



To: Mayor, City Council  
Mike Alexander, Interim City Manager

From: Steve Groom *SG*

Date: August 17, 2016

Subject: Monthly Financial Summary for July 2016

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This monthly financial update is an un-audited preliminary report intended to inform and assist governance decisions through July, for 10 months or 83.33% of the year. While there are many variables unique to each revenue and expense that various departments manage to arrive within budget at year-end and none are likely at exactly 83.33%, this report's primary purpose is to provide transparency and accountability.

#### **General Fund**

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**General Fund Revenues** – Current General Fund Revenues in total are at 84% of budget

- Property Tax is ahead (97%) since current-year receipts were paid in Dec. and Jan.
- Sales Tax is behind (74%), most months have been less than prior year.
- Franchise Tax is behind (47%) due to timing of quarterly remittances.

**General Fund Expenditures** - Current General Fund Expenditures in total are at 77% of budget.

- City Council is at 70% primarily due to less-than-budgeted travel
- City Manager is at 82%; note that current severance pay ended in April
- MIS is at 98% due to payment of \$43K annual systems support early in year
- Interfund Services is at 110% due to greater-than-budgeted TML insurance
- Police Patrol is at 80%, a positive position for a large departmental budget
- Fire Suppression is at 79% a positive position for a large departmental budget
- Street Maintenance is at 78%, a positive position for a large departmental budget
- Parks is at 68%, a positive position for a large departmental budget

#### **Enterprise Funds**

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**Utility Fund** – Currently revenues are at 88% of budget and expenditures are at 71%.

**Sanitation Fund** – Cumulatively, revenues are at 97% of budget and expenditures are at 80%.

**Retail Fund (City Mall)** – Cumulatively, revenues are at 86% of budget and expenditures are at 64%.

CITY OF PALESTINE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2016

010-GENERAL FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 83.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
PROPERTY TAXES	5,563,088	47,404.70	5,388,248.45	0.00	174,839.55	96.86
SALES TAX	5,652,994	380,768.66	4,178,260.38	0.00	1,474,733.62	73.91
FRANCHISE TAX	1,011,000	110.58	471,951.13	0.00	539,048.87	46.68
LICENSES AND FEES	2,000	1,921.00	32,444.00	0.00	( 30,444.00)	1,622.20
PERMITS	69,000	10,630.83	88,381.54	0.00	( 19,381.54)	128.09
FINES AND WARRANTS	411,363	44,836.38	484,142.13	0.00	( 72,779.13)	117.69
LEASES AND RENTALS	30,667	2,020.00	17,780.00	0.00	12,887.00	57.98
CHARGES FOR SERVICE	20,430	4,562.50	19,148.60	0.00	1,281.40	93.73
OTHER AGENCIES	429,169	( 168,389.09)	469,408.17	0.00	( 40,239.17)	109.38
OTHER INCOME	1,388,529	183,482.96	1,028,677.74	0.00	359,851.26	74.08
<b>TOTAL REVENUES</b>	<b>14,578,240</b>	<b>507,348.52</b>	<b>12,178,442.14</b>	<b>0.00</b>	<b>2,399,797.86</b>	<b>83.54</b>
<u>EXPENDITURE SUMMARY</u>						
CITY COUNCIL	31,364	1,130.30	22,100.05	0.00	9,263.95	70.46
CITY MANAGER	230,918	10,889.77	189,216.77	0.00	41,701.23	81.94
CITY SECRETARY	130,890	7,471.55	87,939.52	0.00	42,950.48	67.19
LEGAL	95,000	19,257.58	78,189.47	0.00	16,810.53	82.30
HUMAN RESOURCES	148,127	11,519.71	131,003.83	0.00	17,123.17	88.44
ACCOUNTING	569,316	24,288.72	431,017.28	5.00	138,293.72	75.71
MUNICIPAL COURT	353,994	68,716.66	345,279.92	0.00	8,714.08	97.54
MIS	207,172	12,303.34	200,485.35	0.00	6,686.65	96.77
INTERFUND SERVICES	336,200	20,200.00	371,486.19	0.00	( 35,286.19)	110.50
POLICE ADMINISTRATION	607,333	74,726.56	513,372.92	0.00	93,960.08	84.53
POLICE PATROL	2,141,065	163,536.09	1,714,170.33	0.00	426,894.67	80.06
POLICE CID	635,151	49,937.10	463,365.75	0.00	171,785.25	72.95
SUPPORT SERVICES	1,124,166	90,196.02	797,592.45	84,270.54	242,303.01	78.45
FIRE ADMINISTRATION	256,262	24,809.26	211,473.38	0.00	44,788.62	82.52
FIRE SUPPRESSION	2,869,034	390,017.36	2,273,889.41	6,494.76	588,649.83	79.48
EMERGENCY MANAGEMENT	598,941	28,811.07	200,082.44	0.00	398,858.56	33.41
WAREHOUSE	390,631	45,907.28	322,256.90	0.00	68,374.20	82.50
PUBLIC WORKS ADMIN	174,840	13,543.81	137,748.46	0.00	37,091.54	78.79
STREET MAINTENANCE	1,171,275	81,493.08	905,384.91	6,973.48	258,916.61	77.89
FLEET MAINTENANCE	210,478	20,266.02	161,433.94	0.00	49,044.06	76.70
AIRPORT	40,100	1,436.42	30,332.78	0.00	9,767.22	75.64
PARKS	859,565	80,946.23	581,112.98	0.00	278,452.02	67.61
CEMETERY	138,646	26,762.96	109,893.22	0.00	28,752.78	79.26
FACILITY MAINTENANCE	238,891	24,615.81	142,457.02	8,950.00	87,483.98	63.38
LIBRARY	713,633	54,101.91	549,197.46	0.00	164,435.54	76.96
DEVELOPMENT SERVICES	585,015	51,306.01	403,599.19	600.00	180,815.81	69.09
ECONOMIC DEVELOPMENT ADM	250,726	19,493.91	196,087.99	0.00	54,638.01	78.21
MAIN STREET	31,950	850.00	13,539.59	0.00	18,410.41	42.38
<b>TOTAL EXPENDITURES</b>	<b>15,140,683</b>	<b>1,418,534.53</b>	<b>11,583,709.40</b>	<b>107,293.78</b>	<b>3,449,679.82</b>	<b>77.22</b>

CITY OF PALESTINE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JULY 31ST, 2016

610-UTILITY FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 83.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
CHARGES FOR SERVICE	7,006,600	659,024.66	6,170,481.50	0.00	836,118.50	88.07
OTHER AGENCIES	36,000	0.00	23,459.00	0.00	12,541.00	65.16
OTHER INCOME	12,160	140.40	617.80	0.00	11,542.20	5.08
TOTAL REVENUES	7,054,760	659,165.06	6,194,558.30	0.00	860,201.70	87.81
<u>EXPENDITURE SUMMARY</u>						
WASTEWATER OPERATIONS	1,859,749	299,958.18	1,517,680.62	0.00	342,068.38	81.61
ADMINISTRATION	128,641	396.20	104,914.08	0.00	23,726.92	81.56
ENGINEERING	279,710	16,904.21	124,606.54	4,600.00	150,503.46	46.19
WATER TREATMENT	1,811,574	166,501.55	1,169,033.16	26,630.00	615,910.84	66.00
WATER DISTRIBUTION	751,235	33,092.94	475,376.18	22,417.67	253,441.15	66.26
WASTEWATER COLLECTION	556,489	44,060.95	400,948.70	8,636.56	146,903.74	73.60
WASTEWATER TREATMENT	1,628,040	123,788.06	1,048,229.14	82,690.00	497,120.86	69.47
TOTAL EXPENDITURES	7,015,438	684,702.09	4,840,788.42	144,974.23	2,029,675.35	71.07

CITY OF PALESTINE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2016

620-SANITATION FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 83.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
CHARGES FOR SERVICE	3,004,408	248,353.33	2,916,793.25	0.00	87,614.75	97.08
OTHER INCOME	4	0.00	263.88	0.00	(259.88)	6,597.00
TOTAL REVENUES	3,004,412	248,353.33	2,917,057.13	0.00	87,354.87	97.09
<u>EXPENDITURE SUMMARY</u>						
SANITATION OPERATIONS	365,831	60,971.84	304,859.20	0.00	60,971.80	83.33
SOLID WASTE COLLECTION	2,495,356	207,977.06	1,984,555.32	0.00	510,800.68	79.53
TOTAL EXPENDITURES	2,861,187	268,948.90	2,289,414.52	0.00	571,772.48	80.02

CITY OF PALESTINE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JULY 31ST, 2016

625-RETAIL FUND  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 83.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
CHARGES FOR SERVICE	558,409	48,241.30	482,723.92	0.00	75,685.08	86.45
OTHER INCOME	<u>80,191</u>	<u>13,273.34</u>	<u>66,735.86</u>	<u>0.00</u>	<u>13,455.14</u>	<u>83.22</u>
TOTAL REVENUES	638,600	61,514.64	549,459.78	0.00	89,140.22	86.04
<u>EXPENDITURE SUMMARY</u>						
RETAIL FUND ADMIN.	450,139	45,641.89	251,651.28	3,912.85	194,574.87	56.77
RETAIL DEBT SERVICE	<u>161,314</u>	<u>17,236.25</u>	<u>133,970.92</u>	<u>0.00</u>	<u>27,343.08</u>	<u>83.05</u>
TOTAL EXPENDITURES	611,453	62,878.14	385,622.20	3,912.85	221,917.95	63.71