

MEMO

TO: City Council

FROM: Erika Hobson, Director of Finance

DATE: March 19, 2011

SUBJECT: February 2011 Budget Reports– Operating, Solid Waste, Utility Fund and Debt Service Funds

Attached are the February budget reports showing year to date budget to actual comparisons for the current and prior fiscal years. February is the 5th of 12 months or 41.67% of the fiscal year.

General Fund

Revenues collected for FY 2010-2011 are higher than projected at 53.9%.

- State sales tax collected for the year is \$284,337, 39.5% of the budgeted amount of \$720,000. The dollar amount received in comparison to last year's revenues equates to a 30% increase. Although we have collected more than we had last year at this time, we are still 2.2% below the benchmark for the current budget.
- As of the end of February we have collected 92.8% of our projected revenue from property taxes.
- The February solid waste franchise fee in the amount of \$9,333.33 was received March 15th. In addition to their regular schedule payment, we also received the first payment for the overcharges on our commercial account billing statements from IESI.
- This report includes the donation that the City received from the Gladys Johnson Ritchie Foundation. As per the budget amendment that was approved at a prior meeting, these funds will be used to purchase a tractor for use in multiple departments.

Expenditures for FY 2010-2011 are at 41.8%.

- City Council expenditures are well above budget at 56.4% expended. All donations have been paid for fiscal FY 2010-2011. Any additional expenses in this department will be for personnel costs and conference expenses.
- Legal expenses are above budget at 59.0%. Total landfill expenditures as of the end of December are \$13495.69.
- Both Fire Administration and Fire Operations are above budget due to the purchase of training materials and necessary equipment. All purchases that have been made within this department were included in the budget.

Solid Waste Fund

Expenditures for FY 2010-2011 are slightly above budget with 43.9% expended.

- Billing from IESI is current through the end of February.
- Available fund balance in this fund is approximately \$58,038. I estimate that approximately \$42,000 of this will be expended before the end of the current fiscal year.

Water and Sewer Fund

Revenues collected for FY 2010-2011 are slightly above budget at 37.4%.

- New utility rates became effective for the billing cycle date October 15th–November 15th, with these dues being due, January 10th.
- After discussions with Bob McLain with McLain Decision Support Systems, I do not feel like it will be necessary to update the current Utility Rate Study. Due to the fact that there are no additional planned debt issues, the report that was provided last year should provide sufficient data for a decision to be made in regards to utility rates for the next budget year. This will create a budget savings of \$10,000.

Expenditures for FY 2010-2011 are under budget with 30.7% expended.

Debt Service Fund

- As of the end of February tax revenues are at 89.7% collected.
- The payments will be used to fulfill the City's debt service requirements.
- Next debt payment will be made July 15, 2011.
 - \$715,000 will be paid on the 1998 CO (debt related to Lake). After this payment there will be two payments remaining on this debt issue.

**CITY OF JACKSBORO
GENERAL FUND
Y-T-D BUDGET VS ACTUAL REPORT
AS OF FEBRUARY 28, 2011
41.67% OF FISCAL YEAR**

	CURRENT YEAR FY 2010-2011				PRIOR YEAR FY 2009-2010			
	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	Y-T-D %	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	Y-T-D %
REVENUES:								
Taxes:								
40001 Ad valorem taxes	637,000	637,000	591,393	92.8%	580,000	580,000	553,373	95.4%
40002 Ad valorem taxes - delinquent	6,200	6,200	5,470	88.2%	6,200	6,200	3,993	64.4%
40003 Ad valorem taxes - penalty & interest	4,000	4,000	2,203	55.1%	4,000	4,000	1,954	48.9%
40004 Franchise fees	235,000	235,000	75,349	32.1%	235,000	235,000	73,885	31.4%
40013 State sales tax	720,000	720,000	284,337	39.5%	720,000	720,000	218,350	30.3%
40017 Solid waste franchise fee	112,000	112,000	37,333	33.3%	112,000	112,000	37,333	33.3%
40113 Sales tax - mixed beverage	2,500	2,500	448	17.9%	2,000	2,000	644	32.2%
Total taxes	1,716,700	1,716,700	996,534	58.0%	1,659,200	1,659,200	889,532	53.6%
Licenses, Permits & Fees:								
40005 License, permits & fees	50,000	50,000	6,260	12.5%	50,000	50,000	48,605	97.2%
40015 Airport hangar rentals	3,600	3,600	500	13.9%	3,600	3,600	1,565	43.5%
40016 Recreation fees	16,000	16,000	7,013	43.8%	15,000	15,000	8,126	54.2%
40019 Animal fees	1,500	1,500	700	46.7%	1,500	1,500	680	45.3%
40020 Swimming pool receipts	-	-	-	0.0%	-	-	-	0.0%
40025 Royalties & commissions	-	-	-	0.0%	-	-	-	0.0%
40158 BZA Fees	-	-	-	0.0%	-	-	-	0.0%
40159 P&Z Fees	-	-	-	0.0%	-	-	-	0.0%
Total Licenses, Permits & Fees	71,100	71,100	14,473	20.4%	70,100	70,100	58,976	84.1%
Charges for Services:								
40009 Convenience center fee	-	-	-	0.0%	-	-	-	0.0%
Fines & Forfeitures:								
40008 Municipal court fines	135,000	135,000	40,940	30.3%	165,000	165,000	49,339	29.9%
Grants/ Intergovernmental:								
40023 Grants - tobacco compliance	-	-	(1,600)	0.0%	-	-	-	0.0%
40024 Training - state funds	-	-	-	0.0%	-	-	-	0.0%
40035 Grants - TPWD	-	-	-	0.0%	-	-	-	0.0%
40150 Grants - FEMA	-	-	-	0.0%	-	-	-	0.0%
40155 Grants - OJP bullet proof vest	-	-	-	0.0%	-	-	-	0.0%
40115 Grants - airport ramp	-	-	-	0.0%	-	-	5,962	#DIV/0!
Total Grants/ Intergovernmental:	-	-	(1,600)	0.0%	-	-	5,962	0.0%
Miscellaneous:								

**CITY OF JACKSBORO
GENERAL FUND
Y-T-D BUDGET VS ACTUAL REPORT
AS OF FEBRUARY 28, 2011
41.67% OF FISCAL YEAR**

		CURRENT YEAR FY 2010-2011				PRIOR YEAR FY 2009-2010			
		ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	Y-T-D %	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	Y-T-D %
40007	Miscellaneous	47,000	52,335	2,308	4.4%	35,000	35,000	24,892	71.1%
40018	Interest	1,500	1,500	672	44.8%	1,500	1,500	493	32.9%
40030	Donations - parks	-	-	-	0.0%	-	-	-	0.0%
40031	Donations	-	25,000	26,028	0.0%	-	30,000	30,000	0.0%
40040	Canine donations	300	300	50	16.7%	-	-	188	0.0%
40121	Fuel flowage fee - airport	-	-	-	0.0%	-	-	-	0.0%
40132	Donations - street improvements	-	-	-	0.0%	-	-	-	0.0%
Total Miscellaneous:		48,800	79,135	29,058	36.7%	36,500	66,500	55,573	83.6%
TOTAL REVENUES		1,971,600	2,001,935	1,079,404	53.9%	1,930,800	1,960,800	1,059,382	54.0%
<u>EXPENDITURES:</u>									
Administrative Services:									
5010	City Council	38,525	38,525	21,711	56.4%	33,700	33,700	25,088	74.4%
5011	Administration	150,163	150,163	73,598	49.0%	143,443	143,443	70,534	49.2%
5012	City Secretary	82,225	82,225	34,557	42.0%	84,067	84,067	30,848	36.7%
5014	Human Resources	138,685	138,685	52,275	37.7%	129,000	129,000	66,138	51.3%
5016	Legal	48,000	48,000	28,342	59.0%	32,000	32,000	31,088	97.2%
Total Administrative Services		457,598	457,598	210,484	46.0%	422,210	422,210	223,696	53.0%
Financial Services:									
5013	Municipal Court	90,615	90,615	33,210	36.6%	114,270	114,270	31,809	27.8%
5015	Finance	162,334	162,334	78,535	48.4%	160,845	160,845	62,919	39.1%
Total Financial Services		252,949	252,949	111,745	44.2%	275,115	275,115	94,728	34.4%
Public Safety - Police									
5214	Police Administration	167,882	173,217	71,334	41.2%	146,822	146,822	59,450	40.5%
5215	Police Patrol	410,061	410,061	186,746	45.5%	380,410	380,410	181,137	47.6%
5218	Telecommunications	119,000	119,000	41,667	35.0%	116,000	116,000	48,333	41.7%
5216	Animal Control	53,774	53,774	25,895	48.2%	52,537	62,537	22,350	35.7%
		750,717	756,052	325,642	43.1%	695,769	705,769	311,270	44.1%
Public Safety - Fire									
5217	Fire Administration	77,448	77,448	34,004	43.9%	71,049	71,049	41,889	59.0%
5223	Fire Operations	149,789	149,789	87,957	58.7%	130,193	130,193	69,577	53.4%
5225	Emergency Management	-	-	-	0.0%	-	-	-	0.0%
Total Emergency Services		227,237	227,237	121,961	53.7%	201,242	201,242	111,466	55.4%
Municipal Services:									
5319	Streets	253,898	278,898	96,507	34.6%	235,065	235,065	107,524	45.7%
5320	Garage	132,275	132,275	40,844	30.9%	144,700	144,700	35,441	24.5%

**CITY OF JACKSBORO
GENERAL FUND
Y-T-D BUDGET VS ACTUAL REPORT
AS OF FEBRUARY 28, 2011
41.67% OF FISCAL YEAR**

	CURRENT YEAR FY 2010-2011				PRIOR YEAR FY 2009-2010			
	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	Y-T-D %	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	Y-T-D %
5321 Airport	2,500	2,500	396	15.8%	15,000	15,000	1,074	7.2%
Total Municipal Services	388,673	413,673	137,746	33.3%	394,765	394,765	144,039	36.5%
Parks & Recreation:								
5421 Parks Administration	65,838	65,838	27,225	41.4%	63,679	63,679	25,325	39.8%
5422 Recreation	68,048	68,048	26,822	39.4%	57,472	57,472	29,078	50.6%
5425 Swimming Pool	600	600	321	53.5%	600	40,600	537	1.3%
5426 Parks Maintenance	91,188	91,188	28,089	30.8%	92,231	92,231	29,758	32.3%
Total Parks & Recreation	225,674	225,674	82,456	36.5%	213,982	253,982	84,698	33.3%
Development Services:								
5110 Building Inspections	70,670	70,670	13,994	19.8%	69,920	69,920	30,119	43.1%
TOTAL EXPENDITURES	2,373,518	2,403,853	1,004,029	41.8%	2,273,003	2,323,003	1,000,016	43.0%
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(401,918)	(401,918)	75,376		(342,203)	(362,203)	59,366	
OTHER FINANCING SOURCES (USES)								
Operating transfers in	350,000	350,000	145,833	41.7%	350,000	350,000	145,833	41.7%
Operating transfers out	-	-	-		-	-	-	
Net other financing sources (uses)	350,000	350,000	145,833	41.7%	350,000	350,000	145,833	41.7%
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	(51,918)	(51,918)	221,209		7,797	(12,203)	205,199	

CITY OF JACKSBORO
SOLID WASTE FUND
Y-T-D BUDGET VS ACTUAL REPORT
AS OF FEBRUARY 28, 2011
41.67% OF FISCAL YEAR

	CURRENT YEAR FY 2010-2011				PRIOR YEAR FY 2009-2010			
	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	Y-T-D %	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	Y-T-D %
REVENUES								
40007 Miscellaneous	-	-	-	0.0%	-	-	-	0.0%
40080 Lease proceeds	-	-	-	0.0%	-	-	-	0.0%
41510 Roll off container charges	-	-	-	0.0%	-	-	-	0.0%
41511 Solid waste charges	550,000	550,000	222,125	40.4%	550,000	550,000	214,292	39.0%
41512 Penalty & Interest	7,500	7,500	3,922	52.3%	-	-	4,027	0.0%
TOTAL REVENUES	<u>557,500</u>	<u>557,500</u>	<u>226,047</u>	40.5%	<u>550,000</u>	<u>550,000</u>	<u>218,319</u>	39.7%
EXPENDITURES								
Municipal Services:								
5650 Solid Waste Services	550,000	550,000	241,543	43.9%	530,000	530,000	232,537	43.9%
TOTAL EXPENDITURES	<u>550,000</u>	<u>550,000</u>	<u>241,543</u>	43.9%	<u>530,000</u>	<u>530,000</u>	<u>232,537</u>	43.9%
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	7,500	7,500	(15,496)		20,000	20,000	(14,218)	
OTHER FINANCING SOURCES (USES)								
Interest	75	75	4	0.0%	-	-	21	0.0%
Operating transfers out - General Debt Service Fund	-	-	-	0.0%	-	-	-	0.0%
Operating transfers out - General Fund	-	-	-	0.0%	-	-	-	0.0%
Net other financing sources (uses)	<u>75</u>	<u>75</u>	<u>4</u>		<u>-</u>	<u>-</u>	<u>21</u>	
NET CHANGE IN WORKING CAPITAL	<u>7,575</u>	<u>7,575</u>	<u>(15,492)</u>		<u>20,000</u>	<u>20,000</u>	<u>(14,197)</u>	

**CITY OF JACKSBORO
WATER AND SEWER FUND
Y-T-D BUDGET VS ACTUAL REPORT
AS OF FEBRUARY 28, 2011
41.67% OF FISCAL YEAR**

		CURRENT YEAR FY 2010-2011				PRIOR YEAR FY 2009-2010			
		ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	Y-T-D %	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	Y-T-D %
REVENUES									
40201	Water revenue	1,200,000	1,400,000	551,321	39.4%	1,250,000	1,250,000	470,965	37.7%
40202	Sewer revenue	840,000	995,000	360,702	36.3%	875,000	875,000	325,104	37.2%
40203	Penalties	36,000	36,000	16,682	46.3%	36,000	36,000	16,202	45.0%
40205	Water & sewer service charges	-	-	1,530	0.0%	-	-	-	
40252	Water connections	10,000	10,000	3,825	38.3%	10,000	10,000	3,350	33.5%
40254	Miscellaneous	1,500	1,500	630	0.0%	1,500	1,500	912	60.8%
40255	Capital improvement fees	55,000	55,000	23,262	42.3%	58,000	58,000	23,271	40.1%
40800	Lease Purchase Proceeds	65,000	65,000	-	0.0%	65,000	65,000	-	0.0%
TOTAL REVENUES		2,207,500	2,562,500	957,952	37.4%	2,295,500	2,295,500	839,804	36.6%
EXPENDITURES									
Financial Services:									
5630	Billing & Collections	223,844	223,844	154,712	69.1%	198,877	198,877	80,439	40.4%
Municipal Services:									
5631	Utility Administration	201,913	207,908	6,733	3.2%	131,909	131,909	29,956	22.7%
5632	Water Production	312,218	312,218	107,327	34.4%	220,833	256,621	115,768	45.1%
5733	Water Distribution & Wastewater Collection	491,507	491,507	79,402	16.2%	479,306	481,346	149,287	31.0%
5834	Wastewater Treatment Plant	284,156	284,156	118,641	41.8%	275,045	275,045	102,870	37.4%
TOTAL EXPENDITURES		1,513,638	1,519,633	466,815	30.7%	1,305,970	1,343,798	478,320	35.6%
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES		693,862	1,042,867	491,137		989,530	951,702	361,484	
OTHER FINANCING SOURCES (USES)									
Interest		2,500	2,500	61	2.4%	12,000	12,000	323	2.7%
Operating transfers out - General Debt Service Fund		(710,718)	(710,718)	(296,133)	41.7%	(662,525)	(662,525)	(276,052)	41.7%
Operating transfers out - General Fund		(350,000)	(350,000)	(145,833)	41.7%	(350,000)	(350,000)	(145,833)	41.7%
Net other financing sources (uses)		(1,058,218)	(1,058,218)	(441,905)		(1,000,525)	(1,000,525)	(421,562)	
NET CHANGE IN WORKING CAPITAL		(364,356)	(15,351)	49,232		(10,995)	(48,823)	(60,078)	

CITY OF JACKSBORO
GENERAL DEBT SERVICE FUND
Y-T-D BUDGET VS ACTUAL REPORT
AS OF FEBRUARY 28, 2011
41.67% OF FISCAL YEAR

	CURRENT YEAR FY 2010-2011				PRIOR YEAR FY 2009-2010			
	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	Y-T-D %	ORIGINAL BUDGET	AMENDED BUDGET	Y-T-D ACTUAL	Y-T-D %
REVENUES								
Taxes:								
40501 Ad valorem taxes	568,713	568,713	510,305	89.7%	621,000	621,000	579,411	93.3%
40502 Ad valorem taxes - delinquent	-	-	7,238	0.0%	-	-	9,970	0.0%
40503 Ad valorem taxes - penalty & interest	-	-	2,942	0.0%	-	-	3,647	0.0%
Total taxes	<u>568,713</u>	<u>568,713</u>	<u>520,485</u>	<u>91.5%</u>	<u>621,000</u>	<u>621,000</u>	<u>593,028</u>	<u>95.5%</u>
40506 Interest	8,000	8,000	1,042	13.0%	8,000	8,000	696	8.7%
40507 Miscellaneous	-	-	-	0.0%	-	-	-	0.0%
TOTAL REVENUES	<u>576,713</u>	<u>576,713</u>	<u>521,527</u>	<u>90.4%</u>	<u>629,000</u>	<u>629,000</u>	<u>593,724</u>	<u>94.4%</u>
EXPENDITURES								
Debt Service:								
70001 Interest	940,815	940,815	148,723	15.8%	967,928	967,928	197,967	20.5%
70002 Principal	338,212	338,212	55,000	16.3%	318,322	318,322	55,000	17.3%
70003 Agent Fees	4,500	4,500	-	0.0%	4,500	4,500	400	8.9%
Total Debt Service	<u>1,283,527</u>	<u>1,283,527</u>	<u>203,723</u>	<u>15.9%</u>	<u>1,290,750</u>	<u>1,290,750</u>	<u>253,367</u>	<u>19.6%</u>
TOTAL EXPENDITURES	<u>1,283,527</u>	<u>1,283,527</u>	<u>203,723</u>	<u>15.9%</u>	<u>1,290,750</u>	<u>1,290,750</u>	<u>253,367</u>	<u>19.6%</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(706,814)	(706,814)	317,804		(661,750)	(661,750)	340,357	
OTHER FINANCING SOURCES (USES)								
Operating transfers in from Water and Sewer Fund	710,718	710,718	296,133	41.7%	662,525	662,525	276,052	41.7%
Operating transfers in from Landfill Fund	-	-	-	0.0%	-	-	-	0.0%
Net other financing sources (uses)	<u>710,718</u>	<u>710,718</u>	<u>296,133</u>		<u>662,525</u>	<u>662,525</u>	<u>276,052</u>	
EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER (UNDER) EXPENDITURES AND OTHER FINANCING USES	3,904	3,904	613,937		775	775	616,409	