

## Memo

Date: Thursday, January 12, 2012

To: Dr. Tarron Richardson, City Manager

From: Edena J. Atmore, Managing Director, Financial Services

Subject: November 2011 Financial Reports

Attached, are the November 2011 Financial Reports for the General Fund (GF) and the Public Utility Fund (PUF) for your review. We hope that this report will provide you with a picture of the City's financial position for the month of November in fiscal year (FY) 2012.

The summaries of major revenues and expenditures for the GF, as well as the PUF cover the majority of the total City budget and are listed separately. We have also included a page showing the uses of Fund Balance items for your review. The reports that cover the Special Revenue and Capital Project Funds are attached as well.

### **General Fund**

**Revenues:** Overall, the month of November 2011 reflects that revenues are flowing as expected for the beginning of the FY. Our projections are an average of the prior 3-6 years, with adjustments for any anomalies during that span of time.

Property Taxes are within expectations as they are within 2% of our historical projections for November. Remember, Sales Tax revenues received in November are actually funds that were collected in September 2011. Therefore, as expected, there are no receipts shown for sales taxes in this month's report. Franchise Fees are paid quarterly and we receive them almost two (2) months in arrears. However, Franchise Fees and Licenses and Permits are well within the projections for the month of November 2011. We do expect it to be within the overall budgeted target, but we may not exceed the budget for this revenue by the same margin we had in the previous FY. Intergovernmental Revenues are other external governmental sources such as grants and agency reimbursements. This revenue stream trickles in because we have to wait for other agencies to process the required submittals. This revenue is within expectations for the month of November. The Charges for Services revenue is below projections due to changes in vendors for our ambulance billings and negotiations with the prior vendor for collections. We expect this revenue stream to be on target for the FY. The Recreational Fees and Fines and Forfeitures are within our budgeted projections for the month of November 2011. The Transfers From Other Funds have been scheduled and will be transferred into the GF throughout the year. In general, we feel that the GF revenues are on target for November 2011.

In addition, attached is the Certified Dallas County Tax Office Report of the official property tax revenues for November 2011.

**Expenditures:** The total GF actual year-to-date (YTD) expenditures are within range of our projections for November 2011. This month, we have expended 14.5% of our budgeted amount, which is less than we spent at this same time last year (17.1%). Our projections reflect that in the past we have spent around 21.8% of our budgeted target for the month of November.

### **Public Utility Fund**

**Revenues:** For the month of November 2011, the overall actual revenue collected for the **PUF** is 17.6% of the budgeted total. This is less than 1% difference in our overall targeted projections of 18.5%. We have already collected over \$200,000 more this year in November than we did last year at this same time. The revenues for the PUF are considered to be within expectations for November 2011.

**Expenses:** The YTD expenditures for the **PUF** are considered to be within expectations. Our actual expenditures for November are 13.8% of the budgeted amount. We were projecting to spend 17.0% of the budgeted amount. The total overall expenditures for the PUF are considered to be within expectations.

### **GENERAL FUND**

### REVENUES AND EXPENDITURES

### FY 2011-2012

Through November 2011 16.7% of Budget Year



REVENUES	Adopted Budget	Current Month Actuals	Actual Current YTD Amount	Projected YTD Amount	YTD Budget Projected Variance	Actual YTD% of Budget	Projected % of Budget
NEVENOES	Budget	71010113	7 anount	7 anount	Over/(Under)	or budget	o. Buuget
PROPERTY TAXES	\$ 14,705,031	\$ 498,954	\$ 778,454	\$ 1,020,949	- ' '	5.3%	6.9%
SALES TAXES	5,620,000	-	-	-	-	0.0%	0.0%
MIXED DRINK TAX	33,000	-	-	-	-	0.0%	0.0%
FRANCHISE FEES	3,696,432	142,361	202,353	164,491	37,862	5.5%	4.4%
LICENSES & PERMITS	571,000	126,313	192,498	122,683	69,815	33.7%	21.5%
INTERGOVERNMENTAL	336,007	-	-	17,712	(17,712)	0.0%	5.3%
CHARGES FOR SERVICES	1,162,050	45,706	93,080	203,691	(110,611)	8.0%	17.5%
RECREATION FEES	219,500	12,200	22,563	20,288	2,275	10.3%	9.2%
FINES & FORFEITURES	974,000	66,317	152,270	144,709	7,561	15.6%	14.9%
INTEREST REVENUES	50,000	371	991	1,650	(659)	2.0%	3.3%
ADMINISTRATIVE FEE REIMBURSE	1,871,837	155,986	311,973	312,597	(624)	16.7%	16.7%
MISCELLANEOUS	172,200	4,965	5,988	13,801	(7,813)	3.5%	8.0%
INTERFUND TRANSFERS	298,357	20,833	52,704	80,215	(27,511)	17.7%	26.9%
TOTAL REVENUES	\$ 29,709,414	\$ 1,074,006	\$ 1,812,874	\$ 2,102,786	\$ (289,912)	6.1%	7.1%
EXPENDITURES CITY COUNCIL	\$ 270.747	\$ 24.472	\$ 26.676	¢ 29.795	Over/(Under)	12 5%	1/1 20/
CITY COUNCIL	\$ 270,747	\$ 24,473	\$ 36,676	\$ 38,785	. , ,	13.5%	14.3%
CITY MANAGER/GEN ADMIN	1,841,135	147,434	249,791	\$682,141	` ' '	13.6%	37.1%
FINANCIAL SERVICES	1,236,052	87,774	135,812	\$180,464	, , ,	11.0%	14.6%
INFORMATION TECHNOLOGY	714,192	59,492	125,837	\$203,723	, , ,	17.6%	28.5%
HUMAN RESOURCES	342,418	26,517	38,726	\$47,254		11.3%	13.8%
DEVELOPMENT SERVICES	3,676,773	252,943	432,611	\$825,436	\ , ,	11.8%	22.5%
PARKS AND LEISURE SERVICES	2,527,734	234,394	351,925	\$582,011	· ' '	13.9%	23.0%
LIBRARY SERVICES	850,951	74,717	104,684	\$118,069	-	12.3%	13.9%
POLICE	8,466,652	679,297	1,243,102	\$1,534,581	· · · · ·	14.7%	18.1%
FIRE	6,970,281	553,777	987,425	\$1,284,274	· ' '	14.2%	18.4%
REGIONAL JAIL	263,734	21,978	43,956	\$44,044	, ,	16.7%	16.7%
SWRCC-REGIONAL DISPATCH	789,571	65,798	131,595	\$131,858	, ,	16.7%	16.7%
NON-DEPARTMENTAL	1,748,864	99,892	415,196	\$799,231		23.7%	45.7%
OPERATING EXPENDITURES:	\$29,699,104	\$ 2,328,486	\$ 4,297,336	\$ 6,471,871	\$ (2,174,535)	14.5%	21.8%
Revenue Over/(Under Expenditures	10,310	(1,254,480)	(2,484,462)				
Use of Fund Balance	538,335	15,377	15,377				
TOTAL EXPENDITURES	\$30,237,439	\$2,343,863	\$4,312,713				

## **CITY OF DESOTO**

### FY 2011-2012

### Through November 2011

## **USES OF FUND BALANCE**

OBJECT	EXPENDITURES		Adopted Budget FY 2012		Current Month Actuals FY 2012		Actuals FY 2012	
	USES OF FUND BALANCE							
55330	LIGHTING OF STREET SIGNS	\$	50,000	\$	3,600	\$	3,600	
55345	SUMMER INTERN PROGRAM		25,000		-		-	
55370	ECONOMIC INCENTIVES		221,335		-		-	
55377	HAMPTON ROAD PILOT PROJECT		50,000		1,386		1,386	
55380	NEIGHBORHOOD GRANTS		20,000		8,645		8,645	
55385	USER FEE ANALYSIS		15,000		-		-	
55530	SKATEBOARD PARK EXP		5,000		-		-	
55581	COUNCIL REDISTRICTING SERVICES		5,000		-		-	
55595	NEOGOV WORKFRCE MANGMNT PROG.		10,000		-		-	
57501	PROJECT CREATE COMMUNITY EXP		10,000		-		-	
57503	SPECIAL EVENTS		-		1,071		1,071	
57510	CHRISTMAS EXPENSES		20,000		-		-	
57650	SUMMER YOUTH PROGRAM		75,000		675		675	
57680	FIREWORKS EXPENSES		25,000		-		-	
58240	CORNER THEATER UPGRADE		7,000		-		-	
	TOTAL USES OF FUND BALANCE	\$	538,335	\$	15,377	\$	15,377	

# CITY OF DESOTO Property Tax Collections Report November 01 - 30, 2011

<u></u>	Report Name	Base Tax Levy	Penalty & Interest	Collection Fees	Totai
Collections:					
Payments Received	AC003P	\$679,700.03	\$13,303.66	\$10,412.01	\$703,415.70
Adjustments to Collections	:				
Refunds/Levy Corrections	AC003A	-\$10,210.85	-\$430.83	\$0.00	-\$10,641.68
Return Check Items	AC003A	-\$1,249.56	\$0.00	\$0.00	-\$1,249.56
Transfers/Reversals	AC003A	\$22,420.78	\$597.51	\$696.43	\$23,714.72
Total Adjustments to Collection	ons AC003A	\$10,960.37	\$166.68	\$696.43	\$11,823.48
Maintenance & Operations	AC002A	\$462,020.61	\$9,367.36	\$11,108.44	\$482,496.41
Interest & Sinking	AC002A	\$228,639.79	\$4,102.98	\$0.00	\$232,742.77
Net Collections	AC002A	\$690,660.40	\$13,470.34	\$11,108.44	\$715,239.18
Transferred Refund from Esc	rowAC002A	\$0.00			\$0.00
Rendition Penalty	AC006A	-\$17.99			-\$17.99
Collections Fee		\$0.00			\$0.00
Total Miscellaneous Items		-\$17.99		_	-\$17.99
M&O Net Payment to Entity		\$462,002.62	\$9,367.36		\$471,369.98
I&S Net Payment to Entity		\$228,639.79	\$4,102.98		\$232,742.77
Total Net Payment to Entity	• • • • • • • • • • • • • • • • • • • •	\$690,642.41	\$13,470.34	<del>-</del> 	\$704,112.75
Net Adjustment to Levy	AR006A	\$87,094.22			
Current Year Collection Per	centage Base	d on Monthly Coile	ctions:	4.52%	

Total Net Payment to Entity = (Payments Received - Total Adj to Coll - Total Misc. Items)

M&O Net Payment to Entity = (Maintenance & Operations - Total Miscellaneous Items)

Detail reports will not be attached if no activity occurred for the month.

In accordance with the requirements of the Texas Property Tax Code, Chapter 31, Section 31.10 Paragraph (a), the attached tax collections report is respectfully submitted.

I, John R. Ames, CTA, Dallas County Tax Assessor/Collector, do hereby certify the attached collection totals, to the best of my knowledge.

John R. Ames, CTA

Dallas County Tax Assessor/Collector

Notary Public, State of Texas

Sworn and subscribed before me, this

down of 1 XC 201

MARIA A. MORALES
Notary Public
STATE OF TEXAS

Commission Exp. 11-14-2013

### PUBLIC UTILITY FUND

### REVENUES AND EXPENDITURES

### FY 2011-2012

Through November 2011



	Adopted Budget	Current Month Actuals	Actual YTD Amount	Projected YTD Amount	YTD Budget Projected Variance	Actual YTD% of Budget	Projected % of Budget
REVENUES	Duuget	Actuals	Amount	Amount	Over/(Under)	Of Budget	or budget
Water Sales	\$9,598,805	\$630,978	\$1,685,632	\$ 1,823,773	\$ (138,141)	17.56%	19.00%
Service Fees	\$110,000	\$9,341	\$19,826	24,484	(4,658)	18.02%	22.26%
Water Connections	\$40,000	\$2,660	\$7,080	5,614	1,466	17.70%	14.04%
Senior Discount-Water	(\$76,000	(\$5,454)	(\$10,869)	(12,691	1,822	14.30%	16.70%
Sewer Service	\$5,439,371	\$453,725	\$955,870	957,018	(1,148)	17.57%	17.59%
Sewer Connections	\$16,000	\$490	\$1,610	2,295	(685)	10.06%	14.34%
Senior Discount-Sewer	(\$75,000	(\$5,208)	(\$10,377)	(12,550	2,173	13.84%	16.73%
Penalty Fees	\$336,000	\$28,955	\$60,190	59,098	1,092	17.91%	17.59%
Miscellaneous	\$44,656	\$4,155	\$14,245	7,655	6,590	31.90%	17.14%
Interest Earnings	\$15,000	\$786	\$1,496	1,435	61	9.97%	9.57%
TOTAL REVENUES	\$ 15,448,832	\$ 1,120,428	\$ 2,724,703	\$ 2,856,131	(131,428)	17.64%	18.49%
EXPENDITURES					Over/(Under)		
Customer Accounts	\$ 1,052,121	\$ 89,360	\$138,388	\$ 305,773	(167,385)	13.15%	29.06%
Field Operations	9,926,206	899,841	\$1,412,685	1,458,656	(45,971)	14.23%	14.70%
Non Departmental	3,565,266	225,743	\$457,468	708,775	(251,307)	12.83%	19.88%
TOTAL EXPENDITURES	\$14,543,593	\$1,214,944	\$2,008,541	\$ 2,473,204	(464,663)	13.81%	17.01%
Revenue Over (Under) Expenditures	\$ 905,239	\$ (94,516)	\$ 716,162				

### OTHER FUNDS FINANCIAL SUMMARY

### FY 2011-2012

### Through November 2011

16.7% of Budget Year

Fund		Annual Revenue	Current Month	Actual To-Date	Annual Expenditure	Current Month	Actual To-Date				
Nbr	FUND NAME	Budget	Revenues	Revenues	Budget	Expenditures	Expenditures				
1461	TOND HAME	Daaget	Revenues	Revenues	Duaget	Experienteres	Experialtares				
OTHER ENTERPRISE FUNDS											
522	STORM DRAINAGE UTILITY FUND	1,498,150	123,325	246,985	1,568,031	67,152	496,844				
552	SANITATION ENTERPRISE FUND	3,023,672	270,572	486,693	3,007,210	242,278	377,775				
LIOTEL COCUPANION TO ME											
HOTEL OCCUPANCY TAX FUND  224 HOTEL OCCUPANCY TAX FUND  52 000 52 520 52 502 722 462 02 244 266 409											
221         HOTEL OCCUPANCY TAX FUND         532,000         52,539         52,592         732,162         93,211         266,408											
OTHER SPECIAL REVENUE FUNDS											
111	REGIONAL DISPATCH OPERATING FD	2,534,052	206,994	408,877	2,532,237	147,085	406,837				
112	CITY JAIL OPERATIONS	819,202	66,721	133,145	791,201	58,863	85,147				
209	POLICE DEPTSTATE SEIZED FUND	40,600	162	165	40,000	1,296	1,296				
210	POLICE DEPT FED SEIZED FUNDS	40,200	5	12	40,000	4,744	5,432				
211	POLICE COMMUNITY-ORIENTED FUND	10,000	-	-	10,000	-	-				
222	NANCE FARM FUND	100,500	-	-	185,982	-	-				
223	YOUTH SPORTS ASSOC-BASEBALL	31,000	-	55	33,905	-	-				
224	JUVENILE CASE MANAGER FUND	26,300	2,130	4,502	23,406	1,992	2,933				
225	MUNICIPAL COURT TECHNOLOGY	27,000	1,578	3,490	35,000	5,673	6,073				
226	MUNICIPAL COURT SECURITY FUND	22,000	1,300	2,760	109,020	-	90				
227	RECREATION REVOLVING FUND	320,720	35,218	48,528	411,880	12,597	22,487				
228	FIRE TRAINING FUND	300,000	11,379	15,725	313,308	15,492	39,968				
229	POLICE GRANT FUND	10,043	-	-	10,432	-	-				
230	ENERGY MANAGEMENT FUND	2,109,904	179,938	359,876	1,984,800	198,901	230,711				
231	PALS-SENIOR CENTER	13,695	1,629	2,455	10,792	1,865	2,270				
234	POLICE-HOMELAND SECURE GRANT	114,700	-	-	75,000	-	-				
238	YOUTH SPORTS ASSOC-FOOTBALL	64,625	75	1,303	51,940	5,826	6,596				
239	YOUTH SPORTS ASSOC-BASKETBALL	32,830	21,920	24,345	30,328	264	456				
240	HEALTH FACILITIES DEVEL CORP	45	3	5	100	-	-				
241	HOUSING FINANCE CORP	30	- ,	-	-	-	-				
242	INDUSTRIAL DEVEL. AUTHORITY	50	4	8	250	-	-				
264 624	FIRE GRANT FUND LIBRARY REVENUE FUND	15,425	635	- 4 EE4	15,425	2,585	2,585				
624	LIBRART REVENUE FUND	13,110	633	1,551	13,110	210	1,043				
		DE	ST SERVICE	ELINDS							
305	BOND DEBT SERVICE FUND	7,512,394	256,245	404,051	8,108,038		_				
303	BOIND DEBT SERVICE FOIND	7,312,394	230,243	404,031	0,100,030	-					
		MAINTENAN	ICE/REPLAC	CEMENT FUN	IDS						
401	FIRE PPE REPLACEMENT	83,691	29	83,500	83,441	1,009	(49)				
402	FIRE EQUIP. REPLACEMENT FUND	1,500	28	56	55,000	322	(2,678)				
403	FURNITURE REPLACEMENT FUND	30,000	-	30,001	20,000	843	1,163				
406	COMMAND VEHICLE FIRE	1,000	7	14	11,500	171	171				
407	PARK MAINTENANCE	12,200	19	12,039	77,500	-	-				
408	POOL MAINTENANCE FUND	21,125	1,757	3,515	21,000	-	-				
409	POLICE EQUIPMENT REPLACE FUND	80,519	5	40,145	94,569	141	1,704				
	FACILTY MAINTENANCE	261,916	21,806	43,611	244,900	23,804	28,649				
	ELECTRON.EQUIP.REPLACE.FUND	174,397	14,221	28,902	240,800	460	1,253				
	CAPITAL IMPROTHER PUBL WKS	604,189	47,812	95,629	603,000	-	-				
	EQUIPMENT REPLACEMENT FUND	695,700	130	173,942	944,700	20,981	113,370				
503	WATER METER REPLACEMENT FUND	266,000	21,858	43,715	378,000	-	21,014				
		PARK DEVI	I OPMENT	CORPORATI	ΟN						
118	PARK DEVELOPMENT CORP. FUND	408,599	55	112	470,264	39,189	78,377				
	DEBT SERVICE PARKS DEVELOPMENT	207,100	17,238	34,476	209.600	-	10,511				
U-71	DEDT SERVICE I ARROUDE VELOT WILINI	201,100	17,200	JT, T1 0	200,000	-	-				

### **CAPITAL PROJECT FUNDS: FINANCIAL SUMMARY** FY 2011-2012

### Through November 2011

16.7% of Budget Year
----------------------

		Annual	Current	Actual	Annual	Current	Actual				
Fund		Revenue	Month	To-Date	Expenditure	Month	To-Date				
Nbr	FUND NAME	Budget	Revenues	Revenues	Budget	Expenditures	Expenditures				
		, ,				•					
OTHER CAPITAL PROJECTS											
417	PARK LAND DEDICATION	10,300	11	24	46,825	2,884	2,884				
419	CAPITAL IMPROTHER PUBL WKS	604,189	47,812	95,629	603,000	-	-				
486	GENERAL FUND CAPITAL IMPROV	30,000	41	82	328,421	6,818	7,018				
		2006 BON	D ISSUANCE	PROJECTS	<b>.</b>						
465	2006 STREET IMPROVEMENTS	-	125	248	-	-	_				
		-									
	In.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	2007 BON	D ISSUANCE	PROJECTS	•						
411	SWRCC RADIO REPLACEMENT	-	-	-	-	-	-				
439	2007 PARK IMPROVEMENTS	50	11	22	15,000	-	<u> </u>				
467	2007 STREET IMPROVEMENTS	4,000	228	450	400,000	6,415	6,415				
		2008 BON	D ISSUANCE	PROJECTS	;						
468	2008 STREET IMPROVEMENTS GO'S	2,000	85	169	370,000	-	12,546				
	•	•	•	•	•	•					
		2008 BON	D ISSUANCE	PROJECTS	<b>.</b>						
489	2009 STREET IMPROVEMENTS GO	2,500	122	240	-	-	_				
490	2009 STREET IMPROVEMENTS CO	-	600	1,183	3,500,000	-	-				
	1										
	_	ADITAL DOG			INDO						
500		APITAL PRO				10.504	10.501				
	CIP-WATER & SEWER FUND	610,000	101,403	202,756	4,040,000	49,564	49,564				
528	DRAINAGE IMPROVEMENTS FUND	394,000	31,881	442,762	579,000	-	-				