



City of Tukwila  
**Finance and Governance  
 Committee**

- ◆ De'Sean Quinn, Chair
- ◆ Kate Kruller
- ◆ Cynthia Delostrinos Johnson

<b>Distribution:</b>	
D. Quinn	Mayor Ekberg
K. Kruller	D. Cline
C. Delostrinos Johnson	R. Bianchi
T. McLeod	C. O'Flaherty
K. Hougardy	A. Youn
M. Abdi	L. Humphrey
T. Sharp	

# AGENDA

**MONDAY, OCTOBER 10, 2022 – 5:30 PM**

**THIS MEETING WILL BE CONDUCTED BOTH ON-SITE AT TUKWILA CITY HALL AND ALSO VIRTUALLY.**

**ON-SITE PRESENCE WILL BE IN THE DUWAMISH CONFERENCE ROOM  
 (2ND FLOOR, 6300 SOUTHCENTER BOULEVARD)**

**THE PHONE NUMBER FOR THE PUBLIC TO PARTICIPATE IN THIS  
 MEETING IS: 1-253-292-9750, Access Code 118148336#**

**Click here to: [Join Microsoft Teams Meeting](#)**

**For Technical Support during the meeting call: 1-206-433-7155.**

Item	Recommended Action	
<p><b>1. BUSINESS AGENDA</b></p> <p>a. An update on public records requests.  <i>Andy Youn, Deputy City Clerk; and            Christy O'Flaherty, Records Governance Manager/City Clerk</i></p> <p>b. Proposed 2023-2024 Biennial Budget:</p> <ul style="list-style-type: none"> <li>(1) Contingency Fund</li> <li>(2) Debt Service Funds</li> <li>(3) Fire Impact Fees Fund</li> <li>(4) Active Employees Health Care Fund <i>Vicky Carlsen,            Finance Director</i></li> </ul> <p><b>2. MISCELLANEOUS</b></p>	<p>a. Discussion only.</p> <p>b. Forward to 10/24            C.O.W. Meeting.</p>	<p><b>Pg.1</b></p> <p><b>Pg.19</b></p>

**Next Scheduled Meeting:** *October 24, 2022*



The City of Tukwila strives to accommodate individuals with disabilities.

Please contact the City Clerk's Office at **206-433-1800** ([TukwilaCityClerk@TukwilaWA.gov](mailto:TukwilaCityClerk@TukwilaWA.gov)) for assistance.



# UPDATE ON PUBLIC RECORDS REQUESTS

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Presented by the City Clerk's Office  
October 10, 2022 Finance & Governance Committee



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**THE PUBLIC RECORDS ACT (RCW 42.56)**

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**PROGRAM OVERVIEW**

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**LEGISLATIVE MANDATES**

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**METRICS**

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**AGENCY IMPACTS**

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**SANCTIONS**

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**SUMMARY**

# THE PUBLIC RECORDS ACT (RCW 42.56)

Agencies are required to make identifiable, non-exempt public records available for inspection and copying upon request and to publish rules of procedure that inform the public how access to public records will be accomplished.

Records are defined broadly as any writing created or received by an agency in connection with the transaction of business and may be physical or electronic.

## PROGRAM OVERVIEW

The City Clerk's Office coordinates complex, multi-departmental requests, often in concurrence with pending litigation against the City. The City Clerk is the Public Records Officer and oversees compliance.

Program components include:

- Intake, distribution and monitoring of requests
- Interpretation of requests and generation of search parameters
- Review for responsiveness and potential exemptions to disclosure
- Communications to requestors, agencies, and staff
- Data collection and reporting
- Retention and destruction of public records

# LEGISLATIVE MANDATES

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## 5-Day Letter Rule

Within five business days, the City must provide one of the following responses:

1. Make the record available for inspection or copying; or
2. Provide an internet address and link on the agency's website to the specific records requested; or
3. Acknowledge that the request has been received and provide a reasonable estimate when records will be available; or
4. Request clarification and to the greatest extent possible, provide an estimate of the time to respond if the request is not clarified; or
5. Deny the request and provide a statutory reason as to why the request is being denied.

# LEGISLATIVE MANDATES

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As of 2017, the City is required by RCW 40.14.026 to report annually as a single agency to the State Legislature's Joint Legislative Audit and Review Committee (JLARC) on performance metrics related to public records retention, management, and disclosure.

## Annual Reporting

JLARC requires agencies to capture 17 standardized metrics with 51 associated subsets of data each calendar year for reporting by July 1<sup>st</sup> of the following year.

The Clerk's Office compiles and standardizes data for submission to JLARC from all City departments with the exception of the Municipal Court, which is not subject to the Washington State Public Records Act but is instead regulated under Washington Court Rules.



# LEGISLATIVE MANDATES

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## Open Government Training Act

The Open Government Training Act went into effect July 2014. Since then, the Clerk's Office has produced and presented training to the City Council every four years on:

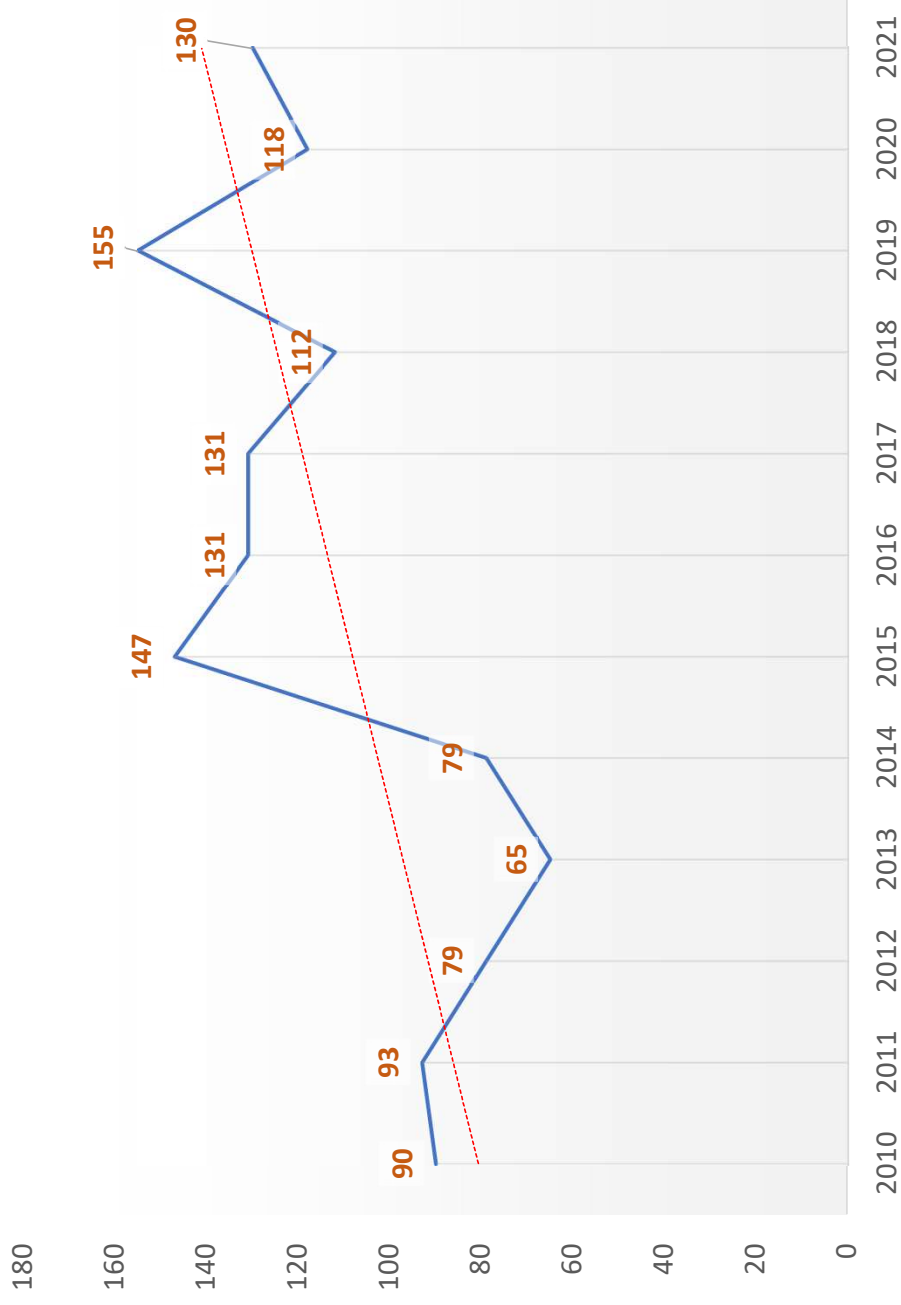
- Records management
- Public Records
- The Open Public Meetings Act

Other trainings provided by the Clerk's Office includes:

- New employee orientations on public records responsibilities
- Resources and direction to public records liaisons in other City departments

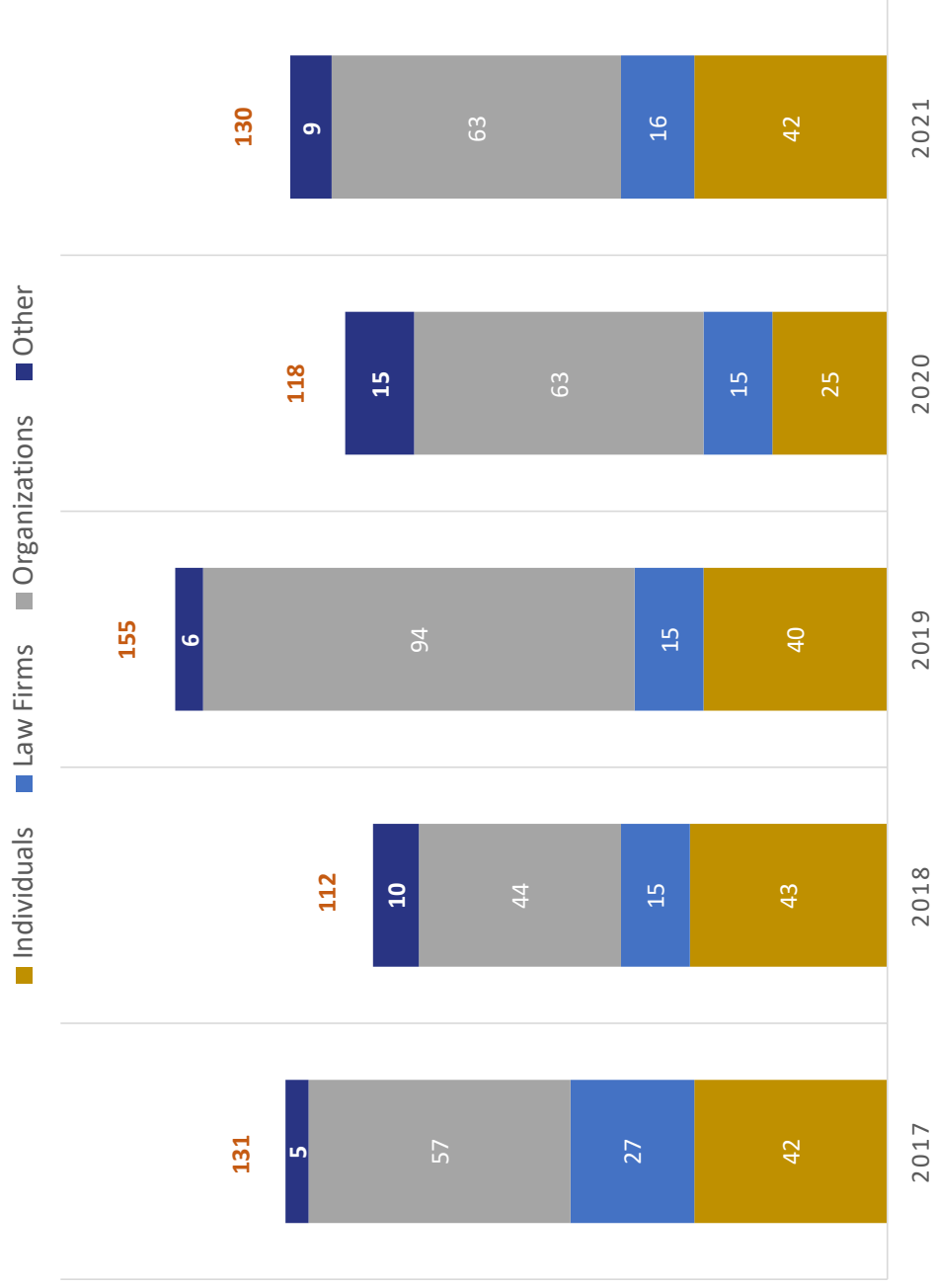
# METRICS

Number of Requests Received Annually (Clerk's Office)



# METRICS

## Requestors by Type (Clerk's Office)



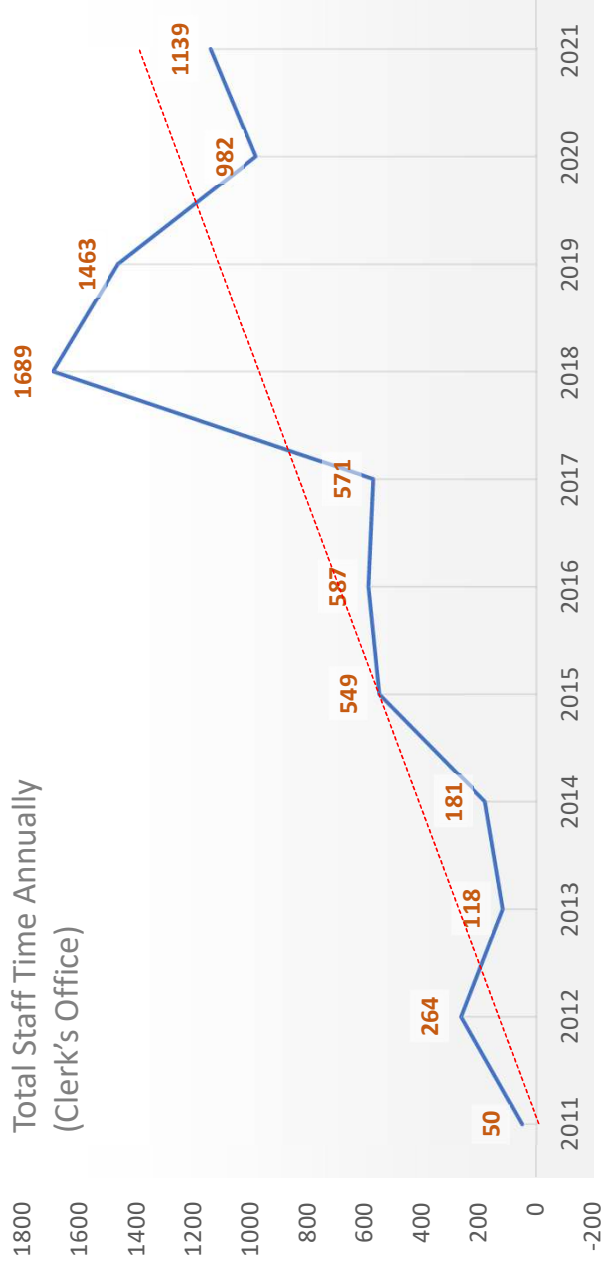
# METRICS

## Time to Close Requests Annually (Clerk's Office)

	2017	2018	2019	2020	2021
Percentage of requests closed in 5 days	77%	68%	73%	50%	56%
Percentage of requests fulfilled in 6-29 days	17%	18%	17%	19%	18%
Percentage of requests closed in 30 days or more	6%	14%	10%	31%	26%
Average number of days to close	11	18	16	23	19
Longest time taken to close a request	155 days	211 days	464 days	132 days	182 days

# METRICS

## Staff Time on Public Records Requests Annually (Clerk's Office)



	2017	2018	2019	2020	2021
Average estimated staff time (hours) per request	4	15	9	9	9

# METRICS

## 2021 Costs Associated with fulfilling Public Records Requests (Staff and legal)

DEPARTMENT	Sum of HOURS	Sum of LABOR	Sum of BENEFITS
FIRE MARSHAL	6.75	688.03	96.47
CITY CLERK	1,139.00	58,131.93	19,399.45
MAYORS	39.50	1,905.11	783.05
POLICE RECORDS	2,117.90	74,126.50	-
FIRE	117.12	2,870.61	-
FINANCE	9.50	429.30	293.91
DCD	448.75	14,341.89	2,916.73
COURT	124.00	3,717.53	1,339.47
TIS	10.50	523.02	273.54
PW – STREETS	36.00	1,800.76	959.55
PW	105.00	5,153.33	1,571.95
	4154.02	\$ 163,688.01	\$ 27,634.12
		<b>STAFF COSTS</b>	<b>\$ 191,322.13</b>

DEPARTMENT	HOURS	EXPENSES	FEES
CITY ATTY	170.9	\$ 42,216.00	
		<b>LEGAL COSTS</b>	<b>\$ 42,216.00</b>
		<b>TOTAL AGENCY COST</b>	<b>\$ 233,538.13</b>

# AGENCY IMPACTS

For requests requiring an email and electronic data search, the number of results can be astounding. Here are some things that staff need to check for:

- Responsiveness
- Attorney/Client Privilege
- Email Attachments
- Tabs in Excel Files
- Files with Hyperlinks

*Fun fact: The search results for one request resulted in 44,219 records, which had 37,287 attachments, thereby totaling 81,506 records to be reviewed.*

Estimated Total Files and Emails Reviewed Annually	
2017	12,214
2018	131,508
2019	40,638
2020	11,688
2021	19,444

# AGENCY IMPACTS (continued)

Interpreting a request is the first step, and criteria must be established to obtain the most **relevant** results:

Criteria used for all searches:

Smith & Lowmyer Law: 1/1/2017 thru 4/1/2022 for EMAIL AND NETWORK/SHAREPOINT/0365, ETC.

Keywords: "Stormwater Management Plan" OR "SWMP" OR "NPDES" from 1/1/2017 thru 4/1/2022

Results are as follows:

PD Data- 0 items  
City Data- 6059 items  
365- 10,946  
Email- 21,079 items

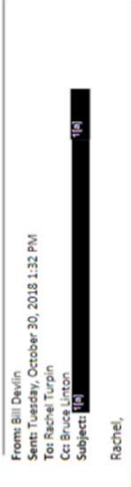
Staff then review for **responsiveness**:



Records identified as containing sensitive information must then be **redacted** and accompanied by an **exemption log**:



Rachel B. Turpin  
Tukwila City Attorney  
6200 Southcenter Boulevard  
Tukwila, WA 98148-3244  
206-435-7199 (Tukwila Office)  
425-885-2210 (Isaquin Office)  
RACHEL.TURPIN@TUKWILA.WA.GOV  
The city of opportunity, the community of choice.



There is also an increased need for:

- Nissen affidavits (for records potentially created or stored on staff cell phones)
- Third-Party Notices (providing affected parties opportunities to obtain an order enjoining release of records)



# SANCTIONS

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Any aggravating factors (delayed response, lack of training, bad faith, dishonesty) or civil penalties are awarded to the requestor. Following are other factors for which sanctions were awarded:

## Aggravating Factors

- Request misdirected or not recognized as a formal request for public records.
- Records not found due to inadequate search
- Born-digital records were not provided in an electronic format or metadata was not provided.
- A request was construed narrowly, resulting in the silent withholding of records.
- Not responding to part or all of the request in a timely manner
- Unreasonable estimate of time for when records will be available
- Willful destruction or alteration of a public record

# SANCTIONS

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## Public Records Act Penalties

**University of Washington vs. The Seattle Times**  
The UW agreed to pay \$97,000 to settle a lawsuit filed by the Seattle Times alleging failure to provide public records that were inadvertently withheld.

**Labor & Industries vs. The Seattle Times**  
L&I was fined \$503,000 for improperly delaying release of more than 5,400 pages of records.

**Port of Quincy v. Dove**  
The Port paid \$350,000 in a settlement to Mr. Dove as a result of missing **one** email that landed in the spam folder in its response.

**Nissen v. Pierce County**  
Work-related text message on a public employee's personal cell phone were found to be subject to disclosure by the WA State Supreme Court. Pierce County paid \$950,000 to Ms. Nissen for failing to disclose an employee's text messages.

# SUMMARY

Many local governments struggle to balance their obligations under the Public Records Act with their existing staff and financial resources. In 2013, the City of Kirkland engaged in an 18-month process to examine this issue and reported:

*Responding to public records requests is one of the City's unique and core essential functions and is also the responsibility of every City employee. In recent years, both the complexity and volume of records requested has grown, straining the capability of the City's resources.*

In addition to the constant influx of new technologies that result in new records to manage, State laws evolve, creating new exemptions and obligations to provide notice, new training requirements, and new fee structures.

The City's ability to fulfill public records requests thoroughly and in a reasonable time frame is reliant on a systemic and compliant records governance program.

Part of that success is due to the development of the Digital Records Center (DRC), which contains 2,074,499 digitized high-retrieval records as of July 2022. Through the DRC, staff can provide hundreds of responsive records through one search.

The Clerk's Office also oversees the Citywide Records Management Program involving retaining, destroying and transferring records to the State Archives. Complying with records management laws mitigates legal and financial risk to the City and ensures the City only retains the records needed for operations.

**The Clerk's Office has not had a failure or sanction.**

**Questions?**



## **INFORMATIONAL MEMORANDUM**

**TO:** City Council

**FROM:** Vicky Carlsen, Finance Director

**CC:** Mayor Ekberg

**DATE:** October 4, 2022

**SUBJECT:** Contingency Fund, Debt Service, Fire Improvement, and Self-Insured Healthcare Funds 2023-2024 Proposed Budget

### **ISSUE**

Review the planned debt service budgets for the 2023-2024 proposed budget.

### **BACKGROUND**

The contingency fund maintains a balance of at least 10% of prior year ongoing revenue per the adopted Reserve Fund Policy as well as a 10% set aside for one-time revenue such as construction sales tax.

Debt service funds account for the payment of principal and interest on all outstanding debt. This included Limited Tax General Obligation (LTGO), Unlimited Tax General Obligation (UTGO), and Local Improvement District #33 Bonds.

The Fire Improvement collects fire impact fees that are then used to fund capital improvements specific to the fire department including the repayment of debt.

The self-insured healthcare fund receives contributions on behalf of employees through premiums charged to their respective departments. Healthcare claims as well as program administrative fees are expensed in this fund.

### **DISCUSSION**

#### *Contingency Fund*

The reserve policy requirement of 10% of prior year ongoing revenue is met in both years of the 2023-2024 biennium.

#### *Debt Service*

Debt Service provides for the payment of principal and interest for existing debt. There is no proposed new debt in the 2023-2024 biennial budget. All debt requirements are fully funded in the biennium.

#### *Fire Improvement Fund*

Budget includes \$300 thousand in fire impact revenue each year. Per the Public Safety Plan D-20 model, fire impact fees collected in this fund are transferred to the Public Safety Plan fund to repay debt service associated with construction two new fire stations.

*Self-Insured Healthcare Plan Fund*

The 2023-2024 proposed budget funds active employee healthcare costs as well as associated administrative fees. Expenditures are based on estimates received from actuarial data. Funding for healthcare is based on estimates as one labor contract is open for negotiations. Additionally, existing fund balance is being utilized for the next two years in order to right-size the ending fund balance.

**RECOMMENDATION**

For information and discussion. Forward to October 24, 2022 Committee of the Whole for additional discussion.

**ATTACHMENTS**

Draft Contingency Fund 2023-2024 Budget

Draft Debt Service 2023-2024 Budget

Draft Fire Improvement Fund 2023-2024 Budget

Draft Self-Insured Healthcare Plan Fund 2023-2024 Budget

**DEPARTMENT:** N/A  
**FUND:** Contingency Fund  
**RESPONSIBLE MANAGER:** Vicky Carlsen

**DIVISION:** N/A  
**FUND NUMBER:** 105  
**POSITION:** Finance Director

**Description**

Sufficient fund balances and reserve levels are important for the long-term financial stability of the City. This fund provides for a reserve fund balance equal to or greater than 10% of the previous General Fund on-going revenue, exclusive of significant non-operating, non-recurring revenues such as real estate sales or transfers in from other funds. Amounts held in this fund can be used for more restrictive, emergency type purposes. All expenditures from this fund require Council approval. This fund is reported as a sub-fund of the general fund in the City’s Annual Comprehensive Financial Report (ACFR).

**Expenditure & Revenue Summary**

<i>Contingency Fund</i>									
	Actual			Budget			Percent Change		
	2020	2021	Projected 2022	2022	2023	2024	2022-2023	2023-2024	
Operating Revenue									
Investment Earnings	\$ 46,191	\$ 66,960	\$ 68,083	\$ 20,000	\$ 20,000	\$ 20,000	0.0%	0.0%	
Transfers In	-	238,936	220,000	-	-	-	0.0%	0.0%	
<b>Total Operating Revenue</b>	<b>46,191</b>	<b>305,896</b>	<b>288,083</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0.0%</b>	<b>0.0%</b>	
Operating Expenditures									
Transfers Out	700,000	-	-	-	-	-	0.0%	0.0%	
<b>Total Operating Expenditures</b>	<b>700,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>0.0%</b>	
Beginning Fund Balance	7,101,978	6,448,169	6,754,065	6,754,065	7,042,148	7,062,148	4.3%	0.3%	
Change in Fund Balance	(653,809)	305,896	288,083	20,000	20,000	20,000	0.0%	0.0%	
<b>Ending Fund Balance</b>	<b>\$ 6,448,169</b>	<b>\$ 6,754,065</b>	<b>\$ 7,042,148</b>	<b>\$ 6,774,065</b>	<b>\$ 7,062,148</b>	<b>\$ 7,082,148</b>	<b>4.3%</b>	<b>0.3%</b>	

\*Contingency fund reserve policy:  
 10% of previous year ongoing  
 revenue met

✓            ✓            ✓            ✓            ✓            ✓

## General Ledger Code Details

### Revenues

GL Account Code	Account Description	Actual		Projected 2022	Budget		
		2020	2021		2022	2023	2024
Operating Revenues							
FN105100-361110	Investment Interest	\$ 46,191	\$ 820	\$ 68,083	\$ 20,000	\$ 20,000	\$ 20,000
FN105100-361112	Investment Interest Accrued	-	4,948	-	-	-	-
FN105100-361320	Unrlzrd Gain(Loss)-Investments	-	61,192	-	-	-	-
Total Operating Revenues		46,191	66,960	68,083	20,000	20,000	20,000
FN105100-730000	Transfer In from General Fund	-	-	-	-	-	-
FN105100-730010	Transfer In GF One-time Rsv	-	238,936	220,000	-	-	-
Non-Operating Revenues		-	238,936	220,000	-	-	-
Total Revenues		\$ 46,191	\$ 305,896	\$ 288,083	\$ 20,000	\$ 20,000	\$ 20,000

### Expenses

GL Account Code	Account Description	Actual		Projected 2022	Budget		
		2020	2021		2022	2023	2024
FN105100-750000	Transfer Out to General Fund	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ -
Total Transfers Out		700,000	-	-	-	-	-
Total Expenditures		\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ -



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**DEPARTMENT:** N/A  
**FUND:** Various Debt Service  
**RESPONSIBLE MANAGER:** Vicky Carlsen

**FUND NUMBER:** 2XX  
**POSITION:** Finance Director

## Description

The funds in this section record the payment of principal and interest for the City's outstanding limited tax general obligation bonds, unlimited tax general obligation bonds, and bonds associated with the City's Local Improvement District #33. Unless specified below, all GO bond issues are being repaid by taxes collected in the general fund.

## DEBT SERVICE SUMMARY

### Existing LTGO Debt

SCORE Limited Tax, GO Bonds, Refunded 2019 (Moody's rating "Aa2" and S&P rating "AA+"): Pay for portion of the construction costs of SCORE jail, a correctional facility, in partnership with five other cities. Original issue amount \$51,055,000 with \$4,921,702 allocated to the City of Tukwila. SCORE plans to pay the debt service on behalf of the owner cities, which includes Tukwila. The debt has a 20-year repayment schedule with interest rates ranging from 1.24% to 3.08% and is callable on December 1, 2029.

Limited Tax GO Bonds, 2015 (S&P rating "AA"): Funding for Interurban Avenue South and Boeing Access Road Bridge projects. Interurban Avenue South consisted of designing and constructing sidewalks, pavement restoration, as well as drainage and lighting work. Boeing Access Road Bridge project rehabilitated the existing bridge with a 340' long concrete or steel bridge structure. Original issue amount of \$5,825,000. The debt has a 20-year repayment schedule with interest rates ranging from 2.25% to 3.00% and is callable on June 1, 2025.

Limited Tax GO Bonds, 2017 (S&P rating "AA"): Funding for 42<sup>nd</sup> Street and 53<sup>rd</sup> Street Sidewalk projects. Original issue amount of \$8,180,000. The debt has a 20-year repayment schedule with interest rates ranging from 3.00% to 3.50% and is callable on June 1, 2027.

Limited Tax GO Bonds, 2018 (S&P rating "AA"): Funding to purchase land for the Public Works Shops facility. This debt is part of the Public Safety Plan. Original issue amount of \$18,365,000. The debt has a 20-year repayment schedule with interest rates ranging from 1.95% to 3.50% and is callable on June 1, 2027. Anticipated land sale revenue will be utilized to repay a portion of this debt.

Limited Tax GO Bonds, 2019 (S&P rating "AA"): Funding for Public Safety Plan projects including the construction of a Justice Center, two fire stations, and PW Shops. Original issue amount of \$22,830,000. The debt has a 20-year repayment schedule with interest rates ranging from 3.00% to 5.00% and is callable on June 1, 2029. Anticipated land sale revenue will be utilized to repay a portion of this debt.

Limited Tax GO Refunding Bonds, 2020 (private placement): Funding for Southcenter Parkway and Howard Hansen Dam projects. Original issue amount of \$1,995,000. Interest rate for the life of the issue is 1.29%.

Limited Tax GO Bonds, 2021A (private placement): Funding for Public Works Shops Phase I project. Original issue amount of \$2,867,300. Interest rate for the life of the issue is 1.70%.

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Limited Tax GO Refunding Bonds, 2021B (private placement): Original proceeds were used to purchase property in the City's Tukwila Redevelopment (Urban Renewal) area. Original issue amount of \$2,780,900. Interest rate for the life of the issue is 2.70%.

Limited Tax GO Refunding Bonds, 2021C Taxable (private placement): Original proceeds were used for arterial street capital projects. Original issue amount of \$1,072,300. Interest rate for the life of the issue is 1.15%.

### **Existing UTGO Debt**

Unlimited Tax GO Bonds, 2016 (S&P rating "AA"): Funding for Public Safety Plan projects including the purchase of land and construction of a Justice Center and two fire stations. Original issue amount of \$32,990,000. The debt has a 20-year repayment schedule with interest rates ranging from 4.50% to 5.00% and has an optional redemption date of December 1, 2026.

Unlimited Tax GO Bonds, 2019 (S&P rating "AA"): Funding for Public Safety Plan projects including the construction of a Justice Center and two fire stations. Original issue amount of \$37,770,000. The debt has a 20-year repayment schedule with interest rates ranging from 3.00% to 5.00% and is callable on June 1, 2029. This issue is being repaid by an excess property tax levy.

### **Existing Local Improvement District Debt**

Local Improvement District #33, 2013 (S&P rating "BBB"): Funding to improve access to the Southcenter area. Original issue amount of \$6,687,500. The debt has a 20-year repayment schedule with interest rates ranging from 3.15% to 5.75%. Debt is being repaid from assessments on property within the LID #33 boundaries.

### **Planned Debt**

There are no planned debt issuances in the 2023-2024 biennium.

## LTGO Debt - Revenue and Expenditure Summary

Limited General Obligation Debt Service Funds - Combined								
	Actual			Budget			Percent Change	
	2020	2021	Projected 2022	2022	2023	2024	2022-2023	2023-2024
Operating Revenue								
Intergovernmental Revenue	\$ 20,657	\$ -	\$ -	\$ 377,030	\$ 376,876	\$ 376,914	0.0%	0.0%
Investment Earnings	2,051	154	-	2,000	-	-	-100.0%	0.0%
Bond Proceeds from Refinancing	1,995,000	3,870,500	-	-	-	-	0.0%	0.0%
Total Operating Revenue	2,017,708	3,870,654	-	379,030	376,876	376,914	-0.6%	0.0%
Transfers In - General Fund	3,490,499	3,112,735	7,207,812	7,207,812	4,749,828	4,206,344	-34.1%	-11.4%
Transfers In - Utility Funds	533,350	533,944	1,053,033	1,053,033	1,052,366	1,053,076	-0.1%	0.1%
Total Revenue	6,041,557	7,517,333	8,260,845	8,639,875	6,179,070	5,636,334	-28.5%	-8.8%
Debt Service Expenditures								
Principal	3,636,461	5,661,560	6,080,310	6,264,916	4,005,836	3,596,548	-36.1%	-10.2%
Interest Expense	2,402,093	2,236,367	2,180,535	2,378,088	2,173,234	2,039,786	-8.6%	-6.1%
Debt Issue Costs	31,600	40,500	-	-	-	-	0.0%	0.0%
Total Debt Service Expenditures	6,070,154	7,938,428	8,260,845	8,643,004	6,179,070	5,636,334	-28.5%	-8.8%
Beginning Fund Balance	449,693	421,095	-	-	-	-	0.0%	0.0%
Change in Fund Balance	(28,597)	(421,095)	-	(3,129)	-	-	-100.0%	0.0%
Ending Fund Balance	\$ 421,095	\$ -	\$ -	\$ (3,129)	\$ -	\$ -	-100.0%	0.0%

## General Ledger Code Details

### Revenues

GL Account Code	Account Description	Actual		Projected 2022	Budget		
		2020	2021		2022	2023	2024
Operating Revenues							
DS200100-361110	Investment Interest	\$ 2,035	\$ 154	\$ -	\$ 2,000	\$ -	\$ -
LTGO2009-337212	Contribution-SCORE	-	-	-	377,030	376,876	376,914
LTGO2010-332210	IRS Tax Credit	20,657	-	-	-	-	-
LTGO2010-361110	Investment Interest	15	-	-	-	-	-
LTGO2010-391100	LTGO Bond Proceeds	1,971,932	-	-	-	-	-
LTGO2011-391100	LTGO Bond Proceeds	-	1,065,750	-	-	-	-
LTGO2014-391100	LTGO Bond Proceeds	-	2,764,135	-	-	-	-
LTGO2020-391100	LTGO Bond Proceeds	23,068	-	-	-	-	-
LTGO2021-391100	LTGO Bond Proceeds	-	40,615	-	-	-	-
Total Operating Revenues		2,017,708	3,870,654	-	379,030	376,876	376,914
DS200100-730197	Transfer In-Gen Fd Debt Svc	-	-	-	-	-	-
LOC2017-730197	Transfer In-Gen Fd Debt Svc	59,176	63,728	2,344,280	2,344,280	-	-
LTGO2010-730197	Transfer In-Gen Fd Debt Svc	368,378	-	-	-	-	-
LTGO2011-730197	Transfer In-Gen Fd Debt Svc	545,300	530,011	-	-	-	-
LTGO2013-730197	Transfer In-Gen Fd Debt Svc	113,130	113,130	113,115	113,115	-	-
LTGO2014-730197	Transfer In-Gen Fd Debt Svc	260,290	132,387	-	-	-	-
LTGO2015-730197	Transfer In-Gen Fd Debt Svc	390,125	98,066	390,275	390,275	392,475	389,375
LTGO2017-730197	Transfer In-Gen Fd Debt Svc	558,250	553,500	553,600	553,600	558,400	557,750
LTGO2018-730197	Transfer In-Gen Fd Debt Svc	402,100	402,100	767,100	767,100	766,350	767,225
LTGO2018-730400	Transfer In from Util Fds	402,100	402,100	767,100	767,100	766,350	767,225
LTGO2019-730197	Transfer In-Gen Fd Debt Svc	793,750	638,760	1,404,367	1,404,367	1,405,035	1,403,700
LTGO2019-730400	Transfer In from Util Fds	131,250	131,844	285,933	285,933	286,016	285,851
LTGO2020-730197	Transfer In-Gen Fd Debt Svc	-	515,736	514,415	514,415	513,029	516,579
LTGO2021-730197	Transfer In-Gen Fd Debt Svc	-	65,318	1,120,660	1,120,660	1,114,540	571,716
Total Transfers In		4,023,849	3,646,679	8,260,845	8,260,845	5,802,194	5,259,420
Total Revenues		\$ 6,041,557	\$ 7,517,333	\$ 8,260,845	\$ 8,639,875	\$ 6,179,070	\$ 5,636,334

Expenditures

GL Account Code	Account Description	Actual		Projected	Budget		
		2020	2021	2022	2022	2023	2024
LOC2017-571181	Bond Prin-Urban Renewal	\$ -	\$ -	\$ 2,276,000	\$ 2,276,000	\$ -	\$ -
LOC2017-583181	Bond Int-Urban Renewal	59,176	63,728	68,280	68,280	-	-
LTGO2009-571950	Bond Prin-Roads/Streets	-	-	-	184,606	191,836	199,548
LTGO2009-583950	Bond Int-Roads/Streets	-	-	-	192,424	185,040	177,366
LTGO2010-571180	Bond Prin-Central Govt Svcs	629,100	-	-	-	-	-
LTGO2010-571950	Bond Prin-Roads/Streets	1,700,900	-	-	-	-	-
LTGO2010-583180	Bond Int-Central Govt Svcs	22,432	-	-	-	-	-
LTGO2010-583950	Bond Int-Roads/Streets	60,648	-	-	-	-	-
LTGO2010-584180	Dbt Issue Costs-Central Govt	8,532	-	-	-	-	-
LTGO2011-571950	Bond Prin-Roads/Streets	475,000	1,545,000	-	-	-	-
LTGO2011-583950	Bond Int-Roads/Streets	70,300	51,300	-	-	-	-
LTGO2013-571760	Bond Prin-Park Facilities	101,461	105,560	109,810	109,810	-	-
LTGO2013-583760	Bond Int-Park Facilities	11,669	7,570	3,305	3,305	-	-
LTGO2014-571580	Bond Prin-Cmty & Econ Dev	160,000	2,941,000	-	-	-	-
LTGO2014-583580	Bond Int-Cmty & Economic Dev	104,990	51,827	-	5,129	-	-
LTGO2015-571950	Bond Prin-Roads/Streets	245,000	250,000	260,000	260,000	270,000	275,000
LTGO2015-583950	Bond Int-Roads/Streets	145,125	137,775	130,275	130,275	122,475	114,375
LTGO2017-571950	Bond Prin-Roads/Streets	325,000	330,000	340,000	340,000	355,000	365,000
LTGO2017-583950	Bond Int-Roads/Streets	233,250	223,500	213,600	213,600	203,400	192,750
LTGO2018-571480	Bond Prin-PW Central Svcs	-	-	730,000	730,000	765,000	805,000
LTGO2018-583480	Bond Int-PW Central Svcs	804,200	804,200	804,200	804,200	767,700	729,450
LTGO2019-571210	Bond Prin-Public Safety	-	-	371,700	371,700	390,600	409,500
LTGO2019-571220	Bond Prin-Fire Services	-	-	318,600	318,600	334,800	351,000
LTGO2019-571480	Bond Prin-PW Central Svcs	-	-	194,700	194,700	204,600	214,500
LTGO2019-583210	Bond Int-Public Safety	373,928	338,226	338,226	338,226	319,641	300,111
LTGO2019-583220	Bond Int-Fire Services	320,509	289,908	289,908	289,908	273,978	257,238
LTGO2019-583480	Bond Int-PW Central Svcs	195,867	177,166	177,166	177,166	167,431	157,201
LTGO2020-571180	Bond Prin-Central Govt Svcs	-	132,300	133,650	133,650	135,000	137,700
LTGO2020-571950	Bond Prin-Roads/Streets	-	357,700	361,350	361,350	365,000	372,300
LTGO2020-583180	Bond Int-Central Govt Svcs	-	6,949	5,242	5,242	3,518	1,776
LTGO2020-583950	Bond Int-Roads/Streets	-	18,787	14,173	14,173	9,511	4,803
LTGO2020-584950	Dbt Issue Cost-Roads/Streets	23,068	-	-	-	-	-
LTGO2021-571480	Bond Prin-PW Central Svcs	-	-	265,500	265,500	270,000	274,600
LTGO2021-571580	Bond Prin-Cmty & Econ Dev	-	-	183,100	183,100	187,600	192,400
LTGO2021-571950	Bond Prin-Roads/Streets	-	-	535,900	535,900	536,400	-
LTGO2021-583480	Bond Int-PW Central Svcs	-	23,424	48,744	48,744	44,231	39,641
LTGO2021-583580	Bond Int-Cmty & Economic Dev	-	36,082	75,084	75,084	70,141	65,075
LTGO2021-583950	Bond Int-Roads/Streets	-	5,926	12,332	12,332	6,169	-
LTGO2021-584480	Dbt Issue Cost-PW Centralized	-	17,415	-	-	-	-
LTGO2021-584580	Issue Cost-Cmty Plan & Econ Dv	-	16,605	-	-	-	-
LTGO2021-584950	Dbt Issue Cost-Roads/Streets	-	6,480	-	-	-	-
Total Debt Service Payments		6,070,154	7,938,428	8,260,845	8,643,004	6,179,070	5,636,334
Total Expenditures		\$ 6,070,154	\$ 7,938,428	\$ 8,260,845	\$ 8,643,004	\$ 6,179,070	\$ 5,636,334

## UTGO Debt - Revenue and Expenditure Summary

Unlimited General Obligation Debt Service Funds - Combined								
	Actual			Budget			Percent Change	
	2020	2021	Projected 2022	2022	2023	2024	2022-2023	2023-2024
Operating Revenue								
Property Tax	\$ 3,433,628	\$ 3,906,139	\$ 4,375,000	\$ 4,375,000	\$ 4,485,975	\$ 4,811,975	2.5%	7.3%
Investment Earnings	43	171	1,500	-	1,200	1,200	0.0%	0.0%
Total Operating Revenue	3,433,671	3,906,309	4,376,500	4,375,000	4,487,175	4,813,175	2.6%	7.3%
Debt Service Expenditures								
Principal	700,000	960,000	1,780,000	1,780,000	1,980,000	2,405,000	11.2%	21.5%
Interest Expense	2,812,537	2,642,975	2,594,975	2,594,975	2,505,975	2,406,975	-3.4%	-4.0%
Total Debt Service Expenditures	3,512,537	3,602,975	4,374,975	4,374,975	4,485,975	4,811,975	2.5%	7.3%
Beginning Fund Balance	88,825	9,959	313,293	313,293	314,818	316,018	0.5%	0.4%
Change in Fund Balance	(78,866)	303,334	1,525	25	1,200	1,200	4700.0%	0.0%
Ending Fund Balance	\$ 9,959	\$ 313,293	\$ 314,818	\$ 313,318	\$ 316,018	\$ 317,218	0.9%	0.4%

## General Ledger Code Details

### Revenues

GL Account Code	Account Description	Actual		Projected	Budget		
		2020	2021	2022	2022	2023	2024
Operating Revenues							
DS213100-311100	Real and Personal Prop Tax	\$ 3,433,628	\$ 3,906,139	\$ 4,375,000	\$ 4,375,000	\$ 4,485,975	\$ 4,811,975
DS213100-361110	Investment Interest	43	171	1,500	-	1,200	1,200
Total Operating Revenues		3,433,671	3,906,309	4,376,500	4,375,000	4,487,175	4,813,175
Total Revenues		\$ 3,433,671	\$ 3,906,309	\$ 4,376,500	\$ 4,375,000	\$ 4,487,175	\$ 4,813,175

### Expenditures

GL Account Code	Account Description	Actual		Projected	Budget		
		2020	2021	2022	2022	2023	2024
UTGO2016-571210	Bond Prin-Public Safety	\$ 186,000	\$ 240,000	\$ 603,000	\$ 603,000	\$ 804,000	\$ 894,000
UTGO2016-571220	Bond Prin-Fire Services	124,000	160,000	402,000	402,000	536,000	596,000
UTGO2016-583210	Bond Int-Public Safety	841,905	832,605	820,605	820,605	790,455	750,255
UTGO2016-583220	Bond Int-Fire Services	561,270	555,070	547,070	547,070	526,970	500,170
UTGO2019-571210	Bond Prin-Public Safety	210,600	302,400	418,500	418,500	345,600	494,100
UTGO2019-571220	Bond Prin-Fire Services	179,400	257,600	356,500	356,500	294,400	420,900
UTGO2019-583210	Bond Int-Public Safety	761,056	677,862	662,742	662,742	641,817	624,537
UTGO2019-583220	Bond Int-Fire Services	648,307	577,438	564,558	564,558	546,733	532,013
Total Debt Service Payments		3,512,537	3,602,975	4,374,975	4,374,975	4,485,975	4,811,975
Total Expenditures		\$ 3,512,537	\$ 3,602,975	\$ 4,374,975	\$ 4,374,975	\$ 4,485,975	\$ 4,811,975

## Local Improvement District & Guaranty Fund - Revenue and Expenditure Summary

Local Improvement District #33 Debt Service Funds - Combined								
	Actual			Budget			Percent Change	
	2020	2021	Projected 2022	2022	2023	2024	2022-2023	2023-2024
Operating Revenue								
LID Assessments	\$ 377,132	\$ 375,889	\$ 380,093	\$ 445,000	\$ 400,000	\$ 400,000	-10.1%	0.0%
LID Assessment Interest	170,485	150,987	140,339	136,000	125,000	104,000	-8.1%	-16.8%
Investment Earnings	17,850	17,723	20,996	3,000	3,000	3,000	0.0%	0.0%
<b>Total Operating Revenue</b>	<b>565,467</b>	<b>544,599</b>	<b>541,428</b>	<b>584,000</b>	<b>528,000</b>	<b>507,000</b>	<b>-9.6%</b>	<b>-4.0%</b>
Debt Service Expenditures								
Principal	480,000	370,000	375,000	445,000	400,000	400,000	-10.1%	0.0%
Interest Expense	199,313	177,713	161,063	183,563	125,000	104,000	-31.9%	-16.8%
<b>Total Debt Service Expenditures</b>	<b>679,313</b>	<b>547,713</b>	<b>536,063</b>	<b>628,563</b>	<b>525,000</b>	<b>504,000</b>	<b>-16.5%</b>	<b>-4.0%</b>
Beginning Fund Balance	1,457,230	1,343,385	1,340,271	1,340,271	1,345,636	1,348,636	0.4%	0.2%
Change in Fund Balance	(113,845)	(3,114)	5,365	(44,563)	3,000	3,000	-106.7%	0.0%
<b>Ending Fund Balance</b>	<b>\$ 1,343,385</b>	<b>\$ 1,340,271</b>	<b>\$ 1,345,636</b>	<b>\$ 1,295,708</b>	<b>\$ 1,348,636</b>	<b>\$ 1,351,636</b>	<b>4.1%</b>	<b>0.2%</b>

## General Ledger Code Details

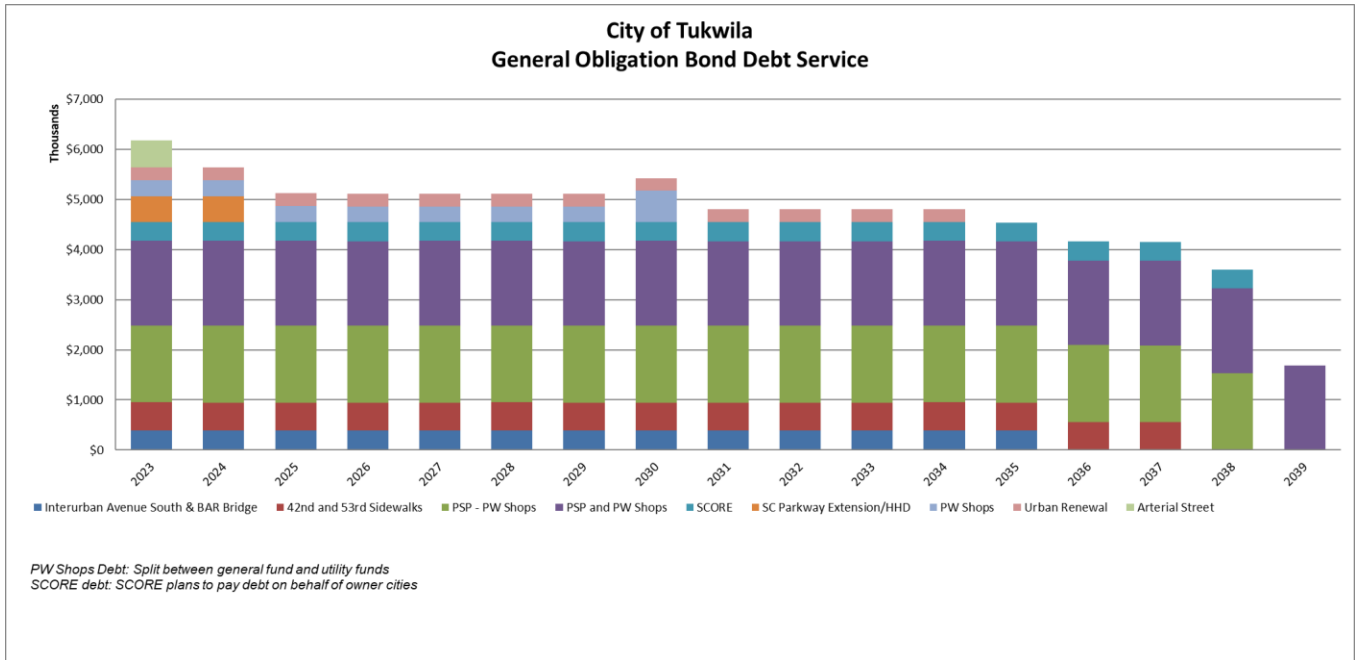
### Revenues

GL Account Code	Account Description	Actual		Projected 2022	Budget		
		2020	2021		2022	2023	2024
Operating Revenues							
DS206100-361110	Investment Interest	\$ 20,499	\$ 20,815	\$ 20,496	\$ 3,000	\$ 3,000	\$ 3,000
DS206100-361112	Investment Interest Accrued	-	(2,135)	-	-	-	-
DS206100-361320	Unrlzd Gain(Loss)-Investments	(5,430)	(1,030)	-	-	-	-
LID33-361110	Investment Interest	2,781	73	500	-	-	-
LID33-361400	Interest on Receivables	170,485	150,987	140,339	136,000	125,000	104,000
LID33-368100	Special Assessments-Capital	377,132	375,889	380,093	445,000	400,000	400,000
<b>Total Operating Revenues</b>		<b>565,467</b>	<b>544,599</b>	<b>541,428</b>	<b>584,000</b>	<b>528,000</b>	<b>507,000</b>
<b>Total Revenues</b>		<b>\$ 565,467</b>	<b>\$ 544,599</b>	<b>\$ 541,428</b>	<b>\$ 584,000</b>	<b>\$ 528,000</b>	<b>\$ 507,000</b>

### Expenditures

GL Account Code	Account Description	Actual		Projected 2022	Budget		
		2020	2021		2022	2023	2024
LID33-571950	Bond Prin-Roads/Streets	\$ 480,000	\$ 370,000	\$ 375,000	\$ 445,000	\$ 400,000	\$ 400,000
LID33-583950	Bond Int-Roads/Streets	199,313	177,713	161,063	183,563	125,000	104,000
<b>Total Debt Service Payments</b>		<b>679,313</b>	<b>547,713</b>	<b>536,063</b>	<b>628,563</b>	<b>525,000</b>	<b>504,000</b>
<b>Total Expenditures</b>		<b>\$ 679,313</b>	<b>\$ 547,713</b>	<b>\$ 536,063</b>	<b>\$ 628,563</b>	<b>\$ 525,000</b>	<b>\$ 504,000</b>

This chart represents the general obligation debt service of the City. It includes debt being repaid with general fund revenue as well as debt that is being repaid from utility funds. Since 2015, SCORE bonds have been paid directly by SCORE jail.

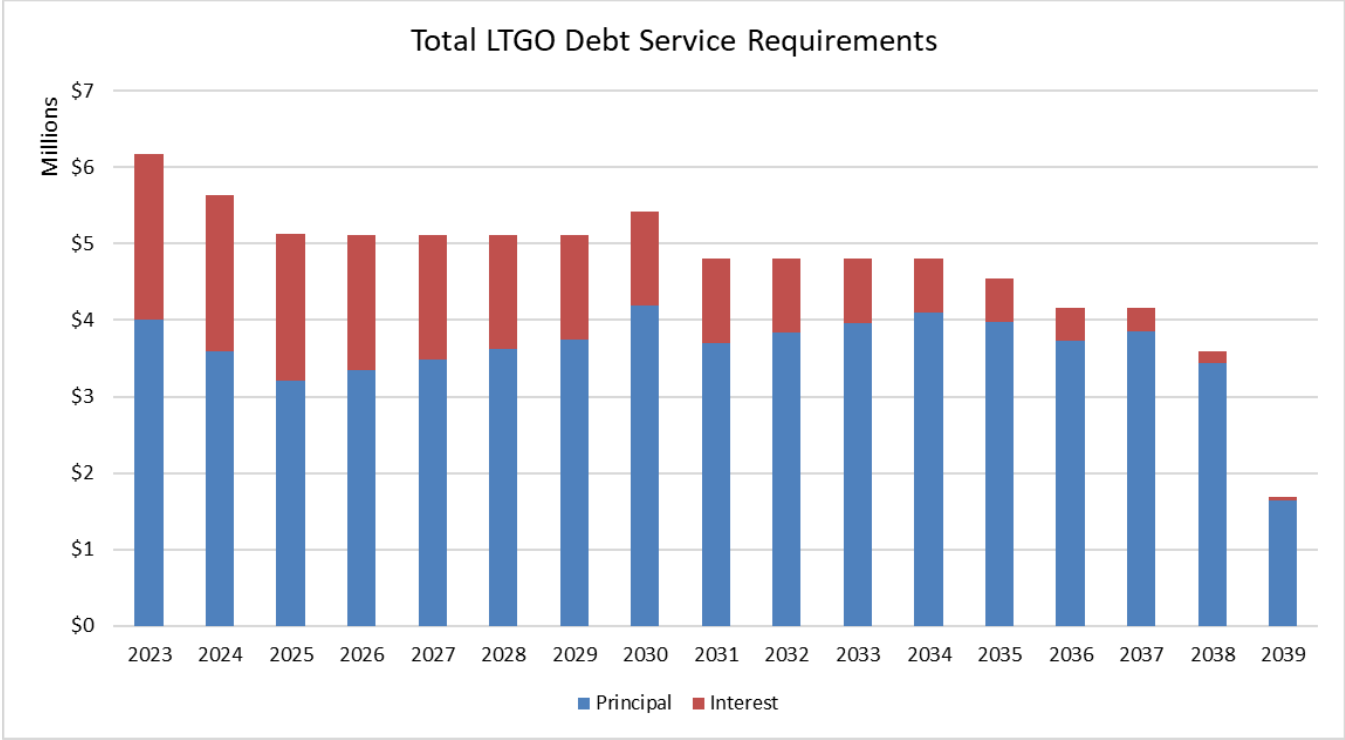


The chart below reflects the existing general obligation debt service of the City and includes both principal and interest requirements.

Schedule of Budgeted General Obligation Long-Term Debt										
	LTGO 2015	LTGO 2017	LTGO 2018	LTGO 2019	LTGO Refunding 2019	LTGO Refunding 2020	LTGO 2021A	LTGO Refunding 2021B	LTGO Refunding 2021C	
	\$5,825,000 Original Issue	\$8,180,000 Original Issue	\$18,365,000 Original Issue	\$22,830,000 Original Issue	\$4,921,702 Original Issue	\$1,995,000 Original Issue	\$2,867,300 Original Issue	\$2,780,900 Original Issue	\$1,072,300 Original Issue	
	Interurban Avenue South & BAR Bridge	42nd and 53rd Sidewalks	PSP - PW Shops	PSP and PW Shops	SCORE	SC Parkway Extension/H HD	PW Shops	Urban Renewal	Arterial Street	Total Existing General Obligation Debt
2023	\$ 392,475	\$ 558,400	\$ 1,532,700	\$ 1,691,050	\$ 376,876	\$ 513,029	\$ 314,231	\$ 257,741	\$ 542,569	\$ 6,179,070
2024	389,375	557,750	1,534,450	1,689,550	376,914	516,579	314,241	257,475	-	5,636,334
2025	391,125	556,800	1,534,200	1,690,800	377,126	-	314,172	258,381	-	5,122,604
2026	387,575	555,550	1,531,950	1,689,550	376,861	-	314,226	257,321	-	5,113,033
2027	391,050	554,000	1,532,700	1,690,800	377,054	-	314,198	257,146	-	5,116,948
2028	392,050	557,150	1,531,200	1,689,300	376,693	-	314,188	256,827	-	5,117,408
2029	387,750	554,850	1,532,450	1,688,750	376,741	-	314,196	256,265	-	5,111,001
2030	388,300	557,250	1,536,200	1,687,150	377,151	-	623,218	255,463	-	5,424,731
2031	388,550	554,200	1,533,000	1,689,500	376,910	-	5,253	255,623	-	4,803,035
2032	388,500	555,850	1,533,200	1,690,650	376,982	-	-	254,416	-	4,799,597
2033	388,150	557,050	1,531,600	1,690,600	376,866	-	-	254,173	-	4,798,439
2034	392,500	557,800	1,533,200	1,689,350	376,770	-	-	253,566	-	4,803,186
2035	391,400	551,875	1,532,800	1,686,900	376,673	-	-	-	-	4,539,648
2036	-	555,625	1,535,400	1,688,250	377,040	-	-	-	-	4,156,315
2037	-	553,725	1,535,800	1,688,250	376,866	-	-	-	-	4,154,641
2038	-	-	1,534,000	1,686,900	376,813	-	-	-	-	3,597,713
2039	-	-	-	1,689,200	-	-	-	-	-	1,689,200
Totals	\$ 5,068,800	\$ 8,337,875	\$24,534,850	\$28,716,550	\$ 6,030,336	\$ 1,029,608	\$ 2,827,922	\$ 3,074,396	\$ 542,569	\$ 80,162,905







Total LTGO Debt Service Requirements			
Year	Principal	Interest	Total
2023	4,005,836	2,173,234	6,179,070
2024	3,596,548	2,039,786	5,636,334
2025	3,215,442	1,907,162	5,122,604
2026	3,339,664	1,773,369	5,113,033
2027	3,480,850	1,636,098	5,116,948
2028	3,627,136	1,490,272	5,117,408
2029	3,749,386	1,361,615	5,111,001
2030	4,196,600	1,228,131	5,424,731
2031	3,703,014	1,100,021	4,803,035
2032	3,831,992	967,605	4,799,597
2033	3,959,660	838,779	4,798,439
2034	4,097,610	705,576	4,803,186
2035	3,973,242	566,406	4,539,648
2036	3,726,738	429,577	4,156,315
2037	3,855,234	299,407	4,154,641
2038	3,430,838	166,875	3,597,713
2039	1,640,000	49,200	1,689,200
<b>Total</b>	<b>\$ 61,429,790</b>	<b>\$ 18,733,115</b>	<b>\$ 80,162,905</b>

**DEPARTMENT:** Fire  
**FUND:** Fire Improvement  
**RESPONSIBLE MANAGER:** Jay Wittwer

**FUND NUMBER:** 304  
**POSITION:** Fire Chief

**Description**

Fire impact fees provide for fire department capital improvements and apparatus through Fire Impact Fees. Impact fees are transferred to the Public Safety fund to pay for improvements specific to the fire department.

**Revenue and Expenditure Summary**

	<i>Fire Improvement</i>						Percent Change	
	Actual			Budget				
	2020	2021	Projected 2022	2022	2023	2024	2022-2023	2023-2024
Operating Revenue								
Investment Earnings	\$ 1,773	\$ -	\$ -	\$ 500	\$ -	\$ -	-100.0%	0.0%
Total Operating Revenue	1,773	-	-	500	-	-	-100.0%	0.0%
Capital Project Revenue								
Fire Impact Fees	113,843	25,382	150,000	300,000	300,000	300,000	0.0%	0.0%
Total Revenue	115,616	25,382	150,000	300,500	300,000	300,000	-0.2%	0.0%
Transfers Out - Public Safety Plan	428,775	25,382	150,000	300,000	300,000	300,000	0.0%	0.0%
Total Expenditures	428,775	25,382	150,000	300,000	300,000	300,000	0.0%	0.0%
Beginning Fund Balance	313,159	-	-	-	-	-	0.0%	0.0%
Change in Fund Balance	(313,159)	-	-	500	-	-	-100.0%	0.0%
Ending Fund Balance	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	-100.0%	0.0%

**General Ledger Code Details**

**Revenues**

GL Account Code	Account Description	Actual		Projected 2022	Budget		
		2020	2021		2022	2023	2024
Operating Revenues							
FD304100-345852	Fire Impact Fees	113,843	25,383	150,000	300,000	300,000	300,000
FD304100-361110	Investment Interest	\$ 1,773	\$ -	\$ -	\$ 500	\$ -	\$ -
Total Operating Revenues		115,616	25,383	150,000	300,500	300,000	300,000
Total Revenues		\$ 115,616	\$ 25,383	\$ 150,000	\$ 300,500	\$ 300,000	\$ 300,000

**Expenditures**

GL Account Code	Account Description	Actual		Projected 2022	Budget		
		2020	2021		2022	2023	2024
FD304100-750305	Transfer Out to 305	428,775	25,383	150,000	300,000	300,000	300,000
Total Transfers Out		428,775	25,383	150,000	300,000	300,000	300,000
Total Expenditures		\$ 428,775	\$ 25,383	\$ 150,000	\$ 300,000	\$ 300,000	\$ 300,000



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**DEPARTMENT:** Finance  
**FUND:** Self Insured Healthcare Plan  
**RESPONSIBLE MANAGER:** Vicky Carlsen

**FUND NUMBER:** 502  
**POSITION:** Finance Director

### Description

This fund accounts for the City's self-insured healthcare plan. This fund receives contributions on behalf of the employees through premiums charged to their respective organization units. Healthcare claims, program administrative fees and a Wellness Program are expensed in this fund.

### 2011-2022 Accomplishments

- ◆ Enhanced Wellness Program, including increased vendor participation at the annual Wellness Fair. **Strategic Goal 4**
- ◆ Issued an RFP and selected new health care broker. **Strategic Goal 4**

### 2023-2024 Outcome Goals

- ◆ Monitor fund balance to ensure adequate balance between annual premium charges and maintenance of reserve levels. **Strategic Goal 4**
- ◆ Continued enhanced Wellness Program and participation. **Strategic Goal 4**

### 2023-2024 Indicators of Success

- ◆ A premium structure that adequately funds the plan and maintains a smooth and predictable premium trajectory is achieved. **Strategic Goal 4**
- ◆ A balance is maintained between Plan benefits and City priorities. **Strategic Goal 5**

## Revenue and Expense Summary

Self-Insured Healthcare Plan								
	Actual			Budget			Percent Change	
	2020	2021	Projected 2022	2022	2023	2024	2022-2023	2023-2024
<b>Operating Revenue</b>								
General Government Revenue	\$ 26	\$ 352	\$ 226	\$ 1,000	\$ -	\$ -	-100.0%	0.0%
Investment Earnings	13,928	5,877	6,000	30,000	6,000	6,000	-80.0%	0.0%
Employee Trust Contributions	157,710	202,186	198,000	160,000	294,885	294,885	84.3%	0.0%
Employer Trust Contributions	6,630,773	7,161,351	7,527,966	8,534,122	5,903,457	5,903,457	-30.8%	0.0%
<b>Total Operating Revenue</b>	<b>6,802,438</b>	<b>7,369,765</b>	<b>7,732,192</b>	<b>8,725,122</b>	<b>6,204,342</b>	<b>6,204,342</b>	<b>-28.9%</b>	<b>0.0%</b>
<b>Operating Expenses</b>								
Self Insured Medical Claims	4,592,793	4,670,903	4,751,378	5,734,599	3,895,309	4,177,719	-32.1%	7.3%
Dental Claims	473,111	489,323	683,852	557,636	436,959	453,564	-21.6%	3.8%
Prescription Claims	971,354	910,834	993,656	1,296,000	906,175	985,466	-30.1%	8.8%
Vision Claims	26,961	27,476	50,134	35,558	18,193	18,557	-48.8%	2.0%
Stop Loss Reimbursements	(91,867)	(36,665)	(19,030)	-	-	-	0.0%	0.0%
TPA Admin Fees	159,943	159,571	149,145	185,000	141,640	145,889	-23.4%	3.0%
Excess Loss Premiums	354,270	366,282	526,119	400,000	351,946	404,738	-12.0%	15.0%
IBNR Adjustment	-	-	-	200,000	-	-	-100.0%	0.0%
Professional Services	90,000	82,500	224,208	100,000	-	-	-100.0%	0.0%
Contracted Services	-	-	-	-	100,000	100,000	0.0%	0.0%
Miscellaneous Expenses	3,818	1,595	1,392	3,000	-	-	-100.0%	0.0%
Other Miscellaneous Expenses	-	-	9,350	-	3,000	3,000	0.0%	0.0%
Employee Wellness Svcs	3,622	8,875	15,000	18,000	18,000	18,000	0.0%	0.0%
<b>Total Operating Expenses</b>	<b>6,584,004</b>	<b>6,680,694</b>	<b>7,385,204</b>	<b>8,529,793</b>	<b>5,871,222</b>	<b>6,306,933</b>	<b>-31.2%</b>	<b>7.4%</b>
Indirect Cost Allocation	148,106	178,821	180,609	180,609	189,639	199,121	5.0%	5.0%
<b>Total Expenses</b>	<b>6,732,110</b>	<b>6,859,515</b>	<b>7,565,813</b>	<b>8,710,402</b>	<b>6,060,861</b>	<b>6,506,054</b>	<b>-30.4%</b>	<b>7.3%</b>
Beginning Fund Balance	17,215	87,542	597,792	597,792	764,171	907,652	27.8%	18.8%
Change in Fund Balance	70,327	510,250	166,379	14,720	143,481	(301,712)	874.7%	-310.3%
Ending Fund Balance	\$ 87,542	\$ 597,792	\$ 764,171	\$ 612,512	\$ 907,652	\$ 605,940	48.2%	-33.2%
Unrestricted	87,542	597,792	764,171	612,512	907,652	605,940	48.2%	-33.2%
IBNR Reserve	1,662,500	1,500,000	1,671,724	1,795,500	1,559,864	1,679,120	-13.1%	7.6%

## General Ledger Code Details

### Revenues

GL Account Code	Account Description	Actual		Projected	Budget		
		2020	2021	2022	2022	2023	2024
Operating Revenues							
FN502370-341970	Employee Benefit Program Svcs	\$ 26	\$ 352	\$ 226	\$ 1,000	\$ -	\$ -
FN502370-361110	Investment Interest	25,275	5,042	6,000	30,000	6,000	6,000
FN502370-361112	Investment Interest Accrued	(5,085)	-	-	-	-	-
FN502370-361320	Unrldz Gain(Loss)-Investments	(6,261)	835	-	-	-	-
FN502370-369700	Trust Contributions-Employer	6,630,773	7,161,351	7,527,966	8,534,122	5,903,457	5,903,457
FN502370-369710	Vol Contributions - Employees	123,381	160,461	126,037	130,000	-	-
FN502370-369720	Mandatory Contrib-Employees	34,329	41,725	71,963	30,000	294,885	294,885
Total Operating Revenues		6,802,438	7,369,765	7,732,192	8,725,122	6,204,342	6,204,342
Total Revenues		\$ 6,802,438	\$ 7,369,765	\$ 7,732,192	\$ 8,725,122	\$ 6,204,342	\$ 6,204,342

### Expenses

GL Account Code	Account Description	Actual		Projected	Budget		
		2020	2021	2022	2022	2023	2024
FN502370-525500	Self Insured Medical Claims	\$ 4,592,793	\$ 4,670,903	\$ 4,751,378	\$ 5,734,599	\$ 3,895,309	\$ 4,177,719
FN502370-525501	Dental Claims	473,111	489,323	683,852	557,636	436,959	453,564
FN502370-525502	Prescription Claims	971,354	910,834	993,656	1,296,000	906,175	985,466
FN502370-525503	Vision Claims	26,961	27,476	50,134	35,558	18,193	18,557
FN502370-525504	Stop Loss Reimbursements	(91,867)	(36,665)	(19,030)	-	-	-
FN502370-525506	TPA Admin Fees	159,943	159,571	149,145	185,000	141,640	145,889
FN502370-525507	Excess Loss Premiums	354,270	366,282	526,119	400,000	351,946	404,738
FN502370-525510	IBNR Adjustment	-	-	-	200,000	-	-
Total Personnel Benefits		6,486,565	6,587,724	7,135,254	8,408,793	5,750,222	6,185,933
FN502370-541000	Professional Services	90,000	82,500	224,208	100,000	-	-
FN502370-541007	Contracted Services	-	-	-	-	100,000	100,000
FN502370-549000	Miscellaneous Expenses	3,818	1,595	1,392	3,000	-	-
FN502370-549999	Other Miscellaneous Expenses	-	-	9,350	-	3,000	3,000
FN502900-549005	Employee Wellness Svcs	3,622	8,875	15,000	18,000	18,000	18,000
Total Services & Passthrough Pmts		97,440	92,970	249,950	121,000	121,000	121,000
FN502370-750190	Transfer Out ICA	148,106	178,821	180,609	180,609	189,639	199,121
Total Expenditures		\$ 6,732,110	\$ 6,859,515	\$ 7,565,813	\$ 8,710,402	\$ 6,060,861	\$ 6,506,054

