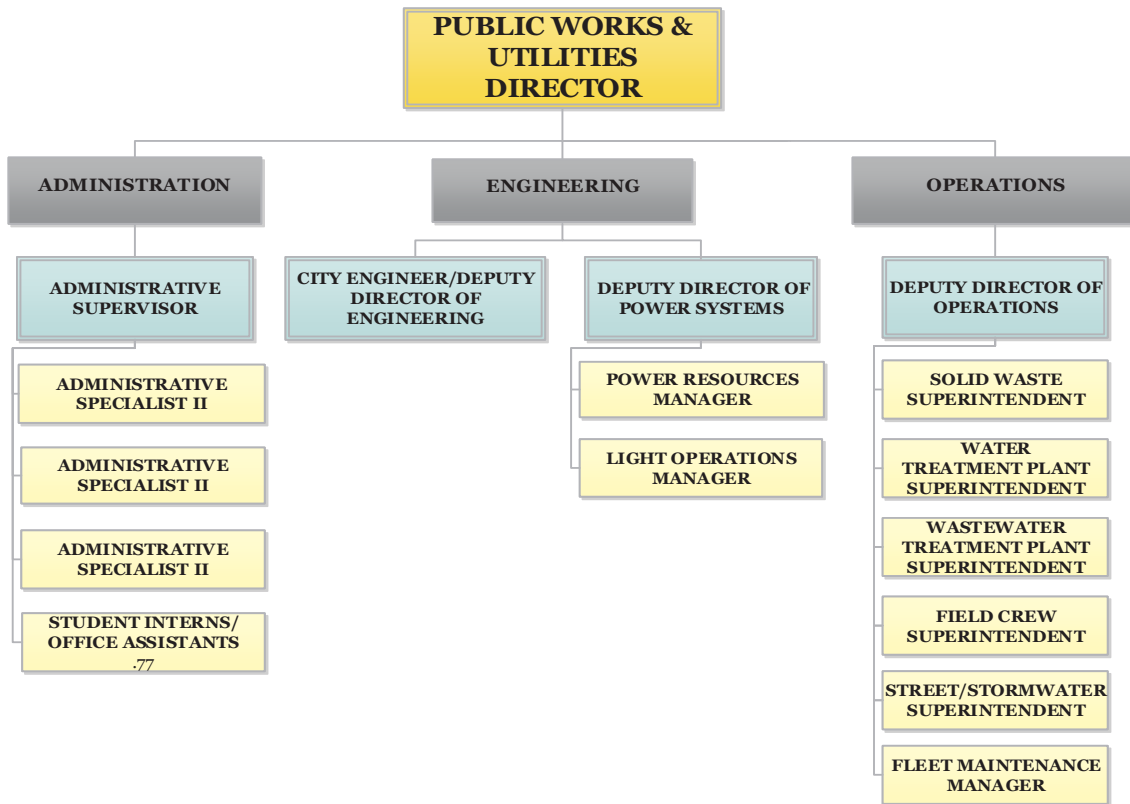
- Provide training for key personnel to ensure safety and compliance with regulations and standards.
- Recognize and build a means to award excellence in the workforce.
- Whenever possible provide opportunities to promote from within.
- Ensure training, development and mentoring opportunities are offered throughout the Department.
- Initiate the use of innovative technological solutions.
- Identify opportunities for workflow and project planning improvements.
- Continue to support COVID-19 efforts to protect employees and measures to safeguard employee well-being throughout the pandemic.

City Residents and Business Community

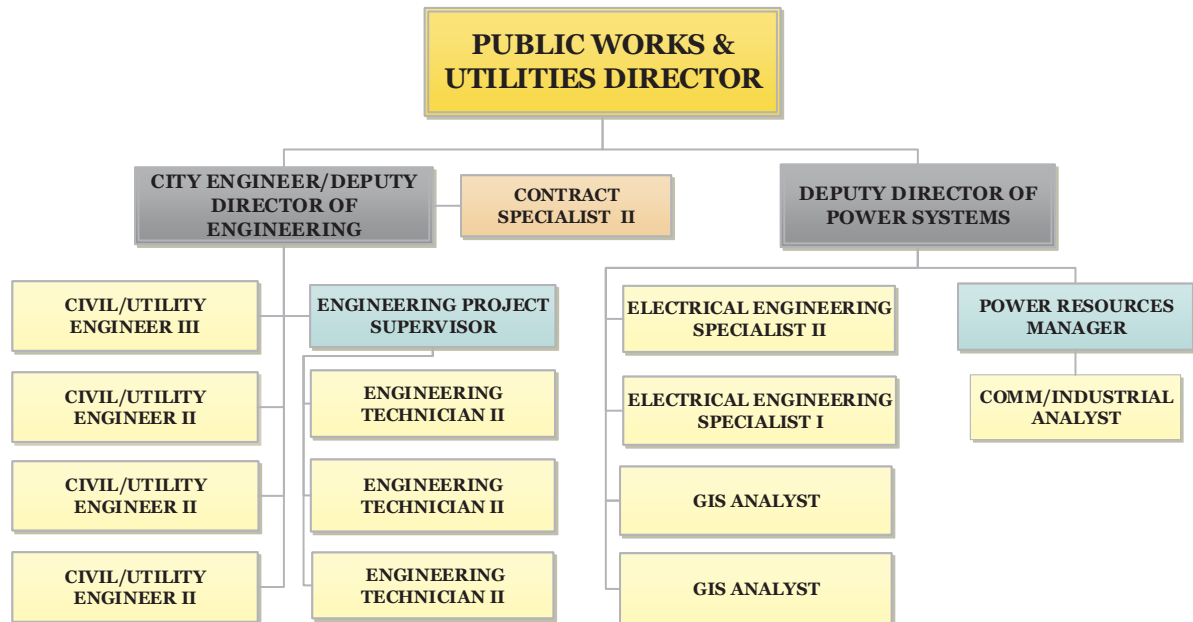
- Continue to support public outreach through enhanced communication tools.
- Respond to emergency callouts and non-routine residential requests.
- Seek opportunities to enhance communication, safety and on-going quality of life for our community.
- Provide focused services to internal customers supporting the community.
- Continue to support, maintain and upgrade when possible, City infrastructure.
- Develop opportunities to leverage the Comprehensive Facilities Plan infrastructure improvements.
- Deliver Capital projects on-time and within budget.
-  Implement the approved Capital Facilities Plan / Transportation Improvement Plan.
- Identify and leverage external funding sources for City improvements:
 - o Transportation Benefit District
 - o Grants
- Work with internal and external partners to encourage residential, commercial / industrial development.
- Evaluate permitting processes and streamline workflows by leveraging technology and focusing on critical path efficiencies.



ADMINISTRATIVE DIVISION



ENGINEERING DIVISION



The Electrical Engineering Specialist's, the Power Resources Manager, and the Deputy Director of Power Systems positions are funded out of the Electric Utility Fund. The Comm/Industrial Analyst is funded from the Electric Conservation fund. All other engineering staff are charged to the utility or fund their time is spent with.



PUBLIC WORKS & UTILITIES DEPARTMENT PERSONNEL SUMMARY

AUTHORIZED POSITIONS (FTE)	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Public Works Director	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Deputy Director of Operations	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Dep. Dir. of Eng. Serv/City Engineer	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Engineering Manager	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Public Works Admin Supervisor	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Contracts Specialist II	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Administrative Specialist II	2.00	3.00	3.00	3.00	3.00	0.00	0.00%
Administrative Specialist I	0.45	0.00	0.00	0.00	0.00	0.00	N/A
Engineering Projects Supervisor	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
GIS Analyst	1.00	1.00	2.00	2.00	2.00	0.00	0.00%
GIS Technician	1.00	1.00	0.00	0.00	0.00	0.00	N/A
Civil/Utility Engineer II	2.00	2.00	3.00	3.00	3.00	0.00	0.00%
Civil/Utility Engineer I	2.00	2.00	1.00	1.00	1.00	0.00	0.00%
Assistant Civil/Utility Engineer	1.00	1.00	0.00	0.00	0.00	0.00	N/A
Public Works Inspector	1.00	0.00	0.00	0.00	0.00	0.00	N/A
Engineering Technician III	0.00	0.00	2.00	2.00	2.00	0.00	0.00%
Engineering Technician II	0.00	1.00	0.00	0.00	0.00	0.00	N/A
Engineering Technician I	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Temporary/Part Time	0.77	0.77	0.77	0.77	0.77	0.00	0.00%
TOTAL Authorized Positions	18.22	18.77	18.77	18.77	18.77	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>(1.00)</i>	<i>0.55</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>-5.20%</i>	<i>3.02%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>		

For administrative purposes all City Engineers are shown in the General Fund. However, they are charged directly to the utilities they are assigned to.



PUBLIC WORKS & UTILITIES DEPARTMENT REVENUES & EXPENDITURES SUMMARY

REVENUES

Revenues within the Public Works & Utilities Department are received as an allocation of services rendered, or charges for services to other funds/departments calculated based on time spent on capital projects, and number of employees per utility as well as collection of permit fees.

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	27,120	28,624	23,173	30,100	30,100	-	0.00%
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	827,748	852,506	838,048	1,046,300	1,250,400	204,100	19.51%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	-	50,000	-	-	-	-	N/A
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 854,868	\$ 931,130	\$ 861,221	\$ 1,076,400	\$ 1,280,500	204,100	18.96%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (181,941)</i>	<i>\$ 76,262</i>	<i>\$ (69,909)</i>	<i>\$ 215,179</i>			
<i>Change from Prior Year %</i>	<i>-17.55%</i>	<i>8.92%</i>	<i>-7.51%</i>	<i>24.99%</i>			

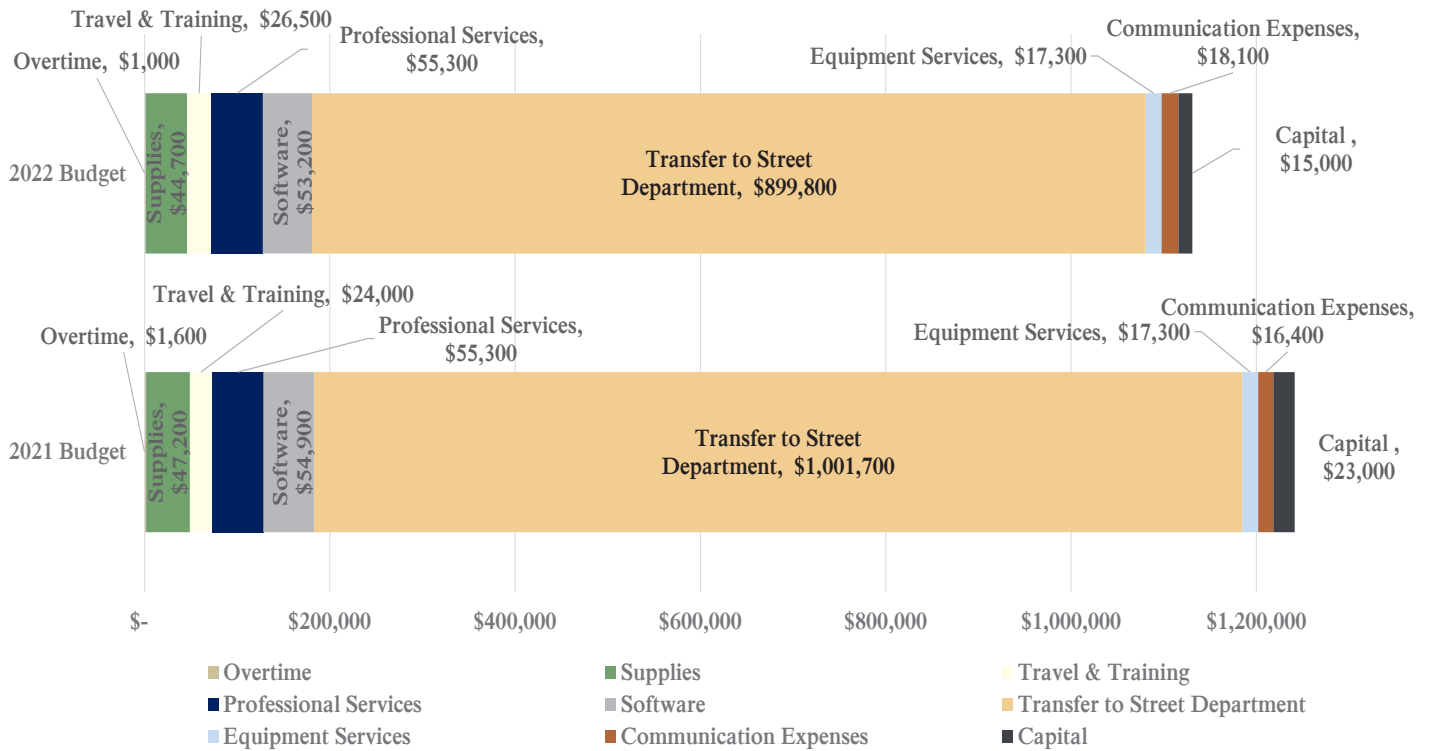
EXPENDITURES

In 2022, the General Fund will continue the transfer to the Street Department to prevent the reserve balance in the Street Fund from falling below 25%. In addition, in 2021 City Council approved a temporary two year Project Manager position made possible through the use of American Rescue Plan Act (ARPA) funding. This position will work on projects that were backlogged as a result of the pandemic. The transfer to the capital fund for projects will also decrease in 2022 in alignment with the approved in the Capital Facilities Plan.

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 630,318	\$ 605,291	\$ 572,586	\$ 633,700	\$ 769,600	135,900	21.45%
Personnel Benefits	248,641	264,828	247,032	289,100	311,100	22,000	7.61%
Supplies	53,392	77,482	49,806	51,000	48,500	(2,500)	-4.90%
Other Services & Charges	174,074	150,969	150,179	181,500	186,100	4,600	2.53%
Intergovmt/Interfund Svcs	793,700	1,113,200	1,040,000	1,024,700	914,800	(109,900)	-10.73%
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 1,900,125	\$ 2,211,770	\$ 2,059,603	\$ 2,180,000	\$ 2,230,100	50,100	2.30%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (246,324)</i>	<i>\$ 311,645</i>	<i>\$ (152,167)</i>	<i>\$ 120,397</i>			
<i>Change from Prior Year %</i>	<i>-11.48%</i>	<i>16.40%</i>	<i>-6.88%</i>	<i>5.85%</i>			



PUBLIC WORKS & UTILITIES COMMON EXPENDITURES COMPARISON



Professional Services include support for Auto CAD software and payments for Public Education and Government (PEG) Access fees for local stations.

Supplies include OSHA compliant gear and computer replacements.



NON-DEPARTMENTAL SERVICES

The Non-Departmental section of the General Fund covers expenditures that cannot be linked to any specific department.

The following programs are included in this division:

- **Property Management:** This program includes expenditures (professional services, utility costs, insurance and taxes) related to unoccupied City-owned properties.
- **Debt Management:** This includes a transfer for principal and interest to the Debt Service fund for the Western Urban Growth Area.

NON-DEPARTMENTAL REVENUES & EXPENDITURES SUMMARY

REVENUES

Revenue in the non-departmental division is generally one-time in nature that also is not specific to one City department. Examples include transfers of remaining fund balances that resulted from closed funds, grants that benefit Citywide budgets such as the CARES grant in 2020 and the American Rescue Plan Act (ARPA) funding in 2021. ARPA funding received in 2021 will be demonstrated in the third amendment to the 2021 Budget.

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	806,996	-	-	-	N/A
Charges for Goods & Svcs.	396	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	-	-	-	-	-	-	N/A
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	27,200	-	(27,200)	-100.00%
TOTAL REVENUE	\$ 396	\$ -	\$ 806,996	\$ 27,200	\$ -	(27,200)	-100.00%
<i>Change from Prior Yr. \$\$</i>	\$ 396	\$ (396)	\$ 806,996	\$ 26,491			
<i>Change from Prior Year %</i>	N/A	-100.00%	N/A	3.28%			



EXPENDITURES

Funding for the Past Due Utility Relief Program approved by Council from ARPA funding 2021 has been included in the 2022 Budget. While this program is expected to be implemented in 2021 the majority of the spending will occur in 2022. Additionally, in 2021 there was a one-time transfer of \$1,000,000 for the Enterprise Resource Planning (ERP) replacement approved in the CFP that will not occur in 2022.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	173,103	89,173	945,451	308,700	620,000	311,300	100.84%
Intergovmt/Interfund Svcs	92,200	41,900	392,200	1,042,700	175,900	(866,800)	-83.13%
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 265,303	\$ 131,073	\$ 1,337,651	\$ 1,351,400	\$ 795,900	(555,500)	-41.11%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 148,553</i>	<i>\$ (134,230)</i>	<i>\$ 1,206,578</i>	<i>\$ 13,749</i>			
<i>Change from Prior Year %</i>	<i>127.24%</i>	<i>-50.59%</i>	<i>920.54%</i>	<i>1.03%</i>			



CITY OF PORT ANGELES



2022 PRELIMINARY BUDGET



SPECIAL REVENUE FUNDS

Special Revenue Funds are governmental fund types used to account for and report the proceeds of specific resources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects.



LODGING TAX FUND #101 REVENUE & EXPENDITURE SUMMARY

Description: The Lodging Tax Fund accounts for 4% excise tax on lodging establishments to be used for tourism promotion, events, capital improvement or operations.

Funding Source: Revenues are generated from a 4% tax on all charges at hotels, motels, and similar lodging establishments. The total tax that local lodging establishments pay in combined retail sales tax is 10.4%. In 2020, the revenues declined 37.7% compared to 2019 due to the COVID-19 pandemic, and, in 2021 tax collection to-date is significantly higher than in 2020, and 31% higher than in 2019. However, much uncertainty remains on the lasting impacts of the pandemic and therefore in order to ensure this fund is not overburdened should travel become restricted or slowdown due to health concerns a conservative budget approach was taken in 2022. For 2022 revenues are projected to be 54.4% higher than the 2021 Budget to reflect that the City has experienced an increase in travel to the Peninsula in 2021.

Major Expenditures: This fund provides support to agencies promoting Port Angeles as a tourism and destination area. The Lodging Tax resolution and policy amended in 2021 specifies that 25% of Lodging Tax expenditures must be related to capital projects, as well as an additional 5% held to build the capital reserve. In the Preliminary 2022 Budget, as part of the amended Lodging Tax resolution City Council approved the following expenditure allocations that are also reflected in the 2022 Budget:

- 20% of expenditures toward tourism related facilities owned or operated by the City.
- 5% toward Lodging Tax Committee priorities.
- 25% toward marketing.
- 33% for operations of tourism related facilities owned or operated by the City.
- 12% toward events designed to attract tourism.
- 5% held in capital reserves.

REVENUES

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ 829,223	\$ 803,417	\$ 500,608	\$ 452,300	\$ 698,200	245,900	54.37%
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	4,249	15,088	6,629	3,200	3,200	-	0.00%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	50,000	-	(50,000)	-100.00%
TOTAL REVENUE	\$ 833,472	\$ 818,505	\$ 507,237	\$ 505,500	\$ 701,400	195,900	38.75%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 97,597</i>	<i>\$ (14,967)</i>	<i>\$ (311,268)</i>	<i>\$ (1,737)</i>			
<i>Change from Prior Year %</i>	<i>13.26%</i>	<i>-1.80%</i>	<i>-38.03%</i>	<i>-0.34%</i>			

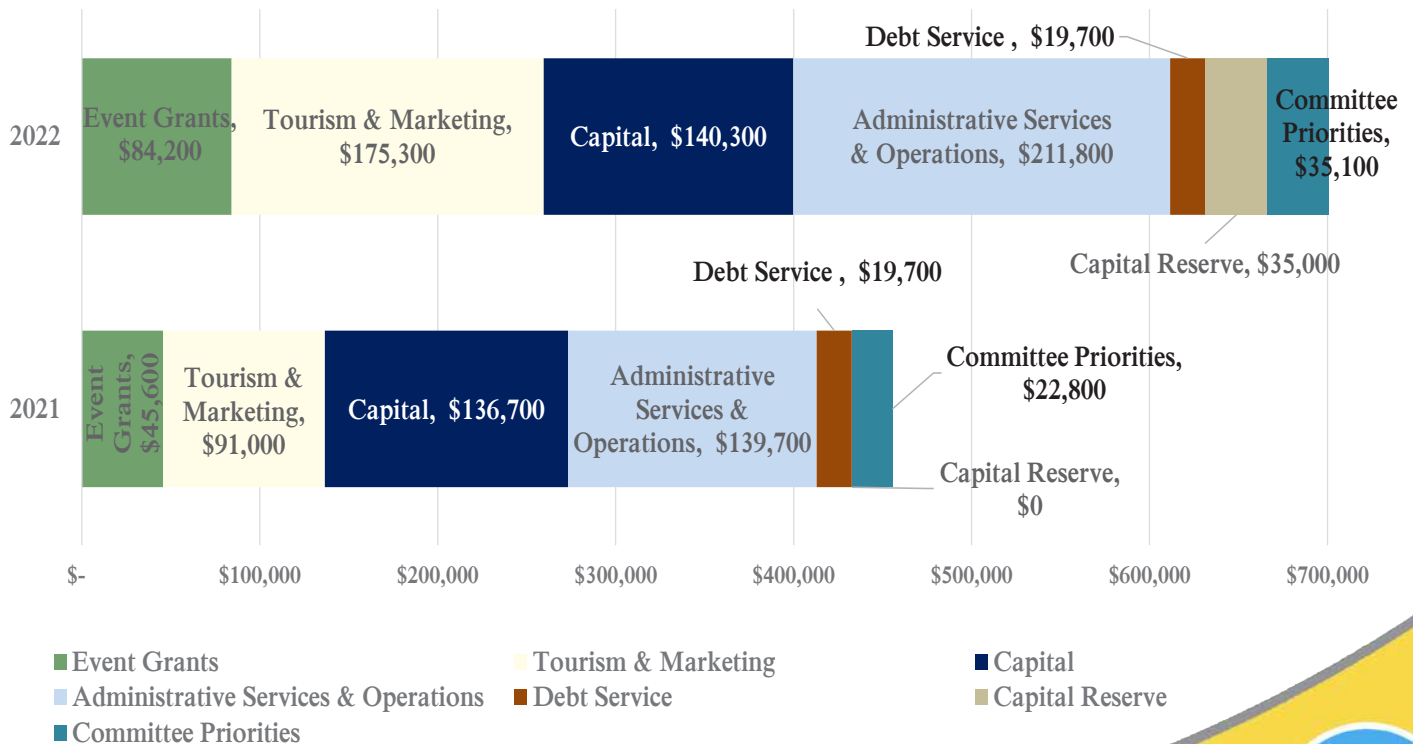


EXPENDITURES

Expenditures are directly linked to expected revenues and are allocated according to Council guidelines for each category. Individual or specific budget amounts are considered and recommended to Council by the Lodging Tax Advisory Committee each year.

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	582,625	552,616	381,620	381,700	497,800	116,100	30.42%
Intergovmt/Interfund Svcs	350,500	175,112	378,156	157,700	168,600	10,900	6.91%
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	1,075	176	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 934,200	\$ 727,904	\$ 759,776	\$ 539,400	\$ 666,400	127,000	23.54%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 77,263</i>	<i>\$ (206,296)</i>	<i>\$ 31,872</i>	<i>\$ (220,376)</i>			
<i>Change from Prior Year %</i>	<i>9.02%</i>	<i>-22.08%</i>	<i>4.38%</i>	<i>-29.01%</i>			
FUND BALANCE	\$ 457,804	\$ 548,405	\$ 295,866	\$ 261,966	\$ 296,966		
<i>Change from Prior Yr. \$\$</i>	<i>\$ (100,728)</i>	<i>\$ 90,601</i>	<i>\$ (252,539)</i>	<i>\$ (33,900)</i>	<i>\$ 35,000</i>		
<i>Change from Prior Year %</i>	<i>-18.03%</i>	<i>19.79%</i>	<i>-46.05%</i>	<i>-11.46%</i>	<i>13.36%</i>		

LODGING TAX COMMON EXPENDITURES COMPARISON

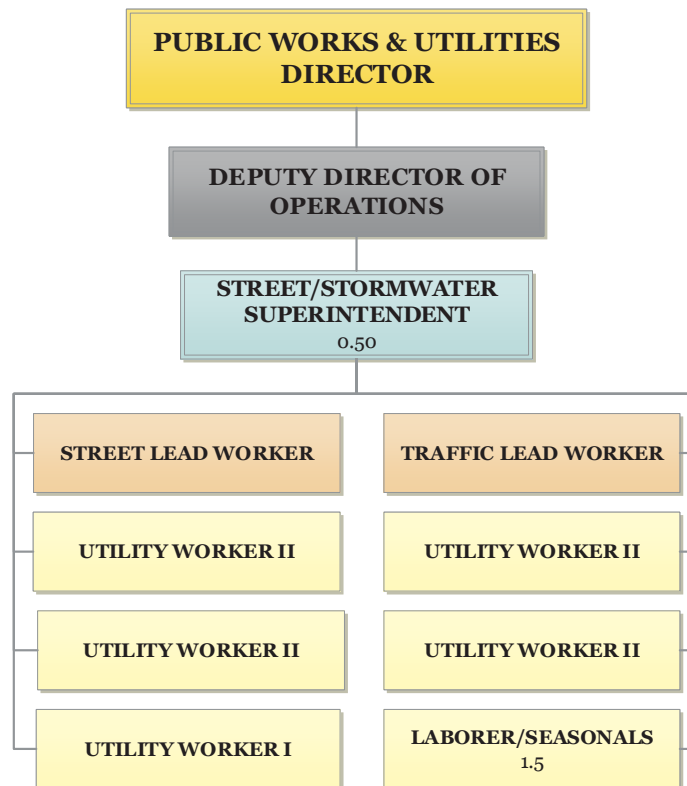


STREET FUND SUMMARY #102

Description: The Street Fund is a special revenue fund that accounts for revenues and expenditures related to the operation and maintenance of all street facilities and infrastructure.

Funding Source: The primary revenue sources are state-levied gasoline taxes, as well as operational support from the General Fund. In addition, the Water, Wastewater, Stormwater, and Solid Waste Collection utilities provide funding assistance for work performed by the Street crews in support of those utilities. This includes work for brush clearing and pavement patches.

Funds for the Transportation Benefit District are only for use in capital projects listed in the City's Transportation Improvement Plan. As a result these funds are not recorded in the Street Fund, but rather are tracked in a separate capital fund to ensure these revenues are used exclusively on capital street projects.



STREET FUND #102 PERSONNEL SUMMARY

AUTHORIZED POSITIONS (FTE)	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2		PROPOSED BUDGET	BUDGET AMEND. #2
						\$\$	%
Street/Traffic Supervisor	1.00	1.00	1.00	1.00	1.00	-	N/A
Street/Stormwater Superintendent	0.50	0.50	0.50	0.50	0.50	-	N/A
Senior Maintenance Carpenter	0.00	0.00	0.00	0.00	0.00	-	N/A
Traffic Control Specialist	1.00	1.00	1.00	1.00	1.00	-	N/A
Utility Worker I/II	6.00	5.00	5.00	6.00	6.00	-	N/A
Temporary/Seasonal	1.50	1.50	1.50	1.50	1.50	-	N/A
TOTAL Authorized Positions	10.00	9.00	9.00	10.00	10.00	-	N/A
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>(1.00)</i>	<i>0.00</i>	<i>1.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>-10.00%</i>	<i>0.00%</i>	<i>11.11%</i>	<i>0.00%</i>		



STREET FUND #102

REVENUE & EXPENDITURE SUMMARY

REVENUES

Revenues for Motor Vehicle excise tax and interdepartmental revenue for work performed by the Street Department for utility funds are expected to be consistent with the 2021 budget. Additionally, as in prior years, the General Fund will continue the transfer to support streets to keep the reserve balance at 25%. In 2022, this transfer will be \$899,800, a decrease of \$101,900, due to savings in this fund in 2020 that caused the fund balance to be in excess of the 25% requirement.

REVENUE	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET		PROPOSED	BUDGET AMEND. #2
				AMEND. #2	BUDGET	\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	1,000	3,304	2,000	-	-	-	N/A
Intergovt. Revenue	511,472	437,605	385,002	445,100	413,000	(32,100)	-7.21%
Charges for Goods & Svcs.	27	438	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	202,308	172,571	154,368	138,400	171,200	32,800	23.70%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	871,000	1,048,200	1,130,000	1,126,700	1,024,800	(101,900)	-9.04%
TOTAL REVENUE	\$ 1,585,807	\$ 1,662,118	\$ 1,671,370	\$ 1,710,200	\$ 1,609,000	(101,200)	-5.92%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (216,403)</i>	<i>\$ 76,311</i>	<i>\$ 9,252</i>	<i>\$ 38,830</i>			
<i>Change from Prior Year %</i>	<i>-12.01%</i>	<i>4.81%</i>	<i>0.56%</i>	<i>2.32%</i>			

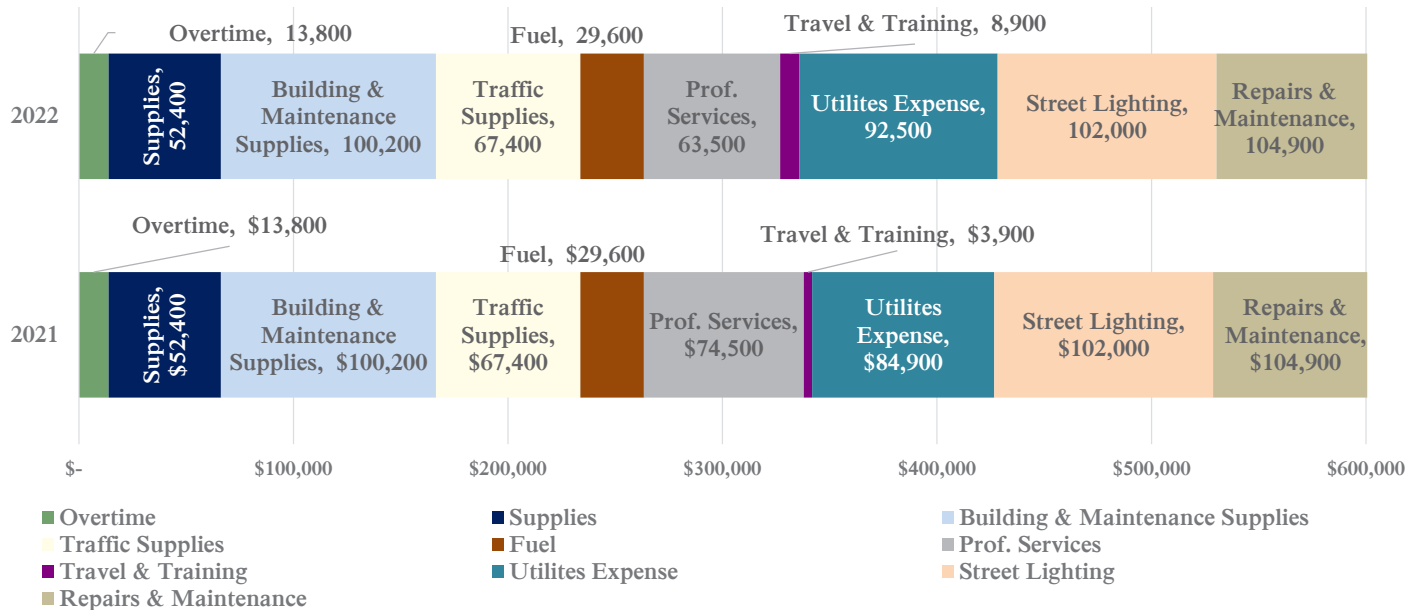
EXPENDITURES

Changes in expenditures were result of increased employee costs, equipment service replacement costs, and interdepartmental billings.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET		PROPOSED	BUDGET AMEND. #2
				AMEND. #2	BUDGET	\$\$	%
Salaries and Wages	\$ 573,917	\$ 616,082	\$ 504,277	\$ 565,000	\$ 628,600	63,600	11.26%
Personnel Benefits	240,009	236,540	176,525	227,200	200,300	(26,900)	-11.84%
Supplies	209,748	198,081	143,392	264,500	264,800	300	0.11%
Other Services & Charges	713,931	514,267	619,571	653,500	667,600	14,100	2.16%
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	4,391	6,558	30,628	-	16,300	16,300	100.00%
TOTAL EXPENDITURES	\$ 1,741,996	\$ 1,571,528	\$ 1,474,393	\$1,710,200	\$ 1,777,600	67,400	3.94%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (391,574)</i>	<i>\$ (170,468)</i>	<i>\$ (97,135)</i>	<i>\$ 235,807</i>			
<i>Change from Prior Year %</i>	<i>-18.35%</i>	<i>-9.79%</i>	<i>-6.18%</i>	<i>15.99%</i>			
FUND BALANCE	\$ 325,372	\$ 415,962	\$ 612,935	\$ 612,935	\$ 444,335		
<i>Change from Prior Yr. \$\$</i>	<i>\$ (144,190)</i>	<i>\$ 90,590</i>	<i>\$ 196,973</i>	<i>\$ -</i>	<i>\$ (168,600)</i>		
<i>Change from Prior Year %</i>	<i>-30.71%</i>	<i>27.84%</i>	<i>47.35%</i>	<i>0.00%</i>	<i>-27.51%</i>		



STREET DEPARTMENT COMMON EXPENDITURES COMPARISON



Professional Services include budget to contract for bridge inspections and engineering assistance.



REAL ESTATE EXCISE TAX #1 FUND #105 REVENUE & EXPENDITURE SUMMARY

Description: The Real Estate Excise Tax (REET) #1 Fund accounts for the proceeds of the first of two 0.25% real estate excise taxes distributed to the City. According to state law, REET funds shall be used solely for financing capital projects specified in a capital facilities plan (CFP) element of the Comprehensive Plan.

Funding Source: The real estate excise tax is levied on all sales of real estate within the City limits.

Major Expenditures: Expenditures in REET #1 include \$17,700 transfer to finance the debt service on the Laurel Street sidewalk related to the Downtown Watermain Replacement Project. This debt service payment began in 2007 and will continue until 2026. In 2022, an additional \$500,000 in capital project support for the Laurel Street stairs replacement, \$150,000 for restroom replacements, \$200,000 for City Pier railings, \$30,000 for N Street solar speed display, \$100,000 for Waterfront Trail repairs, and \$22,500 for signal controller upgrades will also occur. These projects were approved in the 2022-2027 Capital Facilities Plan.

REVENUES

REVENUE	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ 468,506	\$ 356,407	\$ 412,559	\$ 247,500	\$ 292,700	45,200	18.26%
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	9,562	29,903	18,183	21,500	13,300	(8,200)	-38.14%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 478,068	\$ 386,310	\$ 430,742	\$ 269,000	\$ 306,000	37,000	13.75%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 133,411</i>	<i>\$ (91,758)</i>	<i>\$ 44,432</i>	<i>\$ (161,742)</i>			
<i>Change from Prior Year %</i>	<i>38.71%</i>	<i>-19.19%</i>	<i>11.50%</i>	<i>-37.55%</i>			

EXPENDITURES

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	-	-	-	-	-	N/A
Intergovmt/Interfund Svcs	363,000	93,000	387,900	617,800	1,020,200	402,400	65.13%
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 363,000	\$ 93,000	\$ 387,900	\$ 617,800	\$ 1,020,200	402,400	65.13%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 125,100</i>	<i>\$ (270,000)</i>	<i>\$ 294,900</i>	<i>\$ 229,900</i>			
<i>Change from Prior Year %</i>	<i>52.59%</i>	<i>-74.38%</i>	<i>317.10%</i>	<i>59.27%</i>			
FUND BALANCE	\$ 774,182	\$ 1,067,492	\$ 1,110,334	\$ 761,534	\$ 47,334		
<i>Change from Prior Yr. \$\$</i>	<i>\$ 115,067</i>	<i>\$ 293,310</i>	<i>\$ 42,842</i>	<i>\$ (305,958)</i>	<i>\$ (714,200)</i>		
<i>Change from Prior Year %</i>	<i>17.46%</i>	<i>37.89%</i>	<i>4.01%</i>	<i>-31.41%</i>	<i>-93.78%</i>		



REAL ESTATE EXCISE TAX #2 FUND #160

REVENUE & EXPENDITURE SUMMARY

Description: The Real Estate Excise Tax (REET) #2 Fund accounts for the proceeds of the second of two 0.25% real estate excise taxes distributed to the City. REET #2 funds are more restrictive and can only be used for public works projects related to transportation, water systems, storm and sanitary sewer systems, and park improvements. Projects must be specified in a Capital Facilities Plan (CFP).

Funding Source: The real estate excise tax is levied on all sales of real estate within the City limits.

Major Expenditures: The expenditures for 2022 include \$300,000 for Downtown Tree/Sidewalk Replacement Phase II, \$50,000 for N Street chip seal, and \$100,000 for I Street chip seal projects and \$75,000 for traffic safety projects.

REVENUES

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2		PROPOSED BUDGET	BUDGET AMEND. #2
						\$\$	%
Taxes	\$ 468,506	\$ 356,407	\$ 412,559	\$ 247,500	\$ 292,700	45,200	18.26%
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	12,736	31,910	16,540	18,200	14,900	(3,300)	-18.13%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 481,242	\$ 388,317	\$ 429,099	\$ 265,700	\$ 307,600	41,900	15.77%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 140,065</i>	<i>\$ (92,925)</i>	<i>\$ 40,782</i>	<i>\$ (163,399)</i>			
<i>Change from Prior Year %</i>	<i>41.05%</i>	<i>-19.31%</i>	<i>10.50%</i>	<i>-38.08%</i>			

EXPENDITURES

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2		PROPOSED BUDGET	BUDGET AMEND. #2
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	-	-	-	-	-	N/A
Intergovmt/Interfund Svcs	85,000	235,000	61,300	942,000	525,000	(417,000)	-44.27%
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	80,427	80,427	80,426	-	-	-	N/A
Debt Service: Interest	2,413	1,609	804	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 167,840	\$ 317,036	\$ 142,530	\$ 942,000	\$525,000	(417,000)	-44.27%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 84,196</i>	<i>\$ 149,196</i>	<i>\$ (174,506)</i>	<i>\$ 799,470</i>			
<i>Change from Prior Year %</i>	<i>100.66%</i>	<i>88.89%</i>	<i>-55.04%</i>	<i>560.91%</i>			

FUND BALANCE	\$890,874	\$962,156	\$1,248,725	\$572,425	\$355,025
<i>Change from Prior Yr. \$\$</i>	<i>\$313,402</i>	<i>\$71,282</i>	<i>\$286,569</i>	<i>(\$676,300)</i>	<i>(\$217,400)</i>
<i>Change from Prior Year %</i>	<i>54.27%</i>	<i>8.00%</i>	<i>29.78%</i>	<i>-54.16%</i>	<i>-37.98%</i>



PENCOM FUND #107 PERSONNEL SUMMARY

Description: The Peninsula Communications (PenCom) Fund was established in 1992 to account for revenues and expenditures related to emergency dispatch and records management services. The City is responsible for PenCom's operations and currently provides dispatch services for 14 agencies in Clallam County.

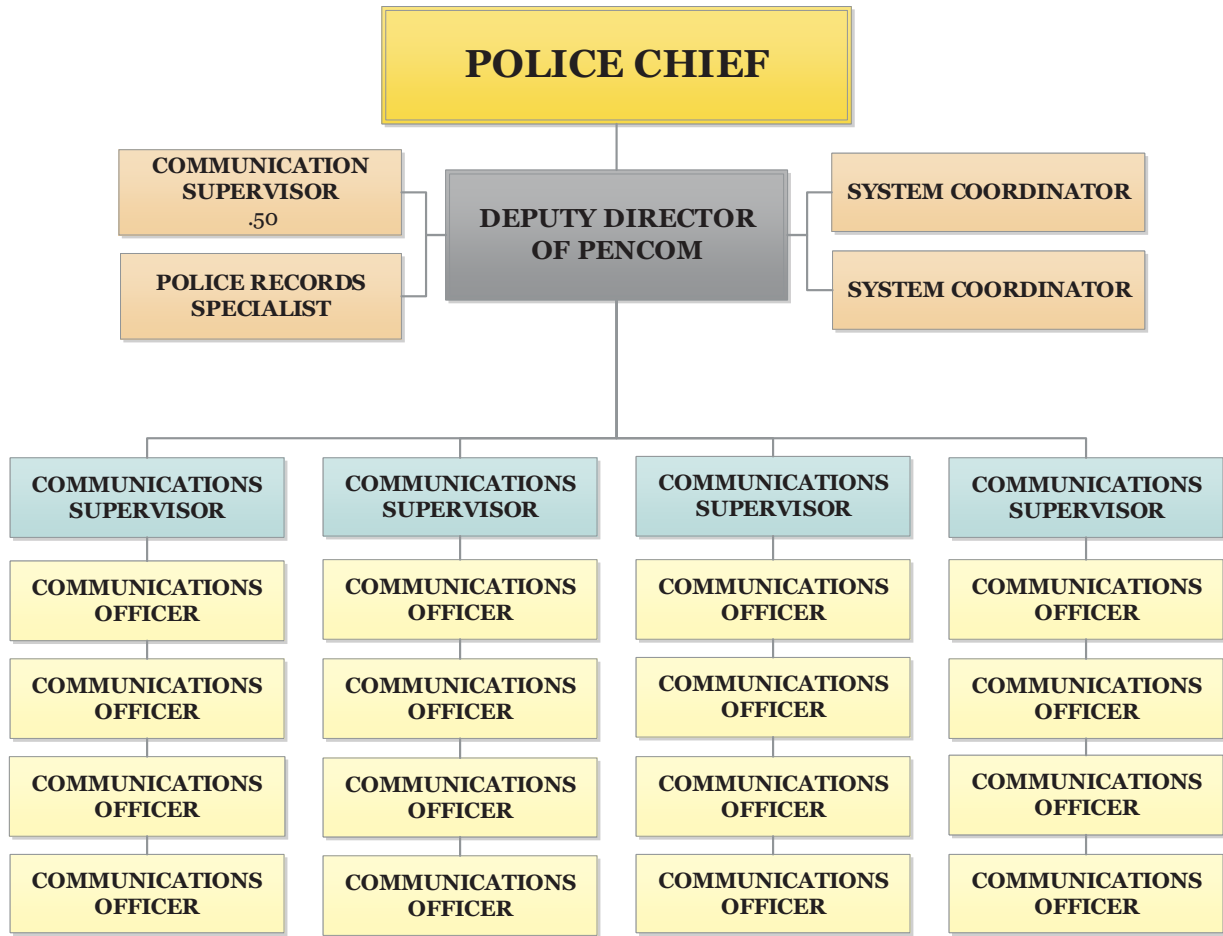
Funding Sources: Revenues include sales tax, a 911 phone tax, user fees from member agencies (including City user fees for Police and Fire), and interest income. In the years that PenCom makes capital purchases, there is additional sales tax revenue that is collected and used specifically for capital.

Major Expenditures: Salaries and benefits make up the majority of spending, along with maintenance contracts related to PenCom's software and hardware.

AUTHORIZED POSITIONS (FTE)	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET		AMEND. #2	BUDGET
						\$\$	%
Deputy Director of PenCom	0.00	0.00	1.00	1.00	1.00	-	N/A
Communications Supervisor	4.00	4.00	4.50	4.50	4.50	-	N/A
Communications Officer	14.00	16.00	16.00	16.00	16.00	-	N/A
Police Records Specialist	1.00	1.00	1.00	1.00	1.00	-	N/A
Regional Admin. Coordinator	0.40	0.40	0.00	0.00	0.00	-	N/A
TOTAL Authorized Positions	21.40	21.40	22.50	22.50	22.50	-	N/A
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>1.10</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>5.14%</i>	<i>0.00%</i>	<i>0.00%</i>		



PENCOM



PENCOM FUND #107 REVENUE & EXPENDITURES SUMMARY

REVENUES

Revenue in this fund includes a countywide 911 Sales Tax as well as collection of user fees from all agencies that utilize the 911 system. The increase in revenue is due to higher collection of sales tax compared to 2021. In addition, \$1.55 million will be transferred from the sales tax held at the County to fund the EOC/911 Dispatch Center and other capital needs.

REVENUE	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	2,630,456	2,519,947	2,765,473	2,420,700	4,103,000	1,682,300	69.50%
Charges for Goods & Svcs.	448,700	404,300	404,300	404,300	426,100	21,800	5.39%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	11,951	36,783	22,284	26,500	15,400	(11,100)	-41.89%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 3,091,107	\$ 2,961,030	\$ 3,192,057	\$ 2,851,500	\$ 4,544,500	1,693,000	59.37%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 213,614</i>	<i>\$ (130,077)</i>	<i>\$ 231,027</i>	<i>\$ (340,557)</i>			
<i>Change from Prior Year %</i>	<i>7.42%</i>	<i>-4.21%</i>	<i>7.80%</i>	<i>-110.67%</i>			

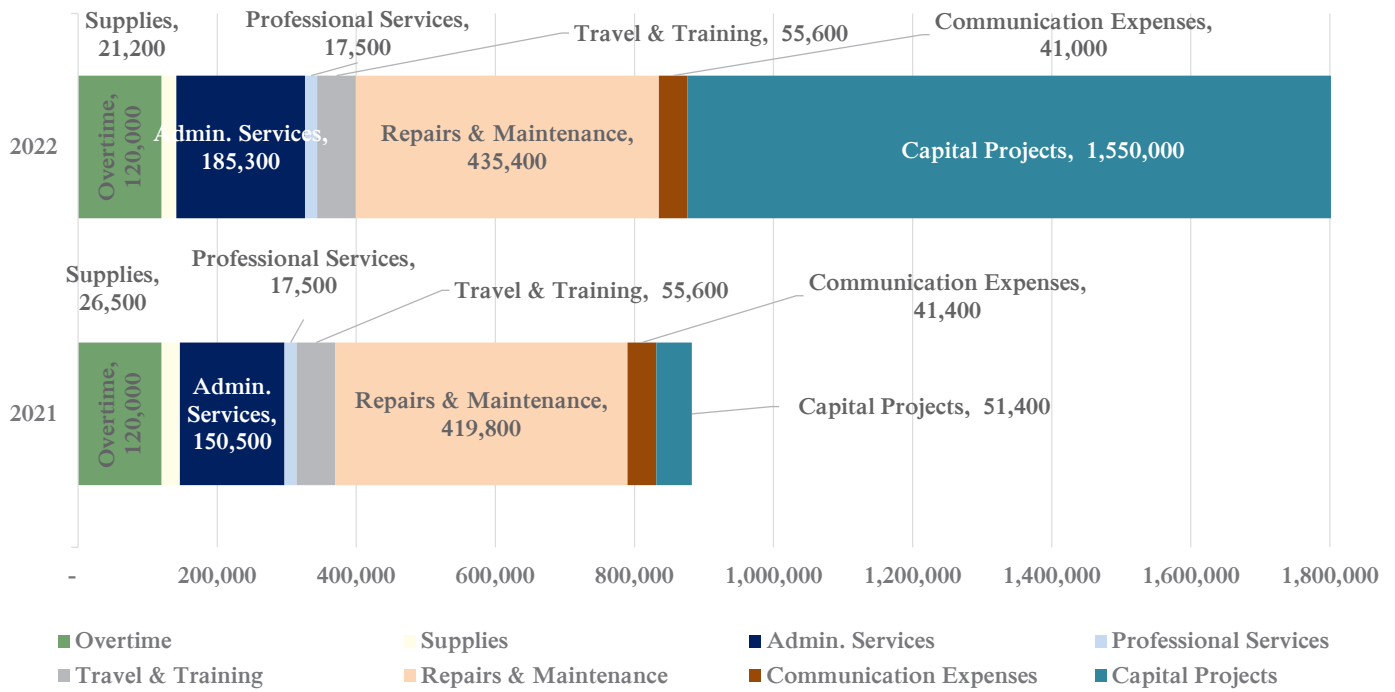
EXPENDITURES

The increase in expenditures is due to the transfer of \$1.5 million to fund the EOC/911 Dispatch Center that was approved in the 2022-2027 Capital Facilities Plan.

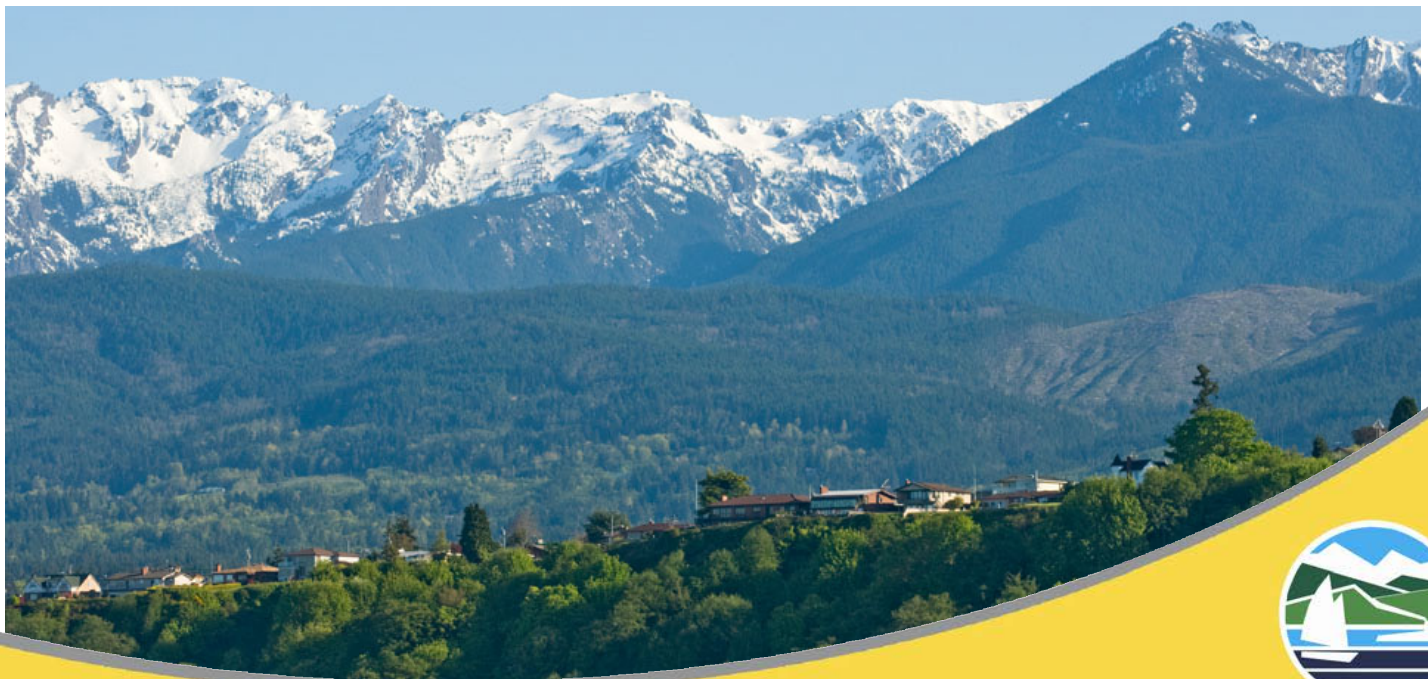
EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 1,353,464	\$ 1,345,641	\$ 1,425,912	\$ 1,670,600	\$ 1,700,500	29,900	1.79%
Personnel Benefits	598,163	576,131	574,124	789,700	788,300	(1,400)	-0.18%
Supplies	15,234	18,042	22,232	26,500	21,200	(5,300)	-20.00%
Other Services & Charges	680,199	708,232	735,834	765,800	817,800	52,000	6.79%
Intergovmt/Interfund Svcs	19,107	21,095	293,947	77,400	1,526,000	1,448,600	1871.58%
Capital Outlay	17,512	49,313	-	158,900	50,000	(108,900)	-68.53%
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	2,476	72	956	-	-	-	N/A
TOTAL EXPENDITURES	\$ 2,686,155	\$ 2,718,526	\$ 3,053,005	\$ 3,488,900	\$ 4,903,800	1,414,900	40.55%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 42,739</i>	<i>\$ 32,371</i>	<i>\$ 334,479</i>	<i>\$ 435,895</i>			
<i>Change from Prior Year %</i>	<i>1.62%</i>	<i>1.21%</i>	<i>12.30%</i>	<i>14.28%</i>			
FUND BALANCE	\$ 1,270,301	\$ 1,512,805	\$ 1,651,858	\$ 1,014,458	\$ 655,158		
<i>Change from Prior Yr. \$\$</i>	<i>\$ 406,152</i>	<i>\$ 242,504</i>	<i>\$ 139,053</i>	<i>\$ (637,400)</i>	<i>\$ (359,300)</i>		
<i>Change from Prior Year %</i>	<i>47.00%</i>	<i>19.09%</i>	<i>9.19%</i>	<i>-38.59%</i>	<i>-35.42%</i>		



PENCOM FUND COMMON EXPENDITURES COMPARISON



- Administrative Services include costs associated with work performed on behalf of PenCom by General Fund staff and Information Technology.
- Professional Services include contracts for testing associated with hiring.
- Repairs and Maintenance include payments for the dispatch systems and operating computer yearly maintenance.



BUSINESS IMPROVEMENT AREA FUND #165 REVENUE & EXPENDITURES SUMMARY

Description: The Business Improvement Area Fund tracks and records revenues collected from billing businesses in the downtown district for parking and downtown improvements as part of the City's agreement with the Port Angeles Downtown Association.

Funding Sources: Revenues received from businesses in the downtown district for parking spaces.

Major Expenditures: Expenses include contracted payments to the Downtown Association for administration & events. The Port Angeles Downtown Association has not yet presented a 2022 budget for Council's consideration.

REVENUES

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -		\$ -	\$ -	-	N/A
Licenses & Permits	-	-		-	-	-	N/A
Intergovt. Revenue	-	-		-	-	-	N/A
Charges for Goods & Svcs.	-	290	704	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	34,972	34,453	8,608	32,300	35,300	3,000	9.29%
Prop./Trust Income	-	-		-	-	-	N/A
Non-Revenues	-	-		-	-	-	N/A
Other Financing Sources	-	-		-	-	-	N/A
TOTAL REVENUE	\$ 34,972	\$ 34,743	\$ 9,312	\$ 32,300	\$ 35,300	3,000	9.29%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (871)</i>	<i>\$ (229)</i>	<i>\$ (25,431)</i>	<i>\$ 22,988</i>			
<i>Change from Prior Year %</i>	<i>-2.43%</i>	<i>-0.65%</i>	<i>-73.20%</i>	<i>246.86%</i>			

EXPENDITURES

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	46,427	-	38,800	-	-	-	N/A
Intergovmt/Interfund Svcs	-	999	-	-	-	-	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 46,427	\$ 999	\$ 38,800	\$ -	\$ -	-	N/A
<i>Change from Prior Yr. \$\$</i>	<i>\$ 46,427</i>	<i>\$ (45,428)</i>	<i>\$ 37,801</i>	<i>\$ (38,800)</i>			
<i>Change from Prior Year %</i>	<i>N/A</i>	<i>-97.85%</i>	<i>3783.88%</i>	<i>-100.00%</i>			

FUND BALANCE	\$ 24,388	\$ 58,133	\$ 28,645	\$ 60,945	\$ 96,245		
<i>Change from Prior Yr. \$\$</i>	<i>\$ (11,455)</i>	<i>\$ 33,745</i>	<i>\$ (29,488)</i>	<i>\$ 32,300</i>	<i>\$ 35,300</i>		
<i>Change from Prior Year %</i>	<i>-31.96%</i>	<i>138.37%</i>	<i>49.27%</i>	<i>112.76%</i>	<i>57.92%</i>		



PORT ANGELES HOUSING REHABILITATION FUND #172 REVENUE & EXPENDITURE SUMMARY

Description: The Port Angeles Housing Rehabilitation Fund administers home improvement loans for low-income individuals. These funds are from a Community Development Block Grant (CDBG) and are used to rehabilitate and build low income housing in the City. This fund is also used to track and administer funding received for Affordable Housing.

Funding Source: Revenue collected is from Community Development Block Grants (CDBG) from the Washington State Department of Commerce. This CDBG funding will pass through the City to the organization awarded the funds. Other revenue includes repayment of low income housing loans, a 0.10% Affordable Housing tax that took effect April 1, 2020 as well as a sales tax credit to be used for affordable housing.

Major Expenditures: The 2022 budget includes \$223,300 for COVID related utility, rent, and mortgage assistance to prevent homelessness within the City as well as administration of funding from this same grant for partners on the Olympic Peninsula for similar programs.

REVENUES

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2		PROPOSED BUDGET	BUDGET AMEND. #2
						\$\$	%
Taxes	\$ -	\$ -	\$ 405,240	\$ 349,100	\$ 405,200	56,100	16.07%
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	765,496	2,276	713,177	473,700	605,600	131,900	27.84%
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	11,438	50,049	7,283	546,400	28,500	(517,900)	-94.78%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 776,934	\$ 52,325	\$ 1,125,700	\$ 1,369,200	\$ 1,039,300	(329,900)	-24.09%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 520,996</i>	<i>\$ (724,609)</i>	<i>\$ 1,073,375</i>	<i>\$ 243,500</i>			
<i>Change from Prior Year %</i>	<i>203.56%</i>	<i>-93.27%</i>	<i>2051.36%</i>	<i>21.63%</i>			

EXPENDITURES

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2		PROPOSED BUDGET	BUDGET AMEND. #2
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	66,632	-	130,882	500,700	234,400	(266,300)	-53.19%
Intergovmt/Interfund Svcs	1,123,533	-	678,397	635,900	428,300	(207,600)	-32.65%
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 1,190,165	\$ -	\$ 809,279	\$ 1,136,600	\$ 662,700	(473,900)	-41.69%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 1,034,475</i>	<i>\$ (1,190,165)</i>	<i>\$ 809,279</i>	<i>\$ 327,321</i>			
<i>Change from Prior Year %</i>	<i>664.45%</i>	<i>-100.00%</i>	<i>100.00%</i>	<i>40.45%</i>			

FUND BALANCE	2018	2019	2020	2021	2022
	\$ 11,655	\$ 63,980	\$ 380,401	\$ 613,001	\$ 989,601
<i>Change from Prior Yr. \$\$</i>	<i>\$ (413,231)</i>	<i>\$ 52,325</i>	<i>\$ 316,421</i>	<i>\$ 232,600</i>	<i>\$ 376,600</i>
<i>Change from Prior Year %</i>	<i>-97.26%</i>	<i>448.95%</i>	<i>494.56%</i>	<i>61.15%</i>	<i>61.44%</i>

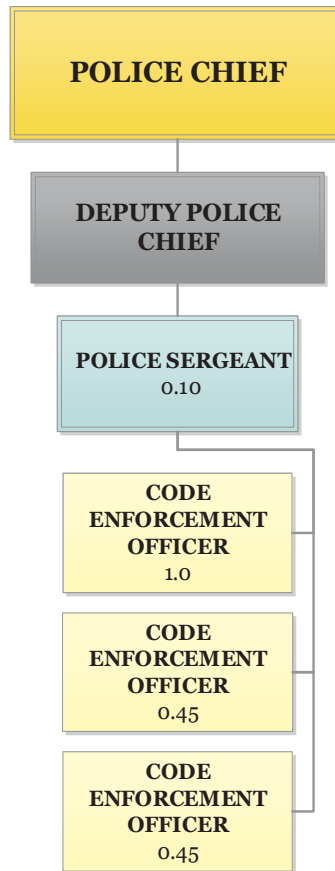


CODE COMPLIANCE FUND SUMMARY #175

Description: The Code Compliance Fund accounts for costs associated with enforcing City Code; including including administration, operations, blighted property acquisition and other expenses incurred as part of compliance efforts.

Funding Source: Starting in 2022, for transparency and ease of tracking the Code Compliance Fund will include all costs associated with Code Enforcement as well as those costs associated with the purchase and sale of blighted properties. Initial funding for blighted properties was transferred from the General Fund in the amount of \$50,000. Transfers from the General Fund will continue to occur to support the cost of the officers and other code enforcement needs from revenues generated from the City's industrial customer as approved in 2020. Additionally, and fines, fees or penalties collected from Code Enforcement processes will also be tracked in this fund.

Major Expenditures: Expenses in this fund include costs associated with citywide code enforcement, including personnel costs. This fund also tracks property purchased or expenses related to blighted properties.



CODE COMPLIANCE FUND #175 PERSONNEL SUMMARY

AUTHORIZED POSITIONS (FTE)	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2 \$\$	BUDGET AMEND. #2 %
Code Enforcement Officer	0.00	0.00	0.00	0.00	1.90	1.90	100.00%
TOTAL Authorized Positions	0.00	0.00	0.00	0.00	1.90	1.90	100.00%
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>1.90</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>100.00%</i>		

Significant Changes: In the 2022, the Code Enforcement Officers were moved into the Code Compliance fund for more transparent tracking of expenses. Additionally, one part-time Code Enforcement Officer was moved to a full-time position as part of a pilot program to provide evening security at City parks and deter potential vandalism and violations at City facilities.



CODE COMPLIANCE ENFORCEMENT FUND #175 REVENUE & EXPENDITURE SUMMARY

REVENUES

Revenues include a transfer from General Fund electric utility tax collected from the City's industrial electric customer.

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	-	1,794	594	700	400	(300)	-42.86%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	50,000	-	-	-	160,700	160,700	100.00%
TOTAL REVENUE	\$ 50,000	\$ 1,794	\$ 594	\$ 700	\$ 161,100	160,400	22914.29%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 50,000</i>	<i>\$ (48,206)</i>	<i>\$ (1,200)</i>	<i>\$ 106</i>			
<i>Change from Prior Year %</i>	<i>N/A</i>	<i>-96.41%</i>	<i>-66.89%</i>	<i>17.85%</i>			

EXPENDITURES

The 2022 budget includes a transfer of Code Enforcement expenses to the Code Enforcement fund. The Code Enforcement Officers' expenses were removed from the Police budget for ease of tracking these costs. Personnel costs include 10% of one Police Sergeant that supervises the Code Enforcement Officers. The 2022 budget also includes one full-time Code Enforcement Officer that will participate in a pilot program through the collaboration of the Police and Parks Department to deter vandalism and destruction at the City's parks. This position will patrol City parks during the evening hours in an attempt to reduce the cost of repairs, replacement and cleanup from vandalized and/or destroyed City property.

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ 107,800	107,800	100.00%
Personnel Benefits	-	-	-	-	39,800	39,800	100.00%
Supplies	-	-	-	-	4,300	4,300	100.00%
Other Services & Charges	-	-	326	300	9,200	8,900	2966.67%
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	-	12,000	-	5,000	-	(5,000)	-100.00%
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ -	\$ 12,000	\$ 326	\$ 5,300	\$ 161,100	155,800	2939.62%
<i>Change from Prior Yr. \$\$</i>	<i>\$ -</i>	<i>\$ 12,000</i>	<i>\$ (11,674)</i>	<i>\$ 4,974</i>			
<i>Change from Prior Year %</i>	<i>N/A</i>	<i>100.00%</i>	<i>-97.28%</i>	<i>1525.77%</i>			
FUND BALANCE	\$ 50,000	\$ 39,794	\$ 40,062	\$ 35,462	\$ 35,462		
<i>Change from Prior Yr. \$\$</i>	<i>\$ 50,000</i>	<i>\$ (10,206)</i>	<i>\$ 268</i>	<i>\$ (4,600)</i>	<i>\$ -</i>		
<i>Change from Prior Year %</i>	<i>N/A</i>	<i>-20.41%</i>	<i>0.67%</i>	<i>-11.48%</i>	<i>0.00%</i>		



DEBT SERVICE FUNDS

Debt Service Funds are governmental fund types used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

General obligation (G.O.) bonds are those for which the full faith and credit of the City are pledged. They are payable from taxes or other revenue sources.

Debt service funds include unlimited (voted) and limited (councilmanic) tax obligation bonds.



DEBT SERVICE FUNDS REVENUE & EXPENDITURE SUMMARY

Debt Service Funds

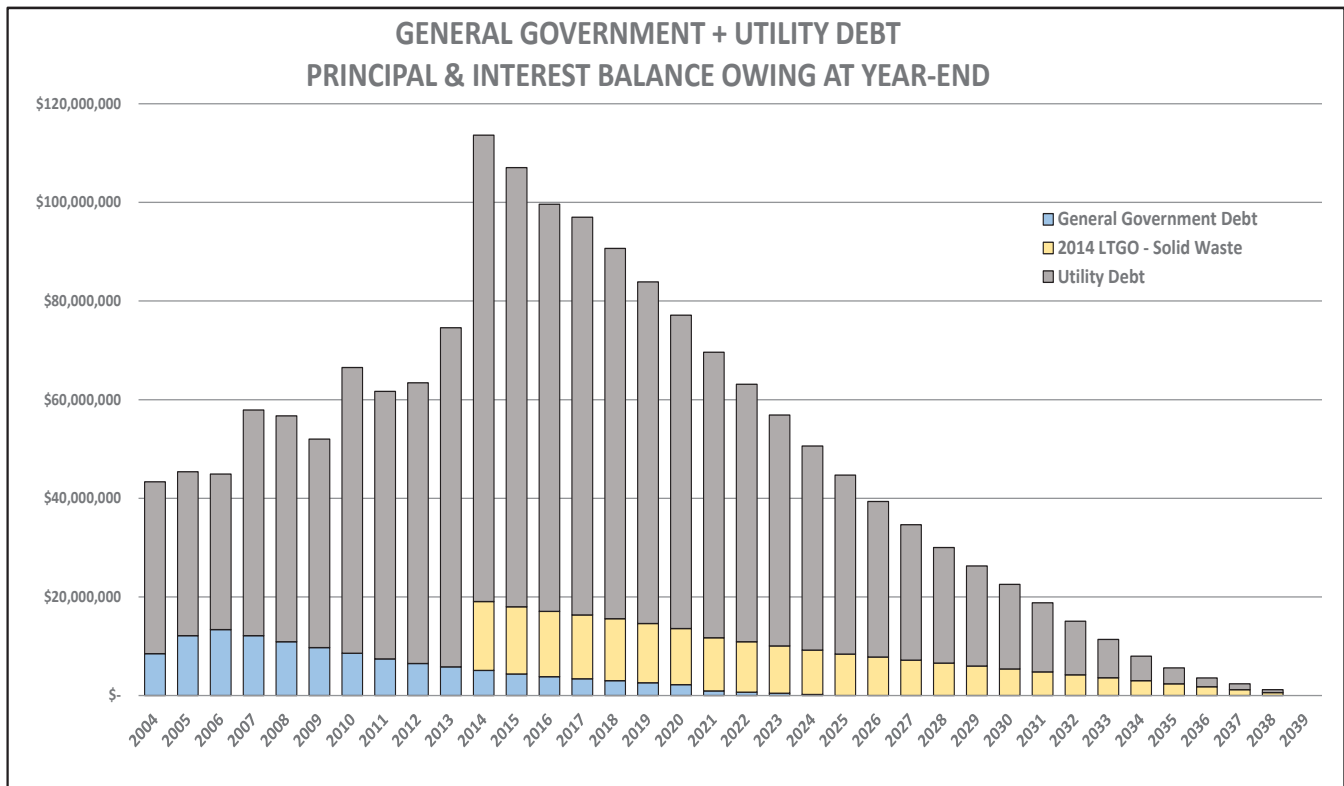
These funds include three councilmanic General Obligation Bonds.

Under RCW 39.36.020(2), the public may vote to approve bond issues for general government in an amount not to exceed 2.5% of the assessed valuation. Within this 2.5% limit, the City Council may approve bond issues not to exceed 1.5% of the City's assessed valuation. The City's remaining debt capacity for general purposes within the 2.5% limit is projected at \$51.4 million (as of January 1, 2021). All voted bonds require a 60% majority approval and to validate the election, the total votes cast must equal at least 40% of the total votes cast in the last general election.

Debt service for voted bond issues are funded with special property tax levies. Currently there are no outstanding voted bond issues. Debt Service for Councilmanic bond issues are funded through regular property taxes and by interfund transfers.

The general obligation bonds have various interest rates between 2.6% and 4.5% with maturity dates to 2039.

This section of the budget only shows debt associated with General Obligation Bonds. However, the City also carries debt in each of its public works utility funds. This debt is in the form of bonds and loans. The image shown below demonstrates the total amount that the City carries by type and maturity date. If no new debt is issued, the City will be debt free in 2039.



2014 L.T.G.O. BOND FUNDS #216 REVENUE & EXPENDITURE SUMMARY

Description: These bonds were issued to finance a portion of the costs associated with improving and stabilizing the Port Angeles Landfill Bluff. This \$8,275,000 bond was issued in 2014 and will mature in 2039.

Repayment: The annual installments range from \$113,000 to \$602,000 and bear interest rates from 4% to 4.5%. Funding for repayment is received as a transfer from the Solid Waste Fund and from interest earned by investing funds.

REVENUES

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	3,381	10,828	4,929	5,900	4,500	(1,400)	-23.73%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	343,700	598,700	598,800	598,200	597,200	(1,000)	-0.17%
TOTAL REVENUE	\$ 347,081	\$ 609,528	\$ 603,729	\$ 604,100	\$601,700	(2,400)	-0.40%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 582</i>	<i>\$ 262,447</i>	<i>\$ (5,799)</i>	<i>\$ 371</i>			
<i>Change from Prior Year %</i>	<i>0.17%</i>	<i>75.62%</i>	<i>-0.95%</i>	<i>0.06%</i>			

EXPENDITURES

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	300	300	-	300	300	-	0.00%
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	255,000	265,000	275,000	285,000	10,000	3.64%
Debt Service: Interest	343,700	343,700	333,500	322,900	311,900	(11,000)	-3.41%
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 344,000	\$ 599,000	\$ 598,500	\$ 598,200	\$ 597,200	(1,000)	-0.17%
<i>Change from Prior Yr. \$\$</i>	<i>\$ -</i>	<i>\$255,000</i>	<i>\$ (500)</i>	<i>(\$300)</i>			
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>74.13%</i>	<i>-0.08%</i>	<i>-0.05%</i>			

FUND BALANCE	\$ 165,234	\$ 175,762	\$ 180,991	\$ 186,891	\$ 191,391
<i>Change from Prior Yr. \$\$</i>	<i>\$ 3,081</i>	<i>\$ 10,528</i>	<i>\$ 5,229</i>	<i>\$ 5,900</i>	<i>\$ 4,500</i>
<i>Change from Prior Year %</i>	<i>1.90%</i>	<i>6.37%</i>	<i>2.98%</i>	<i>3.26%</i>	<i>2.41%</i>



2015 L.T.G.O. BOND FUND #217 REVENUE & EXPENDITURE SUMMARY

Description: These bonds are the result of the refunding of the 2005 LTGO bonds and are for the installation of utilities in the Western Urban Growth Area (WUGA), an area designated for annexation into the City.

Repayment: This bond matures in 2025 and bears an interest rate of 2.59%. Revenues for repayment consist of interest earned on investment of funds and transfers from the General Fund, and the Electric, Water and Wastewater funds.

REVENUES

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	871	1,164	953	2,200	700	(1,500)	-68.18%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	233,200	231,300	233,300	235,300	231,800	(3,500)	-1.49%
TOTAL REVENUE	\$ 234,071	\$ 232,464	\$ 234,253	\$ 237,500	\$ 232,500	(5,000)	-2.11%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 11,669</i>	<i>\$ (3,458)</i>	<i>\$ 1,789</i>	<i>\$ 3,247</i>			
<i>Change from Prior Year %</i>	<i>5.25%</i>	<i>-1.47%</i>	<i>0.77%</i>	<i>1.39%</i>			

EXPENDITURES

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	-	-	-	-	-	N/A
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	190,000	193,000	200,000	207,000	209,000	2,000	0.97%
Debt Service: Interest	43,072	38,150	33,152	28,000	22,700	(5,300)	-18.93%
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 233,072	\$ 231,150	\$ 233,152	\$ 235,000	\$ 231,700	(3,300)	-1.40%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (1,843)</i>	<i>\$ (1,921)</i>	<i>\$ 2,002</i>	<i>\$ 3,850</i>			
<i>Change from Prior Year %</i>	<i>-0.78%</i>	<i>-0.82%</i>	<i>0.87%</i>	<i>1.67%</i>			

FUND BALANCE	\$ 11,871	\$ 13,185	\$ 14,287	\$ 16,787	\$ 17,587
<i>Change from Prior Yr. \$\$</i>	<i>\$ 999</i>	<i>\$ 1,314</i>	<i>\$ 1,102</i>	<i>\$ 2,500</i>	<i>\$ 800</i>
<i>Change from Prior Year %</i>	<i>9.19%</i>	<i>11.07%</i>	<i>8.36%</i>	<i>17.50%</i>	<i>4.77%</i>



CLOSED DEBT

2006 L.T.G.O. BOND FUND #215

Description: The 2006 Limited Tax General Obligation (LTGO) Bond Fund accounted for principal and interest payments on the limited general tax obligation bond for the purchase of property adjacent to the International Multi-Modal Gateway Center. The purchase was made via the issuance of a \$1,200,000 limited tax general obligation bond.

Repayment: This debt was paid in full in 2021. The remaining balance was transferred to the General Fund.

REVENUES

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ 1,480	\$ 245	\$ 1	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	11,619	39,279	17,927	1,700	-	(1,700)	-100.00%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	290,509	-	350,000	-	-	-	N/A
TOTAL REVENUE	\$ 303,608	\$ 39,524	\$ 367,928	\$ 1,700	\$ -	(1,700)	-100.00%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 240,045</i>	<i>\$ (24,928)</i>	<i>\$ 328,404</i>	<i>\$ (366,228)</i>			
<i>Change from Prior Year %</i>	<i>377.65%</i>	<i>-38.68%</i>	<i>830.90%</i>	<i>-99.54%</i>			

EXPENDITURES

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	-	-	-	-	-	N/A
Intergovmt/Interfund Svcs	-	-	-	27,200	-	(27,200)	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	18,361	19,575	20,867	1,000,000	-	(1,000,000)	-100.00%
Debt Service: Interest	68,529	67,316	66,023	32,500	-	(32,500)	-100.00%
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 86,890	\$ 86,891	\$ 86,890	\$ 1,059,700	\$ -	(1,059,700)	-100.00%
<i>Change from Prior Yr. \$\$</i>	<i>\$ -</i>	<i>\$ 1</i>	<i>\$ (1)</i>	<i>\$ 972,810</i>			
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>1119.59%</i>			

FUND BALANCE	\$ 824,374	\$ 777,007	\$ 1,058,046	\$ 46	\$ 46
<i>Change from Prior Yr. \$\$</i>	<i>\$ 194,280</i>	<i>\$ 169,351</i>	<i>\$ 281,038</i>	<i>\$ (1,058,000)</i>	<i>\$ -</i>
<i>Change from Prior Year %</i>	<i>30.83%</i>	<i>27.87%</i>	<i>36.17%</i>	<i>-100.00%</i>	<i>0.00%</i>



CITY OF PORT ANGELES



2022 PRELIMINARY BUDGET



ENTERPRISE FUNDS

Enterprise Funds are proprietary fund types used to account for activities for which a fee is charged to external users for goods or services. The fees charged recover the full cost of providing goods and services. The activities are financed in a manner similar to private business enterprise.



UTILITIES AT A GLANCE

GENERAL DATA

Number of Households Served	10,466
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ELECTRIC

Number of Substations	7
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WATER

Ranney Well System minimum yield	11 million gallons
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Customers outside of City limits	58
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WASTEWATER

Number of Pump Stations	17
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Acres sewer system serves	3,700
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Number of gallons rated per day	10.8 million
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Number of gallons the peak flow storage tank holds	4.9 million
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SOLID WASTE

Collection offered	Weekly/Bi-weekly
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Recycling Program participation	80%
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Curbside yardwaste participation	50%
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Regional Transfer Stations	2
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STORMWATER

Natural Acting systems; including the use of rain gardens.	
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ENTERPRISE FUNDS

Description

Enterprise Funds are used to account for the acquisition, operation, and maintenance of City facilities and services that are intended to be entirely or predominately self-supported from user charges. Operations are accounted for in such a manner as to show a profit or loss on a basis comparable with industries in the private sector. The City operates seven funds in this manner: Electric, Electric Conservation, Water, Wastewater, Solid Waste, Stormwater, and Medic I.

Budget Basis of Accounting

The City uses the modified accrual basis in preparing Enterprise Fund budgets. This allows budgets for debt service and capital expenditures to be included on the income and expense part of the budget. For financial reporting, the City is using the accrual basis of accounting and both capital and debt are reported on the Statement of Net Position.

Revenues and expenses are recognized at the time they occur. For example, when homeowners use electricity or water, the City records the revenue when the meters are read and consumption is calculated, not when the customer pays the utility bill. Similarly, the City reports expenses when a service is performed or an item is purchased, not when the City pays the invoice.

Cash Balances

Enterprise Funds are managed differently than general governmental services. The management of these funds is not focused on line items of revenue and expenses, but rather the "bottom line" of whether expenses are supported by revenues. Instead of fund balance, the City is using cash balance and working capital to evaluate these funds. By including capital expenditures and debt service payments in the reconciliation of these funds, both cash balance and working capital are more meaningful than the fund balance.

A City, unlike private sector enterprises, cannot make a profit. Expenses and revenues should balance. However, cash reserves should accumulate to a level sufficient for three purposes:

1. To provide a cushion, or a contingency, for unforeseen needs and emergencies (similar to fund balances in governmental funds);

2. To provide adequate security for long-term debt; and
3. To allow for a capital development program that reduces the need for borrowing.

Allocations Definitions

All allocations are calculated based on personnel hours provided by various departments for utility activities. Allocated staff hours are either tracked through work orders or are calculated based on actual activities, for example:

- Accounts Payable/Receivable - number of invoices for accounts
- Management function - number of employees
- Treasury function - utility cash balances
- Customer Service - number of accounts/utility rates.

Administrative Charges - Services provided by City Council, City Manager, Finance Administration, Accounting, Customer Service, Legal, postage, and Facility Maintenance divisions are included in administrative charges.

Equipment Services - Equipment Services are internal charges to various departments and divisions based on equipment replacement needs and equipment repairs. Fuel usage is charged directly to departments. There are five components to the departmental charges:

1. **Monthly usage fee** - a fee based on the vehicle type.
2. **Fuel charges** - the inventory cost plus overhead for fuel pumped on site at the City's Corporation Yard and/or actual cost plus overhead for fuel pumped off site.
3. **Repair charges** - parts inventory costs and a set rate for labor hours, including overhead on both.
4. **Outside repair charges** - the actual cost of the repairs plus a handling percentage.
5. **Replacement charges** - calculated based on each department/division's regularly used equipment, the life of the equipment, replacement value and available reserves.



Additional charges may occur if equipment purchases are made outside of the equipment replacement schedule. Replacement reserves are monitored regularly.

Public Works Administrative Charges - based on the number of employees in each fund supported by Engineering.

Information Technology Charges - Departments/divisions are charged by Information Technology, an Internal Service Fund, based on a number of different factors including telephone usage, server usage and storage, help desk requests, system and equipment maintenance, computers, devices, and other information technology services.

Salary and benefit changes

In the 2022 Budget, the following changes were assumed:

- A cost of living adjustment (COLA) is anticipated for represented employees of one of the City's five bargaining groups in 2022. The salary increases and market adjustments is 3.1%.
- Negotiations with the other bargaining groups for 2022 have not concluded, however an overall 2.0% COLA was budgeted for all groups.
- 10.25% for Washington State employee retirement plan, a decrease of 20.9%.
- A 7% increase for medical coverage which includes a 2% discount for participation in the Wellness Program.
- A 4% increase for dental coverage.
- No change to vision.

Utility Rates

Enterprise funds represent more than half of the City's budget. The most significant issue affecting Enterprise Funds is to ensure that these funds are self-supporting and maintain adequate cash balances to cover operating costs, debt service, capital transfers, repairs and replacements. While most of the enterprise funds are self-supporting and maintain adequate cash reserves, rate adjustments are needed periodically to ensure this condition continues. Medic I requires General Fund support to operate.

Early in 2019, City Council, staff, citizens, and the Utility Advisory Committee spent several months reviewing the City's methodologies for all utilities. These methodologies were then approved by Council for use in the rate setting. These methodologies were designed to set rates that were fair, equitable and affordable.

The 2022 budget includes a 1.09% increase to Stormwater rates for commercial customers and 1.56% increase to non-taxable customers. There will be no change to residential customers. There is also a shifting of usage to base to cover the required cost of the Electric utility. However, this change is expected to have a neutral impact to customers. The Solid Waste rates will remain the same.

Additionally, in order to keep rates as affordable for citizens as possible all utility fund budgets are given a high level of scrutiny to ensure costs are as efficient as possible.

Affordability Index

The City updated its Affordability Index late in 2019 to determine whether rates charged in Port Angeles are affordable to our citizens and comparable to cities similar in size and structure as Port Angeles. Sixteen cities were selected and compared to Port Angeles. The results of which showed that on average annual household costs in Port Angeles were the third lowest of the sixteen comparable cities, however the median household income level in Port Angeles is 41.8% lower than in comparable cities. This showed that while Port Angeles rates are low, residents have a very limited ability to support increases based on income levels.



ELECTRIC UTILITY FUND #401

Description: The Electric Fund accounts for activities related to the provision of electric services to City residents and businesses and industrial customers. All activities necessary to provide such services, including administration, operations and maintenance, capital improvements, financing, and related debt service are accounted for in this fund.

The Power Resources division negotiates contracts with Bonneville, and the City’s industrial customer, and oversees conservation efforts although Conservation revenues and expenditures are tracked in the Conservation fund.

The Electric Engineering division works to streamline permitting and oversees projects and other distribution upgrades, replacements and repairs.

Services:

- Electric delivery and transmission for Commercial, Industrial, and Residential customers
- Meter installations and repairs
- Emergency response

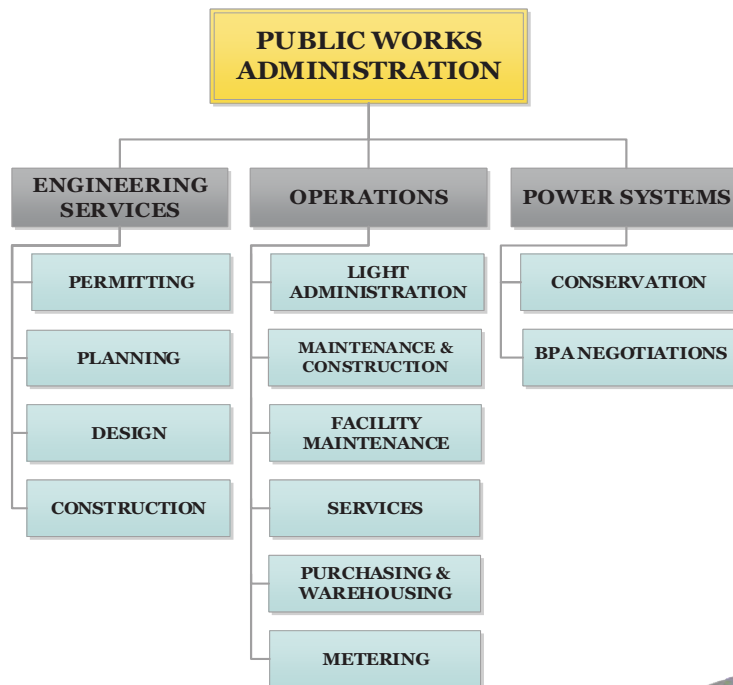
Challenges: Major challenges include keeping rates stable, and at an affordable level, while maintaining cash flow and infrastructure. The City’s rates will be based on cost recovery needed to provide adequate electrical power for residents and businesses. Carefully considered plans can be affected by litigation and legislation, all of which can make long-term planning the most significant challenge.

Debt Payments: \$385,000

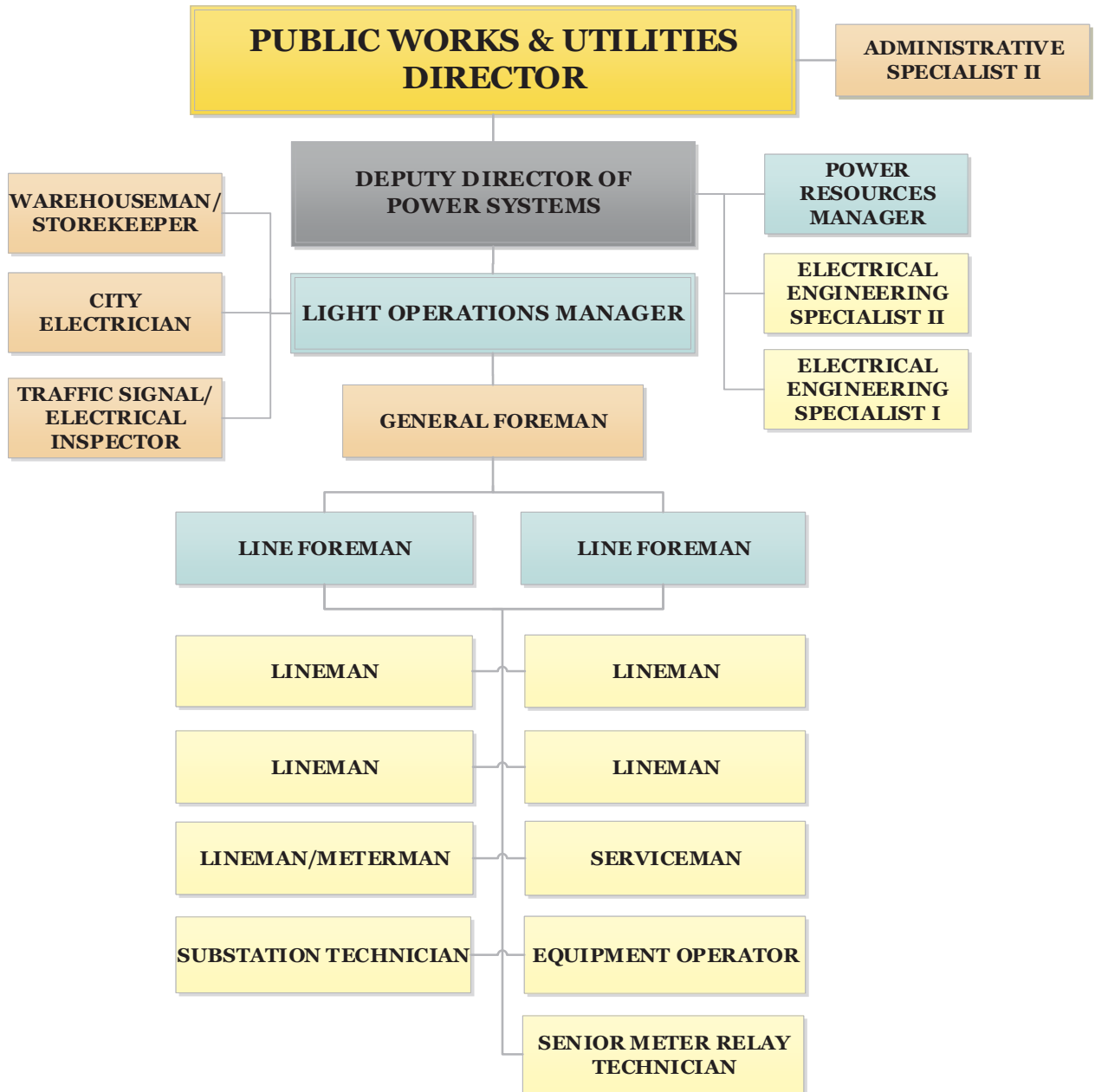
- 2015 Refunding Electric Bond, \$350,000 matures 2025 bearing interest of 2.1%, or \$35,000 in 2022.

Transfers Out: \$42,400

- 2015 LTGO Bond \$21,600 maturing in 2025 for the Western Urban Growth Area bearing interest of 3% - 4.5%.
- Capital Fund \$15,100 – \$15,000 in support of the NICE Program and \$100 for emergency management pods.



LIGHT OPERATIONS DIVISION



ELECTRIC UTILITY FUND #401 PERSONNEL SUMMARY

AUTHORIZED POSITIONS	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Operations Manager	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Line Foreman	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
General Foreman	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Lineman	5.00	5.00	5.00	5.00	5.00	0.00	0.00%
Shop Foreman	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Maintenance Technician	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Substation Technician	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Equipment Operator	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Head Groundman	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Warehouseman/Purchasing Agent	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Serviceman	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Meter Relay Technician	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Senior Meter Relay Technician	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Electrical Inspector	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
Deputy Director of Power Systems	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Asst. Director of Power Systems	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Power Resource Manager	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Electrical Engineering Specialist I	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
TOTAL Authorized Positions	20.00	20.00	20.00	20.00	20.00	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>		



ELECTRIC UTILITY FUND #401 REVENUE & EXPENDITURE SUMMARY

REVENUES

Electric utility revenues are comprised primarily from charges for services. However, the electric utility also collects revenue for electrical permits, pole rentals, interest and settlements. The increase in revenue for charges and services for 2022 are attributed to an increase in usage from the City's industrial customer, as well as the residential and commercial usage returning to historical levels since the COVID-19 pandemic.

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	118,289	112,213	110,617	120,300	120,300	-	0.00%
Intergovt. Revenue	250	193,878	20,724	-	-	-	N/A
Charges for Goods & Svcs.	22,862,006	22,985,518	22,842,388	21,906,100	24,776,900	2,870,800	13.11%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	1,276,187	1,542,795	654,084	516,300	443,100	(73,200)	-14.18%
Prop./Trust Income	171,675	147,451	186,863	120,000	50,000	(70,000)	-58.33%
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	17,149	-	-	-	-	N/A
TOTAL REVENUE	\$24,428,407	\$24,999,004	\$ 23,814,676	\$22,662,700	\$25,390,300	2,727,600	12.04%
<i>Change from Prior Yr. \$\$</i>	<i>(\$1,311,766)</i>	<i>\$570,597</i>	<i>\$ (1,184,328)</i>	<i>(\$1,151,976)</i>			
<i>Change from Prior Year %</i>	<i>-5.10%</i>	<i>2.34%</i>	<i>-4.74%</i>	<i>-4.84%</i>			

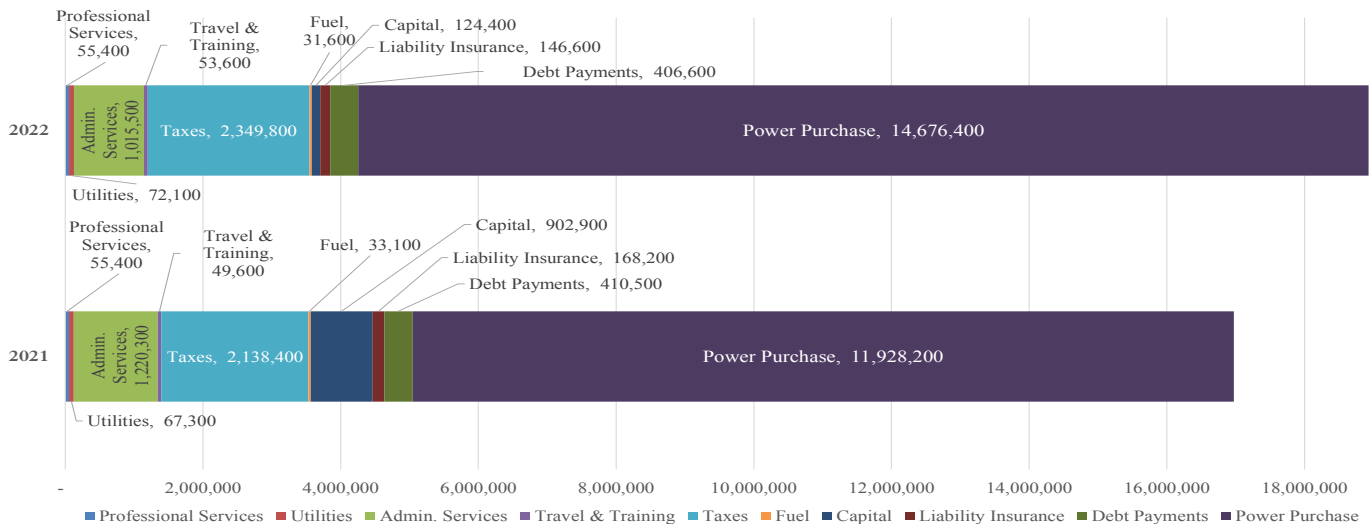


EXPENDITURES

The 2022 budget reflects an increase in the amount of power purchased from Bonneville Power Association (BPA) by approximately \$2.78 million compared to the 2021 budget due to the increase of usage by the City's industrial customer. The increase is also reflected in the amount of utility taxes to be paid into the General Fund by approximately \$211,400.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	\$	%
Salaries and Wages	\$ 1,759,489	\$ 1,732,677	\$ 1,834,708	\$ 2,260,100	\$ 2,354,100	94,000	4.16%
Personnel Benefits	709,641	688,011	691,707	896,800	839,600	(57,200)	-6.38%
Supplies	12,065,279	11,819,035	12,569,826	12,513,900	15,298,700	2,784,800	22.25%
Other Services & Charges	4,872,741	5,015,144	4,786,367	4,738,100	5,595,400	857,300	18.09%
Intergovmt/Interfund Svcs	1,238,846	4,774,348	3,399,550	910,700	905,000	(5,700)	-0.63%
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	465,000	480,000	4,095,000	340,000	350,000	10,000	2.94%
Debt Service: Interest & Other	250,576	234,893	165,662	48,600	35,000	(13,600)	-27.98%
Interfund Pmts. for Services	6,417	10,640	11,971	12,500	12,500	-	0.00%
TOTAL EXPENDITURES	\$ 21,367,989	\$ 24,754,748	\$ 27,554,791	\$ 21,720,700	\$ 25,390,300	3,669,600	16.89%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (1,157,755)</i>	<i>\$ 3,386,759</i>	<i>\$ 2,800,043</i>	<i>\$ (3,034,048)</i>			
<i>Change from Prior Year %</i>	<i>-5.14%</i>	<i>15.85%</i>	<i>11.31%</i>	<i>-12.26%</i>			
Reclassification of Capital/Debt	\$654,293	\$478,885	\$664,697	\$682,316			
UNRESTRICTED CASH BALANCE	\$ 12,854,892	\$ 12,801,761	\$ 8,260,643	\$ 9,202,643	\$ 9,202,643		
<i>Change from Prior Yr. \$\$</i>	<i>\$ 2,917,290</i>	<i>\$ (53,131)</i>	<i>\$ (4,541,118)</i>	<i>\$ (3,599,118)</i>	<i>\$ -</i>		
<i>Change from Prior Year %</i>	<i>29.36%</i>	<i>-0.41%</i>	<i>-35.47%</i>	<i>11.40%</i>	<i>0.00%</i>		

ELECTRIC UTILITY COMMON EXPENDITURES COMPARISON



Administrative Services include transfers to the General Fund and Information Technology for work performed, such as Human Resources, Accounting, Information Technology, etc., on behalf of the utility.

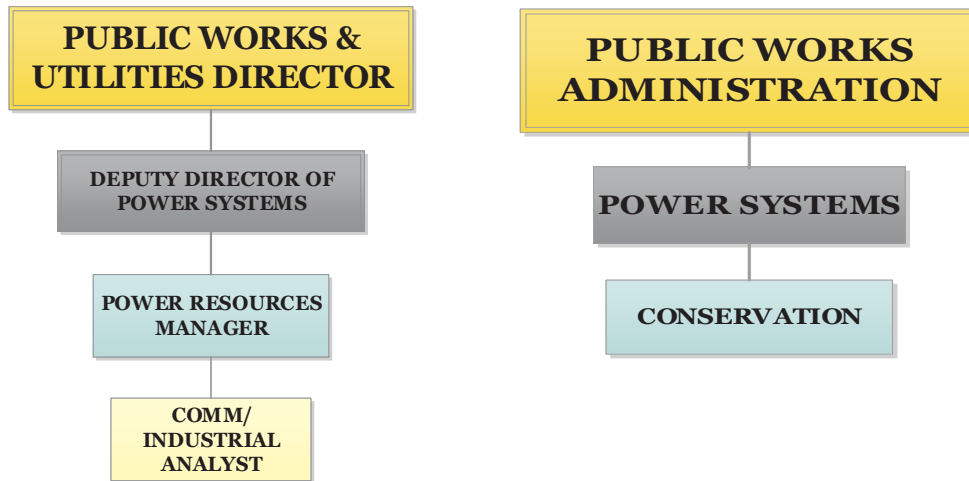


ELECTRIC CONSERVATION UTILITY FUND #421

Description: The **Electric Conservation Fund** accounts for activities related to the provision of energy conservation programs for City residents and businesses. All activities necessary to provide such services, including administration, operations, and loan programs are accounted for in this fund. Additionally, this fund provides education and customer assistance in the area of electric conservation, using funding from Bonneville Power Administration (BPA) grants.

Services:

- Energy analysis of individual and commercial usage providing energy savings alternatives.
- Marketing of energy savings devices.
- Inspections and approval of conservation improvements for residential and commercial areas.



ELECTRIC CONSERVATION UTILITY FUND #421 PERSONNEL SUMMARY

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
AUTHORIZED POSITIONS							
Commercial Energy Analyst	2.00	2.00	2.00	1.00	1.00	0.00	0.00%
TOTAL Authorized Positions	2.00	2.00	2.00	1.00	1.00	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>(1.00)</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>-50.00%</i>	<i>0.00%</i>		

ELECTRIC CONSERVATION UTILITY FUND #421 REVENUE & EXPENDITURE SUMMARY

REVENUES

Electric Conservation revenues are almost entirely driven by incentive funds which are proportionate to power purchased.

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
REVENUES							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	1,035	-	-	-	N/A
Charges for Goods & Svcs.	603,439	308,804	251,045	300,000	300,000	-	0.00%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	25,149	29,321	10,980	14,100	5,000	(9,100)	-64.54%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$628,588	\$338,125	\$ 263,060	\$314,100	\$305,000	(9,100)	-2.90%
<i>Change from Prior Yr. \$\$</i>	<i>(\$221,620)</i>	<i>(\$290,463)</i>	<i>\$ (75,065)</i>	<i>\$51,040</i>			
<i>Change from Prior Year %</i>	<i>-26.07%</i>	<i>-46.21%</i>	<i>-22.20%</i>	<i>19.40%</i>			

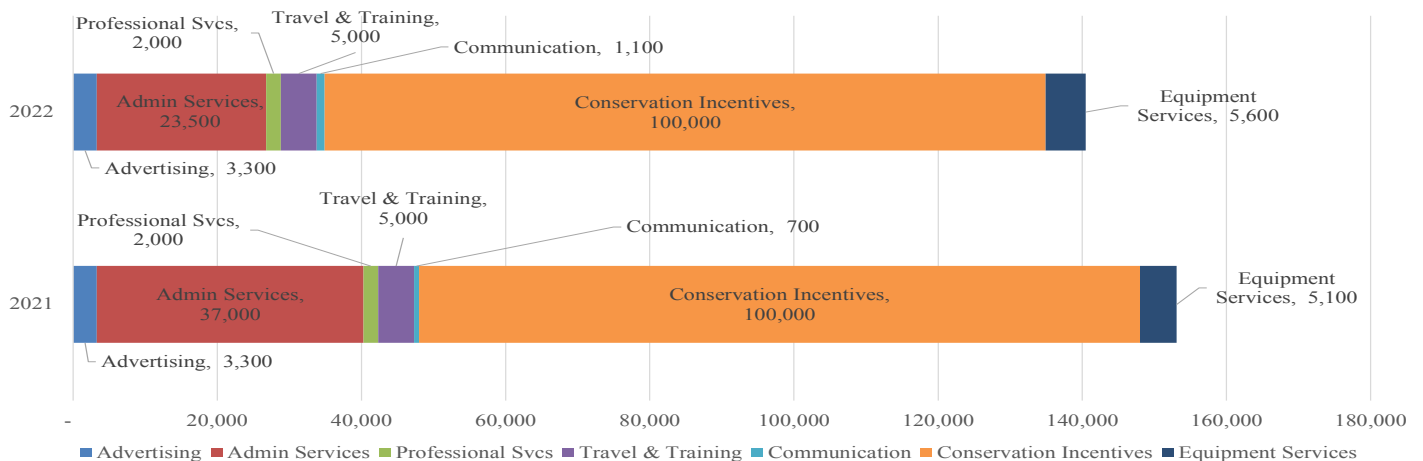


EXPENDITURES

Conservation incentives are based on a percentage of reduced power purchased for the electric utility. The incentives are budgeted at the same level as 2021. The decrease in services and charges are attributed to a decrease in the allocation of administrative costs.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	\$\$	%
Salaries and Wages	\$ 147,258	\$ 155,625	\$ 118,146	\$ 87,400	\$ 92,500	5,100	5.84%
Personnel Benefits	77,745	78,484	54,751	49,000	48,500	(500)	-1.02%
Supplies	1,931	2,995	1,407	3,700	2,200	(1,500)	-40.54%
Other Services & Charges	644,126	341,548	237,676	176,700	153,300	(23,400)	-13.24%
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest & Other	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$871,060	\$578,652	\$ 411,980	\$316,800	\$296,500	(20,300)	-6.41%
<i>Change from Prior Yr. \$\$</i>	<i>(\$31,971)</i>	<i>(\$292,408)</i>	<i>\$ (166,672)</i>	<i>(\$95,180)</i>			
<i>Change from Prior Year %</i>	<i>-3.54%</i>	<i>-33.57%</i>	<i>-28.80%</i>	<i>-23.10%</i>			
Unrestricted Cash Balance	\$ 1,044,033	\$ 825,978	\$ 660,489	\$ 657,789	\$ 666,289		
<i>Change from Prior Yr. \$\$</i>	<i>(\$165,003)</i>	<i>(\$218,055)</i>	<i>\$ (165,489)</i>	<i>\$ (2,700)</i>	<i>\$ 8,500</i>		
<i>Change from Prior Year %</i>	<i>-13.65%</i>	<i>-20.89%</i>	<i>-20.04%</i>	<i>-0.41%</i>	<i>2.58%</i>		

ELECTRIC CONSERVATION UTILITY COMMON EXPENDITURES COMPARISON



Administrative Services include transfers to the General Fund and Information Technology for work performed, such as Human Resources, Accounting, Information Technology, etc., on behalf of the utility.



WATER UTILITY FUND #402

Description: The **Water Fund** accounts for activities related to the provision of water services to City residents and businesses. All activities necessary to provide such services, including administration, operations and maintenance, capital improvements, financing, and related debt service are accounted for in this fund. Additionally, costs associated with the protection of water rights are included in this fund. The Water Fund is responsible for the operation, maintenance and delivery of all water facilities, including the Ranney Well, Port Angeles Water Treatment Plant, and the Industrial Water Plant.

Services:

- Distribution systems operation
- Water quality testing
- Well operation and maintenance
- Service installations including meter maintenance

Challenges: Rising costs associated with the water treatment plant and aging distribution pumping systems continue to be a major challenge. Meters for residents and commercial customers are on a scheduled replacement plan. Additionally, with the acquisition of the Industrial Water Plant the City will have challenges in repairing, maintaining and operating the plant.

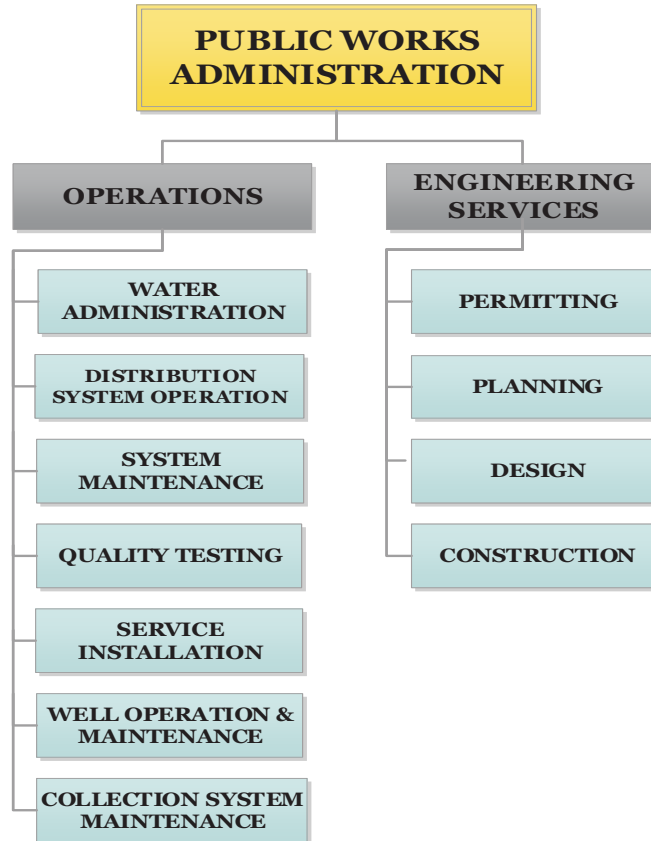
Debt Payments: \$683,500

- 2020 Revenue bond, \$195,600 plus \$127,800 for interest; matures in 2036.
- 2013 Revenue bond \$134,900 plus \$49,600 in interest; matures in 2028.
- 2004 PWTF Loan 04-691-055 \$126,700 plus \$1,900 for interest; matures in 2024.

Transfers Out: \$864,900

- Capital Fund - \$15,000 in support of the NICE Program, \$100 for emergency management pods, and \$725,000 to the Water Capital Fund for water projects in the Capital Facilities Plan.
- Debt service for WUGA on 2015 LTGO bond \$117,700.





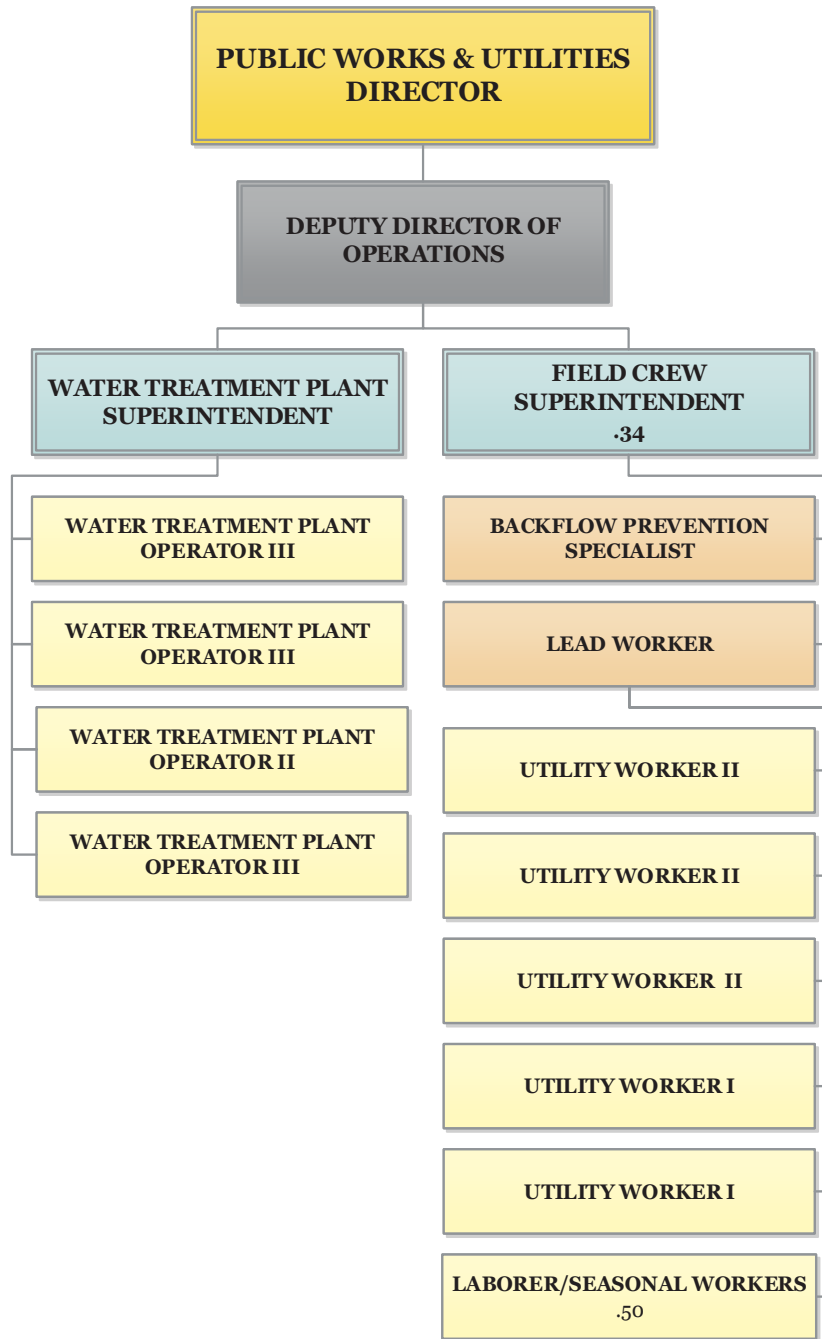
WATER UTILITY FUND #402 PERSONNEL SUMMARY

AUTHORIZED POSITIONS	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2 \$\$	%
Deputy Director of Water/Wastewater	0.00	0.50	0.00	0.00	0.00	0.00	0.00%
Water Superintendent	0.50	0.50	1.00	1.00	1.00	0.00	0.00%
Wastewater/Water Field Superintendent	0.50	0.00	0.34	0.34	0.34	0.00	0.00%
Backflow Prevention Specialist	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
WTP Supervisor	1.00	1.00	0.00	0.00	0.00	0.00	0.00%
WTP Operator III	4.00	4.00	4.00	4.00	4.00	0.00	0.00%
Leadworker	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Utility Worker I/II	5.00	5.00	5.00	5.00	5.00	0.00	0.00%
Part time/Seasonal	0.50	0.50	0.50	0.50	0.50	0.00	0.00%
TOTAL Authorized Positions	13.50	13.50	12.84	12.84	12.84	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>(1.75)</i>	<i>0.00</i>	<i>(0.66)</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>-11.48%</i>	<i>0.00%</i>	<i>-4.89%</i>	<i>0.00%</i>	<i>0.00%</i>		

For administrative purposes all City Engineers are shown in the General Fund. However, they are charged directly to the utilities they are assigned.



WATER DIVISION



WATER UTILITY FUND #402 REVENUE & EXPENDITURE SUMMARY

REVENUES

Water utility revenues are comprised from charges for services. Changes in revenues between 2021 and 2022 are attributed to projected COSA trends for residential water and a decrease in investment income.

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	10,793	-	-	-	N/A
Charges for Goods & Svcs.	6,174,637	6,538,757	6,479,315	6,486,400	6,582,800	96,400	1.49%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	6,893,343	643,123	2,856,255	348,000	227,000	(121,000)	-34.77%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	37,900	37,900	37,600	37,500	37,300	(200)	-0.53%
TOTAL REVENUE	\$13,105,880	\$7,219,780	\$ 9,383,963	\$6,871,900	\$6,847,100	(24,800)	-0.36%
<i>Change from Prior Yr. \$\$</i>	<i>\$6,674,495</i>	<i>(\$5,886,100)</i>	<i>\$ 2,164,183</i>	<i>(\$2,512,063)</i>			
<i>Change from Prior Year %</i>	<i>103.78%</i>	<i>-44.91%</i>	<i>29.98%</i>	<i>-26.77%</i>			

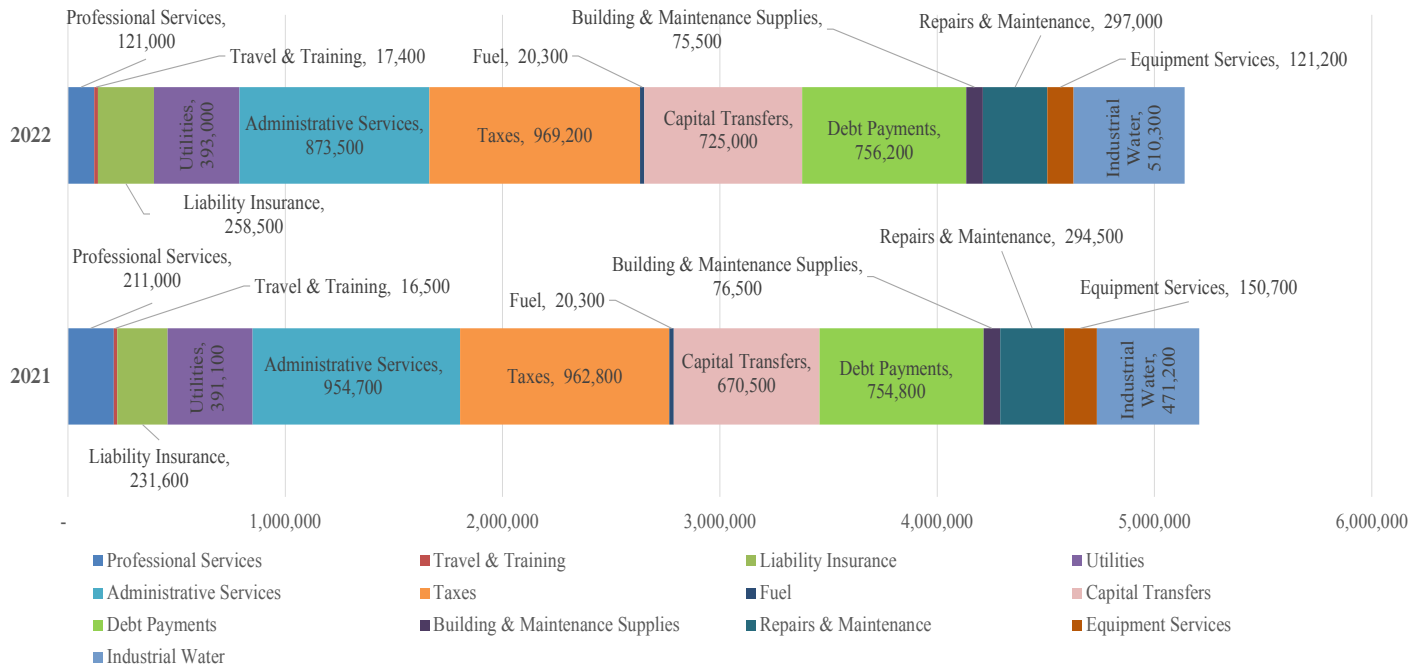
EXPENDITURES

Expenditure changes are attributed to an increase in administrative costs and a decrease in equipment services. The 2022 Budget also reflects \$510,300 that will be used from settlement funds received from the National Park Service for the industrial water plant. These expenses are not included in the water rate calculations.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$	%
Salaries and Wages	\$ 1,088,213	\$ 1,077,555	\$ 1,014,215	\$ 1,149,300	\$ 1,160,500	11,200	0.97%
Personnel Benefits	534,035	515,668	433,445	516,500	473,800	(42,700)	-8.27%
Supplies	309,810	303,830	231,719	326,100	342,900	16,800	5.15%
Other Services & Charges	3,335,730	3,359,669	3,344,939	3,946,900	3,967,500	20,600	0.52%
Intergovmt/Interfund Svcs	760,059	739,172	876,278	809,000	876,900	67,900	8.39%
Capital Outlay	62,270	6,561	-	81,500	31,500	(50,000)	-61.35%
Debt Service: Principal	470,830	464,180	428,130	470,200	459,200	(11,000)	-2.34%
Debt Service: Interest	246,812	233,812	242,581	170,500	179,300	8,800	5.16%
Interfund Pmts. for Services	26,255	50,388	87,414	45,000	54,700	9,700	21.56%
TOTAL EXPENDITURES	\$6,834,014	\$6,750,835	\$ 6,658,721	\$7,515,000	\$7,546,300	31,300	0.42%
<i>Change from Prior Yr. \$\$</i>	<i>\$4,167</i>	<i>(\$83,179)</i>	<i>\$ (92,114)</i>	<i>\$856,279</i>			
<i>Change from Prior Year %</i>	<i>0.06%</i>	<i>-1.22%</i>	<i>-1.36%</i>	<i>12.86%</i>			
Reclassification of Capital/Debt	\$1,169,890	\$33,091	\$219,676	\$83,877			
Unrestricted Cash Balance	\$ 7,668,733	\$ 7,848,003	\$ 10,769,304	\$ 10,126,204	\$ 9,427,004		
<i>Change from Prior Yr. \$\$</i>	<i>\$26,996</i>	<i>\$ 179,270</i>	<i>\$ 2,921,301</i>	<i>\$ (643,100)</i>	<i>\$ (699,200)</i>		
<i>Change from Prior Year %</i>	<i>0.35%</i>	<i>2.34%</i>	<i>37.22%</i>	<i>-8.19%</i>	<i>-6.90%</i>		



WATER UTILITY COMMON EXPENDITURES COMPARISON



Administrative Services include transfers to the General Fund and Information Technology for work performed, such as Human Resources, Accounting, Information Technology, etc., on behalf of the utility.



WASTEWATER UTILITY FUND #403

Description: The **Wastewater Fund** accounts for activities related to the provision of sewer services to City residents and businesses. All activities necessary to provide such services, including administration, operations and maintenance, capital improvements, financing, harbor clean-up, and related debt service are accounted for in this fund.

Services:

- Operation of the Wastewater Treatment Facility
- Sewer transmission lines

Challenges: Payment of debt service for the Combined Sewer Outflow (CSO) project, a \$46 million project will continue to be a challenge for years to come. Additionally, costs for mandated clean up of the harbor related to historical outfall have yet to be fully identified. These projects could impact rates for years to come.

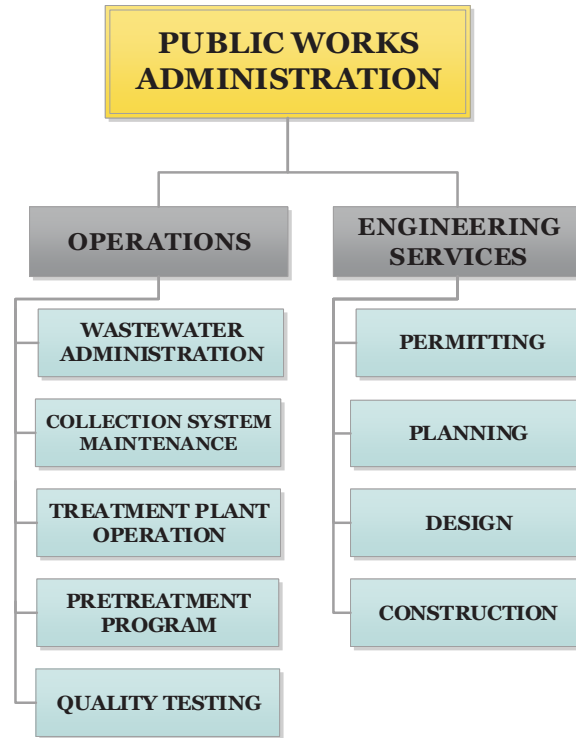
Debt Payments: \$397,300

- 2020 Revenue Bond \$195,000 plus \$126,300 in interest; matures 2036.
- 2013 Revenue Bond \$58,000 plus \$18,000 in interest; matures 2028.

Transfers Out: \$1,015,600

- Capital Fund \$15,000 – in support of the NICE program, \$100 for emergency management pods, and \$950,000 to the Wastewater Capital Fund for wastewater projects in the Capital Facilities Plan.
- Debt service transfer for WUGA debt on 2015 LTGO bond \$50,500.





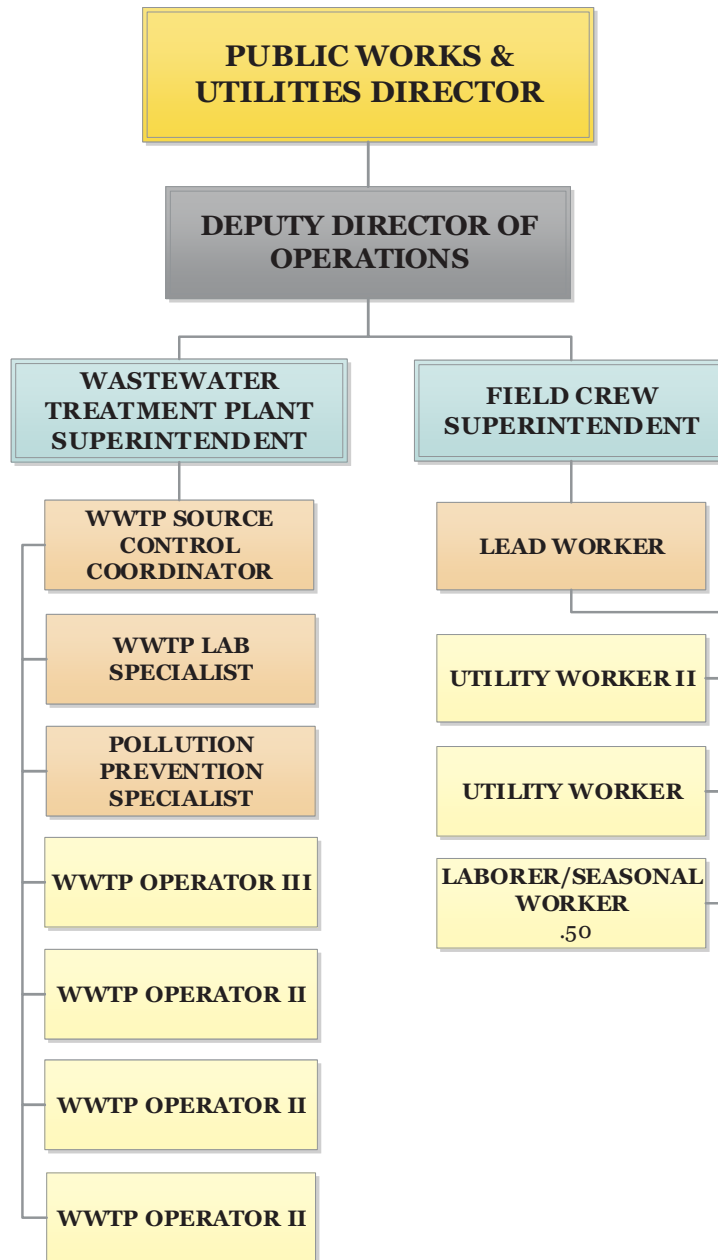
WASTEWATER UTILITY FUND #403 PERSONNEL SUMMARY

	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	\$\$	%
AUTHORIZED POSITIONS							
Deputy Director of Water/Wastewater	0.00	0.50	0.00	0.00	0.00	0.00	0.00%
Wastewater Division Superintendent	0.50	0.50	1.00	1.00	1.00	0.00	0.00%
Wastewater/Water Field Superintendent	0.50	0.00	0.33	0.33	0.33	0.00	0.00%
Source Control Coordinator	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Leadworker	1.00	1.00	2.00	2.00	2.00	0.00	0.00%
Laboratory Specialist	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Treatment Plant Operator III	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Treatment Plant Operator I/II	4.00	4.00	3.00	3.00	3.00	0.00	0.00%
Utility Worker I/II	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
Pollution Prevention Specialist	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Temporary/Seasonal	0.50	0.50	0.50	0.50	0.50	0.00	0.00%
TOTAL Authorized Positions	12.50	12.50	12.83	12.83	12.83	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>0.33</i>	<i>0.33</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>2.64%</i>	<i>2.64%</i>	<i>0.00%</i>		

For administrative purposes all City Engineers are shown in the General Fund. However, they are charged directly to the utilities they are assigned to.



WASTEWATER DIVISION



WASTEWATER UTILITY FUND #403 REVENUE & EXPENDITURE SUMMARY

REVENUES

Wastewater utility revenues are comprised primarily from charges for service. However, the utility also receives grant funding for the Source Control Coordinator position.

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	11,492	13,630	10,581	11,500	11,500	-	0.00%
Intergovt. Revenue	57,958	86,516	97,783	92,000	94,100	2,100	2.28%
Charges for Goods & Svcs.	7,134,125	7,175,091	7,004,979	7,001,300	6,973,300	(28,000)	-0.40%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	93,167	213,591	133,977	86,100	82,400	(3,700)	-4.30%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$7,296,742	\$7,488,828	\$ 7,247,320	\$7,190,900	\$7,161,300	(29,600)	-0.41%
<i>Change from Prior Yr. \$\$</i>	<i>\$171,487</i>	<i>\$192,086</i>	<i>\$ (241,508)</i>	<i>(\$56,420)</i>			
<i>Change from Prior Year %</i>	<i>2.41%</i>	<i>2.63%</i>	<i>-3.22%</i>	<i>-0.78%</i>			

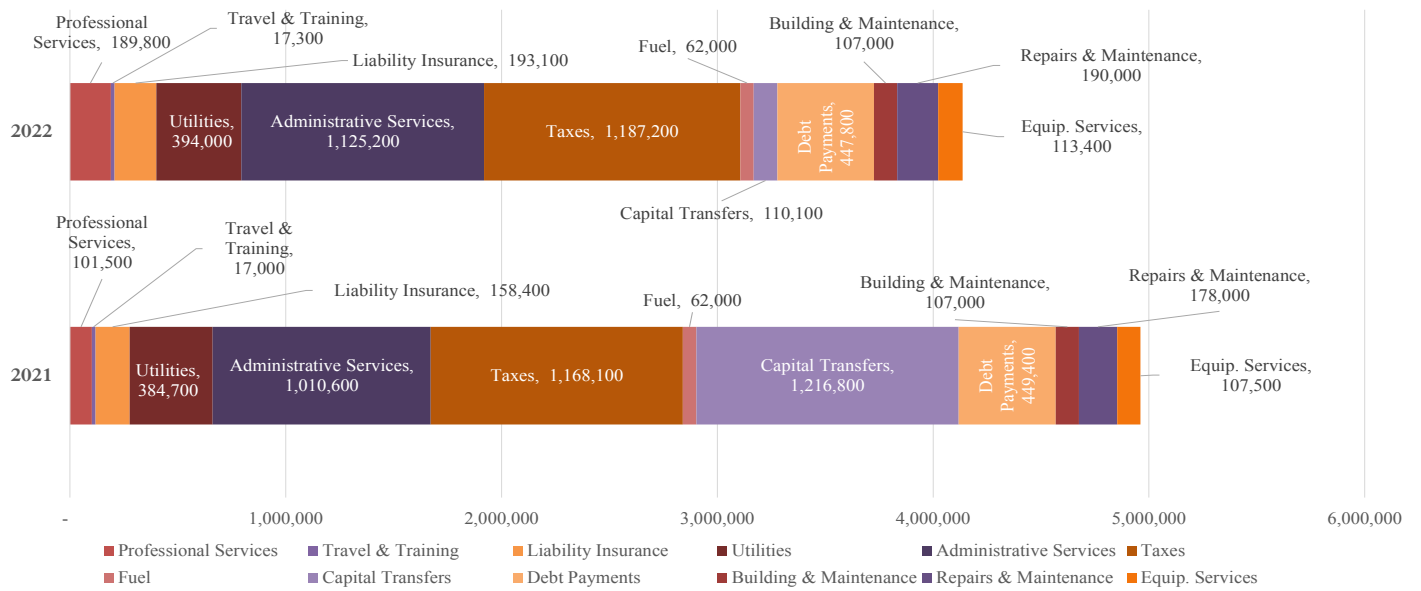
EXPENDITURES

Changes in expenditures from the 2021 budget include increases in services and charges for mandated certifications to meet code requirements as well as increases to allocated costs paid to the General Fund for services performed on behalf of the utility. There was also a decrease in one-time transfers for capital projects that will not occur in 2022.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$	%
Salaries and Wages	\$ 1,047,866	\$ 1,045,533	\$ 1,057,213	\$ 1,131,700	\$ 1,234,300	102,600	9.07%
Personnel Benefits	492,052	470,208	440,586	506,000	523,800	17,800	3.52%
Supplies	312,157	277,265	283,404	348,600	331,400	(17,200)	-4.93%
Other Services & Charges	3,123,594	3,378,360	3,268,426	3,305,300	3,675,000	369,700	11.19%
Intergovmt/Interfund Svcs	863,528	895,343	940,344	1,295,400	1,037,200	(258,200)	-19.93%
Capital Outlay	23,677	64,440	21,586	120,500	93,500	(27,000)	-22.41%
Debt Service: Principal	488,500	500,150	496,200	261,100	253,000	(8,100)	-3.10%
Debt Service: Interest	237,046	215,337	210,410	137,000	144,300	7,300	5.33%
Interfund Pmts. for Services	56,307	68,489	81,342	60,000	68,800	8,800	14.67%
TOTAL EXPENDITURES	\$6,644,727	\$6,915,125	\$ 6,799,511	\$7,165,600	\$7,361,300	195,700	2.73%
<i>Change from Prior Yr. \$\$</i>	<i>\$151,932</i>	<i>\$270,398</i>	<i>(\$115,614)</i>	<i>\$366,089</i>			
<i>Change from Prior Year %</i>	<i>2.34%</i>	<i>4.07%</i>	<i>-1.67%</i>	<i>5.38%</i>			
Reclassification of Capital/Debt	\$881,388	\$799,509	\$1,400,917	\$689,840			
Unrestricted Cash Balance	\$ 1,969,053	\$ 2,658,807	\$ 3,106,616	\$ 3,131,916	\$ 2,931,916		
<i>Change from Prior Yr. \$\$</i>	<i>\$ 631,533</i>	<i>\$ 689,754</i>	<i>\$ 447,809</i>	<i>\$ 25,300</i>	<i>\$ (200,000)</i>		
<i>Change from Prior Year %</i>	<i>47.22%</i>	<i>35.03%</i>	<i>16.84%</i>	<i>0.81%</i>	<i>-12.77%</i>		



WASTEWATER UTILITY COMMON EXPENDITURES COMPARISON



Administrative Services include transfers to the General Fund and Information Technology for work performed, such as Human Resources, Accounting, Information Technology, etc., on behalf of the utility.



SOLID WASTE UTILITY FUND #404

Description: The **Solid Waste Fund** accounts for activities related to the provision of solid waste collection services to City residents and businesses, and for activities related to the operation of the County-wide transfer station, waste disposal, and closure/post-closure of the landfill. All activities necessary to provide such services, including administration, operations and maintenance, capital improvements, financing, and related debt service are accounted for in this fund. The Collection and Transfer Station functions were previously combined into one fund. The City develops a separate cost of service analysis (COSA) for each department for more accuracy and accountability between divisions.

Services:

- Collection of City yard waste, trash, and recycling.
- Operation of the County-wide Transfer Station.
- Provide landfill post-closure care and monitoring.

Challenges: The cost of the Landfill Bluff project was over \$21 million, funded by LTGO and Revenue bonds amortized over the next 24 years. Increased governmental mandates from both state and federal agencies are also an ongoing concern.

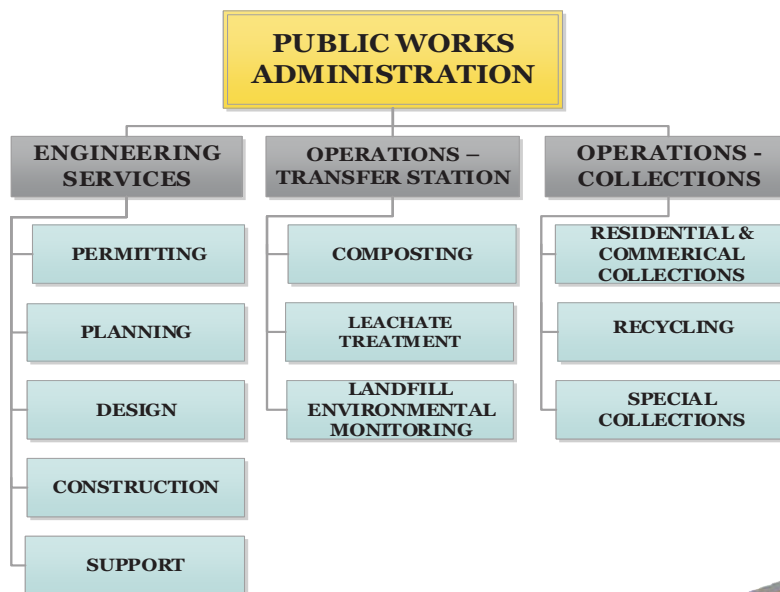
Debt Payments: \$251,200

- Capital lease payments of \$183,000 plus \$68,200 interest.
*Note payment for the landfill bluff project resides in the Capital / Debt Fund 454.

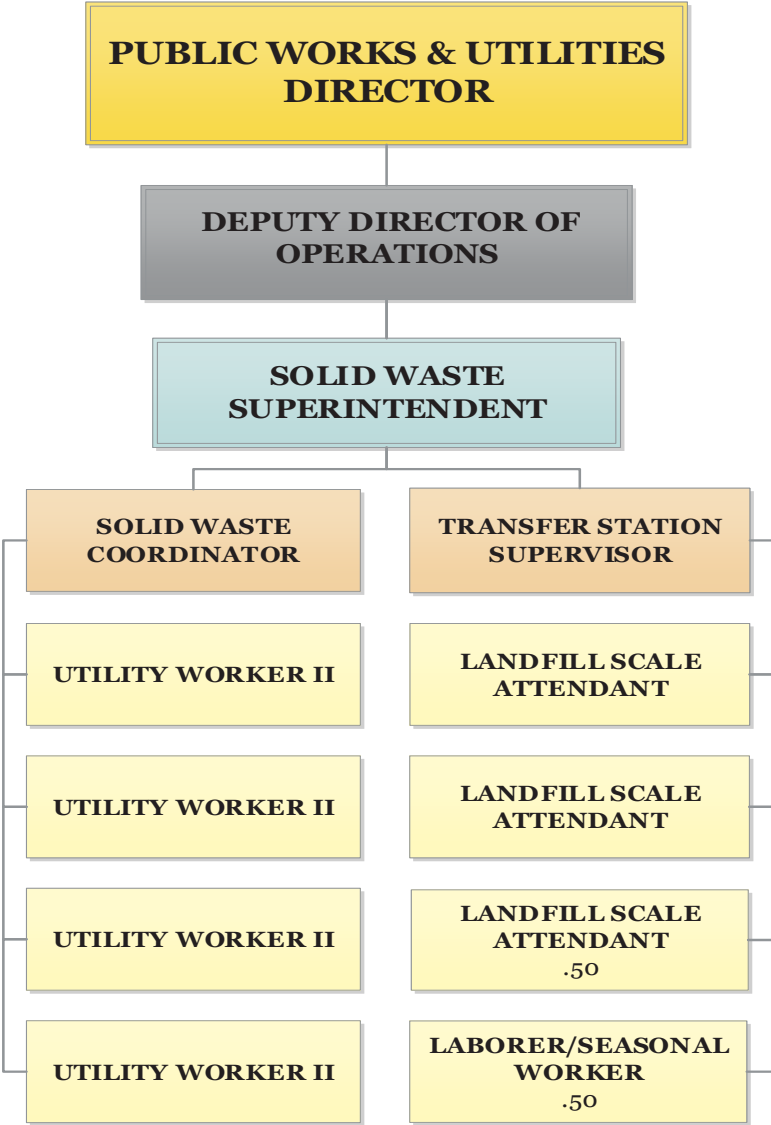
Transfers Out: \$300,100

- Capital Fund \$125,000 for alley paving, \$100 for emergency management pods, and \$50,000 to the Solid Waste Capital Fund for solid waste projects in the Capital Facilities Plan.
- Street Fund for street maintenance \$125,000.

SOLID WASTE DIVISION



SOLID WASTE DIVISION



SOLID WASTE UTILITY FUND #404 PERSONNEL SUMMARY

AUTHORIZED POSITIONS	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Solidwaste Superintendent	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Transfer Station Supervisor	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Solid Waste Collection Supervisor	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Utility Worker I & II	4.00	4.00	4.00	4.00	4.00	0.00	0.00%
Waste Reduction Specialist	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Solid Waste Coordinator	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Landfill Scale Attendant	1.50	1.50	1.50	1.50	1.50	0.00	0.00%
Part time/seasonal	0.50	0.50	0.50	0.50	0.50	0.00	0.00%
TOTAL Authorized Positions	9.00	9.00	9.00	9.00	9.00	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>(0.25)</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>-2.70%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>		

For administrative purposes all City Engineers are shown in the General Fund. However, they are charged directly to the utilities they are assigned.



SOLID WASTE UTILITY FUND #404 REVENUE & EXPENDITURE SUMMARY

REVENUES

The primary revenue source in the Solid Waste utility charges for services. Increases are due to high historical collection for Transfer Station services. The decrease in miscellaneous revenue is due to changes in investment income.

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET		BUDGET	BUDGET AMEND. #2
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	68,133	57,053	30,507	-	-	-	N/A
Charges for Goods & Svcs.	11,934,440	12,256,581	12,372,078	11,807,500	12,285,000	477,500	4.04%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	175,761	368,274	181,689	229,400	49,000	(180,400)	-78.64%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$12,178,334	\$12,681,908	\$ 12,584,274	\$12,036,900	\$12,334,000	297,100	2.47%
<i>Change from Prior Yr. \$\$</i>	<i>(\$2,109,777)</i>	<i>\$503,574</i>	<i>\$ (97,634)</i>	<i>(\$547,374)</i>			
<i>Change from Prior Year %</i>	<i>-14.77%</i>	<i>4.13%</i>	<i>-0.77%</i>	<i>-4.35%</i>			

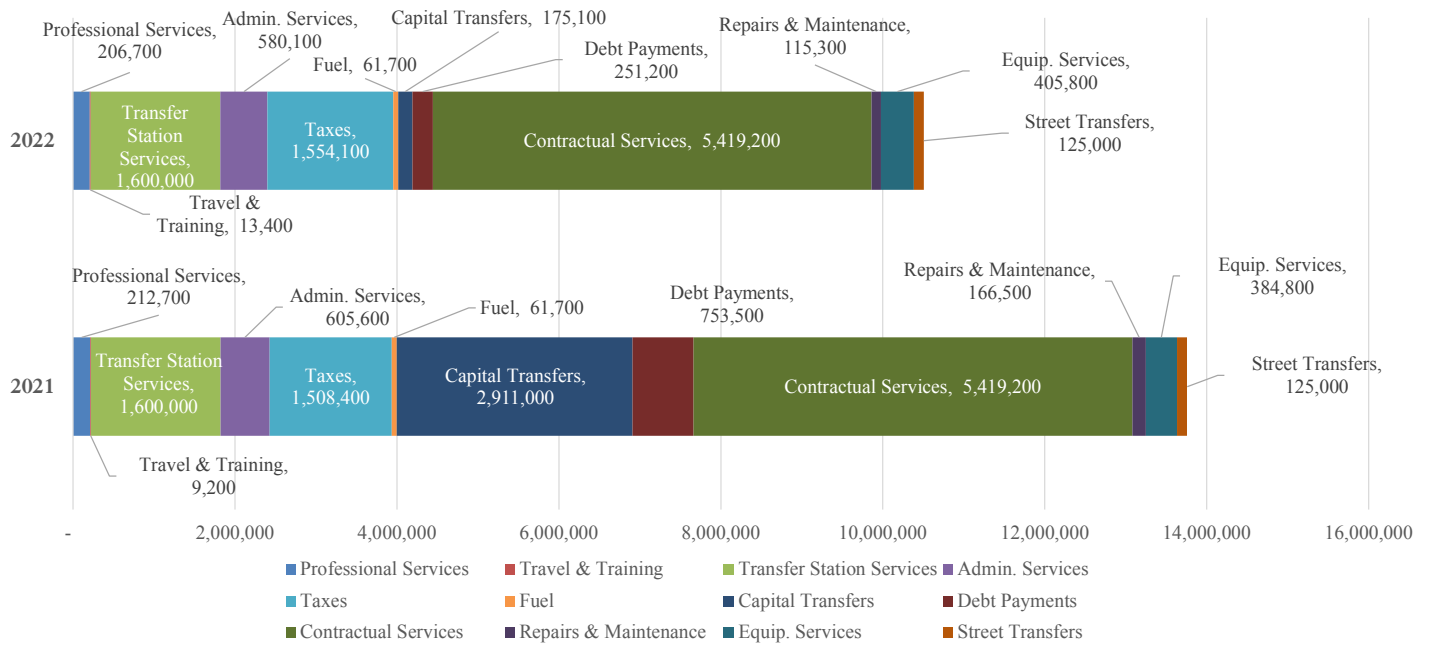
EXPENDITURES

Changes in expenditures from the 2021 budget include increases in services and charges for mandated certifications to meet code requirements as well as increases to allocated costs paid to the General Fund for services performed on behalf of the utility. The decrease in the intergovernmental expenditures is due to the transfer to capital for solid waste vehicles that was not budgeted for 2022. Savings are also expected from payments that will be discontinued with the termination of the services agreement for Solid Waste transport. Additionally, there is \$436,900 in the 2022 Budget for Landfill post closure costs associated with the Landfill Bluff project. These expenses are not included in rate revenue calculations, rather these budget amounts are offset by committed reserves held for these purposes.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET		BUDGET	BUDGET AMEND. #2
						\$\$	%
Salaries and Wages	\$ 638,936	\$ 686,257	\$ 724,461	\$ 758,600	\$ 772,000	13,400	1.77%
Personnel Benefits	315,344	362,663	352,465	362,500	340,100	(22,400)	-6.18%
Supplies	127,226	125,700	109,334	133,700	131,200	(2,500)	-1.87%
Other Services & Charges	9,419,640	9,781,374	10,050,512	10,546,200	10,535,500	(10,700)	-0.10%
Intergovmt/Interfund Svcs	290,937	293,860	347,972	3,055,900	315,500	(2,740,400)	-89.68%
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	458,707	486,999	517,036	549,000	183,000	(366,000)	-66.67%
Debt Service: Interest & Other	294,638	266,346	236,309	204,500	68,200	(136,300)	-66.65%
Interfund Pmts. for Services	7,020	15,505	810	15,000	15,000	-	0.00%
TOTAL EXPENDITURES	\$11,552,448	\$12,018,704	\$ 12,338,899	\$15,625,400	\$12,360,500	(3,264,900)	-20.89%
<i>Change from Prior Yr. \$\$</i>	<i>(\$2,770,067)</i>	<i>\$466,256</i>	<i>\$ 320,195</i>	<i>\$3,286,501</i>			
<i>Change from Prior Year %</i>	<i>-19.34%</i>	<i>4.04%</i>	<i>2.66%</i>	<i>26.64%</i>			
Reclassification of Capital/Debt	\$112,641	\$123,989	\$16,834	\$117,203			
Unrestricted Cash Balance	\$ 4,761,186	\$ 4,148,182	\$ 4,885,126	\$ 1,296,626	\$ 1,270,126		
<i>Change from Prior Yr. \$\$</i>	<i>\$1,165,516</i>	<i>(\$613,004)</i>	<i>\$ 736,944</i>	<i>\$ (3,588,500)</i>	<i>\$ (26,500)</i>		
<i>Change from Prior Year %</i>	<i>32.41%</i>	<i>-12.88%</i>	<i>17.77%</i>	<i>-73.46%</i>	<i>-4.09%</i>		



SOLID WASTE UTILITY COMMON EXPENDITURES COMPARISON



Contractual Services include costs associated with waste transport.

Administrative Services include transfers to the General Fund and Information Technology for work performed, such as Human Resources, Accounting, Information Technology, etc., on behalf of the utility.



STORMWATER UTILITY FUND #406

Description: The **Stormwater Fund** accounts for activities related to the construction of stormwater facilities to reduce erosion and flooding caused by water runoff. This fund also accounts for the separation of storm and waste drainage as mandated by the National Pollutant Discharge Elimination System (NPDES) permit.

Services:

- Repair of culverts and catch basins.
- Illicit discharge clean up.
- Permitting costs associated with the City's NPDES permit.
- Department of Ecology compliance for outflows to marine and stream.

Challenges: Increased costs as additional Stormwater requirements are identified, this includes allocations from Engineering and new personnel within the fund. Funding major projects is heavily dependent on grants from state and federal agencies. An enormous effort is made by senior staff and engineers to pursue grant opportunities based on eligibility and grant requirements. Additionally, new stormwater regulations and permit requirements will be adopted and implemented.

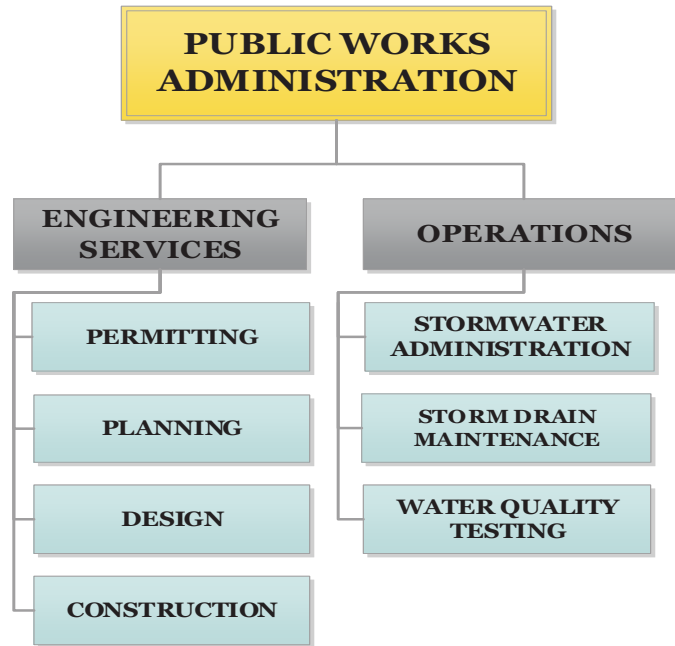
Debt Payments: \$26,400

- 2020 Revenue Bond \$16,000 plus \$10,400 in interest; matures 2036.

Transfers Out: \$449,100

- Capital Fund \$15,000 - in support of the NICE Program, \$100 for emergency management pods, and \$434,000 to the Stormwater Capital Fund for stormwater projects in the Capital Facilities Plan.





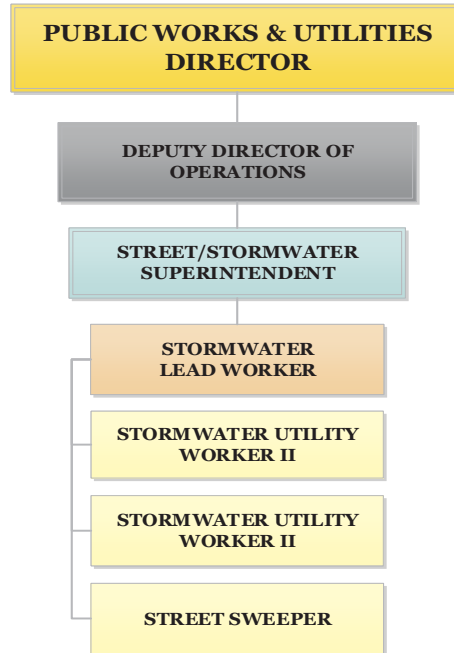
STORMWATER UTILITY FUND #406 PERSONNEL SUMMARY

AUTHORIZED POSITIONS	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Street/Stormwater Superintendent	0.50	0.50	0.50	0.50	0.50	0.00	0.00%
Field Crew Superintendent	0.00	0.00	0.33	0.33	0.33	0.00	0.00%
Leadworker	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Utility Worker	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
Street Sweeper	0.00	1.00	1.00	1.00	1.00	0.00	0.00%
TOTAL Authorized Positions	3.50	4.50	4.83	4.83	4.83	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>1.00</i>	<i>0.33</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>28.57%</i>	<i>7.33%</i>	<i>0.00%</i>	<i>0.00%</i>		

For administrative purposes all City Engineers are shown in the General Fund. However, they are charged directly to the utilities they are assigned to.



STORMWATER DIVISION



STORMWATER UTILITY FUND #406 REVENUE & EXPENDITURE SUMMARY

REVENUES

Stormwater utility revenues are comprised primarily from charges for services. In 2022, revenue will increase due to an increase in the rates to increase the billable ERU Cap from 15 to 25 for commercial properties to offset expected costs associated with new mandates and requirements. Whereas the forecast for investment income is anticipated to decrease.

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	38,000	16,210	82,118	50,000	50,000	-	0.00%
Charges for Goods & Svcs.	2,119,701	2,204,647	2,468,653	2,511,000	2,673,000	162,000	6.45%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	48,842	121,215	71,409	48,800	40,000	(8,800)	-18.03%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$2,206,543	\$2,342,072	\$ 2,622,180	\$2,609,800	\$2,763,000	153,200	5.87%
<i>Change from Prior Yr. \$\$</i>	<i>\$165,440</i>	<i>\$135,529</i>	<i>\$ 280,108</i>	<i>(\$12,380)</i>			
<i>Change from Prior Year %</i>	<i>8.11%</i>	<i>6.14%</i>	<i>11.96%</i>	<i>-0.47%</i>			

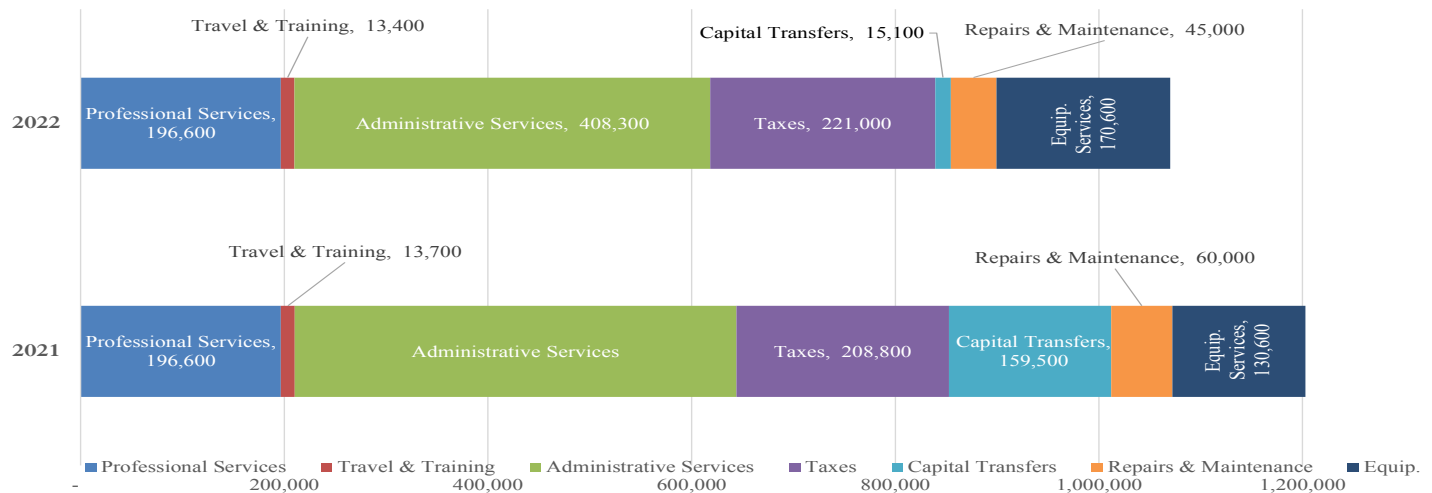


EXPENDITURES

Changes in expenditures compared to the 2021 budget include increases in allocated costs paid to the General Fund for services performed on behalf of the utility and decreases for one-time capital project transfers that will not occur in 2022.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$	%
Salaries and Wages	\$ 405,307	\$ 384,958	\$ 477,852	\$ 537,500	\$ 521,800	(15,700)	-2.92%
Personnel Benefits	171,204	171,896	203,773	225,300	209,300	(16,000)	-7.10%
Supplies	41,987	56,508	47,184	69,100	69,100	-	0.00%
Other Services & Charges	528,462	593,869	643,396	1,006,700	1,196,100	189,400	18.81%
Intergovmt/Interfund Svcs	625,268	591,267	786,731	793,300	670,100	(123,200)	-15.53%
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	16,900	16,000	(900)	-5.33%
Debt Service: Interest & Other	13,021	13,021	14,844	10,000	10,400	400	4.00%
Interfund Pmts. for Services	92,552	47,591	21,797	-	-	-	N/A
TOTAL EXPENDITURES	\$1,877,801	\$1,859,110	\$ 2,195,577	\$2,658,800	\$2,692,800	34,000	1.28%
<i>Change from Prior Yr. \$\$</i>	<i>\$122,276</i>	<i>(\$18,691)</i>	<i>\$ 336,467</i>	<i>\$463,223</i>			
<i>Change from Prior Year %</i>	<i>6.97%</i>	<i>-1.00%</i>	<i>18.10%</i>	<i>21.10%</i>			
Reclassification of Capital/Debt	\$352,633	\$25,524	\$9,396	\$61,671			
Unrestricted Cash Balance	\$ 1,330,444	\$ 1,833,854	\$ 2,260,457	\$ 2,211,457	\$ 2,281,657		
<i>Change from Prior Yr. \$\$</i>	<i>\$313,420</i>	<i>\$503,410</i>	<i>\$ 426,603</i>	<i>\$ (49,000)</i>	<i>\$ 70,200</i>		
<i>Change from Prior Year %</i>	<i>30.82%</i>	<i>37.84%</i>	<i>23.26%</i>	<i>-2.17%</i>	<i>6.35%</i>		

STORMWATER UTILITY COMMON EXPENDITURES COMPARISON



Professional services include costs for the three year Stormwater Management Program, water testing and public outreach.

Administrative Services include transfers to the General Fund and Information Technology for work performed, such as Human Resources, Accounting, Information Technology, etc., on behalf of the utility.



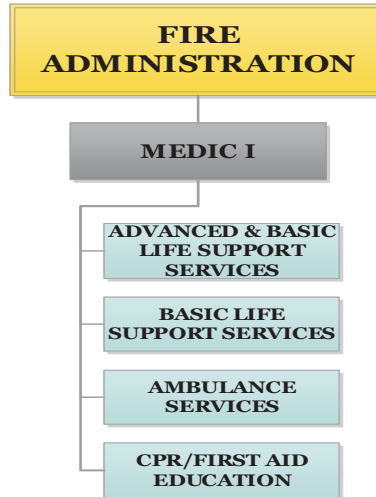
MEDIC I UTILITY FUND #409

Description: The **Medic I Fund** accounts for all activities related to the provision of ambulance and emergency medical services to City residents. Medic 1 is the primary ambulance and medical response team in the City of Port Angeles. Medics and Firefighters respond to all fire and medical emergencies and are supported by a monthly charge to citizens and businesses.

Services:

- Medical transportation both emergency and scheduled.
- Assistance with fire calls.
- CPR and first aid classes.

Challenges: Increasing call volumes with limited staffing is the most significant challenge faced by the Medic 1 utility. The Medic 1 rates continue to have modest rate increases to help alleviate these challenges.



MEDIC I UTILITY FUND #409 PERSONNEL SUMMARY

AUTHORIZED POSITIONS	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	\$	%
Fire Chief	0.65	0.65	0.65	0.65	0.65	0.00	0.00%
Fire Marshal	0.40	0.40	0.40	0.40	0.40	0.00	0.00%
Fire Captain	1.95	1.95	1.95	1.95	1.95	0.00	0.00%
Training Officer	0.65	0.65	0.65	0.65	0.65	0.00	0.00%
Community Paramedic	0.00	0.00	0.00	1.00	3.00	2.00	200.00%
Administrative Assistant	0.65	0.65	0.65	0.65	0.65	0.00	0.00%
Lieutenant - FF/EMT	1.95	1.95	1.95	1.95	1.95	0.00	0.00%
Firefighters - EMT	1.95	1.95	1.95	1.95	1.95	0.00	0.00%
Firefighters - Paramedic	9.75	9.75	9.75	9.75	9.75	0.00	0.00%
TOTAL Authorized Positions	17.95	17.95	17.95	18.95	20.95	2.00	10.55%
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>1.00</i>	<i>2.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>5.57%</i>	<i>10.55%</i>		

The 2022 budget increased the Medic 1 FTEs by 2.0 to include two additional Community Paramedic positions. The additional expenditures for salaries and benefits totaling \$187,200 will be fully funded by local community grants.



MEDIC I UTILITY FUND #409 REVENUE & EXPENDITURE SUMMARY

REVENUES

Medic 1 revenues include a monthly charge to citizens and businesses for services as well as a transfer from the General Fund. The rate to residents for Medic 1 services will remain the same in 2021. The City also expects to receive \$305,000 in local grants to help fund the Community Paramedic positions. Additionally, the General Fund transfer has been reduced in 2022 to keep the Medic 1 Fund balance at 25%.

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	1,222	995,691	352,869	355,100	269,200	(85,900)	-24.19%
Charges for Goods & Svcs.	1,943,017	2,141,732	2,185,183	2,007,100	2,145,200	138,100	6.88%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	8,411	25,547	69,410	349,100	326,800	(22,300)	-6.39%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	999,600	713,200	673,800	355,500	265,500	(90,000)	-25.32%
TOTAL REVENUE	\$ 2,952,250	\$ 3,876,170	\$ 3,281,262	\$ 3,066,800	\$ 3,006,700	(60,100)	-1.96%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 291,701</i>	<i>\$ 923,920</i>	<i>\$ (594,908)</i>	<i>\$ (214,462)</i>			
<i>Change from Prior Year %</i>	<i>10.96%</i>	<i>31.30%</i>	<i>-15.35%</i>	<i>-6.54%</i>			

EXPENDITURES

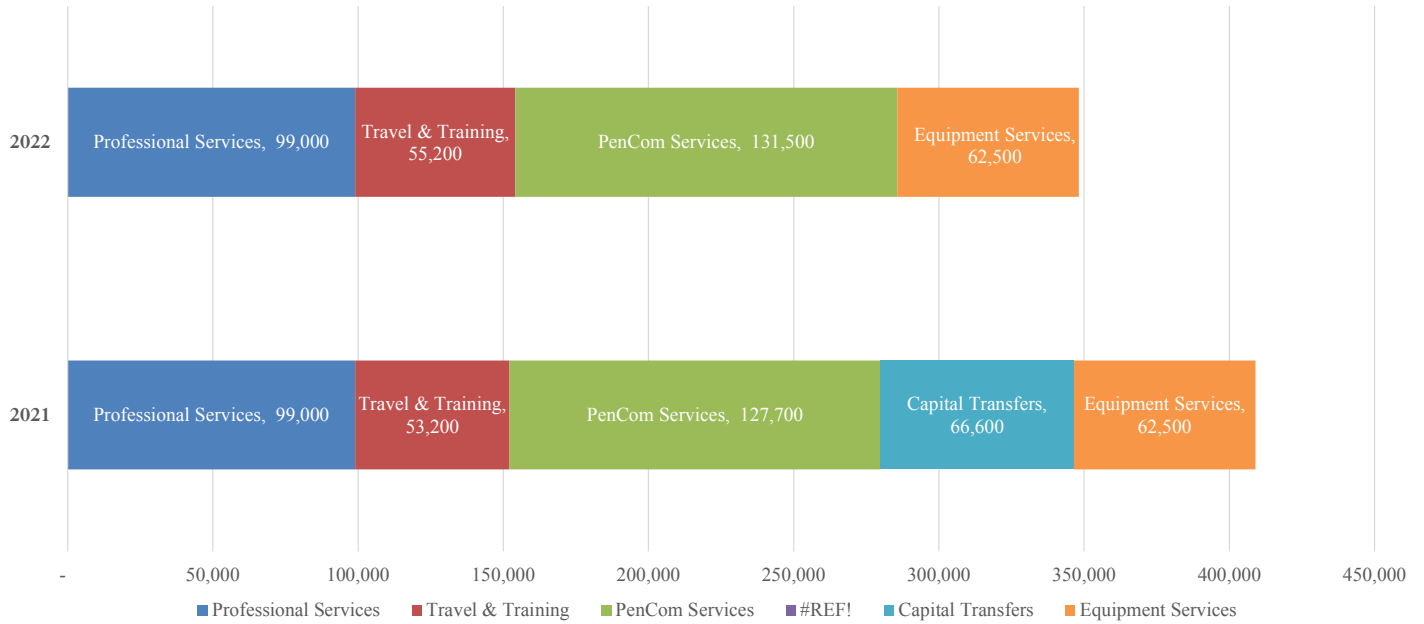
The increases in expenditures are due to the additional Community Paramedic positions that will be paid one hundred percent from the Medic 1 Fund.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 1,583,794	\$ 1,753,473	\$ 1,831,141	\$ 2,058,100	\$ 2,233,000	174,900	8.50%
Personnel Benefits	533,278	558,233	543,740	651,800	671,400	19,600	3.01%
Supplies	71,009	100,421	95,710	86,700	95,200	8,500	9.80%
Other Services & Charges	451,375	476,952	432,424	369,300	372,400	3,100	0.84%
Intergovmt/Interfund Svcs	94,065	10,917	42,248	15,200	15,200	-	0.00%
Capital Outlay	33,883	-	170,729	36,000	37,000	1,000	2.78%
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 2,767,404	\$ 2,899,996	\$ 3,115,992	\$ 3,217,100	\$ 3,424,200	207,100	6.44%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 182,895</i>	<i>\$ 132,592</i>	<i>\$ 215,996</i>	<i>\$ 317,104</i>			
<i>Change from Prior Year %</i>	<i>7.08%</i>	<i>4.79%</i>	<i>7.45%</i>	<i>10.93%</i>			

Unrestricted Cash Balance	\$ 389,526	\$ 1,307,705	\$ 1,332,899	\$ 1,182,599	\$ 765,099		
<i>Change from Prior Yr. \$\$</i>	<i>\$ 183,061</i>	<i>\$ 918,179</i>	<i>\$ 25,194</i>	<i>\$ (150,300)</i>	<i>\$ (417,500)</i>		
<i>Change from Prior Year %</i>	<i>88.66%</i>	<i>235.72%</i>	<i>1.93%</i>	<i>-11.28%</i>	<i>-70.61%</i>		



MEDIC 1 UTILITY COMMON EXPENDITURES COMPARISON



Professional Services include payments for third party billing of services.

PenCom Services are fees transferred to the City’s PenCom 911 fund for dispatch services rendered.

Administrative Services include transfers to the General Fund and Information Technology for work performed, such as Human Resources, Accounting, Information Technology, etc., on behalf of the utility.

MEDIC 1 PROJECTS

PROJECT EXPENDITURE LISTING BY YEAR MEDIC 1 CAPITAL	PROJECT TOTAL	BUDGET	PROPOSED
		2021	2022
FD0118 Defibrillator Revolving Account	221,000	36,000	37,000
MEDIC 1 TOTAL	221,000	36,000	37,000



HARBOR CLEAN-UP FUND #413

REVENUE & EXPENDITURE SUMMARY

Description: The **Harbor Clean-up Fund** accounts for mitigation and legal consultation related to outfall clean-up of the Harbor. Much of the costs associated with the Harbor Clean-up are reimbursable by insurance, or grant funding.

REVENUES

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	53,000	400,000	347,000	654.72%
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	815,499	908,611	991,047	1,976,100	1,647,600	(328,500)	-16.62%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	163,500	-	-	800,000	-	(800,000)	-100.00%
TOTAL REVENUE	\$ 978,999	\$ 908,611	\$ 991,047	\$ 2,829,100	\$ 2,047,600	(781,500)	-27.62%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (67,863)</i>	<i>\$ (70,388)</i>	<i>\$ 82,436</i>	<i>\$ 1,838,053</i>			
<i>Change from Prior Year %</i>	<i>-6.48%</i>	<i>-7.19%</i>	<i>9.07%</i>	<i>185.47%</i>			

EXPENDITURES

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ 800,000	\$ -	(800,000)	-100.00%
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	1,079,856	1,002,833	964,816	2,047,600	2,047,600	-	0.00%
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 1,079,856	\$ 1,002,833	\$ 964,816	\$ 2,847,600	\$ 2,047,600	(\$800,000)	-28.09%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (34,591)</i>	<i>\$ (77,023)</i>	<i>\$ (38,017)</i>	<i>\$ 1,882,784</i>			
<i>Change from Prior Year %</i>	<i>-3.10%</i>	<i>-7.13%</i>	<i>-3.79%</i>	<i>195.14%</i>			

FUND BALANCE	\$ (458,510)	\$ (995,480)	\$ (260,339)	\$ (278,839)	\$ (278,839)		
<i>Change from Prior Yr. \$\$</i>	<i>\$ (407,021)</i>	<i>\$ (94,222)</i>	<i>\$ 735,141</i>	<i>\$ (18,500)</i>	<i>\$ -</i>		
<i>Change from Prior Year %</i>	<i>790.50%</i>	<i>117.11%</i>	<i>-73.85%</i>	<i>7.11%</i>	<i>0.00%</i>		



CITY OF PORT ANGELES



2022 PRELIMINARY BUDGET



INTERNAL SERVICE FUNDS

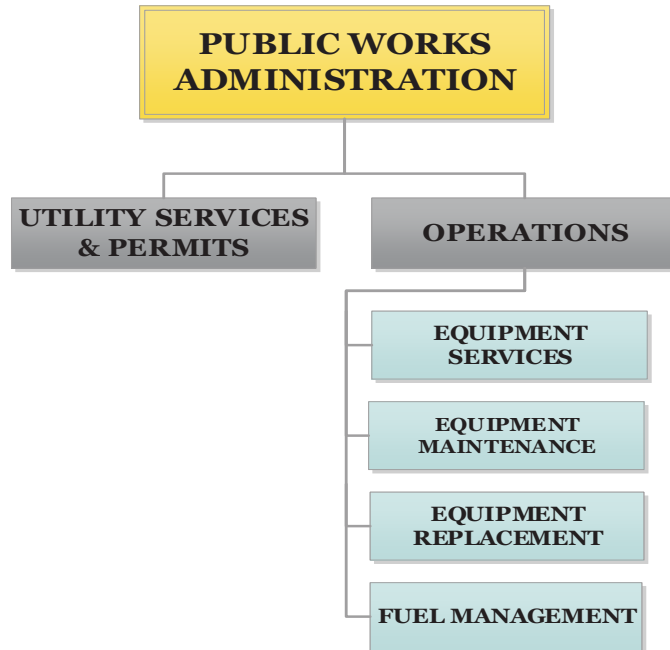
Internal Service Funds are proprietary fund types used to account for activities related to the provision of goods or services from one fund, department or agency to other funds, departments or agencies of the primary government on a cost-reimbursement basis.



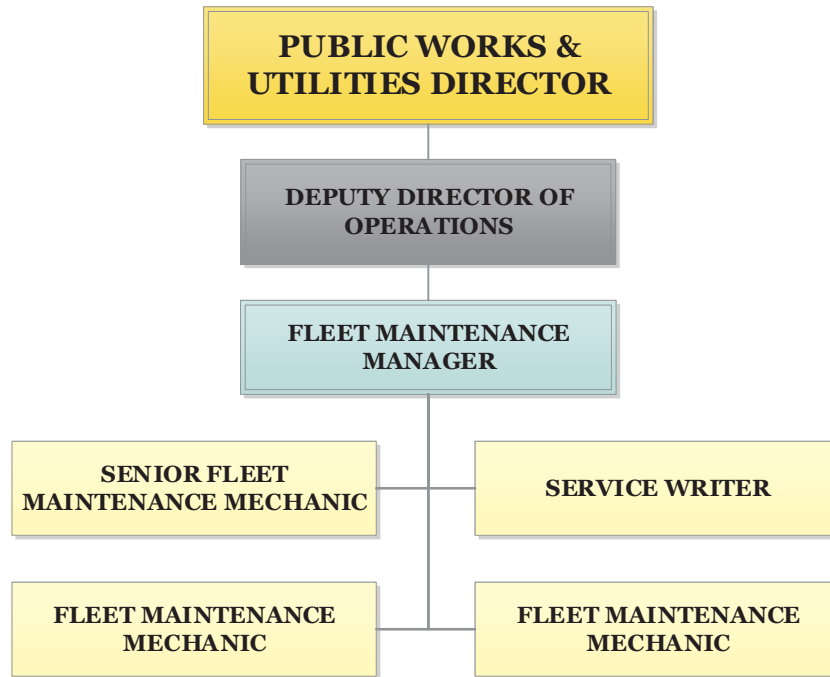
EQUIPMENT SERVICES FUND #501

Description: The Equipment Services Fund accounts for revenues and expenditures related to maintaining and replacing all City vehicles and construction equipment. All costs including salaries, maintenance, replacement, and depreciation are included in rates charged to each department for services rendered.

Replacement Policy: The City's equipment replacement and vehicle use policy states that similar vehicles and equipment are grouped by department and division based on percentage of reserves and their target level. Therefore, departments/divisions only pay replacement costs when they fall below their reserve target level.



EQUIPMENT SERVICES DIVISION



EQUIPMENT SERVICES FUND #501 PERSONNEL SUMMARY

AUTHORIZED POSITIONS	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Fleet Maintenance Manager	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Sr. Fleet Maintenance Mechanic	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Fleet Maintenance Mechanic	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
Service Writer	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
TOTAL Authorized Positions	5.00	5.00	5.00	5.00	5.00	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>		



EQUIPMENT SERVICES FUND #501

VEHICLE EXPENDITURE LISTING BY YEAR EQUIPMENT SERVICES CAPITAL	2021 REPLA BEG. CASH	BUDGET 2021	PROPOSED 2022
Finance	89,465	-	39,900
Community Development	63,697	-	-
Police	477,110	345,500	157,500
Fire & Medic 1	761,962	47,200	42,700
Parks & Recreation	104,231	102,100	29,300
Engineering	79,495	-	-
Light Operations	407,393	323,600	31,500
Water	607,078	269,500	-
Wastewater	158,735	-	68,300
Solid Waste	727,011	3,144,300	421,400
Stormwater	280,279	-	236,300
Conservation	24,196	-	-
Equipment Services	407,752	64,700	271,500
Information Technology	28,839	-	-
Streets	974,864	1,042,400	35,800
EQUIPMENT SERVICES TOTAL	5,192,107	5,339,300	1,334,200

EQUIPMENT SERVICES FUND #501 REVENUE & EXPENDITURE SUMMARY

REVENUES

Equipment Services revenues include funds that are collected from other departments and divisions for services rendered as well as interest paid on investments. Revenues also include yearly transfers from other funds for vehicle replacements. In 2022, a decrease in investment interest earned is also expected.

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	251	-	-	-	N/A
Charges for Goods & Svcs.	1,806,077	1,690,223	1,627,219	1,670,800	1,875,800	205,000	12.27%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	73,365	154,974	79,741	93,700	40,000	(53,700)	-57.31%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	16,813	80,870	32,091	2,736,000	-	(2,736,000)	-100.00%
TOTAL REVENUE	\$ 1,896,255	\$ 1,926,067	\$ 1,739,302	\$ 4,500,500	\$ 1,915,800	(2,584,700)	-57.43%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 18,156</i>	<i>\$ 29,812</i>	<i>\$ (186,765)</i>	<i>\$ 2,761,198</i>			
<i>Change from Prior Year %</i>	<i>0.97%</i>	<i>1.57%</i>	<i>-9.70%</i>	<i>158.75%</i>			

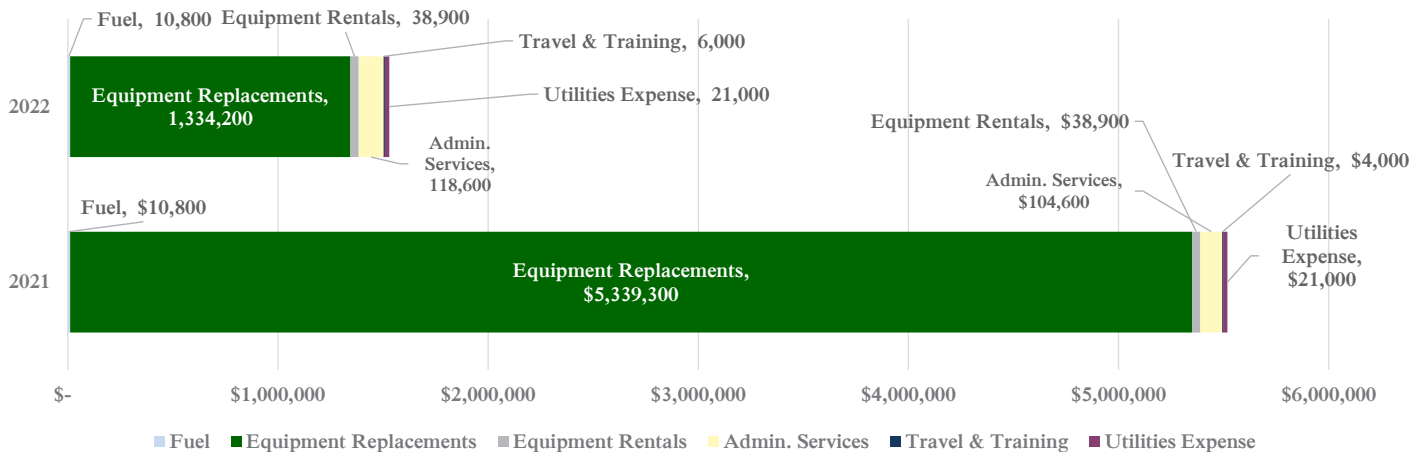


EXPENDITURES

Reductions in spending for Equipment Services include fewer vehicle replacements than in 2021 as well as a reduction in charges for allocated services.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 358,237	\$ 386,421	\$ 428,174	\$ 450,600	\$ 499,200	48,600	10.79%
Personnel Benefits	164,702	188,128	170,941	191,200	188,400	(2,800)	-1.46%
Supplies	57,671	40,769	46,517	55,800	53,500	(2,300)	-4.12%
Other Services & Charges	255,563	275,618	278,581	283,000	301,600	18,600	6.57%
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	1,005,311	742,055	245,781	5,339,300	1,334,200	(4,005,100)	-75.01%
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	5,458	2,179	111	-	-	-	N/A
TOTAL EXPENDITURES	\$ 1,846,942	\$ 1,635,170	\$ 1,170,105	\$ 6,319,900	\$ 2,376,900	(3,943,000)	-62.39%
<i>Change from Prior Yr. \$\$</i>	<i>(\$81,881)</i>	<i>(\$211,772)</i>	<i>\$ (465,065)</i>	<i>\$ 5,149,795</i>			
<i>Change from Prior Year %</i>	<i>-4.25%</i>	<i>-11.47%</i>	<i>-28.44%</i>	<i>440.11%</i>			
Unrestricted Cash Balance	\$4,289,392	\$4,535,761	\$5,104,958	\$3,285,558	\$2,824,458		
<i>Change from Prior Yr. \$\$</i>	<i>\$30,875</i>	<i>\$246,369</i>	<i>\$569,197</i>	<i>(\$1,819,400)</i>	<i>(\$461,100)</i>		
<i>Change from Prior Year %</i>	<i>0.73%</i>	<i>5.74%</i>	<i>12.55%</i>	<i>-35.64%</i>	<i>-14.03%</i>		

EQUIPMENT SERVICES COMMON EXPENDITURES COMPARISON



Administrative Services include transfers to the General Fund and Information Technology for work performed, such as Human Resources, Accounting, Information Technology, etc., on behalf of Equipment Services.






INFORMATION TECHNOLOGY FUND #502

Description: The **Information Technology Fund** accounts for the cost of providing information services to all City departments. All costs including hardware, software, maintenance, labor, capital improvements, and supplies are included in rates charged to each department.




The IT Division is charged with the design, planning, implementation, maintenance, upgrade and on-going support of the City technology needs. This includes everything from desktop and phone support, to network maintenance and security, to tracking and maintaining all software tools, to database backup and recovery. Ensuring the smooth functioning of City technology makes the IT division one of the most critical internal support operations within the City.



Major Accomplishments in 2021

-  Designed, built and deployed “Hybrid Meeting” software and hardware for City Council Chambers to facilitate in-person meetings combined with Internet based videoconferencing.
-  Completed the Cisco industrial managed network switch configuration and deployment to over 40 local and remote Water and Wastewater SCADA sites.
 - Developed new Helpdesk software using Microsoft tools for automation, successfully integrated into SharePoint Intranet resources for quick, remote (anywhere) access to common City Employee information and computer assistance (helpdesk) using common workflow forms and apps.
 - Successfully assisted and coordinated with PENCOM IT Staff to stand up the “OPSN” network with a City provided Firewall, Internet connection and Microsoft licensing.
 - Completed the upgrade of all server systems to 2019 datacenter server and all desktop computers, laptops and MDTs (Mobile Display Terminals) to Windows 10.
 - Completed City -Wide email account creation for all employees and agents.
 - Public Kiosk workstation deployed in CED for self-service permit and planning purposes.
-  City Hall Wireless Network implementation and integration with the City’s core network.

Key Initiatives for 2022

-  Continue to efficiently support remote Work from Home users and devices using M365 tools for management and software patching.
-  Transition Solid-waste systems to redundant fiber and cellular backup communications for fast and reliable transaction processing at the Transfer Station and establish fiber communications for the Blue Mountain Transfer Station.
-  Design, Procure and replace critical primary storage systems with modern, fail-safe, enterprise level infrastructure within the CFP IT budget.
 - Further secure internal and perimeter networks.

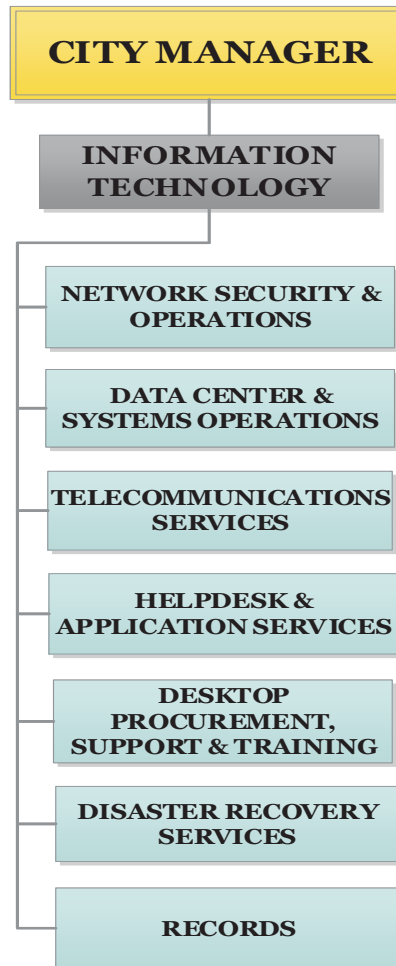


INFORMATION TECHNOLOGY FUND #502

- Research and facilitate new City Hall campus security cameras with modern (touchless) HID door locks and access control security database for efficient control of keys and keylocks.



Create “IT Service Catalog” detailing standard Information Technology services with per-user / per-year pricing for accurate ordering and budget allocations.



INFORMATION TECHNOLOGY FUND #502 PERSONNEL SUMMARY

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
AUTHORIZED POSITIONS							
IT Manager	1.00	1.00	1.00	1.00	1.00	0.00	0.00%
Systems Analyst	0.00	0.00	0.00	0.00	0.00	0.00	N/A
System Coordinator	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Senior Systems Network Analyst	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
Information Support Specialist	0.00	0.00	0.00	0.00	0.00	0.00	N/A
System Analyst	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Systems Network Analyst	2.00	2.00	2.00	2.00	2.00	0.00	0.00%
TOTAL Authorized Positions	5.00	5.00	5.00	5.00	5.00	0.00	0.00%
<i>Change from Prior Yr. #</i>	<i>1.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>		
<i>Change from Prior Year %</i>	<i>25.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>	<i>0.00%</i>		

INFORMATION TECHNOLOGY FUND #502 REVENUE & EXPENDITURE SUMMARY

REVENUES

Revenues in the Information Technology Fund are collected from other funds for services rendered, capital projects and computer replacements and as a result will vary each year. Additionally, in 2021 revenues included a one-time \$1,000,000 transfer from the General Fund for the ERP Replacement Project that will not occur in 2022.

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
REVENUES							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	60,522	-	-	-	N/A
Charges for Goods & Svcs.	1,916,418	1,696,558	2,027,752	1,720,900	2,571,000	850,100	49.40%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	32,406	54,754	30,133	35,800	20,000	(15,800)	-44.13%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	50,000	9,900	-	1,067,300	133,900	(933,400)	N/A
TOTAL REVENUE	\$ 1,998,824	\$ 1,761,212	\$ 2,118,407	\$ 2,824,000	\$ 2,724,900	(99,100)	-3.51%
<i>Change from Prior Yr. \$\$</i>	<i>(\$683,422)</i>	<i>\$ (237,612)</i>	<i>\$ 357,195</i>	<i>\$ 705,593</i>			
<i>Change from Prior Year %</i>	<i>-25.48%</i>	<i>-11.89%</i>	<i>20.28%</i>	<i>33.31%</i>			



EXPENDITURES

Changes in Expenditures from 2021 include increased costs in communication expenses, software/hardware maintenance, and an increase in professional services for a security audit. There is also a decrease in capital project expenses.

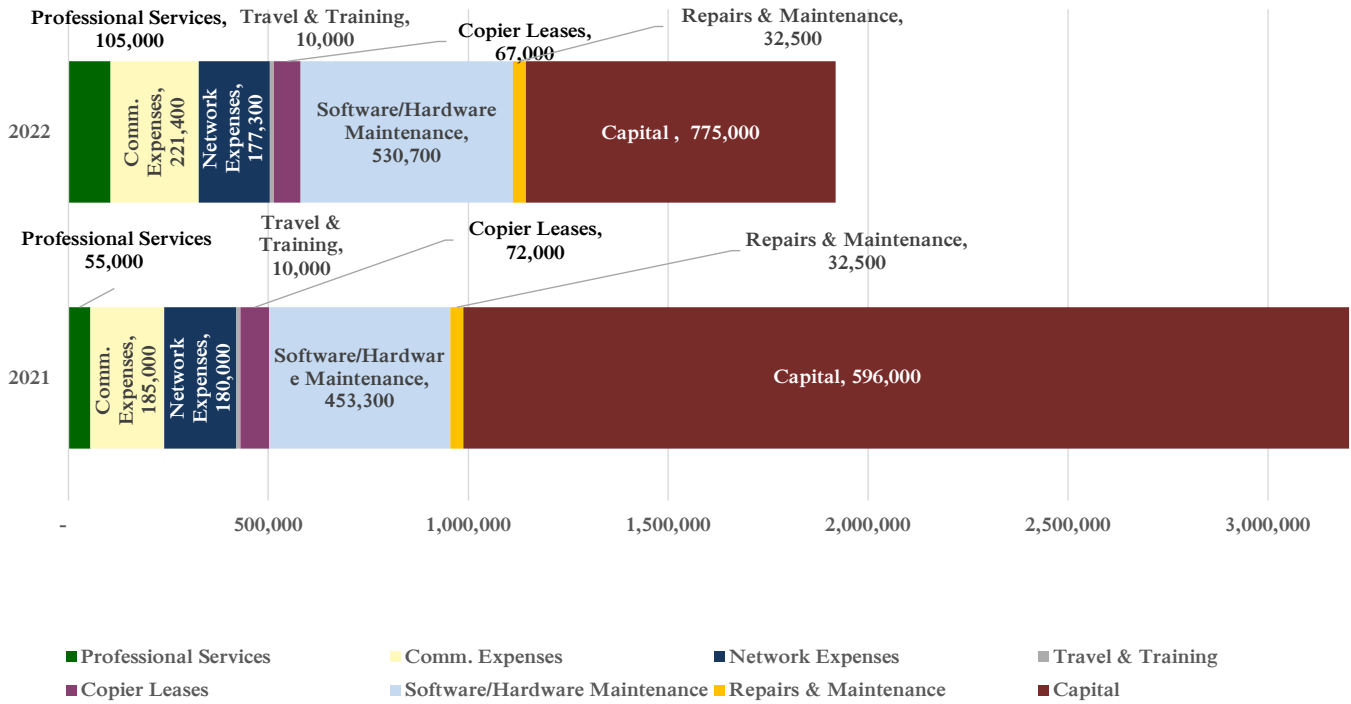
EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$	%
Salaries and Wages	\$ 402,277	\$ 437,260	\$ 470,702	\$ 472,200	\$ 487,900	15,700	3.32%
Personnel Benefits	171,447	194,611	192,570	202,500	196,400	(6,100)	-3.01%
Supplies	21,555	12,418	82,151	28,400	28,400	-	0.00%
Other Services & Charges	969,329	916,737	833,119	1,007,900	1,165,300	157,400	15.62%
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	157,030	84,138	144,091	2,342,900	775,000	(1,567,900)	-66.92%
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	978	-	-	-	N/A
TOTAL EXPENDITURES	\$ 1,721,638	\$ 1,645,164	\$ 1,723,611	\$ 4,053,900	\$ 2,653,000	(1,400,900)	-34.56%
<i>Change from Prior Yr. \$\$</i>	<i>(\$901,938)</i>	<i>(\$76,474)</i>	<i>\$ 78,447</i>	<i>\$ 2,330,289</i>			
<i>Change from Prior Year %</i>	<i>-34.38%</i>	<i>-4.44%</i>	<i>4.77%</i>	<i>135.20%</i>			
Unrestricted Cash Balance	\$1,309,609	\$1,507,014	\$1,901,810	\$671,910	\$743,810		
<i>Change from Prior Yr. \$\$</i>	<i>\$67,508</i>	<i>\$197,405</i>	<i>\$394,796</i>	<i>(\$1,229,900)</i>	<i>\$71,900</i>		
<i>Change from Prior Year %</i>	<i>5.43%</i>	<i>15.07%</i>	<i>26.20%</i>	<i>-64.67%</i>	<i>10.70%</i>		

INFORMATION TECHNOLOGY PROJECTS

IT EXPENDITURE LISTING BY YEAR INFORMATION TECHNOLOGY CAPITAL		PROJECT TOTAL	BUDGET 2021	PROPOSED 2022
IT0714	Data Backup Systems Replacement	420,000	210,000	-
IT0918	Internal Network Segmentation & VLAN Configuration	221,000	9,900	-
IT0816	Facility and Class Management Scheduling	10,000	10,000	-
IT0214	Records Management System	104,100	30,000	-
IT0416	Cemetery Software	30,000	30,000	-
IT0119	Wireless Bridge	60,000	36,000	-
IT0716	ERP Road Map	2,281,000	1,756,000	525,000
IT0219	City Hall Wireless Network	21,000	21,000	-
IT0320	ESRI Migration to ARC Pro	100,000	-	100,000
IT1018	UPS Replacement - Disaster Recovery Data Center	60,000	60,000	-
IT0617	Executime Scheduling Module	30,000	30,000	-
IT0618	Virtual Server Replacements	450,000	150,000	-
IT0514	Data Storage Array Systems	165,000	-	150,000
INFORMATION TECHNOLOGY TOTAL		3,952,100	2,342,900	775,000



INFORMATION TECHNOLOGY COMMON EXPENDITURES COMPARISON

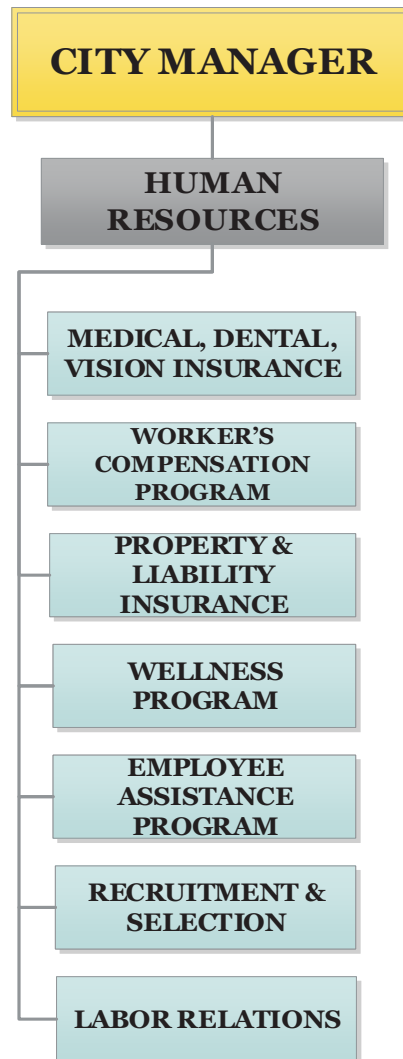


Professional services include funds for consultant work on the City’s network.



SELF-INSURANCE FUND #503

Description: The **Self-Insurance Fund** accounts for the payment of all City insurance premiums and claims for which each department is charged. The City is self-insured for medical and workers' compensation, and self-insures for property and casualty deductibles. Each City department is charged for these services. These charges are transferred into this fund for payment.



SELF INSURANCE FUND #503 REVENUE & EXPENDITURE SUMMARY

REVENUES

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	5,493,860	5,473,634	5,075,424	5,922,000	6,136,200	214,200	3.62%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 5,493,860	\$ 5,473,634	\$ 5,075,424	\$ 5,922,000	\$ 6,136,200	214,200	3.62%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 39,106</i>	<i>\$ (20,226)</i>	<i>\$ (398,210)</i>	<i>\$ 846,576</i>			
<i>Change from Prior Year %</i>	<i>0.72%</i>	<i>-0.37%</i>	<i>-7.28%</i>	<i>16.68%</i>			

EXPENDITURES

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	PROPOSED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 76,409	\$ 4,543	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	5,597,155	5,683,453	5,125,846	5,922,000	6,136,200	214,200	3.62%
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 5,673,564	\$ 5,687,996	\$ 5,125,846	\$ 5,922,000	\$ 6,136,200	214,200	3.62%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 285,327</i>	<i>\$ 14,432</i>	<i>\$ (562,150)</i>	<i>\$ 796,154</i>			
<i>Change from Prior Year %</i>	<i>5.30%</i>	<i>0.25%</i>	<i>-9.88%</i>	<i>15.53%</i>			
Unrestricted Cash Balance	\$1,165,601	\$822,664	\$772,242	\$772,242	\$772,242		
<i>Change from Prior Yr. \$\$</i>	<i>(\$15,043)</i>	<i>(\$342,937)</i>	<i>(\$50,422)</i>	<i>\$0</i>	<i>\$0</i>		
<i>Change from Prior Year %</i>	<i>-1.27%</i>	<i>-29.42%</i>	<i>-6.13%</i>	<i>0.00%</i>	<i>0.00%</i>		



FIDUCIARY FUNDS

***Fiduciary Funds** are fund types used to account for assets held by the government as a trustee or agent and cannot be used to support the government's own programs. There are four types of fiduciary funds: pension trust funds, investment trust funds, private purpose trust funds, and custodial funds.*



FIREMAN'S PENSION FUND #602 REVENUE & EXPENDITURE SUMMARY

Description: The **Firemen's Pension Fund** is a pension trust fund established to provide a pension system and related benefits for retired firefighters and surviving spouses that were hired prior to March 1, 1970. The City currently has three retired firefighters and one surviving spouse.

Funding Source: Revenue sources include interest on investments and in prior years fire insurance premiums distributed by the State. Fire insurance premiums are now recorded in the General Fund due to accounting standard changes issued by the Governmental Accounting Standards Board (GASB).

Major Expenditures: Expenses for salary, medical and long-term care have continued to exceed revenues causing significant reductions in the fund balance. Salary increases are the result of the difference between amounts paid by the state to these pensions and the change to the City's bargaining contract for the Firefighter's group. Medical premiums were also moved to the General Fund as a result of GASB accounting requirement changes for pension and other post-employment benefits. The General Fund will be responsible for any expenses this fund is unable to accommodate.

REVENUES

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -		\$ -	\$ -	-	N/A
Licenses & Permits	-	-		-	-	-	N/A
Intergovt. Revenue	23,407	-		-	-	-	N/A
Charges for Goods & Svcs.	-	-		-	-	-	N/A
Fines & Penalties	-	-		-	-	-	N/A
Miscellaneous Revenue	(14,661)	90,590	60,631	15,000	19,200	4,200	28.00%
Prop./Trust Income	-	-		-	-	-	N/A
Non-Revenues	-	-		-	-	-	N/A
Other Financing Sources	-	-		-	-	-	N/A
TOTAL REVENUE	\$ 8,746	\$ 90,590	\$ 60,632	\$15,000	\$ 19,200	4,200	28.00%
<i>Change from Prior Yr. \$\$</i>	<i>(\$86,941)</i>	<i>\$81,844</i>	<i>\$ (29,958)</i>	<i>(\$75,590)</i>			
<i>Change from Prior Year %</i>	<i>-90.86%</i>	<i>935.79%</i>	<i>-33.07%</i>	<i>-83.44%</i>			

EXPENDITURES

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ 31,981	\$ 29,873	\$ 29,219	\$ 31,200	\$ 31,200	-	0.00%
Personnel Benefits	-	-		-	-	-	N/A
Supplies	-	-		-	-	-	N/A
Other Services & Charges	108,904	66,396	6,314	61,400	61,400	-	0.00%
Intergovmt/Interfund Svcs	-	-		-	-	-	N/A
Capital Outlay	-	-		-	-	-	N/A
Debt Service: Principal	-	-		-	-	-	N/A
Debt Service: Interest	-	-		-	-	-	N/A
Interfund Pmts. for Services	-	-		-	-	-	N/A
TOTAL EXPENDITURES	\$ 140,885	\$ 96,269	\$ 35,533	\$ 92,600	\$92,600	-	0.00%
<i>Change from Prior Yr. \$\$</i>	<i>\$18,220</i>	<i>(\$44,616)</i>	<i>\$ (60,736)</i>	<i>(\$ 3,669)</i>			
<i>Change from Prior Year %</i>	<i>14.85%</i>	<i>-31.67%</i>	<i>-63.09%</i>	<i>-3.81%</i>			

FUND BALANCE	\$272,343	\$266,664	\$291,763	\$214,163	\$140,763		
<i>Change from Prior Yr. \$\$</i>	<i>(\$132,138)</i>	<i>\$ (5,679)</i>	<i>\$25,099</i>	<i>\$77,600</i>	<i>(\$73,400)</i>		
<i>Change from Prior Year %</i>	<i>-32.67%</i>	<i>-2.09%</i>	<i>9.41%</i>	<i>-21.36%</i>	<i>-34.27%</i>		



PERMANENT FUNDS

Permanent Funds are governmental fund types used to account for resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs (i.e. for the benefit of the government or its citizenry).



CEMETERY ENDOWMENT FUND #601

REVENUE & EXPENDITURE SUMMARY

Description: The **Cemetery Endowment Fund** accounts for the receipts from the sale of Ocean View Cemetery lots, tracts, parcels, donations, bequests, or grants received prior to April 1, 1981. The principal is invested and cannot be used for cemetery maintenance until the cemetery reaches full capacity.

REVENUES

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 ADOPTED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -		\$ -	\$ -	-	N/A
Licenses & Permits	-	-		-	-	-	N/A
Intergovt. Revenue	-	-		-	-	-	N/A
Charges for Goods & Svcs.	-	-		-	-	-	N/A
Fines & Penalties	-	-		-	-	-	N/A
Miscellaneous Revenue	6,296	12,004	6,355	6,000	6,000	-	0.00%
Prop./Trust Income	-	-		-	-	-	N/A
Non-Revenues	-	-		-	-	-	N/A
Other Financing Sources	-	-		-	-	-	N/A
TOTAL REVENUE	\$ 6,296	\$ 12,004	\$ 6,355	\$6,000	\$6,000	-	0.00%
<i>Change from Prior Yr. \$\$</i>	<i>\$2,311</i>	<i>\$5,708</i>	<i>\$ (5,649)</i>	<i>(\$355)</i>			
<i>Change from Prior Year %</i>	<i>57.99%</i>	<i>90.66%</i>	<i>-47.06%</i>	<i>-5.59%</i>			

EXPENDITURES

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 ADOPTED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	-	-	-	-	-	N/A
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	-	-	-	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest & Other	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
<i>Change from Prior Yr. \$\$</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>	<i>\$ -</i>			
<i>Change from Prior Year %</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>			

FUND BALANCE	\$402,701	\$414,705	\$421,060	\$427,060	\$433,060
<i>Change from Prior Yr. \$\$</i>	<i>\$6,297</i>	<i>\$ 12,004</i>	<i>\$6,355</i>	<i>\$12,355</i>	<i>\$6,000</i>
<i>Change from Prior Year %</i>	<i>1.59%</i>	<i>2.98%</i>	<i>1.53%</i>	<i>2.98%</i>	<i>1.40%</i>



CAPITAL FACILITIES BUDGET

Governmental, Transportation Benefit District and Capital Projects Funds are used to account for the financial resources to be used for the acquisition or construction of major utility capital facilities, general City infrastructure and City Street projects.



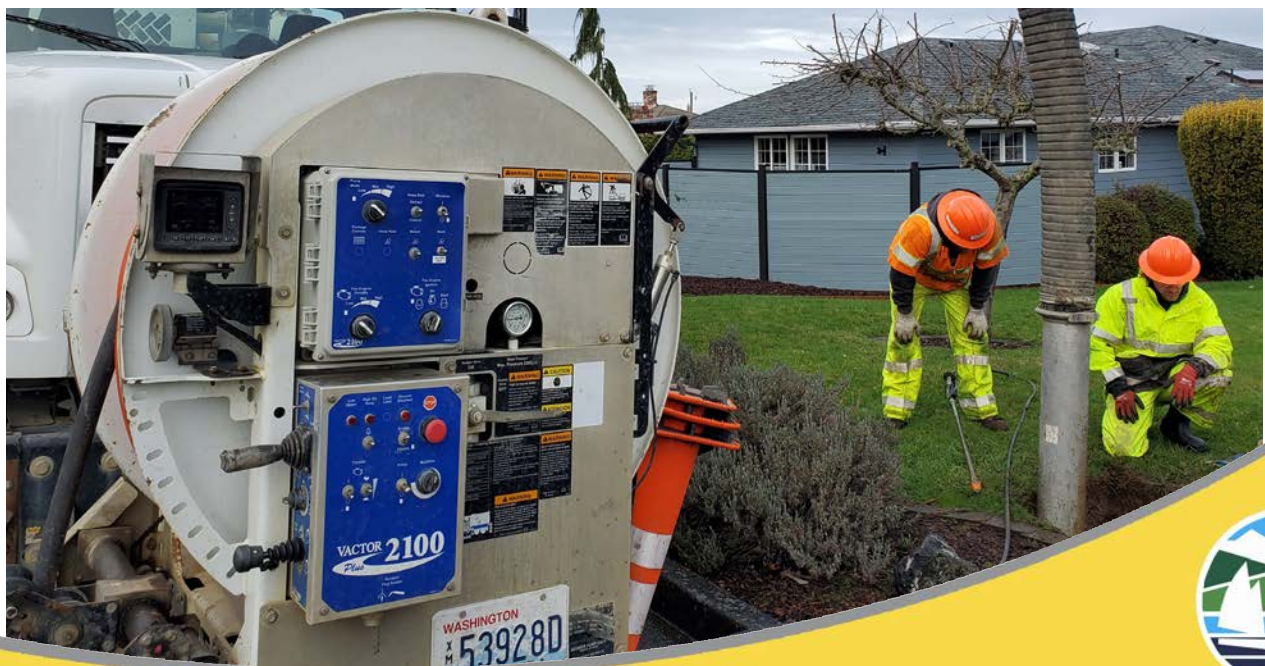
THE CAPITAL FACILITIES PLAN & THE COMPREHENSIVE PLAN

Two of the key elements discussed in the Comprehensive Plan are the Capital Facilities Plan (CFP) and the Transportation Improvement Plan (TIP). Both of these plans are included in brief in this section of the Budget showing only projects scheduled for 2021 and 2022. The CFP and TIP are approved in June of each year, with projects approved on a six year cycle. Only projects approved in the CFP and TIP are included in the capital budget. Often times capital project spending rolls from year to year. The spending for these ongoing projects is included as part of the budget amendment process.

Capital Funds are split into three types of funds:

- **General Governmental:** The Capital Improvement Fund (#310) accounts for monies related to the acquisition, construction, or replacement of major governmental facilities. These projects are funded through the transfers of funds from the City's General Fund, Lodging Tax Fund and/or Real Estate Excise Tax I & II Funds as well as grant funds and utility reserves. General governmental projects include those in the Park Improvement fund (#316). Monies held in this fund are dedicated to the City's parks. Funds received for a specific park are restricted for this use only. All other funds may be used for any park improvement.
- **Transportation:** The Transportation Benefit District Fund (#312) accounts for monies collected from the Transportation Benefit District (TBD). The additional 0.2% increase to sales tax for the TBD will fund capital projects included in the TIP; and has been included in a separate fund to more easily show and track activity. These funds can only be used exclusively for projects related to the improvement of streets and sidewalks. Additionally, revenue for transportation related projects also is received in transfers from the General Fund and the Real Estate Excise Tax fund as well as grant funding.
- **Utility Capital Projects:** All utility capital fund projects are directly related to the maintenance, improvement and replacement of items used by a specific utility. These projects are funded by transfers from the applicable utility and are included in the Cost of Service Analysis. It is normal for project costs in these funds to differ from amounts received as revenue from the utility funds as these transfers are adjusted based on the six-year CFP cycle that has been averaged to keep rates stable. Each utility has its own corresponding capital account (#451-#463).

For more detailed information about the Capital Facilities Plan, or the Transportation Improvement Plan, please visit the City's website at www.cityofpa.us, or the Capital Facilities Plan page directly at <https://wa-portangeles.civicplus.com/774/Capital-Facilities-Plan>.



CAPITAL IMPROVEMENT FUND #310 REVENUE & EXPENDITURE SUMMARY

REVENUES






















REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	100,160	14,461	79,645	418,200	2,500,000	2,081,800	497.80%
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	35,335	49,928	44,168	30,200	24,000	(6,200)	-20.53%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	481,045	654,157	1,699,083	1,110,900	2,482,100	1,371,200	123.43%
TOTAL REVENUE	\$ 616,540	\$ 718,546	\$ 1,822,896	\$ 1,559,300	\$ 5,006,100	3,446,800	221.05%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (1,069,996)</i>	<i>\$ 102,006</i>	<i>\$ 1,104,350</i>	<i>\$ (263,596)</i>			
<i>Change from Prior Year %</i>	<i>-63.44%</i>	<i>16.54%</i>	<i>153.69%</i>	<i>-14.46%</i>			

EXPENDITURES

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	1,546	-	-	-	-	N/A
Intergovmt/Interfund Svcs	1,267,333	-	-	59,200	-	(59,200)	-100.00%
Capital Outlay	372,867	239,955	820,193	3,262,600	5,609,600	2,347,000	71.94%
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 1,640,200	\$ 241,501	\$ 820,193	\$ 3,321,800	\$ 5,609,600	2,287,800	68.87%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 271,739</i>	<i>\$ (1,398,699)</i>	<i>\$ 578,692</i>	<i>\$ 2,501,607</i>			
<i>Change from Prior Year %</i>	<i>19.86%</i>	<i>-85.28%</i>	<i>239.62%</i>	<i>305.00%</i>			
FUND BALANCE	\$1,220,128	\$1,697,170	\$2,675,150	\$912,650	\$309,150		
<i>Change from Prior Yr. \$\$</i>	<i>(\$1,023,660)</i>	<i>\$477,042</i>	<i>\$977,980</i>	<i>(\$1,762,500)</i>	<i>(\$603,500)</i>		
<i>Change from Prior Year %</i>	<i>-45.62%</i>	<i>39.10%</i>	<i>57.62%</i>	<i>-65.88%</i>	<i>-66.13%</i>		



GOVERNMENTAL CAPITAL PROJECTS FUNDS

PROJECT EXPENDITURE LISTING BY YEAR GOVERNMENTAL CAPITAL	PROJECT TOTAL	BUDGET 2021	PROPOSED 2022
GENERAL GOVERNMENT			
GG0303 NICE Program (Revolving) 	787,100	75,000	75,000
GG0119 Ennis Creek Fish Barrier Removal 	1,200,000	-	199,700
GG0121 Broadband Improvement Feasibility Study 	50,000	-	50,000
GG0516 Senior Center Fire Detection System 	50,000	50,000	-
PUBLIC SAFETY			
FD0615 Fire Hoses 	47,400	10,000	5,000
PD0307 Police Regional Training & Gun Range Facility	232,000	32,000	32,000
PD0116 Mobile Data Terminal Replacements	230,400	24,300	16,000
PD0120 Police Taser Replacements	130,600	27,200	13,100
PD0119 Computer Aided Dispatch/Law Enforcement Records Management	301,400	40,000	-
FD0315 Fire Station Garage Door Replacement 	50,000	50,000	-
FD0318 Emergency Management Pods 	150,000	100,000	-
PD121 EOC/911/ Dispatch (Pencom Center) 	4,000,000	-	4,000,000
FD0219 EOC/911/Westside Fire Station 	103,300	40,400	-
PARKS AND FACILITIES			
GG0416 City Hall Fire Detection System 	75,000	75,000	-
GG1113 Facility Security Projects 	256,000	134,400	71,700
PK0216 Facility Improvement Revolving Fund 	121,500	15,000	15,000
PK0205 Restroom Replacement Program 	1,350,000	450,000	150,000
PK0819 City Pier Railing Replacement 	565,000	362,200	200,000
PK0120 24 Hour Restroom Pilot Project 	200,000	200,000	-
PK0219 Generation II Dream Playground 	475,000	346,900	-
PK0220 Synthetic Field Turf at Volunteer Field 	1,200,000	-	500,000
PK0719 Parks Maintenance Building 	706,500	250,000	282,100
PK0919 Fine Arts Center Capital Improvements 	83,700	40,200	-
PK0119 Erickson Playfield Pump Track 	650,000	650,000	-
PK0519 City Pier Erosion Stabilization & Sidewalk Repair (Peabody C 	290,000	290,000	-
GOVERNMENTAL TOTAL	13,304,900	3,262,600	5,609,600



PARK IMPROVEMENT FUND #316 REVENUE & EXPENDITURE SUMMARY

REVENUES

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
REVENUES							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	20,988	26,301	6,881	11,800	9,200	(2,600)	-22.03%
Prop./Trust Income	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 20,988	\$ 26,301	\$ 6,881	\$ 11,800	\$ 9,200	(2,600)	-22.03%
<i>Change from Prior Yr. \$\$</i>	<i>(\$16,634)</i>	<i>\$5,313</i>	<i>\$ (19,420)</i>	<i>\$ 4,919</i>			
<i>Change from Prior Year %</i>	<i>-44.21%</i>	<i>25.31%</i>	<i>-73.84%</i>	<i>71.49%</i>			

EXPENDITURES

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
EXPENDITURES							
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	-	-	-	-	-	N/A
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	-	-	9,562	-	-	-	N/A
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$0	\$0	\$ 9,562	\$ -	\$ -	-	N/A
<i>Change from Prior Yr. \$\$</i>	<i>\$0</i>	<i>\$0</i>	<i>\$ 9,562</i>	<i>\$ (9,562)</i>			
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>0.00%</i>	<i>N/A</i>	<i>-100.00%</i>			

FUND BALANCE	\$268,618	\$294,920	\$290,737	\$302,537	\$311,737
<i>Change from Prior Yr. \$\$</i>	<i>\$20,988</i>	<i>\$26,302</i>	<i>(\$4,183)</i>	<i>\$11,800</i>	<i>\$9,200</i>
<i>Change from Prior Year %</i>	<i>8.48%</i>	<i>9.79%</i>	<i>-1.42%</i>	<i>4.06%</i>	<i>3.04%</i>



TRANSPORTATION BENEFIT DISTRICT FUND #312 REVENUE & EXPENDITURE SUMMARY

REVENUES

Changes in revenue sources in 2022 include grants received in 2021 that are not expected in 2022.


























REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ 827,542	\$ 850,903	\$ 910,375	\$ 762,100	\$ 814,200	52,100	6.84%
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	1,444,893	1,351,504	359,064	5,354,200	-	(5,354,200)	-100.00%
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	8,885	57,144	43,028	47,100	30,000	(17,100)	-36.31%
Prop./Trust Income	116,690	-	10,192	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	1,860,033	460,000	450,000	1,690,500	1,302,500	(388,000)	-22.95%
TOTAL REVENUE	\$ 4,258,043	\$ 2,719,551	\$ 1,772,659	\$ 7,853,900	\$ 2,146,700	(5,707,200)	-72.67%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 4,258,043</i>	<i>\$ 1,538,492</i>	<i>\$ (946,892)</i>	<i>\$ 5,134,349</i>			
<i>Change from Prior Year %</i>	<i>N/A</i>	<i>36.13%</i>	<i>-34.82%</i>	<i>188.79%</i>			

EXPENDITURES

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	-	-	-	-	-	N/A
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	3,067,225	1,651,711	1,169,852	9,590,700	2,667,200	(6,923,500)	-72.19%
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 3,067,225	\$ 1,651,711	\$ 1,169,852	\$ 9,590,700	\$ 2,667,200	(6,923,500)	-72.19%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 3,067,225</i>	<i>\$ (1,415,514)</i>	<i>\$ (481,859)</i>	<i>\$ 8,420,848</i>			
<i>Change from Prior Year %</i>	<i>N/A</i>	<i>-46.15%</i>	<i>-29.17%</i>	<i>719.82%</i>			
FUND BALANCE	\$1,190,818	\$2,633,338	\$2,984,458	\$896,538	\$376,038		
<i>Change from Prior Yr. \$\$</i>	<i>\$1,190,818</i>	<i>\$1,442,520</i>	<i>\$351,120</i>	<i>(\$2,087,920)</i>	<i>(\$520,500)</i>		
<i>Change from Prior Year %</i>	<i>0.00%</i>	<i>121.14%</i>	<i>13.33%</i>	<i>-69.96%</i>	<i>-58.06%</i>		



TRANSPORTATION BENEFIT DISTRICT FUND #312 PROJECTS SUMMARY

PROJECT EXPENDITURE LISTING BY YEAR TRANSPORTATION CAPITAL		PROJECT TOTAL	BUDGET 2021	PROPOSED 2022
TR0101	Laurel Street Stairs Replacement 	535,000	34,700	500,000
TR0114	Hill Street - Olympic Discovery Trail 	3,941,600	7,500	-
TR0115	N Street Chip Seal (5th to 18th Streets) 	400,000	-	400,000
TR0120	Signal Controller Upgrades 1st/Front 	1,585,000	-	225,000
TR0121	Pavement Management Plan 	200,000	200,000	-
TR0209	Race Street Complete Design & Constr 	5,262,400	4,745,600	-
TR0218	Lincoln Street Safety* 	2,020,000	2,179,000	-
TR0316	8th Street Chip Seal (A to I Streets) 	400,000	-	400,000
TR0320	2021 Pavement Preservation* 	400,000	400,000	-
TR0405	Alley Paving Revolving Funding 	1,120,100	450,000	10,000
TR0414	Peabody Creek/Lincoln Street Culvert Repair* 	3,447,000	357,200	-
TR0518	I Street Chip Seal (5th to 16th Streets) 	350,000	-	350,000
TR0615	Golf Course Road Chip Seal (1st St to Lindberg Rd) * 	400,000	400,000	-
TR0616	ADA - Francis Street* 	315,000	315,000	-
TR0618	Stevens Middle School Walking Routes* 	815,000	-	15,000
TR0621	Waterfront Trail Riprap Repair 	593,000	109,200	100,000
TR0715	16th Street LID (C to L Streets) 	1,121,000	166,800	-
TR0821	Facility Assessment 	8,000	8,000	-
TR0909	Wayfinding & ODT Signage 	312,000	86,000	212,200
TR0918	Downtown Tree/Sidewalk Replacement Phase II 	300,000	-	300,000
TR0919	Traffic Safety Camera Program 	35,000	-	35,000
TR1020	N Street Solar Speed Display 	30,000	-	30,000
TR1215	City Hall East Parking Lot LID 	751,900	71,700	-
TR1118	Revolving Street Improvements* 	254,500	60,000	30,000
TR1399	Traffic Signal Interconnect/Preemption 	660,000	-	60,000
TRANSPORTATION TOTAL		25,256,500	9,590,700	2,667,200



*The following projects are funded by the Transportation Benefit District taxes.



ELECTRIC CAPITAL FUND #451 REVENUE & EXPENDITURE SUMMARY

REVENUES

Changes in revenue sources in 2022 are attributed to grants received in 2021 that will not be expected in 2022.

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 ADOPTED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
REVENUES							
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	28,800	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	-	-	-	-	-	-	N/A
Proprietary Funds Revenue	-	-	-	50,000	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	1,077,700	4,650,000	3,300,000	800,000	800,000	-	0.00%
TOTAL REVENUE	\$ 1,077,700	\$ 4,650,000	\$ 3,300,000	\$ 878,800	\$ 800,000	(78,800)	-8.97%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 452,700</i>	<i>\$ 3,572,300</i>	<i>\$ (1,350,000)</i>	<i>\$ (2,421,200)</i>			
<i>Change from Prior Year %</i>	<i>72.43%</i>	<i>331.47%</i>	<i>-29.03%</i>	<i>-73.37%</i>			

EXPENDITURES

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 ADOPTED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
EXPENDITURES							
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	-	-	-	-	-	N/A
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	434,037	288,458	527,691	8,060,700	1,800,000	(6,260,700)	-77.67%
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 434,037	\$ 288,458	\$ 527,691	\$ 8,060,700	\$ 1,800,000	(6,260,700)	-77.67%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 272,273</i>	<i>\$ (145,579)</i>	<i>\$ 239,233</i>	<i>\$ 7,533,009</i>			
<i>Change from Prior Year %</i>	<i>168.31%</i>	<i>-33.54%</i>	<i>182.94%</i>	<i>1427.54%</i>			
Unrestricted Cash Balance	\$5,587,920	\$10,034,163	\$12,585,718	\$5,403,818	\$4,403,818		
<i>Change from Prior Yr. \$\$</i>	<i>\$784,656</i>	<i>\$4,446,243</i>	<i>\$2,551,555</i>	<i>(\$7,181,900)</i>	<i>(\$1,000,000)</i>		
<i>Change from Prior Year %</i>	<i>16.34%</i>	<i>79.57%</i>	<i>25.43%</i>	<i>-57.06%</i>	<i>-18.51%</i>		



ELECTRIC CAPITAL FUND #451 PROJECTS SUMMARY

PROJECT EXPENDITURE LISTING BY YEAR ELECTRIC CAPITAL		PROJECT TOTAL	BUDGET 2021	PROPOSED 2022
CLCAP	Maintenance Capital Contribution	1,102,000	195,000	150,000
CL0414	Construct New Light Ops Building	6,399,900	5,970,800	-
CL0916	Replace Laurel Street Substation Switchgear	500,000	500,000	-
CL0716	F Street Substation Switchgear	500,000	500,000	-
CL0119	Overhead Reconductoring - 2020	250,000	196,900	-
CL0216	City/PUD Service Area Capital Needs	400,000	-	200,000
CL0217	I Street Substation Switchgear Replacement	500,000	-	500,000
CL0220	Laurel Street LTC Replacement	200,000	200,000	-
CL0320	F Street LTC Replacement	200,000	200,000	-
CL0420	College Street LTC Replacement	200,000	-	200,000
CL0919	"A" Street Substation Switchgear Replacement	500,000	-	500,000
CL0419	Underground Cable Replacement - 2021	250,000	250,000	-
CL0519	Underground Cable Replacement - 2022	250,000	-	250,000
CL0620	Electric Vehicle Charging Station	48,000	48,000	-
ELECTRIC TOTAL		11,299,900	8,060,700	1,800,000



WATER CAPITAL FUND #452 REVENUE & EXPENDITURE SUMMARY

REVENUES

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 ADOPTED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	-	-	-	-	-	-	N/A
Proprietary Funds Revenue	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	596,000	562,000	719,100	650,000	725,000	75,000	11.54%
TOTAL REVENUE	\$ 596,000	\$ 562,000	\$ 719,100	\$ 650,000	\$ 725,000	75,000	11.54%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 196,000</i>	<i>\$ (34,000)</i>	<i>\$ 157,100</i>	<i>\$ (69,100)</i>			
<i>Change from Prior Year %</i>	<i>49.00%</i>	<i>-5.70%</i>	<i>27.95%</i>	<i>-9.61%</i>			

EXPENDITURES

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 ADOPTED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	-	-	-	-	-	N/A
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	1,056,954	21,059	212,209	1,125,400	2,185,000	1,059,600	94.15%
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 1,056,954	\$ 21,059	\$ 212,209	\$ 1,125,400	\$ 2,185,000	1,059,600	94.15%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 1,036,154</i>	<i>\$ (1,035,895)</i>	<i>\$ 191,150</i>	<i>\$ 1,104,341</i>			
<i>Change from Prior Year %</i>	<i>4981.51%</i>	<i>-98.01%</i>	<i>907.69%</i>	<i>5244.03%</i>			
Unrestricted Cash Balance	\$3,406,721	\$3,807,410	\$4,460,403	\$3,985,003	\$2,525,003		
<i>Change from Prior Yr. \$\$</i>	<i>(\$341,480)</i>	<i>\$400,689</i>	<i>\$652,993</i>	<i>(\$475,400)</i>	<i>(\$1,460,000)</i>		
<i>Change from Prior Year %</i>	<i>-9.11%</i>	<i>11.76%</i>	<i>117.15%</i>	<i>-10.66%</i>	<i>-36.64%</i>		



WATER CAPITAL FUND #452 PROJECTS SUMMARY

PROJECT EXPENDITURE LISTING BY YEAR WATER CAPITAL		PROJECT TOTAL	BUDGET 2021	PROPOSED 2022
WT0121	White Creek & 3rd St Crossing Main	400,000	-	400,000
WT0220	Ranney Well Generator Relocate	175,000	175,000	-
WT0221	Race Street Water Main Replacment South	637,000	637,000	-
WT0419	Decant Facility at Transfer Station - Water S	800,000	28,500	765,000
WT0420	Ennis Creek Water Main Relocate	200,000	-	200,000
WT0421	Race Street Water Main Replacment North	125,000	125,000	-
WT0218	Reservoir Repairs	246,100	44,000	200,000
WT0619	Peabody Reservoir Inlet Pipe Replacement	340,000	40,000	300,000
WT0519	Water Treatment Plant Repairs	180,000	60,000	120,000
WT0520	Sodium Hypochlorite Generation System	143,300	7,900	-
WT0319	Ground Water Resiliency Program	1,275,000	-	200,000
WT0321	Facility Assessment	8,000	8,000	-
WATER TOTAL		4,529,400	1,125,400	2,185,000



WASTEWATER CAPITAL FUND #453 REVENUE & EXPENDITURE SUMMARY

REVENUES

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 ADOPTED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	-	-	-	-	-	-	N/A
Proprietary Funds Revenue	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	600,000	783,500	850,000	900,000	950,000	50,000	5.56%
TOTAL REVENUE	\$ 600,000	\$ 783,500	\$ 850,000	\$ 900,000	\$ 950,000	50,000	5.56%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 200,000</i>	<i>\$ 183,500</i>	<i>\$ 66,500</i>	<i>\$ 50,000</i>			
<i>Change from Prior Year %</i>	<i>50.00%</i>	<i>30.58%</i>	<i>8.49%</i>	<i>5.88%</i>			

















EXPENDITURES

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 ADOPTED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	-	-	-	-	-	N/A
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	354,757	213,450	832,070	1,845,500	1,610,000	(235,500)	-12.76%
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 354,757	\$ 213,450	\$ 832,070	\$ 1,845,500	\$ 1,610,000	(235,500)	-12.76%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (993,152)</i>	<i>\$ (141,307)</i>	<i>\$ 618,620</i>	<i>\$ 1,013,430</i>			
<i>Change from Prior Year %</i>	<i>-73.68%</i>	<i>-39.83%</i>	<i>0.06%</i>	<i>121.80%</i>			

Unrestricted Cash Balance	\$3,032,490	\$3,648,076	\$3,927,128	\$2,981,628	\$2,321,628
<i>Change from Prior Yr. \$\$</i>	<i>(\$663,607)</i>	<i>\$615,586</i>	<i>\$279,052</i>	<i>(\$945,500)</i>	<i>(\$660,000)</i>
<i>Change from Prior Year %</i>	<i>-17.95%</i>	<i>20.30%</i>	<i>7.65%</i>	<i>-24.08%</i>	<i>-22.14%</i>



WASTEWATER CAPITAL FUND #453 PROJECTS SUMMARY

PROJECT EXPENDITURE LISTING BY YEAR WASTEWATER & CSO CAPITAL	PROJECT TOTAL	BUDGET 2021	PROPOSED 2022
WW0120 Pump Station 3 Force Main Replacement 	2,250,000	-	250,000
WW0121 Facility Assessment 	8,000	8,000	-
WW0308 Pump Station #3 Replacement 	1,479,600	497,500	-
WW0618 2019 Neighborhood Sewer Rehab 	300,000	280,000	-
WW0519 Decant Facility at Transfer Station - Wastewater Soils I 	600,000	28,500	565,000
WW0319 Wastewater Comprehensive Plan 	300,000	300,000	-
WW0320 WWTP Septic Truck Pad Repair 	120,000	-	20,000
WW0718 2020 Neighborhood Sewer Rehabilitation 	300,000	300,000	-
WW0508 Digester Mixing Improvement WWTP 	600,000	-	50,000
WW0818 2021 Neighborhood Sewer Rehabilitation 	300,000	300,000	-
WW0420 WWTP Potable Water Air-Gap 	150,000	50,000	100,000
WW0520 Sanitary Force Main Relocate (Lees Creek) 	200,000	-	200,000
WW0220 West 4th Street Capacity Improvement 	500,000	75,000	425,000
WW0918 Neighborhood Sewer Rehab 	300,000	6,500	-
WW0316 CSO 6 & 7 Reconstruction* 	208,400	-	15,000
WW0117 Francis Street Pigging Bypass* 	190,000	190,000	-
WASTEWATER & CSO TOTAL	7,806,000	2,035,500	1,625,000



*Includes Capital Fund #463



SOLID WASTE CAPITAL FUND #454 REVENUE & EXPENDITURE SUMMARY

REVENUES

In 2022, the City expects to receive a grant to fund the Decant Facility project. Additionally, a transfer station surcharge is collected and tracked in this fund for the debt service payment on the Landfill Stabilization project.

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 ADOPTED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	18,391	392,300	378,100	(14,200)	-3.62%
Charges for Goods & Svcs.	1,041,707	1,248,651	1,225,546	1,361,000	1,407,500	46,500	3.42%
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	55,141	117,641	58,353	68,000	20,000	(48,000)	-70.59%
Proprietary Funds Revenue	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	50,000	50,000	50,000	-	0.00%
TOTAL REVENUE	\$ 1,096,848	\$ 1,366,292	\$ 1,352,290	\$ 1,871,300	\$ 1,855,600	(15,700)	-0.84%
<i>Change from Prior Yr. \$\$</i>	<i>\$ (13,374)</i>	<i>\$ 269,444</i>	<i>\$ (14,002)</i>	<i>\$ 519,010</i>			
<i>Change from Prior Year %</i>	<i>-1.20%</i>	<i>24.57%</i>	<i>-1.02%</i>	<i>38.38%</i>			

EXPENDITURES






The Interfund Service expense is for the debt service payment on the 2014 LTGO Bond, which is not a Capital Project expense in the CFP, but is an expense of the Solid Waste Capital Fund. \$597,400 in principal and interest is expected for this bond.

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 ADOPTED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	300	-	-	-	-	N/A
Intergovmt/Interfund Svcs	343,886	598,713	598,800	598,200	597,200	(1,000)	N/A
Capital Outlay	94,926	108,485	9,172	497,500	1,410,800	913,300	183.58%
Debt Service: Principal	-	275,000	280,000	290,000	300,000	10,000	3.45%
Debt Service: Interest	375,805	268,339	313,119	306,100	297,400	(8,700)	-2.84%
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 814,617	\$ 1,250,837	\$ 1,201,091	\$ 1,691,800	\$ 2,605,400	913,600	54.00%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 132,642</i>	<i>\$ 436,220</i>	<i>\$ (49,746)</i>	<i>\$ 490,709</i>			
<i>Change from Prior Year %</i>	<i>19.45%</i>	<i>53.55%</i>	<i>-3.98%</i>	<i>40.86%</i>			

Unrestricted Cash Balance	\$2,904,791	\$2,932,304	\$3,093,654	\$3,273,154	\$2,523,354
<i>Change from Prior Yr. \$\$</i>	<i>\$362,142</i>	<i>\$27,513</i>	<i>\$161,350</i>	<i>\$179,500</i>	<i>(\$749,800)</i>
<i>Change from Prior Year %</i>	<i>14.24%</i>	<i>0.95%</i>	<i>5.50%</i>	<i>5.80%</i>	<i>-22.91%</i>



SOLID WASTE CAPITAL FUND #454 PROJECTS SUMMARY

PROJECT EXPENDITURE LISTING BY YEAR SOLID WASTE CAPITAL		PROJECT TOTAL	BUDGET 2021	PROPOSED 2022
SW0112	Decant Facility at Transfer Station 	966,900	154,500	780,800
SW0117	Landfill Operating Software 	200,000	200,000	-
SW0120	Landfill Pump Station 17 Repair 	250,000	75,000	175,000
SW0121	Landfill Access Road Repair 	515,000	60,000	455,000
SW0221	Facility Assessment 	8,000	8,000	-
SOLID WASTE TOTAL		1,939,900	497,500	1,410,800



STORMWATER CAPITAL FUND #456 REVENUE & EXPENDITURE SUMMARY

REVENUES

REVENUES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 ADOPTED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	-	-	-	-	-	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	-	-	-	-	-	-	N/A
Proprietary Funds Revenue	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	485,000	400,000	400,000	425,000	434,000	9,000	2.12%
TOTAL REVENUE	\$ 485,000	\$ 400,000	\$ 400,000	\$ 425,000	\$ 434,000	9,000	2.12%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 85,000</i>	<i>\$ (85,000)</i>	<i>\$ 400,000</i>	<i>\$ 25,000</i>			
<i>Change from Prior Year %</i>	<i>21.25%</i>	<i>-17.53%</i>	<i>100.00%</i>	<i>6.25%</i>			











EXPENDITURES

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 ADOPTED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	-	-	-	-	-	N/A
Intergovmt/Interfund Svcs	-	-	-	-	-	-	N/A
Capital Outlay	349,404	25,408	6,520	1,361,200	965,000	(396,200)	-29.11%
Debt Service: Principal	-	-	-	-	-	-	N/A
Debt Service: Interest & Other	-	-	-	-	-	-	N/A
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 349,404	\$ 25,408	\$ 6,520	\$ 1,361,200	\$ 965,000	(396,200)	-29.11%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 349,404</i>	<i>\$ (323,996)</i>	<i>\$ (18,888)</i>	<i>\$ 1,354,680</i>			
<i>Change from Prior Year %</i>	<i>N/A</i>	<i>-92.73%</i>	<i>-74.34%</i>	<i>20777.30%</i>			

Unrestricted Cash Balance	\$1,804,776	\$2,178,493	\$2,571,973	\$1,635,773	\$1,104,773		
<i>Change from Prior Yr. \$\$</i>	<i>\$136,471</i>	<i>\$373,717</i>	<i>\$393,480</i>	<i>(\$936,200)</i>	<i>(\$531,000)</i>		
<i>Change from Prior Year %</i>	<i>8.18%</i>	<i>20.71%</i>	<i>18.06%</i>	<i>-36.40%</i>	<i>-32.46%</i>		



STORMWATER CAPITAL FUND #456 PROJECTS SUMMARY

PROJECT EXPENDITURE LISTING BY YEAR STORMWATER CAPITAL	PROJECT TOTAL	BUDGET 2021	PROPOSED 2022
DR0213 H Street Stormwater Outfall  	645,500	80,000	-
DR0120 Decant Facility at Transfer Station - Stormwater Soils I  	1,000,000	28,500	965,000
DR0119 N Street Outfall Improvement  	362,500	362,500	-
DR0121 Facility Assessment  	8,000	8,000	-
DR0804 Lincoln Park/Big Boy Pond Study 	112,200	112,200	-
SW0421 Curbside & Commercial Bins 	770,000	770,000	-
STORMWATER TOTAL	2,898,200	1,361,200	965,000



COMBINED SEWER OVERFLOW CAPITAL FUND #463 REVENUE & EXPENDITURE SUMMARY

REVENUES

The Combined Sewer Overflow (CSO) fund also accounts for the debt associated with the \$46 million CSO project that occurred in 2014. A surcharge for this project is collected on City wastewater utility bills for repayment. These revenues are tracked in this fund. Additionally, this fund collects earnings from investment interest.

REVENUES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	ADOPTED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Licenses & Permits	-	-	-	-	-	-	N/A
Intergovt. Revenue	-	-	-	-	-	-	N/A
Charges for Goods & Svcs.	2,335,738	2,336,770	2,335,738	2,301,900	2,301,900	-	N/A
Fines & Penalties	-	-	-	-	-	-	N/A
Miscellaneous Revenue	37,084	70,399	36,209	60,300	20,000	(40,300)	-66.83%
Proprietary Funds Revenue	-	-	-	-	-	-	N/A
Non-Revenues	-	-	-	-	-	-	N/A
Other Financing Sources	-	-	-	-	-	-	N/A
TOTAL REVENUE	\$ 2,372,822	\$ 2,407,169	\$ 2,371,947	\$ 2,362,200	\$ 2,321,900	(40,300)	-1.71%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 63,193</i>	<i>\$ 34,347</i>	<i>\$ (35,222)</i>	<i>\$ (9,747)</i>			
<i>Change from Prior Year %</i>	<i>2.74%</i>	<i>1.45%</i>	<i>-1.46%</i>	<i>-0.41%</i>			

EXPENDITURES

In 2022, the amount of the debt payment for the CSO will be \$2,305,200. Capital projects related to the CSO are shown in the wastewater capital fund project listing.

EXPENDITURES	2018	2019	2020	2021	2022	VARIANCE FROM 2021	
	ACTUAL	ACTUAL	ACTUAL	BUDGET AMEND. #2	ADOPTED BUDGET	BUDGET AMEND. #2	
						\$\$	%
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -	-	N/A
Personnel Benefits	-	-	-	-	-	-	N/A
Supplies	-	-	-	-	-	-	N/A
Other Services & Charges	-	-	-	-	-	-	N/A
Intergovmt/Interfund Svcs	8,903	6,868	826	-	-	-	N/A
Capital Outlay	-	-	-	190,000	15,000	(175,000)	-92.11%
Debt Service: Principal	1,701,069	1,726,303	1,752,215	1,735,100	1,683,100	(52,000)	-3.00%
Debt Service: Interest & Other	609,997	561,502	513,916	581,600	622,100	40,500	6.96%
Interfund Pmts. for Services	-	-	-	-	-	-	N/A
TOTAL EXPENDITURES	\$ 2,319,969	\$ 2,294,673	\$ 2,266,957	\$ 2,506,700	\$ 2,320,200	(186,500)	-7.44%
<i>Change from Prior Yr. \$\$</i>	<i>\$ 259,678</i>	<i>\$ (25,296)</i>	<i>\$ (27,716)</i>	<i>\$ 239,743</i>			
<i>Change from Prior Year %</i>	<i>12.60%</i>	<i>-1.09%</i>	<i>-1.21%</i>	<i>10.58%</i>			

Unrestricted Cash Balance	\$2,156,356	\$2,261,893	\$1,555,725	\$1,411,225	\$1,412,925
<i>Change from Prior Yr. \$\$</i>	<i>\$85,257</i>	<i>\$105,537</i>	<i>(\$706,168)</i>	<i>(\$144,500)</i>	<i>\$1,700</i>
<i>Change from Prior Year %</i>	<i>4.12%</i>	<i>4.89%</i>	<i>-31.22%</i>	<i>-9.29%</i>	<i>0.12%</i>



CITY WIDE PERSONNEL SUMMARY BY FUND

AUTHORIZED POSITIONS - DEPARTMENT	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
City Manager	9.50	9.50	9.50	9.50	9.50	0.00	0.00%
Community & Economic Development	6.00	6.00	6.00	6.00	6.00	0.00	0.00%
Finance	20.80	20.80	20.80	20.80	20.80	0.00	0.00%
Fire	28.00	28.00	28.00	29.00	29.00	0.00	0.00%
Legal	4.00	4.00	4.00	4.00	4.00	0.00	0.00%
Parks & Recreation	25.60	25.30	25.30	25.30	25.30	0.00	0.00%
Police	59.40	59.40	63.30	63.30	63.90	0.60	0.95%
Public Works & Utilities	93.72	94.27	94.77	93.77	95.77	2.00	2.13%
TOTAL AUTHORIZED POSITIONS	247.02	247.27	251.67	251.67	254.27	2.60	1.03%
<i>Change from Prior Yr. #</i>	<i>(2.75)</i>	<i>0.25</i>	<i>4.40</i>	<i>0.00</i>	<i>2.60</i>		
<i>Change from Prior Year %</i>	<i>-1.10%</i>	<i>0.10%</i>	<i>1.78%</i>	<i>0.00%</i>	<i>1.03%</i>		



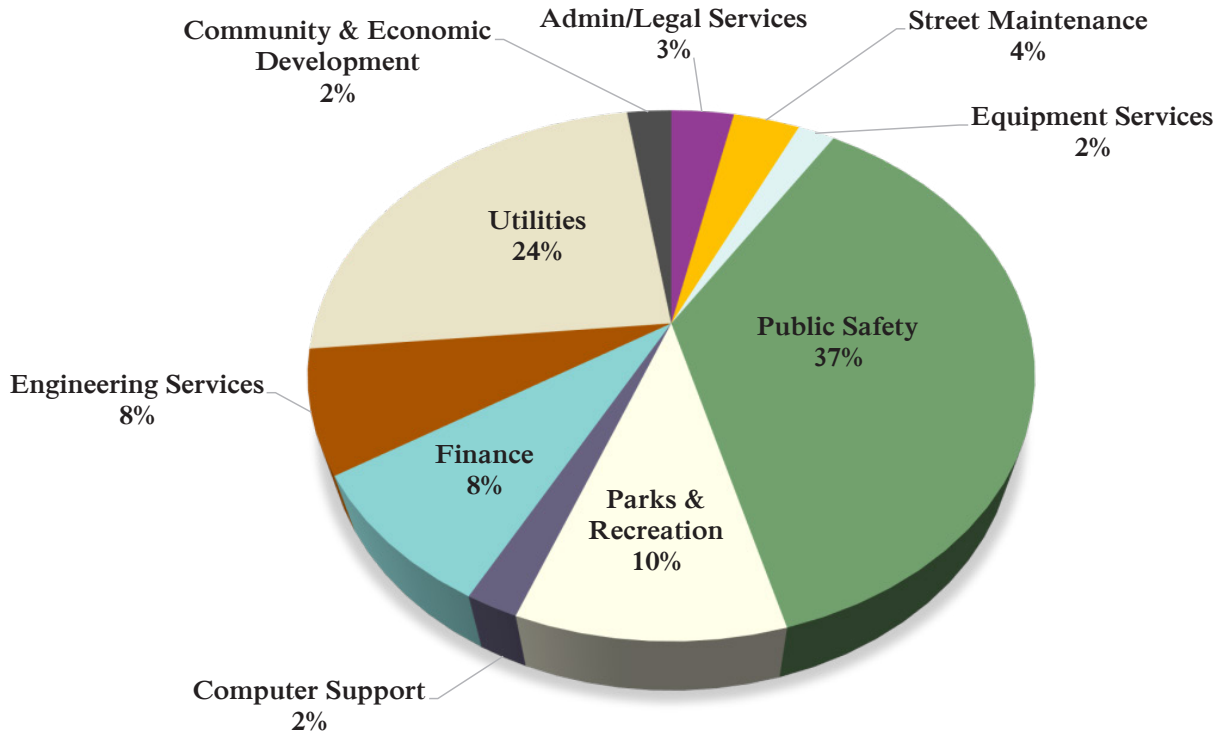
CITY WIDE PERSONNEL SUMMARY (CONTINUED)

PERMANENT POSITIONS - BY FUND	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$	%
General Fund							
City Manager	4.50	4.50	4.50	4.50	4.50	0.00	0.00%
Community & Economic Development	6.00	6.00	6.00	6.00	6.00	0.00	0.00%
Finance	20.80	20.80	20.80	20.80	20.80	0.00	0.00%
Fire	10.05	10.05	10.05	10.05	10.05	0.00	0.00%
Legal	4.00	4.00	4.00	4.00	4.00	0.00	0.00%
Parks & Recreation	18.00	18.00	18.00	18.00	18.50	0.50	2.78%
Police	38.00	38.00	38.90	38.80	37.50	(1.30)	-3.35%
Public Works & Utilities	17.45	18.00	18.00	18.00	18.00	0.00	0.00%
Sub-Total General Fund	118.80	119.35	120.25	120.15	119.35	(0.80)	-0.67%
OTHER FUNDS							
Street	9.00	8.00	7.50	7.50	7.50	0.00	0.00%
PenCom	21.40	23.40	24.40	24.50	24.50	0.00	0.00%
Code Compliance	-	-	-	-	1.90	1.90	N/A
Electric	20.00	20.00	20.00	20.00	20.00	0.00	0.00%
Electric Conservation	2.00	2.00	2.00	1.00	1.00	0.00	0.00%
Water	13.00	13.00	13.34	13.34	13.34	0.00	0.00%
Wastewater	12.00	12.00	12.33	12.33	12.33	0.00	0.00%
Solid Waste	8.50	8.50	8.50	8.50	8.50	0.00	0.00%
Stormwater	3.00	4.00	4.33	4.33	4.33	0.00	0.00%
Medic I	17.95	17.95	17.95	18.95	20.95	2.00	10.55%
Equipment Services	5.00	5.00	5.00	5.00	5.00	0.00	0.00%
Information Technology	5.00	5.00	5.00	5.00	5.00	0.00	0.00%
Sub-Total Other Funds	116.85	118.85	120.35	120.45	124.35	3.90	3.24%
Total Permanent Positions	235.65	238.20	240.60	240.60	243.70	3.10	1.29%
SEASONAL POSITIONS - BY FUND							
General Fund							
Parks & Recreation	7.60	7.60	7.30	7.30	6.80	(0.50)	-6.85%
Public Works & Utilities	0.77	0.77	0.77	0.77	0.77	0.00	0.00%
OTHER FUNDS							
Street	1.50	1.50	1.50	1.50	1.50	0.00	0.00%
Water	2.25	0.50	0.50	0.50	0.50	0.00	0.00%
Wastewater	0.50	0.50	0.50	0.50	0.50	0.00	0.00%
Solid Waste	0.50	0.50	0.50	0.50	0.50	0.00	0.00%
Total Seasonal Positions	13.12	11.37	11.07	11.07	10.57	(0.50)	-4.52%
TOTAL PERMANENT & SEASONAL POSITIONS	248.77	249.57	251.67	251.67	254.27	2.60	1.03%
<i>Change from Prior Yr. #</i>	<i>(1.00)</i>	<i>0.80</i>	<i>2.10</i>	<i>0.00</i>	<i>2.60</i>		
<i>Change from Prior Yr. %</i>	<i>-0.40%</i>	<i>0.32%</i>	<i>0.84%</i>	<i>0.00%</i>	<i>1.03%</i>		



CITY WIDE PERSONNEL SUMMARY

PERSONNEL BY FUNCTION



TOTAL CITY WIDE PERSONNEL EXPENDITURES

EXPENDITURES	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 BUDGET AMEND. #2	2022 PROPOSED BUDGET	VARIANCE FROM 2021 BUDGET AMEND. #2	
						\$\$	%
Full time Salaries	\$ 16,785,426	\$ 17,026,697	\$ 17,647,052	\$ 19,373,400	\$ 20,280,400	907,000	4.68%
Part Time Salaries	250,256	250,788	281,029	265,900	279,600	13,700	5.15%
Seasonal/Temporary Salaries	244,232	276,419	96,315	356,100	349,600	(6,500)	-1.83%
Overtime	873,785	987,692	919,172	816,800	816,900	100	0.01%
Benefits	7,606,668	7,672,795	7,412,453	8,615,000	8,502,100	(112,900)	-1.31%
Travel & Training	289,615	290,014	183,331	412,800	442,900	30,100	7.29%
Memberships & Subscriptions	129,414	110,142	128,801	169,000	168,400	(600)	-0.36%
Uniforms	54,800	64,417	54,265	41,700	40,700	(1,000)	-2.40%
TOTAL EXPENDITURES	\$ 26,234,196	\$ 26,678,964	\$ 26,722,418	\$ 30,050,700	\$ 30,880,600	829,900	2.76%
<i>Change from Prior Yr. \$\$</i>	<i>\$1,283,578</i>	<i>\$ 444,768</i>	<i>\$ 43,454</i>	<i>\$ 3,371,736</i>			
<i>Change from Prior Year %</i>	<i>5.14%</i>	<i>1.70%</i>	<i>0.16%</i>	<i>12.64%</i>			



CITY OF PORT ANGELES



2022 PRELIMINARY BUDGET



BUDGET GLOSSARY

Accrual Basis - A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent. Used in proprietary and non-expendable types of funds.

Agency Fund - One of four types of fiduciary funds. Agency funds are used to report resources held by the reporting government in a purely custodial capacity (assets equal liabilities). Agency funds typically involve only the receipt, temporary investment, and remittance of fiduciary resources to individuals, private organizations, or other governments.

Appropriation - The legal spending level authorized by an ordinance of the City Council. Spending should not exceed this level without approval by the Council.

Assessed Valuation - The value assigned to properties within the City which is used in computing the property taxes to be paid by property owners.

Asset - Resources owned or held by a government which have monetary value.

Association of Washington Cities (AWC) - A non profit, non-partisan organization funded through service fees paid by its member cities.

Available (Undesignated Fund Balance) - Refers to the funds remaining from the prior year which are available for appropriation and expenditure in the current year.

Balanced Budget - A budget wherein revenues equal expenditures.

BARS - The state of Washington Budgeting, Accounting and Reporting System required for all governmental entities in the State.

Benefits - Benefits provided for employees, such as Social Security, retirement, worker's compensation, life insurance, and medical insurance.

Bond - A written promise to pay a sum of money at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used to finance capital projects.

Bond Refinancing - The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

Budget - The financial plan for the operation of a program or organization for the year (or other fiscal period).

Budget Calendar - The schedule of key dates which a government follows in the preparation and adoption of the budget.

Budgetary Basis - This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

Budgetary Control - The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

Budgeting for Priorities - Priority driven budget process to allocate resources to programs or services that achieve the goals and objectives that are the greatest value to the community.

Capital Expenditures - Expenditures for capital assets including land, buildings, equipment, infrastructure or improvements thereof, which will have a useful life greater than one year. Routine capital expenditures range from \$7,500 to \$30,000 and have no significant impact on the operating budget. Non-routine capital expenditures in excess of \$30,000 are those that will have a significant impact on the operating budget.

Capital Facilities Plan (CFP) - The six-year plan or schedule of project expenditures for public facilities, equipment, and infrastructure.

Capital Improvement Program (CIP) - The one-year plan or schedule of project expenditures for public facilities, equipment, and infrastructure, that is incorporated into the Budget.

Capital Outlay - Expenditures for furnishings, equipment, vehicles, or machinery that results in the acquisition of assets with a useful life of more than one year. These expenditures are routine in nature.



Capital Project - The largely one-time cost for acquisition, construction, improvement, replacement, or renovation of land, structures, and improvements thereon. Capital project budgets are adopted at the time the project is authorized and continue until completion. These expenditures are non-routine in nature.

Cash Basis - A basis of accounting in which transactions are recognized only when cash is increased or decreased.

CDBG - Community Development Block Grant. Grants issued by the Washington State Department of Community, Trade and Economic Development, for the purpose of funding low income housing rehabilitation and health related community projects.

(COLA) Cost-of-Living Adjustment - An increase in salaries to offset the adverse effect of inflation on compensation.

Consumer Price Index (CPI) - The measure of changes in prices of all goods and services purchased for consumption by urban households.

Contingency - The appropriation of reserve funds for future allocation in the event specific budget allotments have expired and additional funds are needed.

COSA - Cost of Service Analysis. An analysis of costs associated with providing services, in an effort to determine revenue requirements to recover those costs.

Cost Allocation - Assignment of applicable costs and charges from one fund to another required by treating each fund as an independent entity.

Coverage - Percent of revenues which covers expenditures

CSO - Combined Sewer Overflow. The overflow of stormwater into the City's sewer system.

Debt Service - The annual payment of principal and interest on the City's bonded indebtedness. Bonds are issued to finance the construction of capital projects such as utility facilities and expansion.

Debt Service Coverage Ratio - The ratio of pledged revenues to related debt service payments.

Debt Service Funds - One of five governmental fund types. Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Department - The basic organizational unit of government which is functionally unique in its delivery of

services.

Depreciation - The periodic transfer of cost to expense.

Distinguished Budget Presentation Awards Program - A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

Division - A group of homogeneous cost centers within a department, i.e. Accounting Division within the Finance Department.

Employee Benefits - Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pension, medical, and life insurance plans.

Encumbrances - The amount of funds committed to vendors for goods or services received or to be received by the City as specified in a City purchase order.

Enterprise Funds - One of two proprietary fund types. Enterprise funds are used to report activities for which a fee is charged to external users for goods or services. The City budgets seven such funds, the Electric, Electric Conservation, Water, Wastewater, Solid Waste Collection, and Transfer Station/Landfill, Stormwater and Medic I Funds.

Estimated Revenue - The amount of projected revenue to be collected during the fiscal year.

EUGA - Eastern Urban Growth Area. The geographical area east of current City limits, proposed for urban development within the next twenty years, as required by the Growth Management Act.

Expenditure - Funds spent in accordance with budgeted appropriations on assets or goods and services obtained.

Expense - Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

Fees - A general term for any charge levied by the City associated with providing a service, permitting an activity, or imposing a fine or penalty. Major types of fees include business licenses, fines, and user charges.

Fiduciary Funds - Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the



government's own programs. The fiduciary fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

Fiscal Policy - A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed upon set of principles for the planning and programming of government budgets and their funding.

Full Faith and Credit - A pledge of a government's taxing power to repay debt obligations.

Full-time Equivalent Position (FTE) - A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a part-time employee working 20 hours per week would be the equivalent to 0.5 of a full-time position.

Fund - A fiscal and accounting entity with a self balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Balance - The excess of the assets of a fund over its liabilities, reserves, and carry-over.

Fund Type - One of eleven classifications into which all individual funds can be categorized. Governmental fund types include the general fund, special revenue funds, debt service funds, capital project funds, and permanent funds. Proprietary fund types include enterprise funds and internal service funds. Fiduciary fund types include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

GAAP - Generally Accepted Accounting Principles are standards used for accounting and reporting for both private industry and governments. Government GAAP is currently set by the Governmental Accounting Standards Board.

GASB - Governmental Accountant Standards Board established in 1985 is the current standards-setting board for governmental GAAP.

General Fund - One of five governmental fund types. The general fund typically serves as the chief operating

fund of a government. The general fund is used to account for all financial activities except those that are required to be accounted for in another fund.

General Obligation (G. O.) Bond - This type of bond is backed by the full faith, credit and taxing power of the government.

GFOA - Government Finance Officers Association of the United States and Canada. A professional association of state/provincial and local finance officers in the United States and Canada, founded in 1906. This association plays a major role in the development and promotion of GAAP for state and local governments.

Goal - A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless.

Governmental Capital Projects Funds - One of five governmental fund types. Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

Governmental Funds - Funds used to account for tax supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, governmental capital projects funds, and permanent funds.

Grants - A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.

Growth Management Act (GMA) - Passed in 1990 by the Washington State Legislature & later amended in 1991, 1993, and 1995. The Act provides a growth strategy that protects property rights and the environment, encourages economic development, and gives local cities and counties experiencing rapid population growth, the tools to better manage the development that accompanies it.

Implicit Price Deflator (IPD) - An index of inflation for personal consumption expenditures for the previous 12 months, as published in September of each year by the Bureau of Economic Analysis.

Interfund Transfers - The movement of monies between funds of the same governmental entity.



Intergovernmental Revenue - Revenue from other governments, primarily shared State revenue from auto excise tax, and liquor profits and tax.

Internal Control - The system of controls established by the City to protect the assets from misappropriation and ensure accurate reporting of financial transactions.

Internal Service Funds - One of two proprietary fund types. Internal service funds are used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost reimbursement basis. The City budgets three such funds, Equipment Services, Information Technology and Self Insurance Funds.

LEOFF - Law Enforcement Officers and Firefighters Retirement System provided in the State of Washington.

Levy Rate - The rate of tax to be imposed on the assessed value of real property for the computation of property tax revenues

Licenses and Permits - Revenue category that includes building permits, business licenses, and any other miscellaneous licenses.

LID - Local Improvement District or Special Assessments made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Long-term Debt - Debt with a maturity of more than one year after the date of issuance.

LTGO - Limited Tax General Obligation Bond. Non-voted or councilmanic debt payable from regular tax levies or general revenues.

Major Fund - A fund where total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least ten percent of the corresponding element total, for all funds of that category or type, and is at least five percent of the corresponding element total for all governmental and enterprise funds combined.

Metropolitan Park District - A park district created for the management, control, improvement, maintenance, and acquisition of parks, parkways, boulevards, and recreational facilities.

Miscellaneous Revenue - The account which provides for accumulation of revenues not specifically identified in other accounts. This includes interest, rents, and

incidentals.

Modified Accrual - Basis of accounting according to which revenues are recognized when available and measurable, and expenditures are recognized when the underlying liability is incurred.

NICE Program - Neighborhood Improvement Community Enhancement program. A revolving program for infrastructure improvements that enhance economic development.

NPDES - National Pollutant Discharge Elimination System. Used in reference to the waste discharge permit that is required to operate a wastewater treatment plant.

Non-Major Fund - A fund that does not meet the requirements of a major fund. Please see the definition of major fund for more details.

Non-Operating Expense - Expenses of enterprise funds that are incidental to the main purpose of the fund.

Objective - A strategy that when carried out results in the accomplishment of a goal. An objective is specific, measurable, achievable, realistic, and time bound.

Operating Budget - An operation plan, expressed in financial terms, by which a program is funded. It should include: (1) the mission; (2) the services provided; (3) impact on future years; and (4) current year operations.

Operating Expense - Those costs including expenditures for salaries and wages, benefits, supplies, services, and charges which are necessary to support the primary services of the organization.

Operating Revenue - Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

PDA - Public Development Authority. A public corporation established under RCW 35.21.730 to develop and oversee a specific area or venue. Used in reference to the Port Angeles Harbor Works PDA, which was established to assist in the redevelopment of the former Rayonier Mill site.

Pension Trust Funds - One of four fiduciary fund types. Pension trust funds are used to report resources that are required to be held in trust for the members and beneficiaries of defined benefit pension



plans, defined contribution plans, other post-employment benefit plans, or other employee benefit plans. The City budgets one such fund, the Firemen's Pension Fund.

Reserve - An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resources - Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue - Sources of income financing the operations of government.

Revenue Bonds - A municipal bond issued to provide funding for utility or other projects that serve the public. Future revenues from the projects are pledged for payment of debt service on the bonds.

Service Level - Services or products which comprise actual or expected output of a given program. Focus is on results, not measures of work load.

Source of Revenue - Revenues are classified according to their source or point of origin.

Self-Supporting Bonds - General obligation or revenue bonds whose principal and interest are payable primarily or solely from the non-tax earnings of the municipality.

Special Revenue Funds - One of five governmental fund types. Special revenue funds are used to account for the proceeds of resources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects.

Standard Work Year - 2080 hours, or 260 working days.

Tax Levy - The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

TBD - Transportation Benefit District. Additional 0.2% sales tax collection to be used solely for capital transportation projects as listed in the Capital Facilities Plan.

TIP - Transportation Improvement Program. A six-year specific program of transportation improvements for roadways, transit, and other transportation infrastructure, including non-motorized improvements.

Transfers In/Out - See Interfund Transfers.

TSFP - Transportation Services and Facilities Plan. This plan supplements and expands the goals and policies stated in the Comprehensive Plan for the City. It addresses the City's transportation standards, existing deficiencies, traffic forecasting, future transportation system needs and funding.

Unreserved Fund Balance - The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

UTGO - Unlimited Tax General Obligation Bond. Voter approved debt payable from a specific excess bond levy.

WFOA - Washington Finance Officers Association. A Washington State nonprofit association of public finance professionals and governmental officials founded in 1956, whose mission is "To promote excellence in governmental finance through leadership, education and communication for the public benefit."

Working Capital - The excess of current assets over current liabilities representing the capital immediately available for continued operation of business-type activities in Enterprise and Internal Service Funds.

Work Load Indicator - A unit of work to be done (e.g., number of permit applications received, the number of households receiving refuse collection service, or the number of burglaries to be investigated).

WUGA - Western Urban Growth Area. The geographical area west of current City limits, proposed for urban development within the next twenty years, as required by the Growth Management Act.



CITY OF PORT ANGELES



2022 PRELIMINARY BUDGET

