



## *City of DeSoto*

# Memo

Date: February 17, 2009  
To: Jim Baugh, City Manager  
From: Camelia Browder, Managing Director of Financial Services  
Subject: January 2009 Financial Reports

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The January 2009 Financial Reports for the General Fund and the Water and Sewer Fund are attached to this memo. The summaries of major revenues and major expenditures for the General Fund and the Water and Sewer Fund cover the majority of the total City budget and are listed separately. The third and fourth reports address other funds.

### **General Fund**

**Revenues:** General fund revenue for Property Taxes has been coming in about the same as in past years except for a timing difference. Attached behind the financial statements is a report from the Joint Tax Office stating comparable collection rates for the City of DeSoto when all tax receipts postmarked prior to or on January 31, 2009 were processed. The financial reports presented by city staff for January show only those cash receipts received from the tax office prior to February. With the tax office staffed by fewer seasoned employees this processing took a bit longer this year and the mail received has been a bit slower in coming in. Interest revenue is lower than projected due to rates going down dramatically. Licenses and permits is lower than projected due to the slow down in permits being issued. Fines and Forfeitures is below expectations due to lower revenue from traffic citations and warrant collections. Sales taxes were down for the month of January due to lower sales in November 2008.

**Expenditures:** Total General Fund expenditures were within expectations except for the Finance Department which paid the accrued vacation and sick leave to the Tax Office Manager when he left to take over the County Tax Office. The cost of the tax office is split between the city, the school district and the City of Glenn Heights at year end based on the tax assessment of the entity, so there will be an adjustment to offset part of this cost. The non-departmental budget is over budget year to date due to the Rites of Passage payments.

### **Water and Sewer Fund**

**Revenues:** Water and Sewer Fund revenues are doing a bit better than budget because the past few months have been warmer and dryer than usual.

**Expenses:** The year to date expense trend is slightly less than expectations (33.7% vs. 38.6%).

**GENERAL FUND**  
**REVENUES AND EXPENDITURES**  
**FY 2008 - 2009**  
**Through January 2009**  
**33.33% of Budget Year**

Revenues:	Adopted Budget	Current Month	YTD Projected %tage	YTD Actual %tage	Variance	FY 08-09 Projected	Actual Year to-date
Property Taxes	\$15,145,624	\$2,683,580	76.5%	67.6%	-8.9%	\$11,583,373	\$10,232,532
Sales Taxes	\$5,659,189	\$324,482	13.6%	11.6%	-2.0%	\$768,518	\$657,852
Mixed Drink Tax	\$32,000	\$6,547	22.7%	20.5%	-2.2%	\$7,264	\$6,547
Franchise Fees	\$3,552,330	\$159,954	21.5%	25.0%	3.5%	\$763,751	\$888,807
Licenses & Permits	\$562,715	\$63,879	45.8%	34.2%	-11.6%	\$257,723	\$192,704
Intergovernmental	\$324,200	\$0	21.1%	28.5%	7.4%	\$68,406	\$92,447
Charges for Service	\$831,150	\$107,032	44.3%	38.6%	-5.7%	\$367,784	\$320,598
Recreation	\$286,390	\$12,951	24.0%	18.8%	-5.2%	\$68,734	\$53,977
Fines & Forfeitures	\$1,140,000	\$84,066	32.2%	25.3%	-6.9%	\$367,080	\$288,624
Interest	\$300,000	\$5,922	25.0%	16.0%	-9.0%	\$75,000	\$48,075
Administrative Fees	\$1,546,945	\$128,912	33.3%	33.3%	0.0%	\$515,133	\$515,648
Miscellaneous	\$457,000	\$46,986	25.9%	23.7%	-2.2%	\$118,363	\$108,296
Transfer from Other Funds	\$10,605		100.0%	100.0%	0.0%	\$10,605	\$10,605
<b>TOTAL REVENUES</b>	<b>\$29,848,148</b>	<b>\$3,624,311</b>	<b>50.2%</b>	<b>44.9%</b>	<b>-5.3%</b>	<b>\$14,971,734</b>	<b>\$13,416,712</b>
Expenditures:	Adopted Budget	Current Month	YTD Projected %tage	YTD Actual %tage	Variance	FY 08-09 Projected	Actual Year to-date
City Council	\$335,478	\$34,229	33.3%	29.0%	4.3%	\$111,815	\$97,173
City Manager	\$1,808,596	\$138,872	56.0%	55.4%	0.6%	\$1,012,404	\$1,002,853
Financial Services	\$1,267,614	\$145,408	33.3%	34.4%	-1.1%	\$422,496	\$436,363
Information Tech	\$732,895	\$39,910	47.3%	46.7%	0.6%	\$346,945	\$342,241
Human Resources	\$346,562	\$31,533	33.3%	30.3%	3.0%	\$115,509	\$104,972
Development Scvs	\$4,067,380	\$277,605	46.6%	37.9%	8.7%	\$1,895,858	\$1,543,212
Parks	\$2,687,506	\$228,676	43.5%	40.0%	3.5%	\$1,168,846	\$1,073,687
Library	\$879,896	\$88,880	33.3%	28.2%	5.1%	\$293,269	\$247,950
Police	\$8,067,743	\$854,175	37.9%	35.3%	2.6%	\$3,054,148	\$2,845,212
Regional Jail	\$214,733	\$17,894	33.3%	33.3%	0.0%	\$71,571	\$71,578
Fire	\$6,817,145	\$658,070	38.1%	34.1%	4.0%	\$2,594,154	\$2,321,967
Regional Dispatch	\$931,834	\$77,653	33.3%	33.3%	0.0%	\$310,580	\$310,611
Non Departmental	\$1,838,560	\$60,440	75.2%	78.7%	-3.5%	\$1,382,792	\$1,447,810
<b>TOTAL EXPENDITURES</b>	<b>\$29,995,942</b>	<b>\$2,653,344</b>	<b>42.6%</b>	<b>39.5%</b>	<b>3.1%</b>	<b>\$12,780,387</b>	<b>\$11,845,629</b>
Revenue over/(under) Expenditures	(\$147,794)					\$2,191,347	\$1,571,083
Use of Fund Balance:							
1. Electronic Signs	\$70,000	\$0					\$12,023
2. Corner Theater Upgrade	\$20,000	\$0					\$13,542
3. Development Services Entrance	\$40,000	\$0					\$37,010

**WATER AND SEWER FUND  
REVENUES AND EXPENDITURES**

FY 2008 - 2009

Through January 2009

33.33% of Budget Year

Revenues:	Annual	Current Month	YTD Projected %tage	YTD Actual %tage	Variance	FY 08-09 Projected	Actual Year to-date
Water Sales	\$8,215,000	\$564,181	32.7%	43.4%	10.7%	\$2,111,255	\$3,566,111
Service Fees	\$90,000	\$8,726	42.8%	44.8%	2.0%	\$29,138	\$40,284
Water Connections	\$45,500	\$9,311	32.0%	31.6%	-0.4%	\$9,077	\$14,371
Senior Discount-water	(\$55,800)	(\$4,821)	34.6%	34.0%	-0.6%	(\$14,480)	(\$18,957)
Sewer Service	\$5,151,000	\$422,099	32.3%	42.1%	9.8%	\$1,243,967	\$2,167,530
Sewer Connections	\$12,500	\$140	28.2%	12.0%	-16.2%	\$2,663	\$1,500
Senior Discount-sewer	(\$52,200)	(\$4,533)	35.1%	34.1%	-0.9%	(\$13,716)	(\$17,799)
Penalty Fees	\$325,000	\$28,910	37.5%	34.7%	-2.8%	\$91,244	\$112,685
Miscellaneous	\$10,000	\$2,908	7.9%	89.6%	81.7%	\$858	\$8,958
Interest Earnings	\$15,000	\$379	25.0%	12.8%	-12.2%	\$2,719	\$1,923
<b>TOTAL REVENUES</b>	<b>\$13,756,000</b>	<b>\$1,027,300</b>	<b>25.2%</b>	<b>42.7%</b>	<b>17.5%</b>	<b>\$3,462,723</b>	<b>\$5,876,606</b>
Expenditures:	Annual Budget	Current Month	YTD Projected %tage	YTD Actual %tage	Variance	FY 07-08 Projected	Actual Year to-date
Customer Accounts	\$1,098,704	\$94,182	59.9%	54.3%	5.6%	\$658,298	\$596,710
Field Operations	\$9,948,213	\$814,839	36.1%	30.7%	5.4%	\$3,590,889	\$3,057,556
NonDepartmental	\$2,555,561	\$195,199	36.1%	36.1%	0.0%	\$994,751	\$923,777
<b>TOTAL EXPENDITURES</b>	<b>\$13,602,478</b>	<b>\$1,104,220</b>	<b>38.6%</b>	<b>33.7%</b>	<b>4.9%</b>	<b>\$5,243,939</b>	<b>\$4,578,043</b>
Revenue over Expenditures	\$153,522	(\$76,919)				(\$1,781,216)	\$1,298,563

**OTHER FUNDS: FINANCIAL SUMMARY**

FY 2008 - 2009

Through January 2009

33.33% of Budget Year

FUND #	FUND NAME	ANNUAL REVENUE BUDGET	CURRENT MONTH REVENUES	ACTUAL YEAR-TO-DATE REVENUES	ANNUAL EXPENDITURE BUDGET	CURRENT MONTH EXPENDITURES	ACTUAL YEAR-TO-DATE EXPENDITURES
<b>OPERATING FUNDS</b>					<b>OPERATING FUNDS</b>		
522	Drainage	\$1,438,150	\$121,103	\$625,946	\$1,728,840	\$69,746	\$1,066,173
552	Sanitation	\$2,982,882	\$324,966	\$1,169,875	\$3,862,937	\$132,381	\$733,111
221	Hotel Occupancy Tax	\$342,206	\$52,115	\$57,556	\$384,833	\$20,644	\$103,127
<b>OTHER SPECIAL REVENUE FUNDS</b>					<b>OTHER SPECIAL REVENUE FUNDS</b>		
111	Regional Dispatch	\$2,926,675	\$241,387	\$970,312	\$2,892,275	\$269,222	\$917,196
112	Regional Jail	\$676,199	\$57,088	\$228,604	\$644,200	\$61,073	\$175,780
209	Police - local	\$26,000	\$34	\$196	\$20,000	\$964	\$1,097
210	Police - federal	\$10,100	\$18	\$126	\$5,000	\$1,318	\$1,782
211	Police - community operations	\$5,000	\$0	\$0	\$5,000	\$0	\$0
212	Joint City School Grant	\$40,114	\$0	\$0	\$157,500	\$0	\$117,386
223	Youth Sports Associations	\$152,393	\$24,650	\$63,879	\$138,037	\$20,165	\$55,385
224	Juvenile Case Manager	\$27,000	\$2,157	\$12,243	\$22,623	\$3	\$4,983
225	Mun. Ct. Technology	\$29,000	\$1,867	\$7,993	\$7,500	\$0	\$16,353
226	Mun. Ct. Security Fund	\$25,600	\$1,475	\$6,428	\$5,700	\$451	\$1,156
227	Rec. Revolving Fund	\$277,000	\$25,426	\$65,932	\$233,078	\$36,050	\$66,343
228	Fire Training Fund	\$240,300	\$18,350	\$42,647	\$254,474	\$11,738	\$83,437
229	Police Grants Fund	\$1,000	\$28	\$198	\$10,148	\$3,198	\$6,875
230	Energy Management	\$1,894,864	\$842	\$1,872,713	\$1,896,325	\$251,369	\$502,645
231	Senior Center Activity Fund	\$35,375	\$958	\$6,198	\$27,810	\$714	\$3,172
236	Lone Star Library Grant	\$10,018	\$10,022	\$10,027	\$9,818	\$0	\$0
270	Candle Meadow PID	\$153,019	\$13,825	\$113,784	\$153,019	\$103,766	\$109,694
<b>DEBT SERVICE FUNDS</b>					<b>DEBT SERVICE FUNDS</b>		
305	General Debt Service	\$7,777,517	\$1,261,235	\$4,858,801	\$8,423,191	\$482	\$1,552
<b>MAINTENANCE/REPLACEMENT FUNDS</b>					<b>MAINTENANCE/REPLACEMENT FUNDS</b>		
401	Fire PPE Replacement	\$62,400	\$91	\$62,653	\$143,122	\$2,978	\$8,646
402	Fire Equipment Replacement	\$47,000	\$140	\$44,893	\$54,000	\$1,085	\$1,085
403	Furniture Replacement	\$20,200	\$0	\$20,023	\$20,000	\$19,318	\$19,891
407	Park Maintenance	\$27,000	\$62	\$26,397	\$12,000	\$0	\$0
408	Pool Maintenance	\$26,500	\$48	\$24,303	\$5,000	\$0	\$0
409	Police Equipment Replacement	\$96,169	\$50	\$95,039	\$94,500	\$1,635	\$54,210
410	Facility Maintenance	\$267,166	\$157	\$262,977	\$261,666	\$24,937	\$96,239
412	Electronic Equipment Replacement	\$203,229	\$335	\$196,839	\$222,000	\$1,753	\$51,281
418	2006 Concrete Street Reconstruction	\$500	\$69	\$464	\$116,000	\$5,064	\$8,860
420	Vehicle Replacement	\$924,900	\$1,434	\$853,260	\$882,900	\$57,166	\$97,590
503	Water Meter Replacement	\$183,000	\$22,609	\$354,137	\$413,500	\$20,577	\$27,448
<b>TRUST FUNDS</b>					<b>TRUST FUNDS</b>		
607	Clock Tower	\$650	\$18	\$114	\$0	\$0	\$0
624	Library Trust	\$10,200	\$320	\$1,302	\$7,000	\$362	\$1,291
<b>PARK DEVELOPMENT CORPORATION</b>					<b>PARK DEVELOPMENT CORPORATION</b>		
118	Park Development Corp.	\$476,599	\$27,194	\$55,827	\$421,351	\$35,113	\$140,450
347	Park Dev Debt Service	\$221,000	\$18,214	\$72,999	\$218,363	\$0	\$0
<b>ECONOMIC DEVELOPMENT</b>					<b>ECONOMIC DEVELOPMENT</b>		
125	Economic Development	\$1,414,797	\$81,121	\$164,462	\$1,414,797	\$81,121	\$164,462
<b>OTHER CAPITAL PROJECTS</b>					<b>OTHER CAPITAL PROJECTS</b>		
417	Park Land Dedication	\$16,000	\$81	\$769	\$91,000	\$63,325	\$63,325

**CAPITAL PROJECT FUNDS: FINANCIAL SUMMARY**

FY 2008 - 2009

Through January 2009

33.33% of Budget Year

FUND #	FUND NAME	ANNUAL REVENUE BUDGET	CURRENT MONTH REVENUES	ACTUAL YEAR-TO-DATE REVENUES
<b>OTHER CAPITAL PROJECTS</b>				
419	Street Maintenance	\$654,415	\$53,458	\$214,328
462	Service Center Construction	\$4,500	\$86	\$556
<b>2002 BOND ISSUANCES</b>				
476	2002 Street Construction	\$3,750	\$3	\$234
<b>2004 BOND ISSUANCES</b>				
480	2004 Town Center Improvements	\$500	\$18	\$115
481	2004 Vision Projects	\$500	\$7	\$46
<b>2005 BOND ISSUANCES</b>				
464	2005 Street Improvements	\$20,000	\$27	\$389
482	2005 Vision Projects	\$10,000	\$236	\$1,490
<b>2006 BOND ISSUANCES</b>				
461	2006 Pleasant Run/Westmoreland	\$3,200	\$3	\$247
465	2006 Street Improvements	\$75,000	\$2,218	\$37,002
483	2006 Vision Projects	\$0	\$0	\$0
<b>2007 BOND ISSUANCES</b>				
411	SWRCC Radio Replacement	\$5,000	\$702	\$4,445
429	Fire Station Improvements	\$0	\$110	\$708
439	2007 Park Improvements	\$2,000	\$216	\$2,462
467	2007 Street Improvements	\$95,000	\$2,484	\$15,733
484	2007 Town Center Catalyst Project	\$10,000	\$2,266	\$16,889
<b>2008 BOND ISSUANCES</b>				
459	2008 Hampton Rd Lighting	\$7,000	\$869	\$6,536
468	2008 Street Improvements	\$30,000	\$2,273	\$14,386
487	2008 Town Center Project	\$1,000	\$621	\$3,930
488	2008 Town Center Remodel	\$3,000	\$501	\$3,171
<b>CAPITAL PROJECTS - ENTERPRISE FUNDS</b>				
508	Water and Sewer	\$1,782,099	\$148,860	\$597,187
528	2006 Drainage Projects	\$825,000	\$740	\$809,488

ANNUAL EXPENDITURE BUDGET	CURRENT MONTH EXPENDITURES	ACTUAL YEAR-TO-DATE EXPENDITURES
<b>OTHER CAPITAL PROJECTS</b>		
\$1,144,000	\$147	\$56,230
\$80,000	\$0	\$3,500
<b>2002 BOND ISSUANCES</b>		
\$365,000	\$0	\$0
<b>2004 BOND ISSUANCES</b>		
\$0	\$0	\$0
\$0	\$0	\$0
<b>2005 BOND ISSUANCES</b>		
\$500,000	\$0	\$29,966
\$1,000,000	\$0	\$0
<b>2006 BOND ISSUANCES</b>		
\$150,000	\$0	\$718
\$2,273,000	\$3,300	\$368,646
\$259,738	\$0	\$0
<b>2007 BOND ISSUANCES</b>		
\$837,125	\$0	\$500
\$0	\$0	\$7,023
\$179,000	\$0	\$85,835
\$2,020,000	\$0	\$0
\$0	\$0	\$0
<b>2008 BOND ISSUANCES</b>		
\$1,000,000	\$2,464	\$462,680
\$900,000	\$0	\$0
\$750,000	\$0	\$0
\$600,000	\$0	\$0
<b>CAPITAL PROJECTS - ENTERPRISE FUNDS</b>		
\$2,230,000	\$10,423	\$78,610
\$900,000	\$0	\$37,269