



Office of the City Manager
AGENDA STATEMENT

DATE: December 17, 2018
To: Honorable Mayor Jason K. Ward and Members of the City Council
FROM: Dan Porter, Assistant City Manager
SUBJECT: November 2018 Budget Report

DISCUSSION:

As of November 30, or 92% through the fiscal year, the City collected 90% of budgeted revenues in all funds and spent 81% of budgeted expenditures.

High profile items included in the November 2018 financial report include the following items:

- County Road 1 Debt Payment to Leavenworth County
- Pay App #1 for the Tonganoxie Public Library Project
- Payment for the City's 2017 Financial Audit preparation service
- October 31, 2018 Property Tax Remittance deposited in November

Below are further highlights:

**General Fund
Revenues**

- Overall General Fund revenues are currently tracking at 101% of budget estimates. The General Fund has collected 7% more of budgeted revenue this year than it did at this time last year.
- Total sales tax revenue collected in the General Fund through November adds up to \$415,672, or 92% of budget estimates. Collections through November are about \$2,000 more than the amount received by the same point last year.
- Use tax has collected \$101,451 in the General Fund through November, which equates to 92% of budget estimates for the year. Collections show a \$5,000 increase over what was collected through November of 2017.
- Property tax collection is currently tracking at 102% of budget estimates. The City received the October 31 distribution of property tax revenue in November. One more check may be received by the end of the year, but it will most likely arrive in early 2019. At this time last year, 99% of property taxes had also been collected.
- Building permits collected 94% of budget estimates through November. Collections so far this year are significantly higher than in 2016 but lower than 2017 collections.
- Municipal court fines have collected 77% of budget estimates through November. Collections this year are showing a slight decrease from the same time last year.
- Franchise fees have collected 93% of budget estimates through November. Collections this year are showing a \$18,000 increase from what was collected through November of 2017, mostly due to increased payments from the electric, telephone, and gas utilities.

Expenditures

- Overall General Fund expenditures are tracking at 91% of budgeted expenditures as of the end of November. In 2017, General Fund expenditures were tracking at 92% of budgeted expenditures.
- As of the end of November, 87% of the personal services budget has been expended in the General Fund, while 95% of contractual services, 76% of commodities, and 160% of capital outlay/equipment budgets have been expended. The large costs associated with capital outlay are due to increased costs

utilizing the unplanned revenue from the sale of the city garage facility. This category also has the smallest budget amongst the major categories of spending in the General Fund.

Utility Funds

- The Water Operations Fund is tracking at 87% of revenue estimates and 84% of budgeted expenditures. More specifically, water charges collected totaled 88% of budget estimates for the year, or just over \$45,000 more than what was collected at this point in 2017. Water Purchases are currently at 94% of budget and anticipated to finish 2018 slightly over budget. Savings in other accounts will be able to make up for the difference.
- The Sewer Operations Fund is tracking at 90% of revenue estimates and 89% of budgeted expenditures. Revenues collected through November represent a 3% increase from what was collected at this time last year, a portion of which is due to increased revenue from sewer inspections.
- The Sanitation Fund is tracking at 87% of revenue estimates and 93% of budgeted expenditures. No more major expenditures are anticipated in 2018 and the fund is on pace to collect almost \$13,000 more revenue this year than it did last year. The trash rates for 2018 did not increase, but the City will also need to go out for bid for this service in 2019.

Other Funds

- The Special Highway Fund is tracking at 64% of revenue estimates for the year and 92% of budgeted expenditures. Budgeted transfers from other funds will augment the revenues in this fund before the end of 2018. In addition, fuel tax remittances from the state and construction excise fees paid as part of building permit applications have both already exceeded budget expectations in 2018.
- The Capital Projects Fund collected 86% of budget estimates for the year and spent 72% of the total budget authority. This fund's main revenue source is the countywide sales and use tax. So far this year, \$462,204 has been collected from this sales and use tax, which is an 8% increase from what was collected through November of 2017. The City has now paid the 2018 obligation for CR 1 Debt.
- The Infrastructure Sales Tax collected 96% of revenue estimates for the year, approximately \$388,521. Use tax has performed better than sales tax in 2018.
- The Debt Bond and Interest Fund has collected 69% of revenue estimates for the year and spent 81% of expenditures. Budgeted transfers from other funds will augment the revenues in this fund before the end of 2018.
- The Police Equipment Fund has spent 79% of budget authority, which was a largely a result of spending insurance proceeds on a replacement vehicle from the Kansas Highway Patrol. Revenue has already exceeded budget for 2018 due to the corresponding insurance proceeds.
- The Fire Equipment Fund has spent 74% of budgeted expenditures and collected 82% of budgeted revenues. The reason the fund has spent more than it has collected in 2018 is the delay of some vehicle related expenditures that were budgeted in 2017.
- The Water Equipment and Sewer Equipment Reserve funds are performing adequately. The Water Equipment Reserve fund has only spent 63% of budgeted expenditures and has collected 74% of revenue estimates for the year through November. The Sewer Equipment Reserve Fund has collected 78% and spent only 24% of budget authority. The revenue in these funds comes from water taps and sewer inspections, which are paid on new development when the building permit fee is paid. Sewer inspection fees are less than in 2017 but more than 2016. The largest remaining payment in these two funds is a share of the City's new dump truck bed and snowplow bracket attachments, which was paid in December 2018.

cc: George Brajkovic, City Manager
Greg Lawson, Police Chief
Kent Heskett, Public Works Director
John Zimbelman, Fire Chief
Darren Shupe, Water Park Manager



City of Tonganoxie, KS

Revenue Budget Report

Group Summary

For Fiscal: 2018 Period Ending: 11/30/2018

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100 - General Fund	2867784.00	2,867,784.00	133,169.33	2,896,936.08	29,152.08	101.02 %
210 - Water Operations Fund	1299100.00	1,299,100.00	101,918.16	1,136,539.35	-162,560.65	87.49 %
220 - Sewer Operations Fund	864000.00	864,000.00	69,101.16	773,471.19	-90,528.81	89.52 %
230 - Sanitation Fund	382000.00	382,000.00	30,261.62	330,815.39	-51,184.61	86.60 %
240 - Storm Water	40000.00	40,000.00	3,435.84	24,211.97	-15,788.03	60.53 %
310 - Transient Guest Tax	1500.00	1,500.00	0.00	1,291.39	-208.61	86.09 %
320 - Library Operations	393500.00	393,500.00	16,838.20	377,324.99	-16,175.01	95.89 %
330 - Special Parks	5000.00	5,000.00	0.00	2,581.95	-2,418.05	51.64 %
340 - Special Highway	357100.00	357,100.00	4,804.09	228,110.06	-128,989.94	63.88 %
350 - Infrastructure Sales Tax	405000.00	405,000.00	37,241.91	388,521.80	-16,478.20	95.93 %
360 - Capital Projects	622000.00	622,000.00	40,454.17	537,204.08	-84,795.92	86.37 %
410 - Fire Equipment Reserve	105000.00	105,000.00	12,459.44	86,169.00	-18,831.00	82.07 %
420 - Police Equipment Reserve	20000.00	20,000.00	240.00	24,094.36	4,094.36	120.47 %
430 - Sewer Capital Reserve	60000.00	60,000.00	1,375.00	46,750.00	-13,250.00	77.92 %
440 - Water Capital Reserve	46000.00	46,000.00	1,000.00	34,000.00	-12,000.00	73.91 %
450 - Capital Reserve	20000.00	20,000.00	0.00	0.00	-20,000.00	0.00 %
500 - Debt, Bond, and Interest	705157.00	705,157.00	10,977.40	484,592.00	-220,565.00	68.72 %
Report Total:	8,193,141.00	8,193,141.00	463,276.32	7,372,613.61	-820,527.39	89.99 %



City of Tonganoxie, KS

Expenditure Budget Report

Group Summary

For Fiscal: 2018 Period Ending: 11/30/2018

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
100 - General Fund	2867784.00	2,867,784.00	301,059.48	2,612,503.32	255,280.68	91.10 %
210 - Water Operations Fund	1299100.00	1,299,100.00	59,425.79	1,088,390.29	210,709.71	83.78 %
220 - Sewer Operations Fund	864000.00	864,000.00	29,047.49	766,539.37	97,460.63	88.72 %
230 - Sanitation Fund	382000.00	382,000.00	215.79	353,659.37	28,340.63	92.58 %
240 - Storm Water	20000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
310 - Transient Guest Tax	1500.00	1,500.00	0.00	0.00	1,500.00	0.00 %
320 - Library Operations	393500.00	393,500.00	11,074.35	391,493.54	2,006.46	99.49 %
330 - Special Parks	5000.00	5,000.00	0.00	2,335.21	2,664.79	46.70 %
340 - Special Highway	357100.00	357,100.00	55,270.53	328,143.24	28,956.76	91.89 %
350 - Infrastructure Sales Tax	405000.00	405,000.00	0.00	4,450.00	400,550.00	1.10 %
360 - Capital Projects	522000.00	522,000.00	0.00	373,440.50	148,559.50	71.54 %
410 - Fire Equipment Reserve	105000.00	105,000.00	0.00	77,418.24	27,581.76	73.73 %
420 - Police Equipment Reserve	25000.00	31,000.00	0.00	24,613.53	6,386.47	79.40 %
430 - Sewer Capital Reserve	135000.00	135,000.00	0.00	32,660.92	102,339.08	24.19 %
440 - Water Capital Reserve	95000.00	95,000.00	1,850.00	59,446.79	35,553.21	62.58 %
450 - Capital Reserve	20000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
500 - Debt, Bond, and Interest	745269.00	745,269.00	0.00	605,508.23	139,760.77	81.25 %
Report Total:	8,242,253.00	8,248,253.00	457,943.43	6,720,602.55	1,527,650.45	81.48 %



Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
100 - General Fund	531,095.43	2,896,936.08	2,612,503.32	815,528.19
210 - Water Operations Fund	373,363.16	1,136,539.35	1,088,390.29	421,512.22
220 - Sewer Operations Fund	301,505.76	773,471.19	766,539.37	308,437.58
230 - Sanitation Fund	122,123.82	330,815.39	353,659.37	99,279.84
240 - Storm Water	0.00	24,211.97	0.00	24,211.97
310 - Transient Guest Tax	2,243.18	1,291.39	0.00	3,534.57
320 - Library Operations	14,409.79	377,324.99	391,493.54	241.24
330 - Special Parks	13,692.79	2,581.95	2,335.21	13,939.53
340 - Special Highway	291,450.62	228,110.06	328,143.24	191,417.44
350 - Infrastructure Sales Tax	110,804.29	388,521.80	4,450.00	494,876.09
360 - Capital Projects	353,746.07	537,204.08	373,440.50	517,509.65
410 - Fire Equipment Reserve	115,846.87	86,169.00	77,418.24	124,597.63
420 - Police Equipment Reserve	35,756.52	24,094.36	24,613.53	35,237.35
430 - Sewer Capital Reserve	300,263.16	46,750.00	32,660.92	314,352.24
440 - Water Capital Reserve	266,769.57	34,000.00	59,446.79	241,322.78
450 - Capital Reserve	915.03	0.00	0.00	915.03
500 - Debt, Bond, and Interest	151,546.38	484,592.00	605,508.23	30,630.15
Report Total:	2,985,532.44	7,372,613.61	6,720,602.55	3,637,543.50