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**TO:** **Honorable Mayor, City Council Members and**
**Ed Lavallee, MPA, City Manager**

**FROM:** **Jeff Snyder, CPA, Finance Director**

**DATE:** **May 16, 2014**

**SUBJECT:** **Financial Management Report**

The Finance Department is supplying the April budget to actual financial management report. This report does not take into account the cyclical nature of many of our revenues and expenditures/expenses; property taxes and capital projects are prime examples. The vast majority of property taxes are collected during the first quarter of the year with the remaining balance collected during the last half. Additionally, many of our expenditures/expenses are not spent evenly throughout the year for instance most capital projects and the City's annual financial audit will be paid as work is completed. We have also included an annual projection for each fund based upon the first four months trends.

This management report is more like a cash flow analysis than a report like our Comprehensive Annual Financial Report (CAFR) which is prepared using generally accepted accounting principles. There are no accruals for expenditures/expenses committed but not paid or for revenue earned but not paid. It also does not include contractually agreed upon payments which the City will be required to make. These reports are for management only and should not be taken out of context; however I believe they will provide a useful snap shot picture of the results of operations to date and a good approximation of the results expected for the year.

The General Fund revenues overall are projected to be meet the beginning of the year budgeted amounts. Sales taxes appear to be on the increase early probably due to the bitter cold the northern states are experiencing. Because of the prudent spending practices of the past the City continues to be in a good position to weather the extended economic recession.

All of the funds presented appear to be performing as anticipated. The bright spot is the Building Fund which continues to improve year over year. The projected operations of this fund would tend to indicate that the economy is improving.

This report is a work in progress which can and will change as we determine what types of information are useful for City Council's review. Please do not hesitate to contact me with questions, concerns and/or recommendations.

# City of Venice, Florida
# Budget Comparison Management Report
# General Fund
# For the Period Ended April 30, 2014

| | Annual Budget | Actual Amount | Year End Projection |
|---|---|---|---|
| **REVENUES** | | | |
| Taxes | $ 8,381,652 | $ 8,090,808 | $ 8,381,652 |
| Sales taxes | 1,164,916 | 575,631 | 1,201,317 |
| Other taxes | 2,029,935 | 1,136,244 | 2,097,681 |
| Franchise fees | 2,127,482 | 1,068,986 | 2,137,972 |
| Fees and fines | 25,707 | 10,952 | 18,775 |
| Licenses and permits | 327,608 | 277,153 | 475,119 |
| Intergovernmental | 2,956,924 | 1,306,017 | 2,612,034 |
| Charges for services | 206,290 | 65,897 | 112,966 |
| Interest | 171,291 | 56,148 | 156,254 |
| Miscellaneous | 721,104 | 672,726 | 753,245 |
| Total revenues | 18,112,909 | 13,260,562 | 17,947,015 |
| **EXPENDITURES** | | | |
| Current: | | | |
| Mayor and council | 248,476 | 154,012 | 248,421 |
| City manager | 489,243 | 280,922 | 488,581 |
| Historical resources | 217,587 | 111,349 | 210,884 |
| City clerk | 498,407 | 274,214 | 480,081 |
| Finance | 1,184,030 | 738,536 | 1,183,562 |
| City attorney | 300,000 | 188,342 | 299,972 |
| Public works administration | 206,451 | 116,525 | 199,757 |
| City hall maintenance | 225,635 | 115,897 | 198,681 |
| General maintenance | 1,127,572 | 686,246 | 1,127,422 |
| Parks maintenance | 1,127,853 | 588,646 | 1,084,107 |
| Engineering | 382,649 | 177,919 | 305,004 |
| Police | 8,073,603 | 4,579,944 | 8,051,333 |
| Fire | 6,502,811 | 3,666,221 | 6,494,950 |
| Planning and zoning | 571,719 | 271,283 | 515,057 |
| Information services | 918,769 | 656,345 | 918,163 |
| Administrative services | 533,549 | 311,077 | 533,275 |
| Non-departmental | 155,332 | 155,332 | 155,332 |
| Total expenditures | 22,763,686 | 13,072,810 | 22,494,582 |
| Excess (deficiency) of revenues over (under) expenditures | (4,650,777) | 187,752 | (4,547,567) |
| **OTHER FINANCING SOURCES (USES)** | | | |
| Transfers in | 3,534,260 | 1,592,262 | 3,534,260 |
| Net other financing sources (uses) | 3,534,260 | 1,592,262 | 3,534,260 |
| Net change in fund balances | (1,116,517) | 1,780,014 | (1,013,307) |
| Unassigned fund balance (deficit) at beginning of year | 9,991,064 | 9,991,064 | 9,991,064 |
| Fund balance policy - emergency reserves | (5,690,922) | (5,690,922) | (5,690,922) |
| Unassigned fund balance (deficit) at end of period | $ 3,183,626 | $ 6,080,157 | $ 3,286,836 |

**City of Venice, Florida**
**Budget Comparison Management Report**
**Building Permit Fees Fund**
**For the Period Ended April 30, 2014**

| | Annual Budget | Actual Amount | Year End Projection |
|---|---|---|---|
| **REVENUES** | | | |
| Fees and fines | $ - | $ 2,425 | $ 4,157 |
| Licenses and permits | 1,389,433 | 1,159,276 | 1,787,330 |
| Interest | 1,738 | 5,536 | 9,490 |
| Miscellaneous | 1,252 | 49 | 84 |
| Total revenues | 1,392,423 | 1,167,286 | 1,801,061 |
| **EXPENDITURES** | | | |
| Current: | | | |
| General government | 784,895 | 479,176 | 784,445 |
| Capital outlay | 126,000 | 41,606 | 126,000 |
| Total expenditures | 910,895 | 520,782 | 910,445 |
| Excess (deficiency) of revenues over (under) expenditures | 481,528 | 646,504 | 890,616 |
| **OTHER FINANCING SOURCES (USES)** | | | |
| Transfers out | (291,394) | (169,974) | (291,394) |
| Net other financing sources (uses) | (291,394) | (169,974) | (291,394) |
| Net change in fund balances | 190,134 | 476,530 | 599,222 |
| Unassigned fund balance (deficit) at beginning of year | 912,325 | 912,325 | 912,325 |
| Fund balance policy - emergency reserves | (227,724) | (227,724) | (227,724) |
| Unassigned fund balance (deficit) available for appropr | $ 874,735 | $ 1,161,131 | $ 1,283,823 |

# City of Venice, Florida
# Budget Comparison Management Report
# Airport Fund
# For Period Ended April 30, 2014

| | Annual Budget | Actual Amount | Year End Projection |
|---|---|---|---|
| **OPERATING REVENUES** | | | |
| Rentals | $ 1,776,362 | $ 1,202,738 | $ 1,961,837 |
| Miscellaneous | 33,645 | 33,274 | 57,041 |
| Total operating revenues | 1,810,007 | 1,236,012 | 2,018,878 |
| **OPERATING EXPENSES** | | | |
| Personal services | 572,327 | 281,574 | 482,698 |
| Insurance | 99,213 | 57,869 | 99,204 |
| Professional services | 399,562 | 314,170 | 538,577 |
| Maintenance | 288,425 | 135,871 | 232,922 |
| Utilities | 99,000 | 53,713 | 92,079 |
| Other services and charges | 140,993 | 89,861 | 144,047 |
| Total operating expenses | 1,599,520 | 933,058 | 1,589,527 |
| Operating income (loss) | 210,487 | 302,954 | 429,351 |
| **NON OPERATING REVENUES (EXPENSES)** | | | |
| Interest earnings | 12,000 | 21,500 | 36,857 |
| Federal and state grants | 2,317,500 | 377,285 | 2,317,500 |
| Capital Outlay | (3,021,086) | (624,677) | (3,021,086) |
| Net non-operating revenues (expenses) | (691,586) | (225,892) | (666,729) |
| Income (loss) before contributions and transfers | (481,099) | 77,062 | (237,378) |
| Transfers out | (301,242) | (175,721) | (301,242) |
| Change in net assets | (782,341) | (98,659) | (538,620) |
| Total unrestricted net assets - beginning | 3,757,270 | 3,757,270 | 3,757,270 |
| Fund balance policy - emergency reserves | (630,255) | (630,255) | (630,255) |
| Total unrestricted net assets available for appropriations | $ 2,344,674 | $ 3,028,356 | $ 2,588,395 |

# City of Venice, Florida
# Budget Comparison Management Report
# Water and Sewer Fund
# For Period Ended April 30, 2014

| | Annual Budget | Actual Amount | Year End Projection |
|---|---|---|---|
| **OPERATING REVENUES** | | | |
| Charges for services | $ 19,235,487 | $ 11,666,784 | $ 19,750,201 |
| Miscellaneous | 303,183 | 500,802 | 858,518 |
| Total operating revenues | 19,538,670 | 12,167,586 | 20,608,719 |
| **OPERATING EXPENSES** | | | |
| Personal services | 4,674,952 | 2,524,211 | 4,477,219 |
| Insurance | 435,571 | 254,513 | 435,508 |
| Professional services | 1,315,904 | 784,872 | 1,315,495 |
| Maintenance | 1,569,894 | 987,164 | 1,692,281 |
| Utilities | 1,177,800 | 524,435 | 899,031 |
| Other services and charges | 1,705,054 | 951,778 | 1,631,619 |
| Total operating expenses | 10,879,175 | 6,026,973 | 10,451,153 |
| Operating income (loss) | 8,659,495 | 6,140,613 | 10,157,566 |
| **NON OPERATING REVENUES (EXPENSES)** | | | |
| Interest earnings | 55,431 | 113,418 | 194,431 |
| Federal and state grants | - | 563,225 | 563,225 |
| Disposition of assets | - | 18,977 | 32,532 |
| Interest expense | (916,379) | (170,467) | (916,379) |
| Principal payments | (3,222,000) | (3,038,000) | (3,222,000) |
| Capital Outlay | (34,491,906) | (17,956,239) | (30,782,124) |
| Net non-operating revenues (expenses) | (38,574,854) | (20,469,086) | (34,130,315) |
| Income (loss) before contributions and transfers | (29,915,359) | (14,328,473) | (23,972,749) |
| Transfers out | (1,610,885) | (751,791) | (1,610,885) |
| Change in net assets | (31,526,244) | (15,080,264) | (25,583,634) |
| Total unrestricted net assets - beginning | 8,576,644 | 8,576,644 | 8,576,644 |
| Fund balance policy - emergency reserves | (5,426,082) | (5,426,082) | (5,426,082) |
| Total unrestricted net assets available for appropriations | $ - | $ - | $ - |

# City of Venice, Florida
# Budget Comparison Management Report
# Solid Waste Fund
# For Period Year Ended April 30, 2014

| | Annual Budget | Actual Amount | Year End Projection |
|---|---|---|---|
| **OPERATING REVENUES** | | | |
| Charges for services | $ 4,918,118 | $ 2,814,591 | $ 4,825,013 |
| Miscellaneous | 85,068 | 87,715 | 150,369 |
| Total operating revenues | 5,003,186 | 2,902,306 | 4,975,382 |
| **OPERATING EXPENSES** | | | |
| Personal services | 1,468,064 | 904,552 | 1,467,661 |
| Insurance | 256,597 | 149,674 | 256,584 |
| Supplies and materials | 1,438,318 | 618,969 | 1,261,090 |
| Professional services | 25,074 | 21,919 | 37,575 |
| Maintenance | 597,371 | 329,261 | 564,447 |
| Utilities | 16,623 | 4,226 | 7,245 |
| Other services and charges | 19,891 | 7,171 | 12,293 |
| Total operating expenses | 3,821,938 | 2,035,772 | 3,606,895 |
| Operating income (loss) | 1,181,248 | 866,534 | 1,368,487 |
| **NON OPERATING REVENUES (EXPENSES)** | | | |
| Interest earnings | 32,880 | 21,938 | 37,608 |
| Capital outlay | (1,154,262) | (848,535) | (1,154,262) |
| Net non-operating revenues (expenses) | (1,121,382) | (826,597) | (1,116,654) |
| Income (loss) before contributions and transfers | 59,866 | 39,937 | 251,833 |
| Transfers out | (751,567) | (438,410) | (751,567) |
| Change in net assets | (691,701) | (398,473) | (499,734) |
| Total unrestricted net assets - beginning | 3,856,526 | 3,856,526 | 3,856,526 |
| Fund balance policy - emergency reserves | (1,504,493) | (1,504,493) | (1,504,493) |
| Total unrestricted net assets available for appropriations | $ 1,660,332 | $ 1,953,560 | $ 1,852,299 |

# City of Venice, Florida
# Budget Comparison Management Report
# Storm Water Drainage Fund
# For Period Ended April 30, 2014

| | Annual Budget | Actual Amount | Year End Projection |
|---|---|---|---|
| **OPERATING REVENUES** | | | |
| Charges for services | $ 1,368,593 | $ 907,352 | $ 1,555,461 |
| Miscellaneous | - | 50 | 86 |
| Total operating revenues | 1,368,593 | 907,402 | 1,555,547 |
| **OPERATING EXPENSES** | | | |
| Personal services | 305,963 | 164,384 | 301,801 |
| Insurance | 13,174 | 7,679 | 13,164 |
| Professional services | 134,298 | 42,218 | 112,374 |
| Maintenance | 326,946 | 155,705 | 291,923 |
| Utilities | 200 | 46 | 79 |
| Other services and charges | 157,234 | 51,288 | 147,922 |
| Total operating expenses | 937,815 | 421,320 | 867,263 |
| Operating income (loss) | 430,778 | 486,082 | 688,284 |
| **NON OPERATING REVENUES (EXPENSES)** | | | |
| Interest earnings | 5,875 | 8,876 | 15,216 |
| Federal and state grants | 1,493,262 | 317,280 | 543,909 |
| Interest expense | (10,399) | (6,066) | (10,399) |
| Principal payments | (162,000) | (162,000) | (162,000) |
| Capital outlay | (2,492,611) | (714,904) | (1,225,550) |
| Net non-operating revenues (expenses) | (1,165,873) | (556,814) | (838,824) |
| Income (loss) before contributions and transfers | (735,095) | (70,732) | (150,540) |
| Transfers out | (192,335) | (112,189) | (192,335) |
| Change in net assets | (927,430) | (182,921) | (342,875) |
| Total unrestricted net assets - beginning | 2,079,195 | 2,079,195 | 2,079,195 |
| Fund balance policy - emergency reserves | (396,023) | (396,023) | (396,023) |
| Total unrestricted net assets available for appropriations | $ 755,742 | $ 1,500,251 | $ 1,340,297 |