

**GENERAL FUND  
BUDGET vs ACTUAL  
Month Ending September 30, 2011**

*Note: Time Elapsed 75%*

<b>REVENUES</b>			
<b>GENERAL FUND REVENUE SOURCE</b>	<b>BUDGETED REVENUE</b>	<b>ACTUAL REVENUE</b>	<b>COLLECTED</b>
BEGINNING FUND BALANCE	1,864,354	1,864,354	100.00%
TAXES			
PROPERTY	2,042,887	1,105,465	54.11%
SALES	2,800,000	2,127,333	75.98%
B&O	1,556,200	1,259,911	80.96%
EXCISE	26,050	21,083	80.93%
SUB-TOTAL TAXES	6,425,137	4,513,791	70.25%
LICENSES & PERMITS	340,475	267,179	78.47%
GRANTS	168,244	103,962	61.79%
CHARGES FOR SERVICES	874,691	785,585	89.81%
INTERFUND SERVICES	617,821	463,366	75.00%
FINES & FORFEITURES	67,183	65,963	98.18%
INVESTMENT EARNINGS	115,500	46,920	40.62%
SUB-TOTAL	2,183,914	1,732,974	79.35%
MISCELLANEOUS	189,180	18,465	9.76%
TRANSFERS	128,386	121,386	94.55%
<b>TOTAL GENERAL FUND</b>	<b>10,790,971</b>	<b>6,386,616</b>	<b>59.18%</b>

<b>EXPENDITURES</b>			
<b>DEPARTMENT</b>	<b>BUDGETED EXPENDITURES</b>	<b>ACTUAL EXPENDITURES</b>	<b>% EXPENDED</b>
CITY COUNCIL	108,476	50,465	46.52%
MUNICIPAL COURT	344,040	242,762	70.56%
EXECUTIVE	95,616	64,726	67.69%
FINANCE	635,592	427,947	67.33%
LEGAL	263,665	271,201	102.86%
GENERAL GOVERNMENT	573,199	483,741	84.39%
CENTRAL SERVICES	239,608	171,258	71.47%
CLERKS	250,737	172,811	68.92%
PERSONNEL	110,295	71,621	64.94%
INFORMATION SERVICES	145,236	81,553	56.15%
POLICE	2,378,876	1,549,698	65.14%
GENERAL FACILITIES	249,884	146,140	58.48%
ENGINEERING	549,246	270,676	49.28%
CEMETERY	22,084	15,477	70.08%
LIBRARY	44,684	20,618	46.14%
PARKS	327,572	218,313	66.65%
PLANNING	681,366	440,072	64.59%
NATURAL RESOURCES	18,340	6,479	35.33%
PARK AND RECREATION	674,968	480,268	71.15%
TRANSFERS OUT	1,641,480	1,219,807	74.31%
<b>TOTAL GENERAL FUND</b>	<b>9,354,965</b>	<b>6,405,633</b>	<b>68.47%</b>

ENDING FUND BALANCE/% OF OPERATING REVENUES	1,845,337	28.89%
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**REVENUES & EXPENDITURES - ALL FUNDS**

Month Ending September 30, 2011

Note: Time Elapsed 75%

FUNDS	Revenues				Expenditures			Financial Management Policy Compliance		
	Budgeted Beginning Balance	Budgeted Revenues	Actual Revenue	% of Actual to Budget	Budgeted Expenditures	Actual Expenditures	% of Actual to Budget	Actual Fund Balance	2 Months Operating Cash	Fund Balance % of Revenues
001 GENERAL FUND	1,864,354	8,829,466	6,386,616	72%	9,354,965	6,405,633	68%	1,845,337	1,559,161	21%
<i>Total General Fund</i>	<i>1,864,354</i>	<i>8,829,466</i>	<i>6,386,616</i>	<i>72%</i>	<i>9,354,965</i>	<i>6,405,633</i>	<i>68%</i>			
101 CITY STREET FUND	368,735	941,500	577,445	61%	995,906	680,324	68%	265,855	165,984	28%
121 CAPITAL IMPROVEMENT FUND	64,160	276,400	190,455	69%	308,000	215,722	70%	38,893	51,333	14%
123 CUMULATIVE RESRV FUND	83,390	400	157,383	39346%	50,000	50,000	100%	190,773	8,333	47693%
131 HIS DNTWN PLSBO ASSN FUND	56,667	47,750	51,353	108%	55,800	29,686	53%	78,334	9,300	164%
161 PATH & TRAILS RESRVE FUND	9,609	956	11	1%	-	-	0%	9,620	-	1006%
171 DRUG ENFORCEMENT FUND	24,055	50	569	1138%	5,980	-	0%	24,624	997	49248%
181 TRANSIENT OCC TAX FUND	32,452	90,000	60,119	67%	90,000	49,335	55%	43,236	15,000	48%
191 POLICE RESTRICTED FUND	228,191	101,725	106,707	105%	210,811	142,269	67%	192,629	35,135	189%
<i>Total Special Revenue Funds</i>	<i>867,259</i>	<i>1,458,781</i>	<i>1,144,042</i>	<i>78%</i>	<i>1,716,497</i>	<i>1,167,337</i>	<i>68%</i>			
201 MISC GOVMNTL DEBT FUND	1,186	98,650	98,669	100%	96,679	96,679	100%	3,176	16,113	3%
204 NON-VOTED G O DEBT FUND	69,853	1,018,379	863,800	85%	1,076,754	276,262	26%	657,391	179,459	65%
<i>Total Debt Service Funds</i>	<i>71,039</i>	<i>1,117,029</i>	<i>962,469</i>	<i>86%</i>	<i>1,173,433</i>	<i>372,941</i>	<i>32%</i>			
301 EQUIP ACQUISITION FUND	406,059	31,500	33,776	107%	296,493	44,167	15%	395,667	49,416	1256%
302 PARK RESERVE FUND	166,827	113,922	24,865	22%	153,691	49,023	32%	142,669	25,615	125%
311 STREET RESERVE FUND	766,141	2,637,426	556,068	21%	2,589,905	388,167	15%	934,042	431,651	35%
312 PARK ACQUISTN FUND	70,135	-	35,600	-	25,000	25,000	100%	80,735	4,167	-
314 CEMETERY RESERVE FUND	57,444	1,000	866	87%	-	-	-	58,310	-	5831%
321 CITY STREET EQP RSRV FUND	240,402	500	307	61%	-	-	-	240,709	-	48142%
331 FACILITIES FUND	138,274	1,193,233	593,536	50%	1,299,858	713,993	55%	17,817	216,643	1%
<i>Total Special Revenue Funds</i>	<i>1,845,282</i>	<i>3,977,581</i>	<i>1,245,019</i>	<i>31%</i>	<i>4,364,947</i>	<i>1,220,351</i>	<i>28%</i>			
401 WATER UTILITY FUND	3,729,344	1,610,521	1,279,179	79%	2,535,789	1,092,545	43%	3,915,977	422,631	243%
403 SEWER UTILITY FUND	4,636,902	2,910,794	2,461,039	85%	5,433,236	2,291,046	42%	4,806,896	905,539	165%
404 SOLID WASTE FUND	1,888,629	1,266,000	976,019	77%	1,318,048	828,994	63%	2,035,654	219,675	161%
410 STORM DRAIN FUND	1,827,335	725,000	609,860	84%	1,488,636	772,788	52%	1,664,406	248,106	230%
<i>Total Enterprise Funds</i>	<i>12,082,210</i>	<i>6,512,315</i>	<i>5,326,096</i>	<i>82%</i>	<i>10,775,708</i>	<i>4,985,373</i>	<i>46%</i>			
501 GENERAL FACILITIES FUND	51,409	185,000	137,175	74%	197,863	136,784	69%	51,800	32,977	28%
502 PUBLIC WKS ADMIN FUND	78,230	1,075,568	817,989	76%	1,122,763	758,465	68%	137,754	187,127	13%
<i>Total Internal Service Funds</i>	<i>129,639</i>	<i>1,260,568</i>	<i>955,164</i>	<i>76%</i>	<i>1,320,626</i>	<i>895,249</i>	<i>68%</i>			
701 BERNICE BORGN BTFCTN FUN	123,782	-	554	-	-	-	-	124,336	-	-
<b>TOTAL ALL FUNDS</b>	<b>16,983,565</b>	<b>23,155,740</b>	<b>16,019,960</b>	<b>69.18%</b>	<b>28,706,176</b>	<b>15,046,884</b>	<b>52.42%</b>	<b>17,956,641</b>	<b>23,155,740</b>	<b>78%</b>

**Quarterly Budget Status  
For Period Ended  
September 30, 2011**

**General Fund Revenues - (001)**

**Beginning Fund Balance**

- \* Beginning Balances are used for budgeting purposes to recognize the available funds. Actual dollars are not recorded as a revenue.

**Property Taxes**

- \* Property Tax payments are received twice a year. The payment for the 4th quarter has not been received.

**Fines & Forfeitures**

- \* Revenue from parking and traffic infractions are higher than expected.

**Investment Earnings**

- \* Investment Earnings are less than anticipated.

**Miscellaneous**

- \* The majority of this is a budgetary line only and will not receive actual dollars. The projection reflects the amount anticipated for Wages and Benefits charged directly to projects and/or consultant deposits. A budget amendment will be prepared amending this to zero by the end of the year.

**Transfers**

- \* Transfers in for capital replacement/small tools computers and for the Police wage increase due

**General Fund Expenditures- (001)**

**City Council**

- \* Election costs get paid at the end of the year.

**Legal**

- \* Legal expenses are higher than anticipated. An amendment will be forthcoming.

**Information Services**

- \* Professional services expenditures are less than anticipated.

**General Facilities**

- \* Operating supplies and professional services are less than anticipated.

**Engineering**

- \* Salaries and Wages are being charged to specific projects. An amendment will be prepared to offset the miscellaneous income.

**Library**

- \* Casual labor and overtime expenses are less than anticipated.

**Natural Resources**

- \* Expenditures are less than anticipated.
- \* Professional services are less than anticipated.

**Quarterly Budget Status  
For Period Ended  
September 30, 2011**

**Fund 123 - Cumulative Reserve Fund**

- \* Traffic impact fees are not budgeted as this is unanticipated revenue.
- \* Transfers for projects are made as needed and all transfers have been made for the year.

**Fund 131 - Downtown Poulsbo Association Fund**

- \* Dues are billed a quarter in advance, four quarters of dues have been billed.
- \* Expenses are paid as bills are submitted, HDPA has many planned activities at the end of the year.

**Fund 161 - Path & Trails Reserve Fund**

- \* Transfers in are made at the end of the year.

**Fund 171 - Drug Enforcement Fund**

- \* Drug seizure money is not budgeted as it is an unanticipated revenue.
- \* There have been no drug enforcement related expenses , these expenses will be recorded when they occur.

**Fund 181 - Transient Occupancy Tax**

- \* Invoices are pending due to a timing issue.

**Fund 191 - Police Restricted Fund**

- \* Vessel registration fees come in one increment and have been received.
- \* We have received more Criminals Justice Tax than projected.
- \* The Suquamish Mitigation Funds have been received.

**Fund 201 - Misc Governmental Debt Fund**

- \* Debt service payments and transfers are made when the debt is due.

**Fund 204 - Non-Voted GO Debt Fund**

- \* Debt service payments are made when the debt is due.

**Fund 301 - Equipment Acquisition Fund**

- \* Investment interest is more than anticipated.
- \* Transfers in have been made to support capital item purchases.
- \* Capital items are purchased as a one time cost and will be posted when made.

**Fund 302 - Park Reserve Fund**

- \* Grant contributions for projects are received when the work has been completed.
- \* Expenditures are project related and will be recorded as progress is made.

**Fund 311 - Street Reserve Fund**

- \* Grant contributions for projects are received when the work has been completed.
- \* Expenditures are project related and will be recorded as progress is made.

**Fund 312 - Park Acquisition Fund**

- \* Transfers will be made as project progress is made.

**Quarterly Budget Status  
For Period Ended  
September 30, 2011**

**Fund 331 - Facilities Fund**

- \* The Line of Credit will be used as needed.
- \* Money from the sale of property is budgeted in this account and the properties have not sold.
- \* Expenses for the renovations in City Hall will be charged as work is completed.

**Fund 401 - Water Utility Fund**

- \* Capital projects have progressed less than anticipated.
- \* Debt payments are made when debt is due.

**Fund 403 Sewer Utility Fund**

- \* Capital projects have progressed less than anticipated.
- \* Debt payments are made when debt is due.

**Fund 410 - Storm Drain Fund**

- \* Capital projects have progressed less than anticipated.
- \* Debt payments are made when debt is due.

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**Financial Management Policy Compliance Explanations**

**Fund Balances**

All Fund Balances are in excess of the 12% limit set by the Financial Management Policy. Some of the highlighted fund balances are due to measurement of funds with no activity.

**Cash Balances** - *Items listed in the column 'Actual Fund Balance' is equivalent to cash balance based on a full accrual basis.*

**Capital Improvement Fund (121)**

Reserves are being used to support the City Hall debt.

**Misc Governmental Debt Fund (201)**

A cash balance is not maintained after the debt payment has been made.

**Facilities Fund (331)**

The majority of the City Hall project has been completed. The maintained fund balance is being reduced.

**Public Works Admin Fund (502)**

This is an internal service fund with dollars allocated from all the funds it serves. The cash balance is lower so the other funds will not inadequately impact the supporting funds.