



Office of the Washington State Auditor
Pat McCarthy

Financial Statements and Federal Single Audit Report

City of Pullman

For the period January 1, 2023 through December 31, 2023

Published April 7, 2025

Report No. 1036945



Scan to see another great way
we're helping advance
#GoodGovernment



**Office of the Washington State Auditor
Pat McCarthy**

April 7, 2025

Mayor and City Council
City of Pullman
Pullman, Washington

Report on Financial Statements and Federal Single Audit

Please find attached our report on the City of Pullman's financial statements and compliance with federal laws and regulations.

We are issuing this report in order to provide information on the City's financial activities and condition.

Sincerely,

Pat McCarthy, State Auditor
Olympia, WA

Americans with Disabilities

In accordance with the Americans with Disabilities Act, we will make this document available in alternative formats. For more information, please contact our Office at (564) 999-0950, TDD Relay at (800) 833-6388, or email our webmaster at webmaster@sao.wa.gov.

TABLE OF CONTENTS

Schedule of Findings and Questioned Costs.....	4
Schedule of Federal Award Findings and Questioned Costs.....	6
Summary Schedule of Prior Audit Findings	9
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	11
Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance in Accordance With the Uniform Guidance	14
Independent Auditor's Report on the Financial Statements.....	18
Financial Section.....	22
Corrective Action Plan for Findings Reported Under Uniform Guidance	54
About the State Auditor's Office.....	55

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

City of Pullman January 1, 2023 through December 31, 2023

SECTION I – SUMMARY OF AUDITOR’S RESULTS

The results of our audit of the City of Pullman are summarized below in accordance with Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Financial Statements

We issued an unmodified opinion on the fair presentation of the City’s financial statements in accordance with its regulatory basis of accounting. Separately, we issued an adverse opinion on the fair presentation with regard to accounting principles generally accepted in the United States of America (GAAP) because the financial statements are prepared using a basis of accounting other than GAAP.

Internal Control over Financial Reporting:

- *Significant Deficiencies:* We reported no deficiencies in the design or operation of internal control over financial reporting that we consider to be significant deficiencies.
- *Material Weaknesses:* We identified no deficiencies that we consider to be material weaknesses.

We noted no instances of noncompliance that were material to the financial statements of the City.

Federal Awards

Internal Control over Major Programs:

- *Significant Deficiencies:* We reported no deficiencies in the design or operation of internal control over major federal programs that we consider to be significant deficiencies.
- *Material Weaknesses:* We identified deficiencies that we consider to be material weaknesses.

We issued an unmodified opinion on the City’s compliance with requirements applicable to each of its major federal programs.

We reported findings that are required to be disclosed in accordance with 2 CFR 200.516(a).

Identification of Major Federal Programs

The following programs were selected as major programs in our audit of compliance in accordance with the Uniform Guidance.

<u>ALN</u>	<u>Program or Cluster Title</u>
20.106	Airport Improvement Program, Infrastructure Investment and Jobs Act Programs, and COVID-19 Airports Programs
20.106	COVID 19 - Airport Improvement Program, Infrastructure Investment and Jobs Act Programs, and COVID-19 Airports Programs
20.509	Formula Grants for Rural Areas and Tribal Transit Program
20.509	COVID 19 - Formula Grants for Rural Areas and Tribal Transit Program
21.027	COVID 19 - Coronavirus State and Local Fiscal Recovery Funds

The dollar threshold used to distinguish between Type A and Type B programs, as prescribed by the Uniform Guidance, was \$1,654,489.

The City did not qualify as a low-risk auditee under the Uniform Guidance.

SECTION II – FINANCIAL STATEMENT FINDINGS

None reported.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

See Finding 2023-001.

SCHEDULE OF FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

City of Pullman January 1, 2023 through December 31, 2023

2023-001 The City did not have adequate internal controls and did not comply with federal suspension and debarment requirements.

Assistance Listing Number and Title:	20.509, COVID – 19 Formula Grants for Rural Areas and Tribal Transit Program Formula Grants for Rural Areas and Tribal Transit Program
Federal Grantor Name:	Federal Transit Administration
Federal Award/Contract Number:	N/A
Pass-through Entity Name:	Washington State Department of Transportation
Pass-through Award/Contract Number:	PTD0237, PTD0246, PTD0247, PTD0508, PTD0622, PTD0623
Known Questioned Cost Amount:	\$0
Prior Year Audit Finding:	N/A

Background

During fiscal year 2023 the City spent \$2,045,018 in Formula Grants for Rural Areas and Tribal Transit Program. The objectives of the Formula Grants for Rural Areas program are to initiate, improve and continue public transportation service in rural areas by providing financial assistance for operating, planning, administrative expenses, and the acquisition, construction, and improvement of facilities and equipment. The program specifically provides for the support of rural intercity bus service. In addition, the Rural Transit Assistance Program also provides additional funding for training, technical assistance, research and related support services to support rural transit service.

Federal regulations require recipients to establish and maintain internal controls that ensure compliance with program requirements. These controls include understanding program requirements and monitoring the effectiveness of established controls.

Federal requirements prohibit recipients from contracting with or purchasing from parties suspended or debarred from doing business with the federal government. Whenever the City enters into contracts or purchases goods and services that it expects to equal or exceed \$25,000, paid all or in part with federal funds, it must verify the contractors are not suspended, debarred or otherwise excluded from participating in federal programs. The City may verify this by obtaining a written certification from the contractor, adding a clause or condition into the contract that states the contractor is not suspended or debarred, or checking for exclusion records in the U.S. General Services Administration's System for Award Management at SAM.gov. The City must verify this before entering into the contract and must maintain documentation demonstrating compliance with this federal requirement.

Description of Condition

Although the City has a process to verify the suspension and debarment status for contractors it pays more than \$25,000, our audit found the City did not follow this process and did not verify one of two contractors were not suspended or debarred before purchasing from them.

We consider this deficiency in internal controls to be a material weakness that led to material noncompliance.

Cause of Condition

City staff were aware of the federal suspension and debarment verification requirements and normally verify this during the procurement process. However, when the City renewed its contract, it did not intend to pay for it with federal funds, so staff did not verify the contractor's status.

Effect of Condition

The City did not obtain a written certification from the contractor, insert a clause into the contract or check for exclusion records at SAM.gov to verify the contractor it paid \$42,362 using federal funds was not suspended or debarred before contracting. Without adequate internal controls, the City increases its risk of awarding federal funds to contractors that are excluded from participating in federal programs. Any payments the City made to an ineligible party would be unallowable, and the awarding agency could potentially recover them.

We subsequently verified the contractor was not suspended or debarred. Therefore, we are not questioning costs.

Recommendation

We recommend the City strengthen its internal controls to verify all contractors it pays \$25,000 or more, all or in part with federal funds, are not suspended or debarred from participating in federal programs.

City's Response

The city had an ongoing relationship with a vendor for the purchase of services at a city wide level. At the time of annual renewal of services, it was not anticipated that a portion of the services would be paid with federal operating funds, thus a suspension and debarment verification was not completed at that time. As noted by the Washington State Auditor's Office, the contractor continued to remain free of suspension or debarment during the period and resulted in zero dollars in questioned costs.

The city has refined its process to include a verification for existing vendors prior to assignment of federal fund allocation.

Auditor's Remarks

We appreciate the City's commitment to resolving this finding and thank the City for its cooperation and assistance during the audit. We will review the status of the City's corrective action during the next audit.

Applicable Laws and Regulations

Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), section 516, Audit findings, establishes reporting requirements for audit findings.

Title 2 CFR Part 200, Uniform Guidance, section 303, Internal controls, describes the requirements for auditees to maintain internal controls over federal programs and comply with federal program requirements.

The American Institute of Certified Public Accountants defines significant deficiencies and material weaknesses in its *Codification of Statements on Auditing Standards*, section 935, Compliance Audits, paragraph 11.

Title 2 CFR Part 180, OMB *Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)*, establishes nonprocurement debarment and suspension regulations implementing Executive Orders 12549 and 12689.

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

City of Pullman January 1, 2023 through December 31, 2023

This schedule presents the status of findings reported in prior audit periods.

Audit Period: January 1, 2022, through December 31, 2022	Report Ref. No.: 1036177	Finding Ref. No.: 2022-001	Assistance Listing Number(s): 21.027
Federal Program Name and Granting Agency: COVID-19 Coronavirus State and Local Fiscal Recovery Funds U.S. Department of the Treasury		Pass-Through Agency Name: N/A	
Finding Caption: The City did not have adequate internal controls for ensuring compliance with federal suspension and debarment requirements.			
Background: Our audit found the City entered into three new contracts with two contractors, paid them more than \$25,000 in federal program funds and did not verify they were not suspended or debarred from participating in federal programs before contracting.			
Status of Corrective Action: (check one) <input checked="" type="checkbox"/> Fully Corrected <input type="checkbox"/> Partially Corrected <input type="checkbox"/> Not Corrected <input type="checkbox"/> Finding is considered no longer valid			
Corrective Action Taken: <i>The City has taken steps to ensure completion, proper documentation, and retention of suspension and debarment check requirements going forward from the date of audit completion.</i>			

Audit Period: January 1, 2020, through December 31, 2020	Report Reference No.: 1034400	Finding Ref. No.: 2020-001	ALN(s): 21.019
Federal Program Name and Granting Agency: COVID-19 – Coronavirus Relief Fund U.S. Department of the Treasury		Pass-Through Agency Name: Washington State Department of Commerce	
Finding Caption: The City’s internal controls were inadequate for ensuring compliance with federal subrecipient monitoring requirements.			
Background: During 2020, the City passed through \$444,000 of its award to a subrecipient to administer COVID-19 assistance programs to the City’s small businesses and residents. The City did not perform a risk assessment for the subaward and did not sufficiently monitor its subrecipient to ensure they complied with the terms and conditions of the federal award.			
Status of Corrective Action: (check one) <input checked="checked" type="checkbox"/> Fully Corrected <input type="checkbox"/> Partially Corrected <input type="checkbox"/> Not Corrected <input type="checkbox"/> Finding is considered no longer valid			
Corrective Action Taken: <i>While the city has developed processes to ensure proper risk assessments of subaward recipients, no subaward recipients have been utilized since 2020.</i>			

INDEPENDENT AUDITOR'S REPORT

Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

City of Pullman January 1, 2023 through December 31, 2023

Mayor and City Council
City of Pullman
Pullman, Washington

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the City of Pullman, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the City's financial statements, and have issued our report thereon dated March 25, 2025.

We issued an unmodified opinion on the fair presentation of the City's financial statements in accordance with its regulatory basis of accounting. We issued an adverse opinion on the fair presentation with regard to accounting principles generally accepted in the United States of America (GAAP) because the financial statements are prepared by the City using accounting practices prescribed by state law and the State Auditor's *Budgeting, Accounting and Reporting System* (BARS) manual described in Note 1, which is a basis of accounting other than GAAP. The effects on the financial statements of the variances between the basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described above and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified.

Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses.

REPORT ON COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

PURPOSE OF THIS REPORT

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. However, this

report is a matter of public record and its distribution is not limited. It also serves to disseminate information to the public as a reporting tool to help citizens assess government operations.

A handwritten signature in black ink that reads "Pat McCarthy". The signature is written in a cursive, flowing style.

Pat McCarthy, State Auditor

Olympia, WA

March 25, 2025

INDEPENDENT AUDITOR'S REPORT

Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance in Accordance with the Uniform Guidance

City of Pullman
January 1, 2023 through December 31, 2023

Mayor and City Council
City of Pullman
Pullman, Washington

REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM

Opinion on Each Major Federal Program

We have audited the compliance of the City of Pullman, with the types of compliance requirements identified as subject to audit in the U.S. *Office of Management and Budget (OMB) Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended December 31, 2023. The City's major federal programs are identified in the auditor's results section of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)* are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination on the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the City's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards* and the Uniform Guidance will always detect a material noncompliance when it exists. The risk of not detecting a material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgement made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

Performing an audit in accordance with GAAS, *Government Auditing Standards* and the Uniform Guidance includes the following responsibilities:

- Exercise professional judgment and maintain professional skepticism throughout the audit;
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances;
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed; and
- We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Other Matters

The results of our auditing procedures disclosed an instance of noncompliance which is required to be reported in accordance with the Uniform Guidance and which is described in the accompanying Schedule of Federal Award Findings and Questioned Costs as Finding 2023-001. Our opinion on each major federal program is not modified with respect to these matters.

City's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the noncompliance findings identified in our compliance audit described in the accompanying Schedule of Federal Award Findings and Questioned Costs. The City's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

REPORT ON INTERNAL CONTROL OVER COMPLIANCE

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed. Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified.

However, we identified certain deficiencies in internal control over compliance, as described in the accompanying Schedule of Federal Award Findings and Questioned Costs as Finding 2023 -001, that we consider to be a material weakness.

City's Response to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the internal control over compliance findings identified in our audit described in the accompanying Schedule of Federal Award Findings and Questioned Costs. The City's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Purpose of this Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited. It also serves to disseminate information to the public as a reporting tool to help citizens assess government operations.

A handwritten signature in black ink that reads "Pat McCarthy". The signature is written in a cursive, flowing style.

Pat McCarthy, State Auditor

Olympia, WA

March 25, 2025

INDEPENDENT AUDITOR'S REPORT

Report on the Audit of the Financial Statements

City of Pullman January 1, 2023 through December 31, 2023

Mayor and City Council
City of Pullman
Pullman, Washington

REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS

Unmodified and Adverse Opinions

We have audited the financial statements of the City of Pullman, as of and for the year ended December 31, 2023, and the related notes to the financial statements, as listed in the financial section of our report.

Unmodified Opinion on the Regulatory Basis of Accounting (BARS Manual)

As described in Note 1, the City has prepared these financial statements to meet the financial reporting requirements of state law and accounting practices prescribed by the State Auditor's *Budgeting, Accounting and Reporting System* (BARS) Manual. Those accounting practices differ from accounting principles generally accepted in the United States of America (GAAP). The differences in these accounting practices are also described in Note 1.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the cash and investments of the City of Pullman, and its changes in cash and investments, for the year ended December 31, 2023, on the basis of accounting described in Note 1.

Adverse Opinion on U.S. GAAP

The financial statements referred to above were not intended to, and in our opinion, they do not, present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the City of Pullman, as of December 31, 2023, or the changes in financial position or cash flows thereof for the year then ended, because of the significance of the matter discussed below.

Basis for Unmodified and Adverse Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and *Government Auditing Standards*. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit unmodified and adverse opinions.

Matter Giving Rise to Adverse Opinion on U.S. GAAP

Auditing standards issued by the American Institute of Certified Public Accountants (AICPA) require auditors to formally acknowledge when governments do not prepare their financial statements, intended for general use, in accordance with GAAP. As described in Note 1 of the financial statements, the financial statements are prepared by the City in accordance with state law using accounting practices prescribed by the BARS Manual, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statements of the variances between the regulatory basis of accounting and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material and pervasive.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of state law and the BARS Manual described in Note 1. This includes determining that the basis of accounting is acceptable for the presentation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and

Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Performing an audit in accordance with GAAS and *Government Auditing Standards* includes the following responsibilities:

- Exercise professional judgment and maintain professional skepticism throughout the audit;
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements;
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed;
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements;
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time; and
- We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the City's financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by Title 2 *U.S. Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). The Schedule of Liabilities is also presented for purposes of additional analysis, as required by the prescribed BARS manual. These schedules are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and

certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

OTHER REPORTING REQUIRED BY GOVERNMENT AUDITING STANDARDS

In accordance with *Government Auditing Standards*, we have also issued our report dated March 25, 2025 on our consideration of the City's internal control over financial reporting and on the tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

A handwritten signature in black ink, reading "Pat McCarthy". The signature is written in a cursive, flowing style.

Pat McCarthy, State Auditor

Olympia, WA

March 25, 2025

FINANCIAL SECTION

City of Pullman January 1, 2023 through December 31, 2023

FINANCIAL STATEMENTS

Fund Resources and Uses Arising from Cash Transactions – 2023
Fiduciary Fund Resources and Uses Arising from Cash Transactions – 2023
Notes to Financial Statements – 2023

SUPPLEMENTARY AND OTHER INFORMATION

Schedule of Liabilities – 2023
Schedule of Expenditures of Federal Awards – 2023
Notes to the Schedule of Expenditures of Federal Awards – 2023

City of Pullman
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2023

		Total for All Funds (Memo Only)	001 GENERAL FUND	105 STREET FUND	120 CIVIC IMPROVEMENT FUND
Beginning Cash and Investments					
308	Beginning Cash and Investments	59,996,509	19,248,979	3,309,848	3,701,011
388 / 588	Net Adjustments	1,690,811	72,043	71,903	-
Revenues					
310	Taxes	25,084,057	21,187,423	1,823,421	884,662
320	Licenses and Permits	644,935	642,655	2,280	-
330	Intergovernmental Revenues	56,785,916	52,255,548	2,364,336	-
340	Charges for Goods and Services	26,512,640	4,451,290	110,188	-
350	Fines and Penalties	80,417	80,417	-	-
360	Miscellaneous Revenues	2,479,953	1,158,597	62,285	132,565
Total Revenues:		111,587,918	79,775,930	4,362,510	1,017,227
Expenditures					
510	General Government	6,573,939	4,012,527	-	-
520	Public Safety	18,389,208	18,389,208	-	-
530	Utilities	9,964,719	169,592	-	-
540	Transportation	59,998,186	50,218,903	2,308,758	-
550	Natural/Economic Environment	868,478	866,673	-	-
560	Social Services	219,049	219,049	-	-
570	Culture and Recreation	5,768,115	5,242,278	-	383,158
Total Expenditures:		101,781,694	79,118,230	2,308,758	383,158
Excess (Deficiency) Revenues over Expenditures:		9,806,224	657,700	2,053,752	634,069
Other Increases in Fund Resources					
391-393, 596	Debt Proceeds	-	-	-	-
397	Transfers-In	8,811,480	1,435,000	671,585	-
385	Special or Extraordinary Items	-	-	-	-
381, 382, 389, 395, 398	Other Resources	224,055	38,340	41,060	-
Total Other Increases in Fund Resources:		9,035,535	1,473,340	712,645	-
Other Decreases in Fund Resources					
594-595	Capital Expenditures	12,391,104	1,032,560	3,332,086	-
591-593, 599	Debt Service	2,842,105	14,494	-	-
597	Transfers-Out	8,811,479	2,219,509	46,109	-
585	Special or Extraordinary Items	-	-	-	-
581, 582, 589	Other Uses	-	-	-	-
Total Other Decreases in Fund Resources:		24,044,688	3,266,563	3,378,195	-
Increase (Decrease) in Cash and Investments:		(5,202,929)	(1,135,523)	(611,798)	634,069
Ending Cash and Investments					
50821	Nonspendable	2,665,797	-	-	-
50831	Restricted	1,298,572	-	-	-
50841	Committed	4,282,691	4,032,691	-	250,000
50851	Assigned	34,175,931	91,416	2,769,955	4,085,080
50891	Unassigned	14,061,390	14,061,390	-	-
Total Ending Cash and Investments		56,484,381	18,185,497	2,769,955	4,335,080

The accompanying notes are an integral part of this statement.

City of Pullman
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2023

		125 FIREFIGHTER PENSIONS	218 DEBT SERVICE FUND	310 CEMETERY CARE FUND	316 2007 BOND FUND
Beginning Cash and Investments					
308	Beginning Cash and Investments	497,002	1,050,713	338,065	8,699
388 / 588	Net Adjustments	-	-	1,010	-
Revenues					
310	Taxes	-	1,031,168	-	-
320	Licenses and Permits	-	-	-	-
330	Intergovernmental Revenues	59,182	-	-	-
340	Charges for Goods and Services	-	-	5,640	-
350	Fines and Penalties	-	-	-	-
360	Miscellaneous Revenues	16,225	-	13,851	-
Total Revenues:		75,407	1,031,168	19,491	-
Expenditures					
510	General Government	-	-	-	-
520	Public Safety	-	-	-	-
530	Utilities	-	-	-	-
540	Transportation	-	-	-	-
550	Natural/Economic Environment	-	-	-	-
560	Social Services	-	-	-	-
570	Culture and Recreation	-	-	-	-
Total Expenditures:		-	-	-	-
Excess (Deficiency) Revenues over Expenditures:		75,407	1,031,168	19,491	-
Other Increases in Fund Resources					
391-393, 596	Debt Proceeds	-	-	-	-
397	Transfers-In	-	-	13,851	-
385	Special or Extraordinary Items	-	-	-	-
381, 382, 389, 395, 398	Other Resources	-	-	-	-
Total Other Increases in Fund Resources:		-	-	13,851	-
Other Decreases in Fund Resources					
594-595	Capital Expenditures	-	-	20,263	-
591-593, 599	Debt Service	-	1,043,342	-	-
597	Transfers-Out	-	715,575	13,851	-
585	Special or Extraordinary Items	-	-	-	-
581, 582, 589	Other Uses	-	-	-	-
Total Other Decreases in Fund Resources:		-	1,758,917	34,114	-
Increase (Decrease) in Cash and Investments:		75,407	(727,749)	(772)	-
Ending Cash and Investments					
50821	Nonspendable	-	-	-	-
50831	Restricted	572,408	322,966	-	8,699
50841	Committed	-	-	-	-
50851	Assigned	-	-	338,302	-
50891	Unassigned	-	-	-	-
Total Ending Cash and Investments		572,408	322,966	338,302	8,699

The accompanying notes are an integral part of this statement.

City of Pullman
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2023

		318 2018 BOND FUND	401 UTILITY FUND	405 TRANSIT FUND	501 EQUIPMENT RENTAL FUND
Beginning Cash and Investments					
308	Beginning Cash and Investments	968,633	17,890,691	4,838,997	3,733,549
388 / 588	Net Adjustments	-	(28,915)	1,457,768	116,026
Revenues					
310	Taxes	-	-	157,383	-
320	Licenses and Permits	-	-	-	-
330	Intergovernmental Revenues	-	96,240	2,010,610	-
340	Charges for Goods and Services	-	14,461,740	1,831,411	2,953,333
350	Fines and Penalties	-	-	-	-
360	Miscellaneous Revenues	-	769,660	85,719	73,468
Total Revenues:		-	15,327,640	4,085,123	3,026,801
Expenditures					
510	General Government	-	-	-	-
520	Public Safety	-	-	-	-
530	Utilities	-	9,795,127	-	-
540	Transportation	-	-	5,040,844	2,429,681
550	Natural/Economic Environment	-	-	-	-
560	Social Services	-	-	-	-
570	Culture and Recreation	4,400	-	-	-
Total Expenditures:		4,400	9,795,127	5,040,844	2,429,681
Excess (Deficiency) Revenues over Expenditures:		(4,400)	5,532,513	(955,721)	597,120
Other Increases in Fund Resources					
391-393, 596	Debt Proceeds	-	-	-	-
397	Transfers-In	715,575	4,173,493	1,339,404	462,572
385	Special or Extraordinary Items	-	-	-	-
381, 382, 389, 395, 398	Other Resources	26	54,668	11,310	78,408
Total Other Increases in Fund Resources:		715,601	4,228,161	1,350,714	540,980
Other Decreases in Fund Resources					
594-595	Capital Expenditures	1,411,384	3,927,511	209,753	1,966,118
591-593, 599	Debt Service	-	1,718,946	-	49,458
597	Transfers-Out	78,952	5,730,450	7,033	-
585	Special or Extraordinary Items	-	-	-	-
581, 582, 589	Other Uses	-	-	-	-
Total Other Decreases in Fund Resources:		1,490,336	11,376,907	216,786	2,015,576
Increase (Decrease) in Cash and Investments:		(779,135)	(1,616,233)	178,207	(877,476)
Ending Cash and Investments					
50821	Nonspendable	-	-	-	-
50831	Restricted	189,499	205,000	-	-
50841	Committed	-	-	-	-
50851	Assigned	-	16,040,542	6,474,968	2,972,096
50891	Unassigned	-	-	-	-
Total Ending Cash and Investments		189,499	16,245,542	6,474,968	2,972,096

The accompanying notes are an integral part of this statement.

City of Pullman
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2023

		504 GOVERNMENT BUILDING	507 INFORMATION SYSTEMS	510 GIS FUND	707 LAWSON GARDENS ENDOWMENT
Beginning Cash and Investments					
308	Beginning Cash and Investments	426,674	1,311,546	-	2,672,102
388 / 588	Net Adjustments	(2,367)	(3,224)	6,816	(249)
Revenues					
310	Taxes	-	-	-	-
320	Licenses and Permits	-	-	-	-
330	Intergovernmental Revenues	-	-	-	-
340	Charges for Goods and Services	1,270,983	1,257,855	170,200	-
350	Fines and Penalties	-	-	-	-
360	Miscellaneous Revenues	27,098	8,259	-	132,226
Total Revenues:		1,298,081	1,266,114	170,200	132,226
Expenditures					
510	General Government	1,281,512	1,112,005	167,895	-
520	Public Safety	-	-	-	-
530	Utilities	-	-	-	-
540	Transportation	-	-	-	-
550	Natural/Economic Environment	-	1,805	-	-
560	Social Services	-	-	-	-
570	Culture and Recreation	-	-	-	138,279
Total Expenditures:		1,281,512	1,113,810	167,895	138,279
Excess (Deficiency) Revenues over Expenditures:		16,569	152,304	2,305	(6,053)
Other Increases in Fund Resources					
391-393, 596	Debt Proceeds	-	-	-	-
397	Transfers-In	-	-	-	-
385	Special or Extraordinary Items	-	-	-	-
381, 382, 389, 395, 398	Other Resources	219	24	-	-
Total Other Increases in Fund Resources:		219	24	-	-
Other Decreases in Fund Resources					
594-595	Capital Expenditures	180,934	310,495	-	-
591-593, 599	Debt Service	295	15,570	-	-
597	Transfers-Out	-	-	-	-
585	Special or Extraordinary Items	-	-	-	-
581, 582, 589	Other Uses	-	-	-	-
Total Other Decreases in Fund Resources:		181,229	326,065	-	-
Increase (Decrease) in Cash and Investments:		(164,441)	(173,737)	2,305	(6,053)
Ending Cash and Investments					
50821	Nonspendable	-	-	-	2,665,797
50831	Restricted	-	-	-	-
50841	Committed	-	-	-	-
50851	Assigned	259,866	1,134,586	9,120	-
50891	Unassigned	-	-	-	-
Total Ending Cash and Investments		259,866	1,134,586	9,120	2,665,797

The accompanying notes are an integral part of this statement.

City of Pullman
Fiduciary Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2023

		Total for All Funds (Memo Only)	Custodial
308	Beginning Cash and Investments	976,441	976,441
388 & 588	Net Adjustments	6,105,598	6,105,598
310-390	Additions	53,744,933	53,744,933
510-590	Deductions	57,278,936	57,278,936
	Net Increase (Decrease) in Cash and Investments:	(3,534,003)	(3,534,003)
508	Ending Cash and Investments	3,548,036	3,548,036

The accompanying notes are an integral part of this statement.

CITY OF PULLMAN
NOTES TO FINANCIAL STATEMENTS
January 1, 2023 through December 31, 2023

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Pullman was incorporated on April 11, 1888 and operates under the laws of the state of Washington applicable to a non-charter code city with a mayor-council form of government. The City is a general-purpose local government and provides public safety, street improvements, utilities, transit services, library, parks & recreation, community & economic development, and general administration.

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 as described below.
- Component units are required to be disclosed, but are not included in the financial statements
 - The elected seven members of the City of Pullman City Council serves in an ex-officio capacity as the Board of the Pullman Metropolitan Park District and the Pullman Transportation Benefit District. – See Note 5
 - The City acts as the fiscal agent as well as being a member of the Pullman – Moscow Regional Airport Operating Board – See Note 5
- 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 not presented using the classifications defined in GAAP.

A. Fund Accounting

Financial transactions of the government are reported in individual funds. Each fund uses a separate set of self-balancing accounts that comprises its cash and investments, revenues and expenditures. The government's resources are allocated to and accounted for in individual funds depending on their intended purpose. Each fund is reported as a separate column in the financial statements, except for fiduciary funds, which are presented by fund types. The total column is presented as "memo only" because any interfund activities are not eliminated. The following fund types are used:

GOVERNMENTAL FUND TYPES:

General Fund

This fund is the primary operating fund of the government. It accounts for all financial resources except those required or elected to be accounted for in another fund.

Special Revenue Funds

These funds account for specific revenue sources that are restricted or committed to expenditures for specified purposes of the government. The Arterial and Street Funds (presented together as one major fund) are responsible for the maintenance of all city streets, street lighting, and bridges.

Debt Services Funds

This fund accounts for financial resources that are restricted, committed, or assigned to expenditure for principal and interest. The Debt Service Fund is directly related to the 2018 UTGO Bonds passed by the City of Pullman voters which includes purchase of a structure and subsequent renovation of a new City Hall & Recreation Center, additions to parks & paths, design & construct a community building at Lawson Gardens, improvements to existing parks assets, and acquire land for a potential third fire station.

Capital Projects Funds

These funds account for financial resources which are restricted, committed, or assigned for the acquisition or construction of capital facilities or other capital assets. The Bond Funds (presented together as one major fund) are an aggregation of projects directly related to the 2018 UTGO Bonds passed by the City of Pullman voters which includes purchase of a structure and subsequent renovation of a new City Hall & Recreation Center, additions to parks & paths, design & construct a community building at Lawson Gardens, improvements to existing parks assets, and acquire land for a potential third fire station.

Permanent Funds

These funds account for financial resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support programs for the benefit of the government or its citizenry. The Lawson Gardens Park Fund is dedicated to the on-going operations and maintenance of this park. The Cemetery Care Fund is dedicated to the expansion and improvement of the city owned cemetery.

PROPRIETARY FUND TYPES:

Enterprise Funds

These funds account for operations that provide goods or services to the general public and are supported primarily through user charges. The Utility and Utility Capital Projects Funds account for all revenues derived from and expenses incurred in the operation and construction of the water and stormwater systems. The fund also accounts for all revenue derived from and expenses incurred in the operation and construction of the wastewater treatment plant and the sewer system of the City. The Transit Fund accounts for all revenues derived from and expenses incurred in the operation of the public transit system.

Internal Service Funds

These funds account for operations that provide goods or services to other departments or funds of the government on a cost reimbursement basis. The City of Pullman operates internal services funds for the equipment rental division, information systems management, and government building maintenance provided to other departments of the City.

FIDUCIARY FUND TYPES:

Fiduciary funds account for assets held by the government in a trustee capacity or as a custodian on behalf of others.

Custodial Funds

These funds are used to account for assets that the government holds on behalf of others in a custodial capacity.

B. Basis of Accounting and Measurement Focus

Financial statements are prepared using the cash basis of accounting and measurement focus. Revenues are recognized when cash is received and expenditures are recognized when paid.

In accordance with state law the City also recognizes expenditures paid during twenty days after the close of the fiscal year for claims incurred during the previous period.

C. Cash and Investments

See Note 3 - Deposits and Investments

D. Capital Assets

Capital assets are assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of 3 years. Capital assets and inventory are recorded as capital expenditures when purchased.

E. Compensated Absences, Pension Plans, and Other Post-Employment Benefits

Vacation leave may be accumulated up to 240 hours and is payable upon separation or retirement. Sick leave may be accumulated without limit. At the end of each calendar year, the maximum amount of sick leave hours that can be rolled over to the next year is limited to 800 hours per employee. Upon separation or retirement employees do not receive payment for unused sick leave. Payments are recognized as expenditures when paid.

F. Long-Term Debt

See Note 4 - Debt Service Requirements

G. Restricted and Committed Portion of Ending Cash and Investments

Beginning and Ending Cash and Investments is reported as reserved when it is subject to restrictions on use imposed by external parties or due to internal commitments established by the Pullman City Council. When expenditures that meet restrictions are incurred, the City intends to use reserved resources first before using unreserved amounts.

Restrictions and commitments of Ending Cash and Investments consist of:

Fund Name & Designated Uses	Amount
001 General Fund: Committed for CIP	4,032,691
120 Civic Improvement Fund: Committed for Air Service Grant	250,000
125 Firefighters Pension Fund: Restricted for Firefighter Pensions	572,408
218 2018 Bond Fund: Restricted for Debt Service	322,966
316 2007 Bond Fund: Restricted for Capital Projects	8,699
318 2018 Bond Fund: Restricted for Capital Projects	189,499
401 Utility Fund: Restricted for Bond Indenture	205,000
707 Lawson Gardens Park: Nonspendable for Permanent Fund	2,665,797
Total	8,247,060

NOTE 2 – BUDGET COMPLIANCE

A. Budgets

The City adopts biennial appropriated budgets for eighteen funds. This budget is appropriated at the fund level, except for the General Fund where the budget is adopted at the department level. The budget constitutes the legal authority for expenditures at that level. Appropriations for the fund lapses at the fiscal year end without any associated budget amendments.

Biennial appropriated budgets are adopted on the same basis of accounting as used for financial reporting.

The appropriated and actual expenditures for the legally adopted budgets were as follow:

Fund	Original Budget	Amended Budget	Actual Expenditures	Variance
001 General Fund Departments				
1100 Legislative	374,026	450,203	441,266	8,937
1300 Executive	311,205	350,559	327,287	23,272
1400 Finance & Clerk	1,029,167	1,456,711	1,158,414	298,297
1500 City Attorney	114,000	118,000	117,615	385
1600 Human Resources	268,841	300,342	280,360	19,982
1700 Communications	159,640	171,768	132,488	39,280
1800 Grants & Projects	0	45,350	22,391	22,959
2100 Law Enforcement	10,264,467	10,460,003	9,433,748	1,026,255
2200 Fire & Ambulance	9,287,961	9,817,332	8,743,850	1,073,482
2400 Protective Inspections	849,833	912,880	837,465	75,415
3100 Community Improvement	96,532	98,612	78,795	19,817
3600 Cemetery	406,611	406,611	183,500	223,111
5800 Planning	520,490	560,308	540,018	20,290
5900 Economic Development	170,046	176,586	144,275	32,311
7200 Library	1,916,180	1,965,668	1,791,262	174,406
7400 Participant Recreation	2,108,199	2,191,742	2,175,785	15,957
7600 Parks Facilities	2,144,936	2,220,701	2,027,155	193,546
9700 Operating (Airport/ARP Pass-thru)	0	60,000,000	53,949,120	6,050880
001 General Fund Total	30,022,134	91,703,376	82,384,794	9,318,582

104 Arterial Streets	11,840,970	11,898,120	3,158,563	8,739,557
105 Streets	2,871,194	3,006,525	2,528,385	478,139
120 Civic Improvement	186,515	532,567	383,157	149,410
125 Firefighter's Relief & Pension	26,400	26,400	0	26,400
218 2018 Bond Debt Service	1,043,342	1,043,342	1,758,916	-715,574
310 Cemetery Expansion**	500	21,000	20,263	737
318 G.O. Bond 2018	1,842,000	1,842,000	1,494,734	347,266
401 Utilities	19,946,779	21,769,493	16,735,751	5,033,742
403 Utility Capital Projects*	6,220,897	8,579,397	3,253,203	5,326,194
404 Stormwater*	1,875,890	2,084,315	1,183,082	901,233
405 Transit	6,249,744	6,414,719	5,257,633	1,157,086
501 Equipment Rental Division	6,112,731	6,999,429	4,445,260	2,554,168
504 Government Buildings	1,654,481	1,702,356	1,462,741	239,615
507 Information Technologies	1,312,014	1,585,836	1,439,873	145,963
510 GIS Mapping	170,177	183,425	167,896	15,529
648 Metro Parks	608,050	668,050	549,255	118,795
651 Agency Fund – Airport	50,046,476	76,051,477	56,729,677	19,321,800
707 Lawson Gardens Endowment	134,419	156,188	138,281	17,907
710 Cemetery Care Endowment**	200,500	200,500	13,851	186,649
Total	141,757,162	236,468,515	183,105,318	53,363,197

The funds in the chart above include funds that are rolled into a main fund for the purpose of reporting. Those marked by an asterisk () are non-restricted special revenue and capital project funds that have been rolled into the City's Utility Fund (401). The funds in the chart above marked by two asterisks (**) are to identify the Cemetery funds that while budgeted separately are presented under the same capital project account.*

Budgeted amounts are authorized to be transferred between object classes within the department; however, any revisions that alter the total expenditures of a fund, or that affect the number of authorized employee positions, salary ranges, hours, or other conditions of employment must be approved by the City's legislative body.

B. Material Budget Amendments & Transfers, and Significant Variances

Budget Amendments primarily related to changes in employee compensation or capital projects that had not yet been identified when the 2023 budget was approved prior to the start of the 2023-2024 bienium.

Bond debt service expenditures include transfer of original bond proceeds to the GO Bond 2018 Fund in order to cover expenses to complete bond projects.

NOTE 3 - DEPOSITS AND INVESTMENTS

Investments are reported at amortized cost. Deposits and investments by type held by the City of Pullman at December 31, 2023 are as follows:

Type	City's Own Deposits & Investments	Deposits and Investments Held by City As Custodian	Total
Bank Deposits	\$19,665,326	\$ 3,548,036	\$23,213,362
Local Government Investment Pool	\$33,905,149	\$ -	\$33,905,149
Other Investments (Lawson Gardens Endowment)	\$ 2,913,906	\$ -	\$ 2,913,906
Total	\$ 56,484,381	\$ 3,548,036	\$60,032,417

It is the City's policy to invest all temporary cash surpluses. The interest on these investments is prorated to the various funds as invested.

Investments in the State Local Government Investment Pool (LGIP)

The City is a voluntary participant in the Local Government Investment Pool, an external investment pool operated by the Washington State Treasurer. The pool is not rated and not registered with the SEC. Rather, oversight is provided by the State Finance Committee in accordance with Chapter 43.250 RCW. Investments in the LGIP are reported at amortized cost, which is the same as the value of the pool per share. The LGIP does not impose any restrictions on participant withdrawals.

The Office of the State Treasurer prepares a stand-alone financial report for the pool. A copy of the report is available from the Office of the State Treasurer, PO Box 40200, Olympia, Washington 98504-0200, online at www.tre.wa.gov.

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in event of a failure of a depository financial institution, the City would not be able to recover deposits or would not be able to recover collateral securities that are in possession of an outside party. During this period, the City did not use, hold nor sell any derivatives or similar instruments, nor did the City participate in any securities lending transactions on behalf of the Park District or Transportation Benefit District. There were no sales of securities at other than maturity or call dates that resulted in realized gains or losses.

All investments are insured, registered or held by the City on behalf of the District or its agent in the government's name.

NOTE 4 – LONG-TERM DEBT

Debt Service

The accompanying Schedule of Liabilities (09) provides more details of the outstanding debt and liabilities of the City and summarizes the City's debt transactions for year ended December 31, 2023.

The debt service requirements for general obligation bonds and revenue bonds and loans are as follows:

General Obligation Bonds: Government Activities			
Year	Principal	Interest	Total
2024	777,600	265,742	1,043,342
2025	798,577	244,765	1,043,342
2026	820,122	223,220	1,043,342
2027	842,250	201,092	1,043,342
2028	556,321	178,364	734,685
2029 – 2033	3,025,964	647,461	3,673,425
2034 – 2037	2,742,692	196,048	2,938,740
Total	9,563,526	1,956,691	11,520,217

Revenue Bonds and Loans: Business-Type Activities			
Year	Principal	Interest	Total
2024	1,012,419	78,044	1,090,463
2025	593,871	58,587	652,458
2026	608,005	44,453	652,458
2027	622,476	29,982	652,458
2028	637,291	15,168	652,459
Total	3,474,062	226,234	3,700,296

Debt Outstanding

General obligation bonds are direct obligations and pledge the full faith and credit of the government. These bonds are generally 20-year serial bonds with equal amounts of payments each year.

2018: \$10,500,000 Umpqua Bank City Hall General Obligation Bond; semi-annual installments start June 2019 until December 2037 at 2.82%; proceeds for purchase and improvements to New City Hall Building project. Repayment from voter approved property tax levy: 8,401,808

2018: \$2,400,000 Umpqua Bank Parks and Pathways General Obligation Bond; semi-annual installments start June 2019 until December 2027 at 2.48%; proceeds for improvements to parks and trails projects. Repayment from voter approved property tax levy: 1,161,718

Revenue bonds result from when the government pledges income derived from the acquired or constructed assets to pay debt service. Revenue bonds are created by ordinance, adopted by the City Council, and financed from Enterprise Fund revenues

2012: \$7,301,092 State of Washington Department of Ecology Water Pollution Control Revolving Fund Loan; annual installments start September 2015 until 2024 at 2.60%; proceeds for secondary process improvements project. Repayment from water/sewer revenues: 432,353

2018: \$6,048,211 Umpqua Bank Water and Sewer Revenue Bond;
semi-annual installments start December 2018 until December 2028 at
2.38%; proceeds for improvements to the water/sewer utility project.
Repayment from water/sewer revenues:

3,041,709

At December 31, 2023, the City has restricted assets in proprietary funds containing \$0 in sinking funds and \$205,000 reserves as required by bond indentures.

NOTE 5 – COMPONENT UNITS, JOINT VENTURES, AND RELATED PARTIES

Component Units and Joint Ventures are any legally separate organization that the government either controls, holds an ongoing financial interest, or has an ongoing financial responsibility.

Pullman Metropolitan Parks District

The Blended Component Unit was formed by vote of the citizens of the district on September 7, 2002 and subsequently incorporated January 1, 2003. The Blended Component Unit provides parks and recreation services by contracting through an interlocal agreement with the City of Pullman for the benefit of the district. The Blended Component Unit is governed by a seven-member board composed of the elected Pullman City Council members serving on the Board of Directors for the Pullman Metropolitan District in an ex-officio capacity.

Through the interlocal agreement, the District provides revenues received in the form of property taxes and investment interest to the City of Pullman to provide parks and recreation services. Any assets subsequently purchased by the City with these dollars become city property. The Metropolitan Parks District has no employees. For 2023, the District operated on a budget of \$668,050 with expenditures totaling \$549,255 and revenues totaling \$704,313.

Although the District is legally separated from the City, the District is reported as if it were part of primary government because its sole purpose is to provide for management, maintenance and improvement of the parks and recreational facilities within the City of Pullman boundaries.

Transportation Benefit District

The Blended Component Unit was formed by Ordinance of the Pullman City Council on April 11, 2023. The Blended Component Unit provides for the preservation and maintenance of the city's transportation infrastructure. The Blended Component Unit is governed by a seven-member board composed of the elected Pullman City Council members serving on the Board of Directors for the Pullman Transportation District in an ex-officio capacity.

The Transportation Benefit District has no employees. For 2023, the District had no operating budget, revenues, expenses, or employees.

Although the District is legally separated from the City, the District is reported as if it were part of primary government because its sole purpose is to provide for the preservation and maintenance of the city's transportation infrastructure within the City of Pullman boundaries.

Pullman Moscow Regional Airport

The City acts as the fiscal agent for, as well as being a member of, the Pullman–Moscow Regional Airport Operating Board. The Pullman-Moscow Airport provides airport services to the region surrounding the City of Pullman. This activity is neither directly controlled nor dependent upon the City. It is directed by a board of directors composed of representatives from the City of Pullman, Washington State University, the City of Moscow, Idaho and Latah County, Idaho, and derives some financial support from each of these entities and the Port of Whitman. The Airport has existed since the 1930's and was formally established under a cooperative agreement in the 1970's. The Airport is not a separate taxing authority. For 2023, the Airport reported revenues of \$53,038,466 and expenses of \$56,729,677. These amounts do not represent net adjustments. Reported figures are based on the City's cash-basis of accounting, and as such, will differ from the Airport's accrual-basis reports.

The interlocal agreement establishing this activity directs the City of Pullman to maintain the financial records and reports as required by the laws of the State of Washington. The combined financial statements therefore also include the Pullman-Moscow Airport Agency fund. The Pullman-Moscow Airport also issues its own separate and distinct financial statements. To obtain these separately issued financial statements contact the City's Office of Finance, 190 SE Crestview Street, Pullman, WA 99163.

NOTE 6 – OTHER POST EMPLOYMENT BENEFITS

The LEOFF I Retiree Medical Plan is a closed, single-employer, defined-benefit OPEB plan administered by the City as required by RCW 41.26.110. The plan pays for 100% of eligible retirees' healthcare costs on a pay-as-you-go basis. As of December 31, 2023, the plan had fourteen members, all retirees. As of December 31, 2023, the City's total OPEB liability was \$6,625,883 as calculated using the alternative measurement method. For the year ended December 31, 2023, the City paid \$329,336 in benefits.

NOTE 7 – PENSION PLANS

State Sponsored Pension Plans

Substantially all City full-time and qualifying part-time employees participate in the following statewide retirement systems administered by the Washington State Department of Retirement Systems (DRS), under cost-sharing, multiple-employer public employee defined benefit and defined contribution retirement plans:

- Public Employees' Retirement System (PERS)
- Law Enforcement Officers' and Fire Fighters' Retirement System (LEOFF).

The State Legislature establishes, and amends, laws pertaining to the creation and administration of all public retirement systems.

The Department of Retirement Systems, a department within the primary government of the State of Washington, issues a publicly available Annual Comprehensive Financial Report (ACFR) that includes financial statements and required supplementary information for each plan. The DRS ACFR may be downloaded from the DRS website at www.drs.wa.gov.

At June 30, 2023, the City's proportionate share of the collective net pension liabilities, which also includes those related to the Pullman-Moscow Regional Airport (PMRA), as reported on the Schedule 09, were as follows:

Plan	Employer Contributions per PEFI	PMRA Portion of Employer Contributions	City's Portion of Employer Contributions	Allocation	City's Liability or (Asset)	PMRA Liability or (Asset)	Liability or (Asset)
PERS 1	433,178	15,910	417,269	0.063569%	1,397,814	53,296	1,451,110
PERS 2/3	720,823	26,474	694,349	0.081984%	(3,236,848)	(123,416)	(3,360,264)
LEOFF 1	0	0	0	0.029861%	(886,276)	0	(886,276)
LEOFF 2	409,686	0	409,686	0.181505%	(4,353,567)	0	(4,353,567)

LEOFF Plan 1

The City also participates in LEOFF Plan 1. The LEOFF Plan 1 is fully funded and no further employer contributions have been required since June 2000. If the plan becomes underfunded, funding of the remaining liability will require new legislation. Starting on July 1, 2000, employers and employees contribute zero percent.

LEOFF Plan 2

The City also participates in the LEOFF Plan 2. The Legislature, by means of a special funding arrangement, appropriates money from the state general fund to supplement the current service liability and fund the prior service costs of Plan 2 in accordance with the recommendations of the Pension Funding Council and the LEOFF Plan 2 Retirement Board. This special funding situation is not mandated by the state constitution and could be changed by statute.

NOTE 8 - PROPERTY TAXES

The Whitman County Treasurer acts as an agent to collect property tax levied in the county for all taxing authorities. Collections are distributed after the end of each month.

Property Tax Calendar	
January 1	Tax is levied and becomes an enforceable lien against the properties.
February 14	Tax bills are mailed
April 30	First of two equal installment payments are due
May 31	Assessed value of property established for next year's levy at 100 percent of market value.
October 31	Second installment is due

Property tax revenues are recognized when cash is received by City. Delinquent taxes are considered fully collectible because a lien affixes to the property after tax is levied.

The City regular levy for the year 2023 was \$3.2777158046 per \$1,000 on an assessed valuation of \$2,276,666,000 for a total regular levy of \$7,462,150.

The excess levy related to passing the 2018 GO Bond for the year 2023 was \$0.4593326701 per \$1,000 on an assessed valuation of \$2,271,254,785 for a total regular levy of \$1,043,246.

The City EMS levy for the year 2023 was \$0.4552465447 per \$1,000 on an assessed valuation of \$2,276,666,000 for a total regular levy of \$1,036,428.

NOTE 9 - RISK MANAGEMENT

WCIA

The City of Pullman is a member of the Washington Cities Insurance Authority (WCIA). Utilizing Chapter 48.62 RCW (self-insurance regulation) and Chapter 39.34 RCW (Interlocal Cooperation Act), nine cities originally formed WCIA on January 1, 1981. WCIA was created for the purpose of providing a pooling mechanism for jointly purchasing insurance, jointly self-insuring, and / or jointly contracting for risk management services. WCIA has a total of 169 members.

New members initially contract for a three-year term, and thereafter automatically renew on an annual basis. A one-year withdrawal notice is required before membership can be terminated. Termination does not relieve a former member from its unresolved loss history incurred during membership.

Liability coverage is written on an occurrence basis, without deductibles. Coverage includes general, automobile, police, errors or omissions, stop gap, employment practices, prior wrongful acts, and employee benefits liability. Limits are \$4 million per occurrence in the self-insured layer, and \$16 million in limits above the self-insured layer is provided by reinsurance. Total limits are \$20 million per occurrence subject to aggregates and sublimits. The Board of Directors determines the limits and terms of coverage annually.

All Members are provided a separate cyber risk policy and premises pollution liability coverage group purchased by WCIA. The cyber risk policy provides coverage and separate limits for security & privacy, event management, and cyber extortion, with limits up to \$1 million and subject to member deductibles, sublimits, and a \$5 million pool aggregate. Premises pollution liability provides Members with a \$2 million incident limit and \$10 million pool aggregate subject to a \$100,000 per incident Member deductible.

Insurance for property, automobile physical damage, fidelity, inland marine, and equipment breakdown coverage are purchased on a group basis. Various deductibles apply by type of coverage. Property coverage is self-funded from the members' deductible to \$1,000,000, for all perils other than flood and earthquake, and insured above that to \$400 million per occurrence subject to aggregates and sublimits. Automobile physical damage coverage is self-funded from the members' deductible to \$250,000 and insured above that to \$100 million per occurrence subject to aggregates and sublimits.

In-house services include risk management consultation, loss control field services, and claims and litigation administration. WCIA contracts for certain claims investigations, consultants for personnel and land use issues, insurance brokerage, actuarial, and lobbyist services.

WCIA is fully funded by its members, who make annual assessments on a prospectively rated basis, as determined by an outside, independent actuary. The assessment covers loss, loss adjustment, reinsurance and other administrative expenses. As outlined in the interlocal, WCIA retains the right to additionally assess the membership for any funding shortfall.

An investment committee, using investment brokers, produces additional revenue by investment of WCIA's assets in financial instruments which comply with all State guidelines.

A Board of Directors governs WCIA, which is comprised of one designated representative from each member. The Board elects an Executive Committee and appoints a Treasurer to provide general policy direction for the organization. The WCIA Executive Director reports to the Executive Committee and is responsible for conducting the day to day operations of WCIA.

The City of Pullman separately purchases commercial standard property insurance coverage for building and personal property; automobile physical damage, inland marine. Boiler and machinery coverage is also purchased. Various deductibles apply by type of coverage.

There were no significant reductions in insurance coverage from the previous year. The settlements have not exceeded coverage for each of the past three fiscal years. Additionally, no insurance settlements have exceeded insurance coverage in 2023 or either of the two preceding fiscal years.

WSTIP

The City of Pullman / Pullman Transit is a member of the Washington State Transit Insurance Pool (WSTIP). WSTIP is a 25-member self-insurance program located in Olympia, Washington. WSTIP supplies Pullman Transit general and auto liability and public officials liability coverage.

Pullman Transit has a \$5,000 deductible for public official's liability coverage and has no deductible for general and auto liability risks covered by WSTIP.

WSTIP was formed by Interlocal Agreement on January 1, 1989, pursuant to Chapters 48.61 and 39.34 RCW. The purpose for forming WSTIP was to provide member transit agencies joint self-insurance, joint purchasing of insurance and joint contracting for hiring of personnel to provide risk management, claims handling, and administrative services. Transit agencies joining WSTIP must remain members for a minimum of 36 months. Members may withdraw after that time by giving six-month's notice and at the end of the fiscal year. Any member who withdraws will not be allowed to rejoin for a period of 36 months.

Transit authorities applying for membership in WSTIP may do so on approval of a simple majority vote of the WSTIP Board of Directors. Underwriting and rate-setting policies have been established after consultation with actuaries. WSTIP members are subject to a supplemental assessment in the event of deficiencies. If WSTIP's assets were to be exhausted, members would be responsible for WSTIP's liabilities. WSTIP is regulated by the Washington State Risk Manager and audited annually by the Washington State Auditor.

WSTIP utilizes a combination of self-insurance, reinsurance, and excess insurance to provide the limits noted in the summary below. Carriers include Government Entities Mutual, Munich Reinsurance America, Hallmark Specialty Insurance Company, and Allied World Assurance Company for the liability lines.

Pullman Transit has not presented any claims to WSTIP in the last year that are expected to exceed its coverage limits.

Here is a summary of coverage provided in 2023:

RISK / EXPOSURE		COVERAGE	DEDUCTIBLE
GENERAL LIABILITY:			
Bodily Injury & Property Damage	\$25 million	Per occurrence	\$0
Personal Injury and Advertising Injury	\$25 million	Per offense	\$0
Contractual liability	\$25 million	Per occurrence	\$0
Vanpool Driver Medical Expense Protection	\$35,000	Per occurrence	\$0
Underinsured Motorist Coverage (by mode)	\$60,000	Per occurrence	\$0 ¹
Permissive Use of a Member-Owned Motor Vehicle	\$100,000 for property damage and \$300,000 for bodily injury	Per occurrence	\$0
Agency, rental, and personal/private vehicle occupants not covered by workers compensation or transit passengers	\$100,000 for property damage and \$300,000 for bodily injury	Per occurrence	\$0
		Per occurrence	\$0
Endorsement 1: COMMUNICABLE DISEASE LIABILITY:	\$500,000	Per occurrence	\$0
Annual aggregate for all Members or Additional Covered Parties	\$2 million		
PUBLIC OFFICIALS LIABILITY	\$25 million	Per occurrence and aggregate	\$5,000
Endorsement 1: VIOLATIONS OF WAGE & HOUR LAWS	\$250,000	Per occurrence	\$25,000
Annual aggregate per Member	\$250,000		

AWC Trust HCP

The City of Pullman is a member of the Association of Washington Cities Employee Benefit Trust Health Care Program (AWC Trust HCP). Chapter 48.62 RCW provides that two or more local government entities may, by Interlocal agreement under Chapter 39.34 RCW, form together or join a pool or organization for the joint purchasing of insurance, and/or joint self-insurance, to the same extent that they may individually purchase insurance, or self-insure.

An agreement to form a pooling arrangement was made pursuant to the provisions of Chapter 39.34 RCW, the Interlocal Cooperation Act. The AWC Trust HCP was formed on January 1, 2014 when participating cities, towns, and non-city entities of the AWC Employee Benefit Trust in the State of Washington joined together by signing an Interlocal Governmental Agreement to jointly self-insure certain health benefit plans and programs for participating employees, their covered dependents and other beneficiaries through a designated account within the Trust.

As of December 31, 2022, 262 cities/towns/non-city entities participate and have enrollment in the AWC Trust HCP.

¹ Each member selects the modes which uninsured motorist coverage is applied to. Pullman elected to purchase UIM on fixed route, paratransit/demand response, and administrative/ maintenance vehicles associated with the transit agency.

The AWC Trust HCP allows members to establish a program of joint insurance and provides health and welfare services to all participating members.

In April 2020, the Board of Trustees adopted a large employer policy, requiring newly enrolling groups with 600 or more employees to submit medical claims experience data in order to receive a quote for medical coverage. Outside of this, the AWC Trust HCP pools claims without regard to individual member experience. The pool is actuarially rated each year with the assumption of projected claims run-out for all current members.

The AWC Trust HCP includes medical, dental and vision insurance through the following carriers: Kaiser Foundation Health Plan of Washington, Kaiser Foundation Health Plan of Washington Options, Inc., Regence BlueShield, Asuris Northwest Health, Delta Dental of Washington, Willamette Dental Group, and Vision Service Plan. Eligible members are cities and towns within the state of Washington. Non-city entities (public agency, public corporation, intergovernmental agency, or political subdivision within the state of Washington) are eligible to apply for coverage into the AWC Trust HCP, submitting application to the Board of Trustees for review as required in the Trust Agreement.

Participating employers pay monthly premiums to the AWC Trust HCP. The AWC Trust HCP is responsible for payment of all covered claims. In 2022, the AWC Trust HCP purchased medical stop loss insurance for Regence/Asuris and Kaiser plans at an Individual Stop Loss (ISL) of \$1.5 million through United States Fire Insurance Company. The aggregate policy is for 200% of expected medical claims.

Participating employers contract to remain in the AWC Trust HCP for a minimum of three years. Participating employers with over 250 employees must provide written notice of termination of all coverage a minimum of 12 months in advance of the termination date, and participating employers with under 250 employees must provide written notice of termination of all coverage a minimum of 6 months in advance of termination date. When all coverage is being terminated, termination will only occur on December 31. Participating employers terminating a group or line of coverage must notify the AWC Trust HCP a minimum of 60 days prior to termination. A participating employer's termination will not obligate that member to past debts, or further contributions to the AWC Trust HCP. Similarly, the terminating member forfeits all rights and interest to the AWC Trust HCP Account.

The operations of the Health Care Program are managed by the Board of Trustees or its delegates. The Board of Trustees is comprised of four regionally elected officials from Trust member cities or towns, the Employee Benefit Advisory Committee Chair and Vice Chair, and two appointed individuals from the AWC Board of Directors, who are from Trust member cities or towns. The Trustees or its appointed delegates review and analyze Health Care Program related matters and make operational decisions regarding premium contributions, reserves, plan options and benefits in compliance with Chapter 48.62 RCW. The Board of Trustees has decision authority consistent with the Trust Agreement, Health Care Program policies, Chapter 48.62 RCW and Chapter 200-110-WAC.

The accounting records of the AWC Trust HCP are maintained in accordance with methods prescribed by the State Auditor's office under the authority of Chapter 43.09 RCW. The AWC Trust HCP also follows applicable accounting standards established by the Governmental Accounting Standards Board ("GASB"). In 2018, the retiree medical plan subsidy was eliminated, and is noted as such in the report for the fiscal year ending December 31, 2018.

Year-end financial reporting is done on an accrual basis and submitted to the Office of the State Auditor as required by Chapter 200-110 WAC. The audit report for the AWC Trust HCP is available from the Washington State Auditor's office.

NOTE 10 – INTERGOVERNMENTAL LOANS

The following table displays intergovernmental loan activity during 2023:

Borrowing Fund	Lending Fund	Balance 1/1/2023	New Loans	Repayments	Balance 12/31/2023
Airport Fund	General Fund	\$8,265,000	\$14,122,215	\$12,435,000	\$9,952,215

NOTE 11 – LEASES

During the year ended 2022, the City of Pullman adopted guidance for the presentation and disclosure of leases, as required by the BARS manual. This requirement resulted in the addition of a lease liability reported on the Schedule of Liabilities.

The City of Pullman leases 12 copiers from Cannon Financial Services. Lease amounts range from \$29 to \$258 monthly with durations of 5 years with start dates as early as May 2020 and end dates prior to April 2028.

The City of Pullman leases 12 vehicles from Enterprise Fleet Management . Lease amount range from \$384 to \$834 monthly with durations of 5 years with start dates as early as December 2022 and end dates prior to August 2028.

The City of Pullman leases building space from Corporate Point for police use for \$960 per year on a 6 year agreement running from 2021 through 2026.

The total amount paid for leases in 2023 was \$65,849. As of December 31, 2023, the future lease payments are as follows:

Year ended December 31	Total
2024	\$106,630
2025	\$102,456
2026	\$94,432
2027	\$92,392
2028	\$40,790

NOTE 12 – SUBSCRIPTION BASED INFORMATION TECHNOLOGY ARRANGEMENTS (SBITA)

During the year ended 2023, the City of Pullman adopted guidance for the presentation and disclosure of Subscription Based Information Technology Arrangements (SBITA), as required by the BARS manual. This requirement resulted in the addition of a lease liability reported on the Schedule of Liabilities.

The City of Pullman makes subscription payments in the amount of \$7920 and \$7650 annually for IT management software. Agreements are for 3 and 2 years respectively with start dates for both in 2023

The total amount paid for SBITAs in 2023 was \$15,570. As of December 31, 2023, the future lease payments are as follows:

Year ended December 31	Total
2024	15,570
2025	\$7,920

NOTE 13 – OTHER DISCLOSURES

Contingencies and Litigation Items

The City has recorded in its financial statements all material liabilities, including any estimates for situations which are not yet resolved but where, based on available information, management believes it is probable that the City will have to make payment. In the opinion of management, insurance policies are adequate to pay all known or pending claims except the claim described below.

1. The City participates in a number of federal-and state-assisted programs. These grants are subject to audit by the grantors or their representatives. Such audits could result in requests for reimbursement to grantor agencies for expenditures disallowed under the terms of the grants. City management believes that such disallowances, if any, will be immaterial.
2. On July 22, 2014, resolution R-70-14 was passed by Council authorizing the execution of a Joint Operating Agreement for the Pullman-Moscow Regional Airport. The agreement solidifies Pullman and Moscow as equal and joint partners in the operation of the airport, with all related rights and responsibilities, including financial. Approval and execution of the agreement by both Pullman and Moscow will qualify the Pullman-Moscow Regional Airport for Federal Aviation Administration (FAA) grants. The Pullman-Moscow Regional Airport is requesting a FAA grant for the runway re-alignment, which will require an estimated local matching fund of \$6,250,000. The City of Pullman is committed to their one-half share of approximately \$3,125,000 over six years to provide for grant match funds. This exposure is expected to be reduced by fundraising efforts. On July 21, 2015, resolution R-56-15 was passed by Council authorizing a \$2,500,000 restricted donation of local match funds for the Pullman-Moscow Regional Airport Runway Realignment Project. As of December 31, 2023, total donations received for this project was \$10,700,000. As of December 31, 2023, the City of Pullman has funded \$2,500,000 for this commitment.

3. On November 11, 2020, the City of Pullman received a claim from a sanitary sewer obstruction on a private sewer line in a personal residence. This case went inactive for several years and has recently been revisited by the claimant. The City has retained counsel in defense of the claim, and \$54,708.56 has been spent to date on attorney fees and professional studies. The claim has escalated to legal filings and mechanisms to settle the claim via mediation is set to begin March 26, 2025. Additional attorney fees are expected but remain unknown at this time.
4. In May 2022 Whitman Trails, LLC filed suit against the City claiming damages in the amount of \$3,404,285 caused by the 2019 flood of the Missouri Flat Creek. The City has retained counsel in defense of this claim. Additional depositions and reviews continue at this time. An alternative to trial could happen as early as 2025Q2. Attorney fees to date are \$103,526.31 and are expected to increase.
5. In September 2024 a contractor performing a public works project filed a claim against the City citing breach of contract. The City is counterclaiming for breach of contract as well. The City's insurance has denied coverage of this claim. As such the City has retained outside counsel while continuing to negotiate a financial agreement with the claimant. The amount of the claim could be as much as \$500,000 under the current circumstances. Legal fees are expected to increase and cannot be reasonably estimatable until early 2025Q2.

City of Pullman
Schedule of Liabilities
For the Year Ended December 31, 2023

ID. No.	Description	Due Date	Beginning Balance	Additions	Reductions	Ending Balance
General Obligation Debt/Liabilities						
251.12	Voted GO Bond A - City Hall	12/1/2037	8,885,910	-	484,102	8,401,808
251.22	Voted GO Bond B - Parks	12/1/2027	1,434,792	-	273,074	1,161,718
Total General Obligation Debt/Liabilities:			10,320,702	-	757,176	9,563,526
Revenue and Other (non G.O.) Debt/Liabilities						
252.11	Non Voted Utility Bond A	12/1/2028	3,608,290	-	566,581	3,041,709
252.11	Non Voted Utility Bond B	12/23/2023	185,210	-	185,210	-
259.12	Compensated Balances		1,154,977	171,696	-	1,326,673
263.57	Lease Liability		91,004	411,547	65,849	436,702
263.84	Ecology Loan	5/20/2024	1,280,397	-	848,044	432,353
264.30	Net Pension Liability		1,809,757	-	411,943	1,397,814
264.40	LEOFF 1 OPEB Liability		6,198,983	426,850	-	6,625,833
263.57	SBITA		-	39,060	15,570	23,490
Total Revenue and Other (non G.O.) Debt/Liabilities:			14,328,618	1,049,153	2,093,197	13,284,574
Total Liabilities:			24,649,320	1,049,153	2,850,373	22,848,100

City of Pullman
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2023

Federal Agency (Pass-Through Agency)	Federal Program	ALN Number	Other Award Number	Expenditures			Note
				From Pass- Through Awards	From Direct Awards	Passed through to Subrecipients	
NATIONAL PARK SERVICE, INTERIOR, DEPARTMENT OF THE (via Painter Preservation)	Historic Preservation Fund Grants-In-Aid	15.904	NA	18,305	-	-	
OFFICE ON VIOLENCE AGAINST WOMEN, JUSTICE, DEPARTMENT OF (via Whitman County)	Violence Against Women Formula Grants	16.588	F22-31103-068	5,712	-	-	
COMMUNITY ORIENTED POLICING SERVICE, JUSTICE, DEPARTMENT OF	Public Safety Partnership and Community Policing Grants	16.710		-	60,201	-	
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106		-	3,530,875	3,530,875	4
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106		-	1,344,156	1,344,156	4
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	COVID 19 - Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106		-	1,548,758	1,548,758	4

The accompanying notes are an integral part of this schedule.

City of Pullman
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2023

Federal Agency (Pass-Through Agency)	Federal Program	ALN Number	Other Award Number	Expenditures			Passed through to Subrecipients	Note
				From Pass- Through Awards	From Direct Awards	Total		
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	COVID 19 - Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106	-	-	1,315,095	1,315,095	1,315,095	4
	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106	-	-	108,836	108,836	108,836	4
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	COVID 19 - Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106	-	-	6,815,211	6,815,211	6,815,211	4
	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106	-	-	8,966,418	8,966,418	8,966,418	4
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106	-	-	5,407,480	5,407,480	5,407,480	4
	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106	-	-	5,407,480	5,407,480	5,407,480	4

The accompanying notes are an integral part of this schedule.

City of Pullman
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2023

Federal Agency (Pass-Through Agency)	Federal Program	ALN Number	Other Award Number	Expenditures			Passed through to Subrecipients	Note
				From Pass- Through Awards	From Direct Awards	Total		
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106		-	3,585,709	3,585,709	3,585,709	4
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106		-	5,985,485	5,985,485	5,985,485	4
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106		-	2,500,000	2,500,000	2,500,000	4
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106		-	143,726	143,726	143,726	4
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106		-	7,393,989	7,393,989	7,393,989	4

The accompanying notes are an integral part of this schedule.

City of Pullman
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2023

Federal Agency (Pass-Through Agency)	Federal Program	ALN Number	Other Award Number	Expenditures			Passed through to Subrecipients	Note
				From Pass- Through Awards	From Direct Awards	Total		
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106		-	200,459	200,459	200,459	4
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106		-	254,143	254,143	254,143	4
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106		-	421,214	421,214	421,214	4
FEDERAL AVIATION ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Airport Improvement Program, COVID-19 Airports Programs, and Infrastructure Investment and Jobs Act Programs	20.106		-	697,352	697,352	697,352	4
Total ALN 20.106:				-	50,218,906	50,218,906	50,218,905	
FEDERAL HIGHWAY ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF (via Washington State Department of Transportation (WSDOT))	Highway Planning and Construction	20.205	LA10500	1,094,746	-	1,094,746	-	

The accompanying notes are an integral part of this schedule.

City of Pullman
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2023

Federal Agency (Pass-Through Agency)	Federal Program	ALN Number	Other Award Number	Expenditures			Passed through to Subrecipients	Note
				From Pass- Through Awards	From Direct Awards	Total		
FEDERAL HIGHWAY ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF	Highway Planning and Construction	20.205	LA10680	-	4,881	4,881	-	
			Total ALN 20.205:	1,094,746	4,881	1,099,627	-	
FEDERAL TRANSIT ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF (via Washington State Department of Transportation (WSDOT))	COVID 19 - Formula Grants for Rural Areas and Tribal Transit Program	20.509	PTD0237	112,280	-	112,280	-	
FEDERAL TRANSIT ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF (via Washington State Department of Transportation (WSDOT))	Formula Grants for Rural Areas and Tribal Transit Program	20.509	PTD0246	747,904	-	747,904	-	
FEDERAL TRANSIT ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF (via Washington State Department of Transportation (WSDOT))	Formula Grants for Rural Areas and Tribal Transit Program	20.509	PTD0247	370,978	-	370,978	-	
FEDERAL TRANSIT ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF (via Washington State Department of Transportation (WSDOT))	Formula Grants for Rural Areas and Tribal Transit Program	20.509	PTD0508	75,000	-	75,000	-	

The accompanying notes are an integral part of this schedule.

City of Pullman
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2023

Federal Agency (Pass-Through Agency)	Federal Program	ALN Number	Other Award Number	Expenditures			Passed through to Subrecipients	Note
				From Pass- Through Awards	From Direct Awards	Total		
FEDERAL TRANSIT ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF (via Washington State Department of Transportation (WSDOT))	Formula Grants for Rural Areas and Tribal Transit Program	20.509	PTD0622	595,178	-	595,178	-	
FEDERAL TRANSIT ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF (via Washington State Department of Transportation (WSDOT))	Formula Grants for Rural Areas and Tribal Transit Program	20.509	PTD0623	143,678	-	143,678	-	
Total ALN 20.509:				2,045,018	-	2,045,018	-	
Federal Transit Cluster								
FEDERAL TRANSIT ADMINISTRATION, TRANSPORTATION, DEPARTMENT OF (via Washington State Department of Transportation (WSDOT))	Buses and Bus Facilities Formula, Competitive, and Low or No Emissions Programs	20.526	PTD0309	714,839	-	714,839	-	
Total Federal Transit Cluster:				714,839	-	714,839	-	
DEPARTMENTAL OFFICES, TREASURY, DEPARTMENT OF THE	COVID 19 - CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS	21.027		-	671,585	671,585	-	
DEPARTMENTAL OFFICES, TREASURY, DEPARTMENT OF THE	COVID 19 - CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS	21.027		-	40,000	40,000	-	
Total ALN 21.027:				-	711,585	711,585	-	

The accompanying notes are an integral part of this schedule.

City of Pullman
Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2023

Federal Agency (Pass-Through Agency)	Federal Program	ALN Number	Other Award Number	Expenditures			Passed through to Subrecipients	Note
				From Pass- Through Awards	From Direct Awards	Total		
FEDERAL EMERGENCY MANAGEMENT AGENCY, HOMELAND SECURITY, DEPARTMENT OF	Staffing for Adequate Fire and Emergency Response (SAFER)	97.083		-	275,453	275,453	-	
Total Federal Awards Expended:				3,878,620	51,271,026	55,149,646	50,218,905	

The accompanying notes are an integral part of this schedule.

City of Pullman

Notes to the Schedule of Expenditures of Federal Awards For the Year Ended December 31, 2023

Note 1 – Basis of Accounting

This Schedule is prepared on the same basis of accounting as the City's financial statements. The City uses the cash basis of accounting.

Note 2 – Federal De Minimis Indirect Cost Rate

The City has not elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance. No indirect costs were allocated to awards.

Note 3 – Program Costs

The amounts shown as current year expenditures represent only the federal grant portion of the program costs. Entire program costs, including the City's portion, are more than shown. Such expenditures are recognized following, as applicable, the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note 4 – Federal Aviation Administration Grants

The City is the primary recipient of all Federal Aviation Administration Grants (CFDA 20.106) for its sub recipient the Pullman-Moscow Regional Airport. As the primary recipient, the City monitors the activities of the sub recipient in accordance with Title 2 U.S. Code of Federal Regulations Part 200, Subpart F. There are compliance requirements and specific grant terms of the Airport Improvement Program which apply to the subrecipient level (Airport) only and, as such, are not included in the single audit reports of the City.

CORRECTIVE ACTION PLAN FOR FINDINGS REPORTED UNDER UNIFORM GUIDANCE

City of Pullman
January 1, 2023 through December 31, 2023

This schedule presents the corrective action planned by the City for findings reported in this report in accordance with Title 2 *U.S. Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Finding ref number: 2023-001	Finding caption: The City did not have adequate internal controls and did not comply with federal suspension and debarment requirements.
Name, address, and telephone of District contact person: Jeff Elbracht, Director of Finance 190 SE Crestview Street, Pullman, WA 99163 (509) 338-3212	
Corrective action the auditee plans to take in response to the finding: <i>Controls and training will be put in place to ensure staff complies with federal suspension and debarment requirements including completion for the process on all subsequent agreements with each contractor.</i>	
Anticipated date to complete the corrective action: Immediately	

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the Washington State Constitution and is part of the executive branch of state government. The State Auditor is elected by the people of Washington and serves four-year terms.

We work with state agencies, local governments and the public to achieve our vision of increasing trust in government by helping governments work better and deliver higher value.

In fulfilling our mission to provide citizens with independent and transparent examinations of how state and local governments use public funds, we hold ourselves to those same standards by continually improving our audit quality and operational efficiency, and by developing highly engaged and committed employees.

As an agency, the State Auditor's Office has the independence necessary to objectively perform audits, attestation engagements and investigations. Our work is designed to comply with professional standards as well as to satisfy the requirements of federal, state and local laws. The Office also has an extensive quality control program and undergoes regular external peer review to ensure our work meets the highest possible standards of accuracy, objectivity and clarity.

Our audits look at financial information and compliance with federal, state and local laws for all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits and cybersecurity audits of state agencies and local governments, as well as state whistleblower, fraud and citizen hotline investigations.

The results of our work are available to everyone through the more than 2,000 reports we publish each year on our website, www.sao.wa.gov. Additionally, we share regular news and other information via an email subscription service and social media channels.

We take our role as partners in accountability seriously. The Office provides training and technical assistance to governments both directly and through partnerships with other governmental support organizations.

Stay connected at sao.wa.gov

- [Find your audit team](#)
- [Request public records](#)
- Search BARS Manuals ([GAAP](#) and [cash](#)), and find [reporting templates](#)
- Learn about our [training workshops](#) and [on-demand videos](#)
- Discover [which governments serve you](#) — enter an address on our map
- Explore public financial data with the [Financial Intelligence Tool](#)

Other ways to stay in touch

- Main telephone:
(564) 999-0950
- Toll-free Citizen Hotline:
(866) 902-3900
- Email:
webmaster@sao.wa.gov