

CITY OF TOPPENISH

Quarterly Report March 31, 2024



Introduction

At the end of each quarter, the Finance Department reports on the City of Toppenish's financial condition. The following quarterly financial report provides an analysis through the first quarter (January 1st through March 31st) of fiscal year 2024. This report is unaudited and may differ from the final annual report.

This report provides an analysis of financial trends through the first quarter of 2024 including:

- Expenditure and Revenue comparisons to budget and previous years
- Tax analysis and collections
- Fund Balances
- Investment reports
- Bank and Cash confirmations

Basis of Reporting

The City reports financial activity in accordance with the *Cash Basis Budgeting, Accounting and Reporting System* (BARS) Manual prescribed by the State Auditor's Office under the authority of Washington State law, Chapter 43.09 RCW. This manual prescribes a financial reporting framework that differs from generally accepted accounting principles (GAAP) in the following manner:

- Financial transactions are recognized on a cash basis of accounting.
- Component units are required to be disclosed but are not included in the financial statements.
- Government-wide statements, as defined in GAAP, are not presented.
- All funds are presented, rather than a focus on major funds.
- The *Schedule of Liabilities* is required to be presented with the financial statements as supplementary information.
- Supplementary information required by GAAP is not presented.
- Ending balances are presented using classifications that are similar to the ending balance classification in GAAP.

Citywide Expenditures at a Glance

Expenditure Type	Q1 2024	Budget	% of Budget Spent
Transfers	\$2,294,000	\$1,566,480	146.4%
Wages	\$1,177,393	\$4,982,405	23.6%
Benefits	\$537,633	\$2,331,065	23.1%
Supplies	\$104,321	\$740,722	14.1%
Service/Pass Through	\$2,039,197	\$6,746,589	30.2%
Capital Outlay	\$460,936	\$1,109,130	41.6%
Debt Service Principal	\$346,429	\$1,421,997	24.4%
Debt Service Interest	\$48,314	\$181,590	26.6%
TOTAL	\$7,008,224	\$19,079,978	*36.7%

- % Of budget spent includes additional transfers made in the vehicle replacement fund to move funds out of that fund into respective water, wastewater, solid waste, and MVTV funds. Percent of budget spent without interfund transfers is ***26.9%***
- Service/Pass Through includes the full payment for WCIA insurance budgeted at \$659,729 but paid at \$744,567.
- Capital Outlay includes \$385,225 of retainage for the Sewer System project that was planned to be paid in 2023.

Expenditure Type	Q1 2024	Q1 2023	% Difference
Transfers	\$2,294,000	\$139,522	1544.2%
Wages	\$1,177,393	\$1,018,752	15.6%
Benefits	\$537,633	\$457,357	17.6%
Supplies	\$104,321	\$155,154	-32.8%
Service/Pass Through	\$2,039,197	\$1,799,879	13.3%
Capital Outlay	\$460,936	\$1,196,641	-61.5%
Debt Service Principal	\$346,429	\$243,429	42.3%
Debt Service Interest	\$48,314	\$15,599	209.7%
TOTAL	\$7,008,224	\$5,026,334	*39.4%

- % difference includes additional transfers made in 2024 in the vehicle replacement fund to move funds out of that fund into respective water, wastewater, solid waste, and MVTV funds. Percent difference without the interfund transfers is ***-3.7%***
- A large portion of the Citywide Sewer project was expensed in Q1 2023 which explains a large portion of the year over year difference.

Citywide Revenue at a Glance

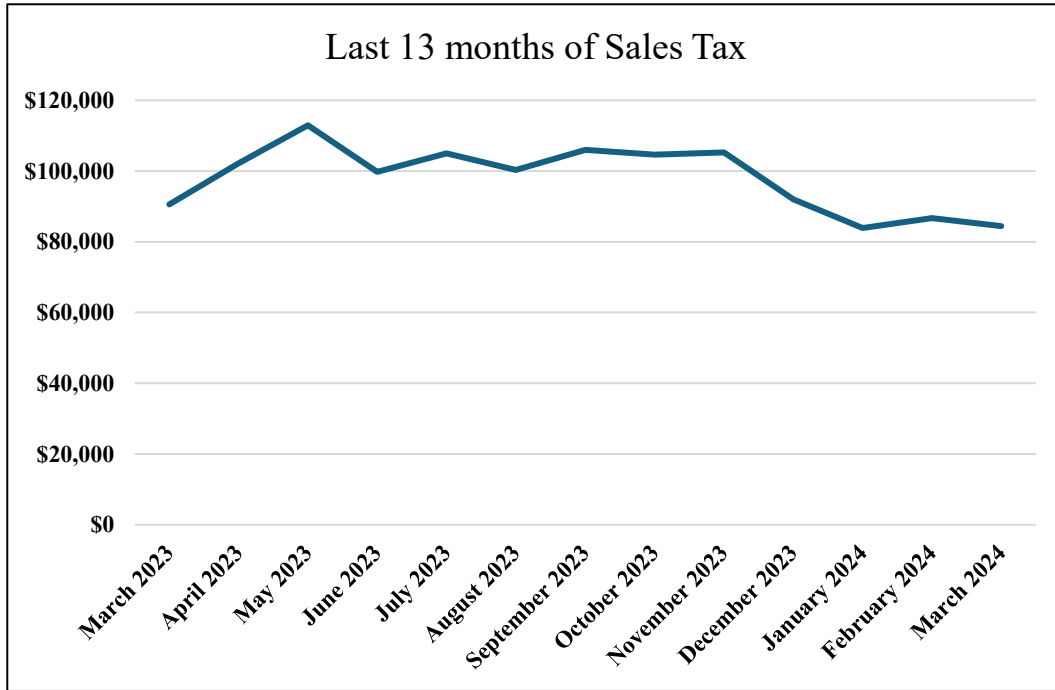
Revenue Source	Q1 2024	Budget	% of Budget
Taxes	\$1,256,652	\$6,096,549	20.6%
Licenses and Permits	\$39,802	\$104,800	38.0%
Intergovernmental Revenue	\$560,036	\$563,109	99.5%
Charges for Goods and Services	\$1,783,786	\$7,735,980	23.1%
Fines and Penalties	\$10,165	\$62,815	16.2%
Miscellaneous and Other	\$233,331	\$279,577	83.5%
TOTAL	\$3,883,772	\$14,842,830	26.2%

- Citywide revenues are not all received uniformly each quarter; for example, about 66% of property tax revenues are collected in the months of May and November.
- Intergovernmental revenue reflects receipt of grants for the USDA Sewer Improvement project and the Jackson Street project.

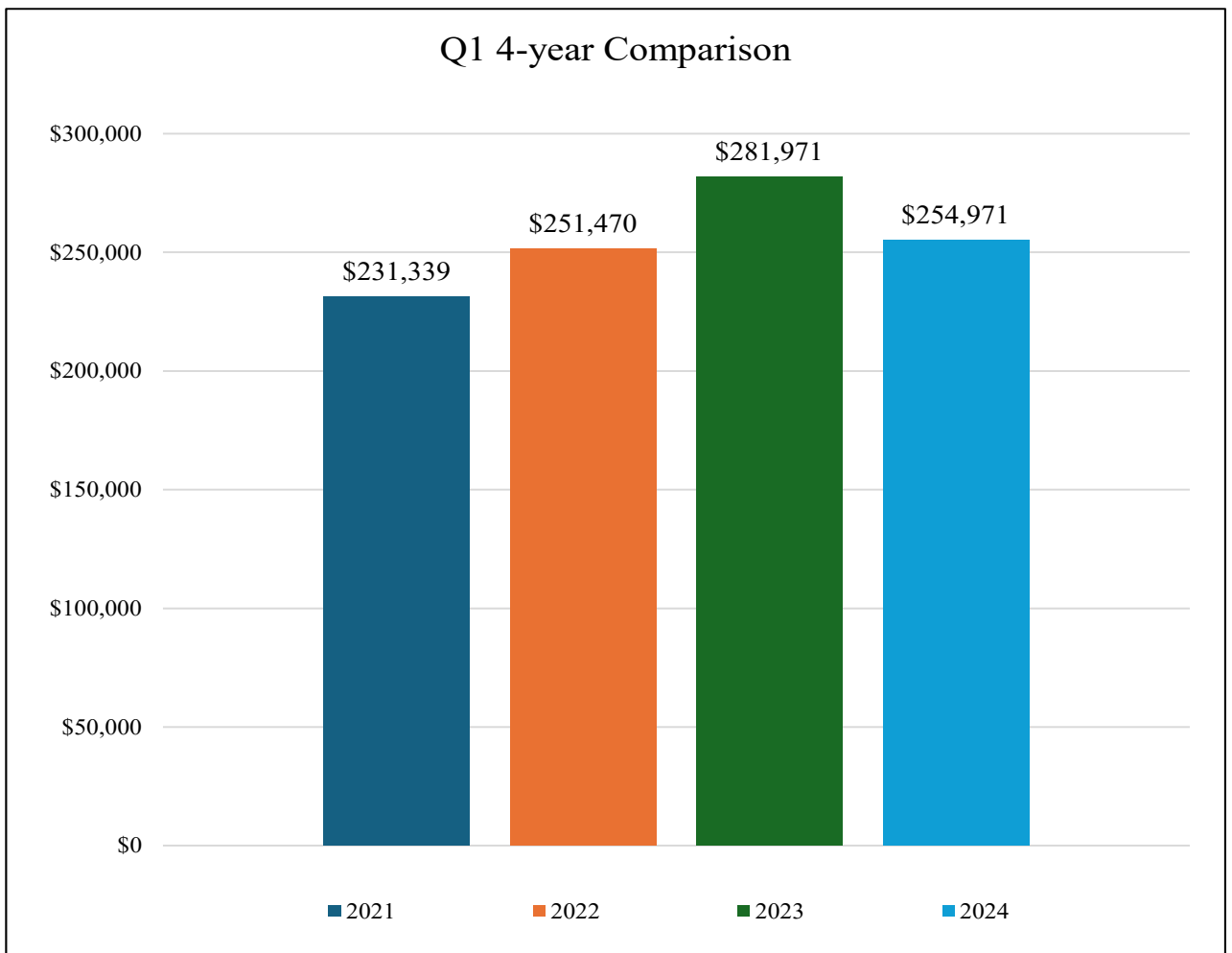
Revenue Source	Q1 2024	Q1 2023	% Difference
Taxes	\$1,256,652	\$1,289,924	-2.6%
Licenses and Permits	\$39,802	\$46,376	-14.2%
Intergovernmental Revenue	\$560,036	\$139,165	302.4%
Charges for Goods and Services	\$1,783,786	\$1,704,153	4.7%
Fines and Penalties	\$10,165	\$10,575	-3.9%
Miscellaneous and Other	\$233,331	\$231,469	0.8%
TOTAL	\$3,883,772	\$3,421,661	13.5%

- Taxes are trending slightly below 2023, further analysis on following pages.
- Interest earnings are up 240%, or \$123,778 from the same quarter last year.

Sales Tax



Q1
Trending
2.6%
above
budget





Cash and Investment Activity

Period: 2024 - March
Period Totals

Fund	Beginning Cash	Beginning Investments	Activity In	Activity Out	Ending Cash	Ending Investments	Ending Balance
001 General Fund	\$518,406.14	\$1,716,814.33	\$752,846.71	\$627,269.52	\$651,607.09	\$1,724,438.09	\$2,376,045.18
002 General Fund Capital Reserve Fund	\$149,121.99	\$406,897.22	\$0.00	\$14,675.46	\$135,275.39	\$407,726.08	\$543,001.47
003 Welcome Center Fund	(\$3,242.02)	\$10,169.40	\$0.00	\$452.23	(\$3,647.55)	\$10,216.10	\$6,568.55
004 Railroad Depot Facility Fund	(\$1,506.31)	\$0.00	\$1,506.31	\$0.00	\$0.00	\$0.00	\$0.00
006 Public Works Building Fund	(\$102,229.37)	\$302,656.09	\$0.00	\$10,923.00	(\$111,762.61)	\$304,045.85	\$192,283.24
007 Library Fund	(\$5,384.43)	\$0.00	\$5,689.49	\$305.06	\$0.00	\$0.00	\$0.00
021 Urban Development Action Grant Fund	\$100.64	\$1,825.39	\$0.00	\$0.00	\$100.64	\$1,825.39	\$1,926.03
023 Municipal Corrections Fund	\$10.00	\$0.00	\$0.00	\$0.00	\$10.00	\$0.00	\$10.00
030 Criminal Justice Fund	\$128,398.94	\$970,327.87	\$52,642.85	\$162,303.82	\$23,193.87	\$974,783.77	\$997,977.64
050 Special Projects Fund	\$54,023.39	\$244,678.42	\$1,090.00	\$2,686.71	\$53,550.67	\$245,802.41	\$299,353.08
101 Street Fund	(\$26,972.51)	\$1,784.92	\$46,456.60	\$23,136.87	(\$2,718.85)	\$2,718.85	\$0.00
103 Vehicle License Fee Fund	\$26,983.69	\$201,602.93	\$11,860.20	\$30,409.21	\$8,434.68	\$201,602.93	\$210,037.61
106 Tourism Development Fund	\$60,908.60	\$40,677.57	\$1,354.00	\$186.79	\$62,262.60	\$40,864.36	\$103,126.96
108 Cemetery Fund	(\$10,239.92)	\$0.00	\$28,207.49	\$17,988.86	(\$21.29)	\$0.00	(\$21.29)
119 Public Safety Grants Fund	\$5,305.23	\$150,000.00	\$0.00	\$0.00	\$5,305.23	\$150,000.00	\$155,305.23
129 Special Investigative Drug Account Fund	\$985.07	\$25,624.97	\$227.22	\$117.72	\$1,212.29	\$25,742.69	\$26,954.98
157 Cable TV Fund	\$30,723.77	\$127,032.11	\$8,323.91	\$11,843.15	\$27,742.40	\$127,569.98	\$155,312.38
158 Cable TV Equipment Reserve Fund	\$31,123.73	\$34,447.28	\$43,431.28	\$204.32	\$74,555.01	\$34,651.60	\$109,206.61
170 Housing Rehabilitation Fund	\$20,021.97	\$589,920.56	\$1,588.02	\$2,973.55	\$21,345.99	\$592,630.11	\$613,976.10
225 Community Economic Development Loan Fund	\$317.73	\$5,219.28	\$0.00	\$0.00	\$317.73	\$5,219.28	\$5,537.01
301 Municipal Capital Improvement Fund	\$32,759.02	\$916,606.35	\$2,192.31	\$3,169.84	\$34,951.33	\$919,776.19	\$954,727.52
302 Street Capital Fund	\$22,507.95	\$254,234.82	\$16,613.18	\$1,167.42	\$39,121.13	\$255,402.24	\$294,523.37
401 Water Fund	\$453,444.03	\$1,352,641.91	\$192,380.23	\$678,385.67	(\$26,294.91)	\$1,358,908.41	\$1,332,613.50
402 Utility Deposit Fund	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
403 Wastewater Fund	(\$101,634.15)	\$1,313,135.71	\$281,066.42	\$548,024.81	(\$352,928.36)	\$1,328,799.89	\$975,871.53
405 Solid Waste Fund	\$40,299.32	\$254,234.82	\$103,221.91	\$190,273.91	(\$45,585.26)	\$255,402.24	\$209,816.98
410 Water Capital Fund	(\$6,848.48)	\$400,000.00	\$355,870.04	\$0.00	\$349,021.56	\$400,000.00	\$749,021.56
413 Wastewater Capital Fund	(\$210,200.05)	\$2,100,000.00	\$394,104.81	\$127,527.08	\$56,377.68	\$2,100,000.00	\$2,156,377.68
421 Public Works Trust Fund/DWSRF Loans Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
427 DOE Centennial Sewer Loan Reserve Fund (USDA Reserve)	\$0.00	\$0.00	\$61,164.00	\$0.00	\$61,164.00	\$0.00	\$61,164.00
431 Equipment Replacement Fund - Water	\$0.00	\$0.00	\$512,223.52	\$0.00	\$512,223.52	\$0.00	\$512,223.52

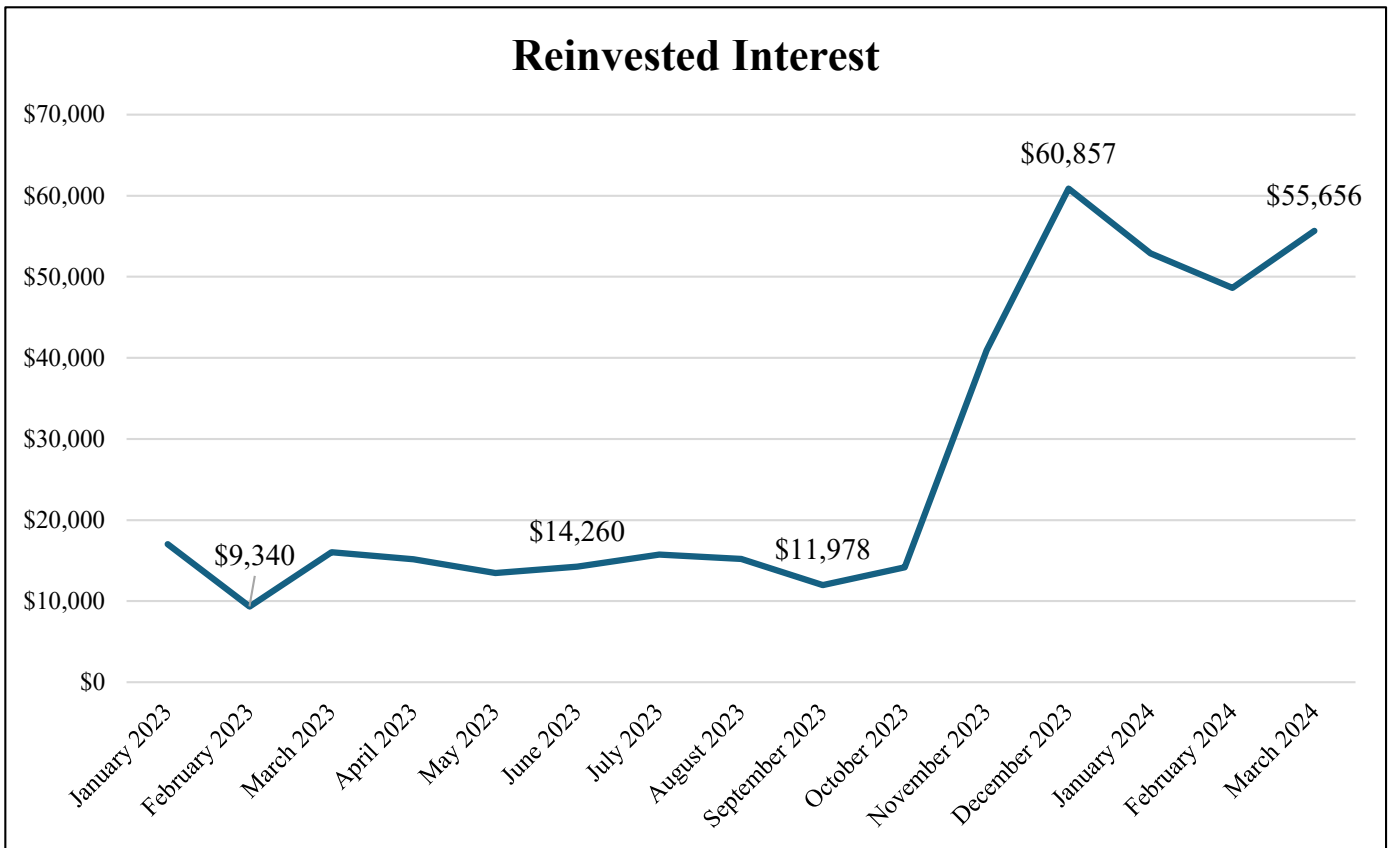
Fund		Beginning Cash	Beginning Investments	Activity In	Activity Out	Ending Cash	Ending Investments	Ending Balance
432	Equipment Replacement Fund - Sewer	\$0.00	\$0.00	\$624,388.19	\$0.00	\$624,388.19	\$0.00	\$624,388.19
433	Equipment Replacement Fund - Solid Waste	\$0.00	\$0.00	\$589,096.71	\$0.00	\$589,096.71	\$0.00	\$589,096.71
510	Vehicle Replacement Fund	\$27,839.20	\$1,763,665.76	\$42,400.00	\$1,555,457.76	(\$1,478,900.50)	\$1,769,983.82	\$291,083.32
611	Pension Trust Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
631	Custodial Deposits	\$1,501.17	\$0.00	\$4,117.79	\$4,110.85	\$1,508.11	\$0.00	\$1,508.11
701	Perpetual Care Fund	\$7,417.76	\$379,737.91	\$4,719.82	\$1,743.71	\$12,137.58	\$381,481.62	\$393,619.20
		\$1,144,442.10	\$13,563,935.62	\$4,138,783.01	\$4,015,337.32	\$1,323,544.07	\$13,619,591.90	\$14,943,135.97

*2024 budget includes use of \$2.67m of fund balance

Investments

Investments as of March 31st, 2024:

- Local Government Investment Pool – **\$11,863,655.36**
 - March Net Earnings Rate: 5.4066%
- U.S. Bank Bonds – **\$1,617,691.00**
 - 3130AMV66 – \$499,403.50 maturing on 6/28/2024
 - 3130AGWK7 – \$517,711.50 maturing on 8/15/2024
 - 3133EMH47 – \$600,576.00 maturing on 6/16/2025
- SmithBarney Citigroup Mutual Funds – **\$138,245.54**



- The large spike in November 2023 is a result of moving over \$8 million from the City’s bank account to the Local Government Investment Pool.

CITY OF TOPPENISH
January 2024 Cash and Investment Confirmation

Cash	Cash Per Bank Statements	Investments	Investments Per Statements
Central Valley Bank		SmithBarney Citigroup	
General Account	\$2,228,495.56	Mutual Funds	\$138,782.75
Total Central Valley Bank	\$2,228,495.56		
		Local Government Investment Pool	
Cash On-Hand		LGIP-General	\$11,758,854.55
Petty Cash Per Resolutions	\$8,850.00		
Total Petty Cash	\$8,850.00	Total LGIP	\$11,758,854.55
		U.S. Bank Bonds	
Total Cash Per Bank	\$2,237,345.56	Bond # 3133EMH47	\$600,576.00
Less O/S Checks	(\$416,541.94)	Bond # 3130AGWK7	\$517,711.50
Deposit in Transit	\$20,353.51	Bond # 3130AMV66	\$499,403.50
Check Adjustments**	(\$9.00)	Total U.S. Bank Bonds	\$1,617,691.00
Total Cash in Bank	<u>\$1,841,148.13</u>	Total Investments Per Statements	<u>\$13,515,328.30</u>
Total Cash:		Total Investments:	
from Cash & Investment Report	\$1,841,162.38	from Cash & Investment Report	\$13,515,328.30
		Total Cash & Investments	\$15,356,490.68

The following has been reviewed and verified:
1. Banking and investment statements balance to Financials
2. Investment interest received and posted
3. Monthly transfers posted
4. Investment sales and purchases



Adam Vaughn, Finance Director

Date

Date

CITY OF TOPPENISH

February 2024 Cash and Investment Confirmation

Cash	Cash Per Bank Statements	Investments	Investments Per Statements
Central Valley Bank		SmithBarney Citigroup	
General Account	\$1,943,435.05	Mutual Funds	\$136,816.86
Total Central Valley Bank	\$1,943,435.05		
		Local Government Investment Pool	
Cash On-Hand		LGIP-General	\$11,809,427.76
Petty Cash Per Resolutions	\$8,850.00		
Total Petty Cash	\$8,850.00	Total LGIP	\$11,809,427.76
		U.S. Bank Bonds	
Total Cash Per Bank	\$1,952,285.05	Bond # 3133EMH47	\$600,576.00
Less O/S Checks	(\$819,353.85)	Bond # 3130AGWK7	\$517,711.50
Deposit in Transit	\$10,222.10	Bond # 3130AMV66	\$499,403.50
Check Adjustments**	(\$9.00)	Total U.S. Bank Bonds	\$1,617,691.00
Total Cash in Bank	<u>\$1,143,144.30</u>	Total Investments Per Statements	<u>\$13,563,935.62</u>
Total Cash:	\$1,143,149.55	Total Investments:	\$13,563,935.62
from Cash & Investment Report		from Cash & Investment Report	
		Total Cash & Investments	\$14,707,085.17

The following has been reviewed and verified:

1. Banking and investment statements balance to Financials
2. Investment interest received and posted
3. Monthly transfers posted
4. Investment sales and purchases



Adam Vaughn, Finance Director

Date

Date

CITY OF TOPPENISH

March 2024 Cash and Investment Confirmation

Cash	Cash Per Bank Statements	Investments	Investments Per Statements
Central Valley Bank		SmithBarney Citigroup	
General Account	\$1,775,482.89	Mutual Funds	\$138,245.54
Total Central Valley Bank	\$1,775,482.89		
		Local Government Investment Pool	
Cash On-Hand		LGIP-General	\$11,863,655.36
Petty Cash Per Resolutions	\$8,850.00		
Total Petty Cash	\$8,850.00	Total LGIP	\$11,863,655.36
		U.S. Bank Bonds	
Total Cash Per Bank	\$1,784,332.89	Bond # 3133EMH47	\$600,576.00
Less O/S Checks	(\$484,414.71)	Bond # 3130AGWK7	\$517,711.50
Deposit in Transit	\$22,336.95	Bond # 3130AMV66	\$499,403.50
Check Adjustments**	(\$9.00)	Total U.S. Bank Bonds	\$1,617,691.00
Total Cash in Bank	<u>\$1,322,246.13</u>	Total Investments Per Statements	<u>\$13,619,591.90</u>
Total Cash:		Total Investments:	
from Cash & Investment Report	\$1,322,251.52	from Cash & Investment Report	\$13,619,591.90
		Total Cash & Investments	\$14,941,843.42

The following has been reviewed and verified:

1. Banking and investment statements balance to Financials
2. Investment interest received and posted
3. Monthly transfers posted
4. Investment sales and purchases



Adam Vaughn, Finance Director

Date

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