



CITY OF KIRKLAND
Department of Finance & Administration
123 Fifth Ave, Kirkland, WA 98033 · 425.587.3100
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Michael Olson, Director of Finance and Administration
Kyle Butler, Financial Planning Supervisor

Date: June 4, 2020

Subject: Monthly Financial Dashboard Report through April 30, 2020

RECOMMENDATION:

It is recommended that the City Council receive the monthly Financial Dashboard Report.

BACKGROUND DISCUSSION

This report was previously provided to the Council Finance and Administration Committee and will now be presented to the City Council each month on the consent agenda.

The Financial Dashboard is a high-level summary of some of the City's key revenue and expenditure indicators. It provides a budget to actual comparison for year-to-date revenues and expenditures for the general fund, as well as some other key revenues and expenditures. The report also compares this year's actual revenue and expenditure performance to the prior year.

The impact of revenue loss due to COVID-19 is only starting to be reflected in this report. The June report shows actual results as of the end of April. However, most tax information includes a one- or two-month lag. So, the April results include tax revenues through February. The impact of any COVID-related March sales tax decline will be in next month's Dashboard. This will be the July report that highlights the May results. The May actuals will reflect the March revenues. In the interim, Financial Planning will continue to monitor and project all city revenues that will be affected by COVID-19, providing that information where needed to inform policy decisions.

April 2020 Financial Dashboard

June 3, 2020

Revenues:

- General Fund Revenues are down 2.0% from 2019, but in line with budget as many revenues are reported on a one- to two-month lag and revenues in the first few months of 2020 were strong. Increases in License & Permits are offset with decreases in Charges for Goods & Services, particularly revenues related to recreation and community activities.
- Sales Tax revenues are up slightly from 2019 by 3.9%, while year-to-date Utility Tax revenues are down 12.9%. During the Emergency Proclamation, utility billing shut-offs for non-payment (which includes utility taxes) are temporarily deferred and suspended. Gas Tax revenues are stable up 3.4% from 2019, but slightly below budget expectations.
- Business revenues remain above 2019 but may decrease in coming months due to suspension of penalties.
- Development revenues are down 7% from the previous year. In period comparison, Building, Engineering, and Fire revenues decreased while there was a slight increase in Planning revenues.

Expenditures:

- Year-to-date General Fund expenditures are up 13.5% over 2019 but are coming in as expected at 34% of budget year to date. April total expenditures are down 9% compared to March.
- Year to date Salaries & Benefits are in line with 2019 up 5%. Fire Suppression costs are over budget expectations due, in part, to COVID-19 backfill costs.
- Overall Corrections costs remain higher than 2019, but both years are well below budget. Compared to prior periods, March and April 2019 costs are down at 49% and 0.6% respectively.
- Fuel costs are down 7% from 2019 in parallel with decreased fuel use and are well below budget. Fuel consumption in April is down in yearly and period comparisons, 26% and 27% respectively.

City of Kirkland Financial Dashboard
Annual Budget Status as of 4/30/2020
Percent of Year Complete: **33.33%**

	2020 Budget	Year-to-Date Actual 2020	% Received/ % Expended	Year-to-Date Actual 2019	YTD Change: 19 to 20		Current Month	Last Month
					\$	%		
General Fund								
Total Revenues	102,699,968	34,874,267	34.0%	35,585,958	(711,691)	-2.0%		
Total Expenditures	101,323,549	34,819,567	34.4%	30,679,693	4,139,874	13.5%		
Key Indicators (All Funds)								
<i>Revenues</i>								
Sales Tax	23,130,166	8,656,303	37.4%	8,331,500	324,803	3.9%		
Utility Taxes	14,211,368	4,388,991	30.9%	5,036,581	(647,590)	-12.9%		
Business License Fees	3,662,591	1,360,310	37.1%	1,198,943	161,367	13.5%		
Development Fees	11,282,715	3,345,930	29.7%	3,624,885	(278,955)	-7.7%		
Gas Tax	1,935,654	574,867	29.7%	555,730	19,136	3.4%		
<i>Expenditures</i>								
GF Salaries/Benefits	73,117,562	23,816,674	32.6%	22,675,261	1,141,413	5.0%		
Fire Suppression Overtime	861,545	424,464	49.3%	420,129	4,335	1.0%		
Contract Jail Costs	539,630	134,831	25.0%	74,855	59,976	80.1%		
Fuel Costs	604,912	102,989	17.0%	110,839	(7,850)	-7.1%		

Status Key

Revenues are higher than expected or expenditures are lower than expected

Revenues or expenditures are within expected range

WATCH - Revenues lower/expenditures higher than expected range

**NOTES:**

(1) Excludes Fire Suppression Overtime

(1)