



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

From: Steve Groom 

Date: July 18, 2016

Subject: Monthly Financial Summary for June 2016

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This monthly financial update is an un-audited preliminary report intended to inform and assist governance decisions through May, for 8 months or 75% 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 75%, this report's primary purpose is to provide transparency and accountability.

#### **General Fund**

**General Fund Revenues** – Current General Fund Revenues in total are at 80% of budget

- Property Tax is ahead (96%) since current-year receipts are paid in Dec. and Jan.
- Sales Tax slightly behind (67%), most months have been less than prior year.
- Franchise Tax is noticeably behind (47%) due to timing of quarterly remittances.

**General Fund Expenditures** - Current General Fund Expenditures in total are at 67% of budget.

- City Council is at 67% primarily due to less-than-budgeted travel
- City Manager is at 77%; note that current severance pay ended in April
- MIS is at 91% due to payment of \$43K annual systems support early in year
- Interfund Services is at 104% due to greater-than-budgeted TML insurance
- Police Patrol is at 72%, a positive position for a large departmental budget
- Fire Suppression is at 66% a positive position for a large departmental budget
- Street Maintenance is at 72%, a positive position for a large departmental budget

#### **Enterprise Funds**

**Customer Service Fund** – Currently revenues are at 67% of budget and expenditures are at 82%.

**Utility Fund** – Currently revenues are at 78% of budget and expenditures are at 62%.

**Sanitation Fund** – Cumulatively, revenues are at 89% of budget and expenditures are at 71%.

**Retail Fund (City Mall)** – Cumulatively, revenues are at 76% of budget and expenditures are at 54%.

CITY OF PALESTINE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2016

010-GENERAL FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
PROPERTY TAXES	5,563,088	58,573.23	5,340,843.75	0.00	222,244.25	96.01
SALES TAX	5,652,994	361,306.32	3,797,491.72	0.00	1,855,502.28	67.18
FRANCHISE TAX	1,011,000	15,104.51	471,840.55	0.00	539,159.45	46.67
LICENSES AND FEES	2,000	1,475.00	30,523.00	0.00 (	28,523.00)	1,526.15
PERMITS	69,000	3,174.50	77,750.71	0.00 (	8,750.71)	112.68
FINES AND WARRANTS	411,363	45,556.84	439,305.75	0.00 (	27,942.75)	106.79
LEASES AND RENTALS	39,067	2,200.00	17,860.00	0.00	21,207.00	45.72
CHARGES FOR SERVICE	20,430	1,509.80	14,586.10	0.00	5,843.90	71.40
OTHER AGENCIES	429,169	399,612.03	637,797.26	0.00 (	208,628.26)	148.61
OTHER INCOME	1,388,529	8,344.08	844,825.41	0.00	543,703.59	60.84
<b>TOTAL REVENUES</b>	<b>14,586,640</b>	<b>896,856.31</b>	<b>11,672,824.25</b>	<b>0.00</b>	<b>2,913,815.75</b>	<b>80.02</b>
<u>EXPENDITURE SUMMARY</u>						
CITY COUNCIL	31,364	4,385.05	20,969.75	0.00	10,394.25	66.86
CITY MANAGER	230,918	14,504.01	178,327.00	0.00	52,591.00	77.23
CITY SECRETARY	130,890	10,994.71	80,467.97	0.00	50,422.03	61.48
LEGAL	95,000	4,597.89	58,931.89	0.00	36,068.11	62.03
HUMAN RESOURCES	148,127	12,826.16	119,484.12	0.00	28,642.88	80.66
ACCOUNTING	569,316	55,183.89	404,906.83	5.00	164,404.17	71.12
MUNICIPAL COURT	353,994	22,584.22	246,921.24	0.00	107,072.76	69.75
MIS	207,172	12,006.09	188,182.01	0.00	18,989.99	90.83
INTERFUND SERVICES	336,200	0.00	351,286.19	0.00 (	15,086.19)	104.49
POLICE ADMINISTRATION	607,333	44,824.44	438,545.11	0.00	168,787.89	72.21
POLICE PATROL	2,141,065	149,478.12	1,546,537.08	0.00	594,527.92	72.23
POLICE CID	635,151	52,188.95	412,565.69	0.00	222,585.31	64.96
SUPPORT SERVICES	1,124,166	71,225.78	706,708.58	84,270.54	333,186.88	70.36
FIRE ADMINISTRATION	256,262	23,583.64	186,664.12	0.00	69,597.88	72.84
FIRE SUPPRESSION	2,869,034	231,471.81	1,884,877.86	1,844.43	982,311.71	65.76
EMERGENCY MANAGEMENT	598,941	9,141.59	56,677.27	0.00	542,263.73	9.46
WAREHOUSE	390,631	32,481.43	290,909.90	0.00	99,721.10	74.47
PUBLIC WORKS ADMIN	174,840	14,356.70	124,204.65	0.00	50,635.35	71.04
STREET MAINTENANCE	1,171,275	88,941.72	830,832.36	6,973.48	333,469.16	71.53
FLEET MAINTENANCE	210,478	14,481.45	140,902.48	0.00	69,575.52	66.94
AIRPORT	40,100	1,597.05	28,896.36	0.00	11,203.64	72.06
PARKS	859,565	78,255.01	511,296.90	0.00	348,268.10	59.48
CEMETERY	138,646	16,709.25	84,305.48	4,159.00	50,181.52	63.81
FACILITY MAINTENANCE	238,891	22,476.97	117,841.21	18,145.00	102,904.79	56.92
LIBRARY	713,633	44,435.85	495,095.55	3,080.13	215,457.32	69.81
DEVELOPMENT SERVICES	585,015	62,204.37	352,095.42	600.00	232,319.58	60.29
ECONOMIC DEVELOPMENT ADM	250,726	19,995.76	176,594.08	0.00	74,131.92	70.43
MAIN STREET	31,950	20.45	12,689.59	0.00	19,260.41	39.72
<b>TOTAL EXPENDITURES</b>	<b>15,140,683</b>	<b>1,114,952.36</b>	<b>10,047,716.69</b>	<b>119,077.58</b>	<b>4,973,888.73</b>	<b>67.15</b>

CITY OF PALESTINE  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: JUNE 30TH, 2016

600-CUSTOMER SERVICE.  
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
OTHER INCOME	258,532	652.78	173,176.08	0.00	85,355.92	66.98
TOTAL REVENUES	258,532	652.78	173,176.08	0.00	85,355.92	66.98
<u>EXPENDITURE SUMMARY</u>						
WATER OPERATIONS	0	0.00	350.00	0.00 (	350.00)	0.00
CUSTOMER SERVICE	252,087	18,804.82	198,994.28	0.00	53,092.72	78.94
WATER DISTRIBUTION	0	0.00	5,081.32	0.00 (	5,081.32)	0.00
WASTEWATER COLLECTION	0	0.00	3,499.71	0.00 (	3,499.71)	0.00
TOTAL EXPENDITURES	252,087	18,804.82	207,925.31	0.00	44,161.69	82.48

CITY OF PALESTINE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2016

610-UTILITY FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
CHARGES FOR SERVICE	7,006,600	498,809.11	5,508,084.24	0.00	1,498,515.76	78.61
OTHER AGENCIES	36,000	0.00	23,459.00	0.00	12,541.00	65.16
OTHER INCOME	12,160	191.80	477.40	0.00	11,682.60	3.93
<b>TOTAL REVENUES</b>	<b>7,054,760</b>	<b>499,000.91</b>	<b>5,532,020.64</b>	<b>0.00</b>	<b>1,522,739.36</b>	<b>78.42</b>
<u>EXPENDITURE SUMMARY</u>						
WASTEWATER OPERATIONS	1,859,749	0.00	1,217,722.44	0.00	642,026.56	65.48
ADMINISTRATION	128,641	454.22	104,517.88	0.00	24,123.12	81.25
ENGINEERING	279,710	14,194.26	107,201.91	4,600.00	167,908.09	39.97
WATER TREATMENT	1,811,574	132,535.13	1,005,957.89	35,380.00	770,236.11	57.48
WATER DISTRIBUTION	751,235	35,065.70	435,944.47	22,417.67	292,872.86	61.01
WASTEWATER COLLECTION	556,489	33,385.77	356,517.35	18,258.56	181,713.09	67.35
WASTEWATER TREATMENT	1,628,040	92,327.63	938,616.60	126,897.00	562,526.40	65.45
<b>TOTAL EXPENDITURES</b>	<b>7,015,438</b>	<b>307,962.71</b>	<b>4,166,478.54</b>	<b>207,553.23</b>	<b>2,641,406.23</b>	<b>62.35</b>

CITY OF PALESTINE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2016

620-SANITATION FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
CHARGES FOR SERVICE	3,004,408	299,966.15	2,670,872.05	0.00	333,535.95	88.90
OTHER INCOME	4	263.88	263.88	0.00	(259.88)	6,597.00
<b>TOTAL REVENUES</b>	<b>3,004,412</b>	<b>300,230.03</b>	<b>2,671,135.93</b>	<b>0.00</b>	<b>333,276.07</b>	<b>88.91</b>
<u>EXPENDITURE SUMMARY</u>						
SANITATION OPERATIONS	365,831	0.00	243,887.36	0.00	121,943.64	66.67
SOLID WASTE COLLECTION	2,495,356	295,030.68	1,793,833.11	0.00	701,522.89	71.89
<b>TOTAL EXPENDITURES</b>	<b>2,861,187</b>	<b>295,030.68</b>	<b>2,037,720.47</b>	<b>0.00</b>	<b>823,466.53</b>	<b>71.22</b>

CITY OF PALESTINE  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2016

625-RETAIL FUND  
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
CHARGES FOR SERVICE	558,409	45,854.99	434,482.62	0.00	123,926.38	77.81
OTHER INCOME	<u>80,191</u>	<u>262.29</u>	<u>53,495.54</u>	<u>0.00</u>	<u>26,695.46</u>	<u>66.71</u>
TOTAL REVENUES	638,600	46,117.28	487,978.16	0.00	150,621.84	76.41
<u>EXPENDITURE SUMMARY</u>						
RETAIL FUND ADMIN.	450,139	27,261.42	215,259.39	0.00	234,879.61	47.82
RETAIL DEBT SERVICE	<u>161,314</u>	<u>9,657.98</u>	<u>116,734.67</u>	<u>0.00</u>	<u>44,579.33</u>	<u>72.36</u>
TOTAL EXPENDITURES	611,453	36,919.40	331,994.06	0.00	279,458.94	54.30