



## Memo

Date: Wednesday, October 14, 2011  
To: Dr. Tarron Richardson, City Manager   
From: Edena Atmore, Managing Director of Finance   
Subject: September 2011 Financial Reports

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Attached, are the September 2011 Financial Reports for the General Fund (GF), and the Water and Sewer Fund for your review. The summaries of major revenues and expenditures for the GF, as well as the Water and Sewer Fund 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. In addition, a copy of the Dallas County certified property tax report for September 2011 is attached for your review. We hope these reports will provide you with a picture of the City's financial position for the month of September in fiscal year (FY) 2011.

### General Fund

**Revenues:** Overall, the month of September 2011 reflects that we have ended the FY collecting almost 96% of the revenues for GF. **Property Tax, Licenses and Permits, Intergovernmental, Recreation Fees, Fines and Forfeitures and Miscellaneous revenue collections** have exceeded or met our budget goals.

We have collected 76.6% of **Sales Taxes** for the year, which includes the month of July 2011. August and September are expected to be received by November 2011 and will be applied to FY 2011. We are expecting at least another \$500,000 in sales taxes. **Franchise Fees** are paid quarterly and the last FY quarter will be collected in November 2011 and applied to FY 2011 as well. We anticipate collecting at least an additional \$340,000 in franchise fees. **Charges For Services** includes collections that are reported to us via monthly statements that have not been received to date. We will apply those to FY 2011 when received.

In addition, attached is the Dallas County Tax Office certified property tax report for September 2011.

**Expenditures:** Overall, the GF actual YTD expenditures for September 2011 are within the budgeted amounts. Through the month of September 2011, we actually expended 97.2% of the budgeted amount. The **Non-departmental** expenditures were over the budgeted amount due to payment of final-pay benefits to several long-term employees. In addition, the **Fire Department** was slightly over-budget because this was the first year they were fully staffed for the majority of the FY. General Fund expenditures were \$843,151 less than the budgeted amount of \$29,753,370.

### Water and Sewer Fund

**Revenues:** For the month of September 2011, the overall actual revenues for the **Water and Sewer Fund** have exceeded our budgeted amount. The overall actual YTD revenues collected as a percent of budget is 110.56%.

**Expenses:** The overall actual YTD expenditures for the **Water and Sewer Fund** are considered to be within expectations. Our actual expenditures through September 2011 are 88.06% of the budgeted amount. Our budgeted projections show that in the past, we have spent an average of 86.65% of the budgeted target during this same time period.

**GENERAL FUND**  
**REVENUES AND EXPENDITURES**  
 FY 2010-2011  
 Through September 2011  
 100% 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
					Over/(Under)		
PROPERTY TAXES	\$14,780,536	\$68,962	\$15,131,979	\$14,780,536	\$351,443	102.4%	100.0%
SALES TAXES	5,690,009	390,819	4,361,240	\$5,048,745	(687,505)	76.6%	88.7%
MIXED DRINK TAX	33,000	-	28,077	27,559	518	85.1%	83.5%
FRANCHISE FEES	3,246,432	195,658	2,835,315	2,980,549	(145,234)	87.3%	91.8%
LICENSES & PERMITS	555,000	71,239	794,370	555,000	239,370	143.1%	100.0%
INTERGOVERNMENTAL	324,000	77,805	351,968	324,000	27,968	108.6%	100.0%
CHARGES FOR SERVICES	1,098,250	125,471	952,965	1,098,250	(145,285)	86.8%	100.0%
RECREATION FEES	228,100	16,790	268,552	228,100	40,452	117.7%	100.0%
FINES & FORFEITURES	1,018,000	78,032	1,042,453	1,018,000	24,453	102.4%	100.0%
INTEREST REVENUES	150,000	2,675	33,384	73,875	(40,491)	22.3%	49.3%
ADMINISTRATIVE FEE REIMBURSE	1,871,837	155,986	1,871,837	1,871,837	-	100.0%	100.0%
MISCELLANEOUS	417,000	77,130	444,120	417,000	27,120	106.5%	100.0%
INTERFUND TRANSFERS	348,357	-	348,357	348,357	-	100.0%	100.0%
<b>TOTAL REVENUES</b>	<b>\$29,760,521</b>	<b>\$1,260,567</b>	<b>\$28,464,617</b>	<b>\$28,771,808</b>	<b>(\$307,191)</b>	<b>95.6%</b>	<b>96.7%</b>
					Over/(Under)		
<b>EXPENDITURES</b>							
CITY COUNCIL	\$269,979	\$17,418	\$228,719	\$269,979	(\$41,260)	84.7%	100.0%
CITY MANAGER/GEN ADMIN	1,872,307	150,263	1,809,973	\$1,872,307	(62,334)	96.7%	100.0%
FINANCIAL SERVICES	1,261,795	89,308	1,219,495	\$1,261,795	(42,300)	96.6%	100.0%
INFORMATION TECHNOLOGY	711,993	63,607	664,788	\$711,993	(47,205)	93.4%	100.0%
HUMAN RESOURCES	356,707	41,079	301,495	\$356,707	(55,212)	84.5%	100.0%
DEVELOPMENT SERVICES	3,775,698	164,642	3,615,731	\$3,775,698	(159,967)	95.8%	100.0%
PARKS AND LEISURE SERVICES	2,617,408	257,225	2,482,421	\$2,617,408	(134,987)	94.8%	100.0%
LIBRARY SERVICES	866,233	74,692	810,943	\$866,233	(55,290)	93.6%	100.0%
POLICE	8,409,400	633,352	8,146,883	\$8,409,400	(262,517)	96.9%	100.0%
FIRE	7,051,485	527,721	6,818,560	\$7,051,485	(232,925)	96.7%	100.0%
REGIONAL JAIL	240,850	20,071	240,850	\$240,850	-	100.0%	100.0%
SWRCC-REGIONAL DISPATCH	789,424	65,785	789,424	\$789,424	-	100.0%	100.0%
NON-DEPARTMENTAL	1,530,091	217,751	1,780,937	\$1,530,091	250,846	116.4%	100.0%
<b>OPERATING EXPENDITURES:</b>	<b>\$29,753,370</b>	<b>\$2,322,914</b>	<b>\$28,910,219</b>	<b>\$ 29,753,370</b>	<b>\$ (843,151)</b>	<b>97.2%</b>	<b>100.0%</b>
Revenue Over/(Under Expenditures	\$7,151	(\$1,062,347)	(\$445,602)				
Total Uses of Fund Balance:	\$591,835	\$70,688	\$608,994				
<b>TOTAL EXPENDITURES</b>	<b>\$30,345,205</b>	<b>\$2,393,602</b>	<b>\$29,519,213</b>				

**CITY OF DESOTO**  
**FY 2010-2011**  
**Through September 2011**  
**USES OF FUND BALANCE**

EXPENDITURES	Adopted Budget 2011	Current Month Actuals 2011	Actuals Current YTD 2011
<b>USES OF FUND BALANCE</b>			
FICA EXP.-EMPLOYER	\$0	\$34	\$3,041
CONSULTANT SERVICES	\$0	\$0	16,000
TRANSIT STUDY	\$40,000	\$5,037	\$101,157
CHRISTMAS EXPENSES	\$20,000	\$0	\$16,855
SUMMER YOUTH PROGRAM	\$75,000	\$6,720	\$71,659
LIGHTING OF STREET SIGNS	\$67,000	\$29,900	\$61,900
SUMMER INTERN PROGRAM	\$25,000	\$400	\$20,560
ECONOMIC INCENTIVES	\$221,335	\$0	\$97,663
HAMPTON RD MIXED USE ZONING	\$0	\$0	\$12,000
NEIGHBORHOOD GRANTS	\$20,000	(\$159)	\$19,841
USER FEE ANALYSIS	\$15,000	\$0	\$5,000
CITIZEN RELATION SOFTWARE	\$25,000	\$0	\$17,300
FIRE ACCREDITATION EXPENSES	\$50,000	\$6,238	\$31,188
FIREWORKS EXPENSES	\$25,000	\$1,159	\$22,959
GRANICUS SERVER EXPENSES	\$8,500	\$9,785	\$9,785
PROJECT CREATE COMMUNITY EXP	\$0	\$0	\$9,100
COMMUNITY SPECIAL EVENTS	\$0	\$0	\$6,030
TRANS TO 411-SWRCC CAPITAL FND	\$0	\$0	\$75,000
TRANS TO 412-ELECTRONIC EQUIP	\$0	\$0	\$382
<b>TOTAL USES OF FUND BALANCE</b>	<b>\$591,835</b>	<b>\$70,688</b>	<b>\$608,994</b>

**CITY OF DESOTO**  
**Property Tax Collections Report**  
**September 01 - 30, 2011**

	<b>Report Name</b>	<b>Base Tax Levy</b>	<b>Penalty &amp; Interest</b>	<b>Collection Fees</b>	<b>Total</b>
<b>Collections:</b>					
Payments Received	AC003P	\$29,293.04	\$8,360.97	\$7,071.05	\$44,725.06
<b>Adjustments to Collections:</b>					
Refunds/Levy Corrections	AC003A	-\$18,965.52	\$0.00	\$0.00	-\$18,965.52
Return Check Items	AC003A	-\$37.67	-\$7.53	-\$9.04	-\$54.24
Transfers/Reversals	AC003A	-\$4,325.19	-\$22.63	-\$70.26	-\$4,418.08
Total Adjustments to Collections	AC003A	-\$23,328.38	-\$30.16	-\$79.30	-\$23,437.84
Maintenance & Operations	AC002A	\$4,211.28	\$5,779.56	\$6,991.75	\$16,982.59
Interest & Sinking	AC002A	\$1,753.38	\$2,551.25	\$0.00	\$4,304.63
<b>Net Collections</b>	<b>AC002A</b>	<b>\$5,964.66</b>	<b>\$8,330.81</b>	<b>\$6,991.75</b>	<b>\$21,287.22</b>
Transferred Refund from Escrow	AC002A	\$0.00			\$0.00
Rendition Penalty	AC006A	-\$2.02			-\$2.02
Collections Fee		\$0.00			\$0.00
<b>Total Miscellaneous Items</b>		<b>-\$2.02</b>			<b>-\$2.02</b>
M&O Net Payment to Entity		\$4,209.26	\$5,779.56		\$9,988.82
I&S Net Payment to Entity		\$1,753.38	\$2,551.25		\$4,304.63
<b>Total Net Payment to Entity</b>		<b>\$5,962.64</b>	<b>\$8,330.81</b>		<b>\$14,293.45</b>
Net Adjustment to Levy	AR006A	\$27,104.48			
<b>Current Year Collection Percentage Based on Monthly Collections:</b>				<b>63.03%</b>	

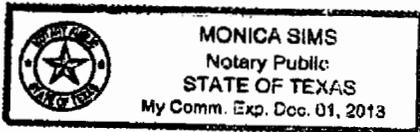
Total Net Payment to Entity = (Payments Received - Total Adj to Coll - Total Misc. Items)

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*  
 John R. Ames, CTA  
 Dallas County Tax Assessor/Collector

*Monica Sims*  
 Notary Public, State of Texas

Sworn and subscribed before me, this 5 day of Oct, 2011.

**WATER AND SEWER FUND  
REVENUES AND EXPENDITURES**

FY 2010-2011  
Through September 2011  
100% of Budget Year



Revenues	Adopted Budget	Current Month Actuals	Actual YTD Amount	Projected YTD Amount	YTD Budget Projected Variance Over/(Under)	Actual YTD% of Budget	Projected % of Budget
Water Sales	\$ 9,051,437	\$ 1,365,029	\$10,551,926	\$ 9,051,437	\$ 1,500,489	116.58%	100.00%
Service Fees	110,000	13,160	101,593	110,000	(8,407)	92.36%	100.00%
Water Connections	40,000	3,380	44,910	40,000	4,910	112.28%	100.00%
Senior Discount-Water	(75,700)	(5,385)	(63,156)	(75,700)	12,544	83.43%	100.00%
Sewer Service	5,528,664	499,607	5,555,168	5,528,664	26,504	100.48%	100.00%
Sewer Connections	16,000	910	10,220	16,000	(5,780)	63.88%	100.00%
Senior Discount-Sewer	(74,200)	(5,139)	(60,048)	(74,200)	14,152	80.93%	100.00%
Penalty Fees	336,000	31,211	339,263	336,000	3,263	100.97%	100.00%
Miscellaneous	25,000	3,900	68,987	25,000	43,987	275.95%	100.00%
Interest Earnings	15,000	600	4,138	15,000	(10,862)	27.59%	100.00%
<b>TOTAL REVENUES</b>	<b>\$ 14,972,201</b>	<b>\$ 1,907,273</b>	<b>\$ 16,553,001</b>	<b>\$ 14,972,201</b>	<b>1,580,800</b>	<b>110.56%</b>	<b>100.00%</b>

Expenditures	Adopted Budget	Current Month	Actual YTD Amount	Projected YTD Amount	YTD Budget Projected Variance Over/(Under)	Actual YTD% of Budget	Projected % of Budget
Customer Accounts	\$ 1,138,731	\$ 69,695	\$758,348	\$ 1,138,731	(380,383)	66.60%	100.00%
Field Operations	10,084,999	897,658	\$9,109,744	10,084,999	(975,255)	90.33%	100.00%
Non Departmental	3,351,397	241,364	\$2,966,747	3,351,397	(384,650)	88.52%	100.00%
<b>TOTAL EXPENDITURES</b>	<b>\$14,575,127</b>	<b>\$ 1,208,717</b>	<b>\$ 12,834,839</b>	<b>\$ 14,575,127</b>	<b>(1,740,288)</b>	<b>88.06%</b>	<b>100.00%</b>
Revenue Over (Under) Expenditures	\$ 397,074	\$ 698,556	\$ 3,718,162				

**OTHER FUNDS FINANCIAL SUMMARY**

**FY 2010-2011**  
**Through September 2011**  
**100% of Budget Year**

Fund Nbr	FUND NAME	Annual Revenue Budget	Current Month Revenues	Actual To-Date Revenues	Annual Expenditure Budget	Current Month Expenditures	Actual To-Date Expenditures
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**OTHER ENTERPRISE FUNDS**

522	STORM DRAINAGE UTILITY FUND	1,498,150	123,489	1,476,718	1,862,981	55,953	1,324,516
552	SANITATION ENTERPRISE FUND	3,026,672	280,858	3,141,562	3,254,585	263,597	3,137,155

**HOTEL OCCUPANCY TAX FUND**

221	HOTEL OCCUPANCY TAX FUND	452,000	71,953	558,931	459,450	45,945	471,223
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**OTHER SPECIAL REVENUE FUNDS**

111	REGIONAL DISPATCH OPERATING FD	2,530,052	225,743	2,507,813	2,677,052	219,301	2,341,259
112	CITY JAIL OPERATIONS	750,550	63,284	765,884	747,510	69,797	830,253
209	POLICE DEPT.-STATE SEIZED FUND	10,600	-	2,972	30,000	420	5,035
210	POLICE DEPT.- FED SEIZED FUNDS	10,200	7,268	59,141	20,000	8,143	31,688
211	POLICE COMMUNITY-ORIENTED FUND	5,000	7,912	27,942	5,000	-	20,444
222	NANCE FARM FUND	184,500	-	34,886	365,000	44,980	469,448
223	YOUTH SPORTS ASSOC-BASEBALL	31,000	615	34,833	36,105	425	27,326
224	JUVENILE CASE MANAGER FUND	26,300	2,684	32,729	23,409	2,111	22,241
225	MUNICIPAL COURT TECHNOLOGY	27,000	2,155	26,400	66,434	-	61,967
226	MUNICIPAL COURT SECURITY FUND	22,000	1,619	20,047	9,020	150	5,711
227	RECREATION REVOLVING FUND	266,665	30,018	343,503	248,069	22,500	277,539
228	FIRE TRAINING FUND	366,850	7,607	235,121	296,038	22,636	226,442
229	POLICE GRANT FUND	326,103	-	24,156	328,372	-	13,726
230	ENERGY MANAGEMENT FUND	1,927,864	159,655	1,915,864	1,897,267	213,874	1,903,799
231	PALS-SENIOR CENTER	13,645	1,657	15,246	11,092	1,264	17,967
234	POLICE-HOMELAND SECURE GRANT	-	-	8,318	-	-	9,293
236	LONE STAR LIBRARY GRANT	9,868	-	10,614	9,818	-	10,592
238	YOUTH SPORTS ASSOC-FOOTBALL	53,000	1,860	63,768	51,940	17,065	64,981
239	YOUTH SPORTS ASSOC-BASKETBALL	37,100	-	33,163	36,910	-	29,038
240	HEALTH FACILITIES DEVEL CORP	150	2	46	100	-	-
241	HOUSING FINANCE CORP	150	-	117,768	-	-	-
242	INDUSTRIAL DEVEL. AUTHORITY	250	2	70	250	-	-
264	FIRE GRANT FUND	-	-	22,286	-	720	15,116
270	CANDLE MEADOW PID	260,722	-	2,156	260,722	-	-

**DEBT SERVICE FUNDS**

305	BOND DEBT SERVICE FUND	6,735,784	173,404	8,403,865	7,558,342	(29,034)	9,203,554
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**MAINTENANCE/REPLACEMENT FUNDS**

401	FIRE PPE REPLACEMENT	83,691	-	83,633	83,441	2,220	27,554
402	FIRE EQUIP. REPLACEMENT FUND	56,604	4,592	55,366	40,000	(25)	13,982
403	FURNITURE REPLACEMENT FUND	20,000	-	20,000	20,000	-	14,497
406	COMMAND VEHICLE FIRE	-	3,365	5,879	-	253	11,658
407	PARK MAINTENANCE	26,200	-	26,178	12,000	-	-
408	POOL MAINTENANCE FUND	24,125	2,000	24,091	20,000	-	30,511
409	POLICE EQUIPMENT REPLACE FUND	94,819	-	94,643	94,569	18,118	145,488
410	FACILTY MAINTENANCE	261,916	21,806	261,707	261,666	28,965	310,533
412	ELECTRON. EQUIP. REPLACE. FUND	159,501	13,208	163,614	254,900	(13,394)	169,468
419	CAPITAL IMPR.-OTHER PUBL WKS	646,170	159,281	728,129	800,000	197,715	761,375
420	EQUIPMENT REPLACEMENT FUND	956,200	(25,500)	848,737	1,225,200	15,234	1,175,588
503	WATER METER REPLACEMENT FUND	266,000	-	789	378,000	136,222	507,989

**TRUST FUNDS**

624	LIBRARY REVENUE FUND	8,000	1,376	16,118	7,000	496	10,230
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**PARK DEVELOPMENT CORPORATION**

118	PARKS & RECREATION FACILITIES	408,599	32,568	363,887	292,908	23,451	281,413
347	DEBT SERVICE PARKS DEVELOPMENT	217,500	18,083	2,164,688	229,880	-	2,143,950

**ECONOMIC DEVELOPMENT CORPORATION**

125	ECONOMIC DEVELOPMENT TRUST	1,289,796	-	-	1,289,796	-	1,755
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**CAPITAL PROJECT FUNDS: FINANCIAL SUMMARY**

**FY 2010-2011**

**Through September 2011**

**100% of Budget Year**

Fund Nbr	FUND NAME	Annual Revenue Budget	Current Month Revenues	Actual To-Date Revenues	Annual Expenditure Budget	Current Month Expenditures	Actual To-Date Expenditures
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**OTHER CAPITAL PROJECTS**

417	PARK LAND DEDICATION	10,300	-	146	90,000	4,046	26,231
419	CAPITAL IMPR -OTHER PUBL WKS	646,170	159,281	728,129	800,000	197,715	761,375
486	GENERAL FUND CAPITAL IMPROV	45,434	30,000	383,531	45,434	9,100	53,833

**2006 BOND ISSUANCE PROJECTS**

465	2006 STREET IMPROVEMENTS	-	-	1,700	600,000	-	-
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**2007 BOND ISSUANCE PROJECTS**

411	SWRCC RADIO REPLACEMENT	250	-	225,576	50,000	-	862,732
439	2007 PARK IMPROVEMENTS	-	-	254	-	-	63,034
467	2007 STREET IMPROVEMENTS	4,000	-	3,344	750,000	1,683	60,369

**2008 BOND ISSUANCE PROJECTS**

468	2008 STREET IMPROVEMENTS GO'S	1,000	-	1,940	100,000	3,801	639,178
487	CLOSED-2008 TOWN CTR GARG COS	-	-	-	-	-	97,785
488	CLOSED-2008 TOWN CTR ROOF GOS	-	9	257	155,000	154,398	154,398

**2008 BOND ISSUANCE PROJECTS**

489	2009 STREET IMPROVEMENTS GO	2,500	-	1,752	990,000	-	-
490	2009 STREET IMPROVEMENTS CO	-	-	521,449	-	273,833	160,517

**CAPITAL PROJECTS - ENTERPRISE FUNDS**

508	CIP-WATER & SEWER FUND	5,010,000	100,000	1,217,902	4,320,000	548,601	2,734,111
528	DRAINAGE IMPROVEMENTS FUND	797,500	-	797,728	795,000	36,845	605,847