

City of

Jacksonville Beach

City Hall

11 North Third Street

Jacksonville Beach

FL 32250

Phone: 904.247.6274

Fax: 904.270.1642

www.jacksonvillebeach.org

MEMORANDUM

TO: George D. Forbes, City Manager
FROM: Karen Nelson, Chief Financial Officer
SUBJECT: Monthly Financial Reports for February 2017
DATE: March 8, 2017

The monthly financial reports for February 2017 are attached. In the Summary Budget Reports, the cumulative actual revenues and expenditures are compared to the actual amounts at the same point in time as last fiscal year. The variance shown is computed on a percentage basis and converted to a dollar value based on the current year budget. This method of comparison smoothes out the seasonality of any specific category of revenues and expenditures. Exhibit 7 of the Summary Budget Reports compares actual revenues and expenditures to budget to date amounts in total by fund.

Exhibit 1 - General Fund Revenues

General Fund Revenues were in line with the prior year on a percentage of budget basis. Building permit revenues were lower than the prior year due to a decrease in construction activity. Miscellaneous revenues were lower than the prior year due mostly to a decrease in amounts earned on the City's pooled investments. Other miscellaneous revenues include auction proceeds, facility rental fees and tennis fees.

Exhibit 2 - General Fund Expenditures

General Fund Expenditures are slightly higher than prior year expenditures on a percentage of budget basis. Total year to date expenditures in the General Fund are under budget.

Exhibit 3 - Enterprise Fund Revenues

Enterprise Fund Revenues are slightly under prior year revenues on a percentage of budget basis. Total year to date Enterprise Fund Revenues are under budget by 3.2%.

Exhibit 4 - Enterprise Fund Expenditures

Total expenditures in the Enterprise Funds are well under budget for the current year and over amounts expended in the prior year by 4.3%. The variance in the Sanitation Fund is due to charges for debris collection related to Hurricane Matthew. Approximately \$805,000 has been paid year-to-date to our debris contractor, a portion of which will be reimbursable by FEMA.



Exhibit 5 – Special Revenue Fund Revenues

Revenues in the Special Revenue Funds are 1.1% under last year on a percentage basis. Tax increment distributions were received in an annual amount in December, bringing the revenue-to-date in those funds to 99% of the annual budget.

Exhibit 6 - Special Revenue Fund Expenditures

In total, Special Revenue Fund Expenditures are under budget for the current year. The variance in the Downtown Increment Fund is a result of capital projects that are budgeted but not yet completed.

Exhibit 7 - Summary Revenues and Expenditures

- The net income shown for the Electric Fund is overstated because monthly power bills are paid in arrears to FMPA.
- Expenses in the Sanitation Fund exceed revenues because of debris collection charges related to Hurricane Matthew.
- Expenses in the Golf Course exceed revenues due to a decline in the number of rounds played. Although the rounds for February were up slightly compared to last year, the total number of rounds year-to-date remains under prior year numbers.
- Revenues in the Leased Facilities Fund are less than expenses, due mostly to annual technology maintenance charges which are paid at the beginning of the fiscal year.
- Expenditures exceed revenues in the Internal Service Funds due to the large advance premium payments made at the first of the year from the Self Insurance Fund.



Summary Budget Revenue Report

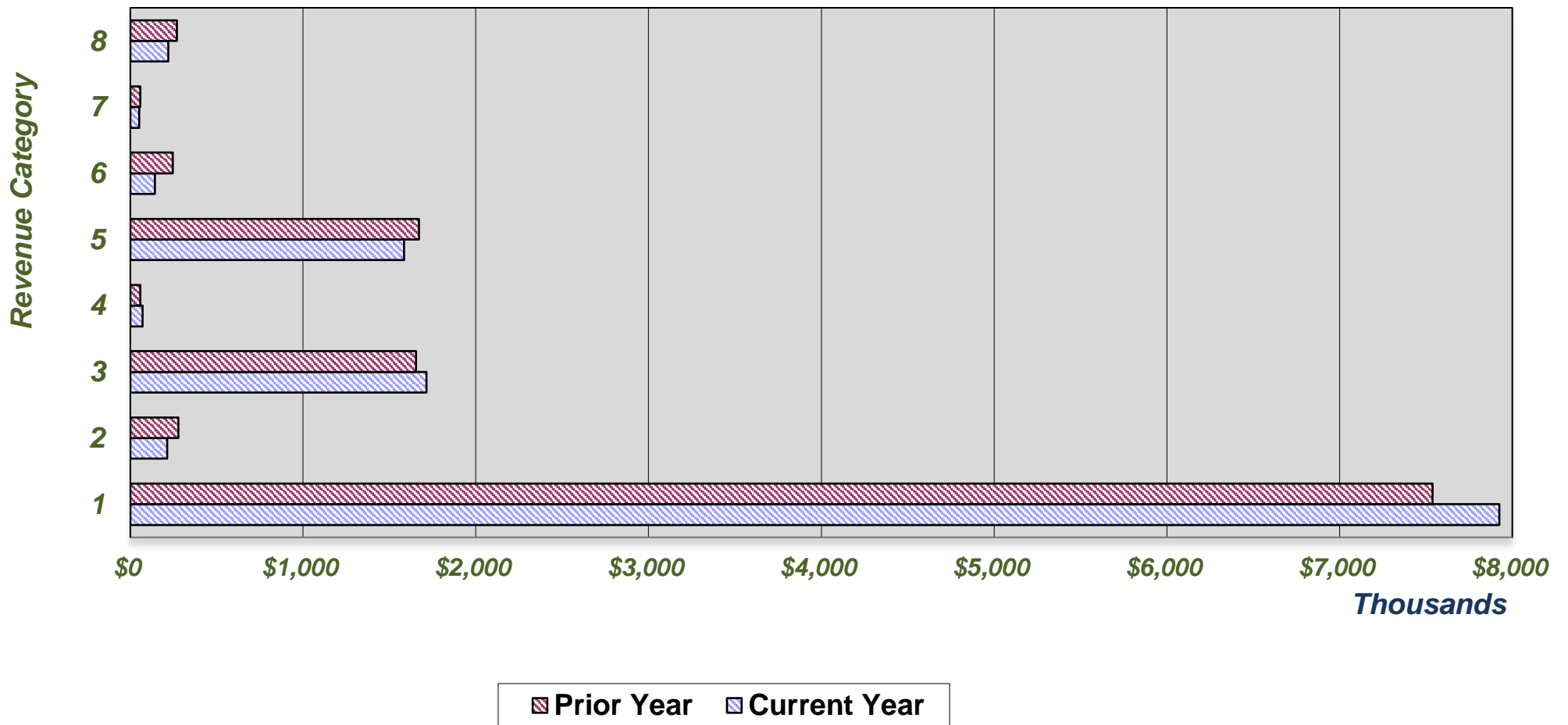
February 28, 2017

(41.37% of year has elapsed)

EXHIBIT 1 - GENERAL FUND REVENUES

Revenue Category	Current Year Revenue to Date	Current Year Revenue As a % of Budget	Prior Year Revenue to Date	Prior Year Revenue As a % of Budget	% Variance (Current Year Less Prior Year)	\$ Variance (In Current Budget \$) Fav/(Unfav)
1 Taxes	7,925,387	76.01%	7,538,134	74.26%	1.76%	183,029
2 Licenses & Permits	214,036	37.08%	278,526	49.54%	-12.46%	(71,921)
3 Intergovernmental Revenue	1,713,698	43.48%	1,653,578	44.18%	-0.69%	(27,242)
4 Charges for Services	69,913	22.29%	57,750	18.68%	3.61%	11,322
5 Enterprise Contributions	1,583,492	41.67%	1,670,928	41.67%	0.00%	0
6 Miscellaneous Revenue	142,121	35.18%	244,707	66.78%	-31.60%	(127,650)
7 Fines & Forfeitures	52,072	30.54%	58,747	34.56%	-4.02%	(6,848)
8 Interfund Transfers	220,174	37.33%	270,032	40.17%	-2.84%	(16,741)
Total Revenues	\$ 11,920,892	58.95%	\$ 11,772,402	58.91%	0.04%	\$ 8,270

**GENERAL FUND REVENUES TO DATE
CURRENT YEAR VS PRIOR YEAR**





Summary Budget Expenditure Report

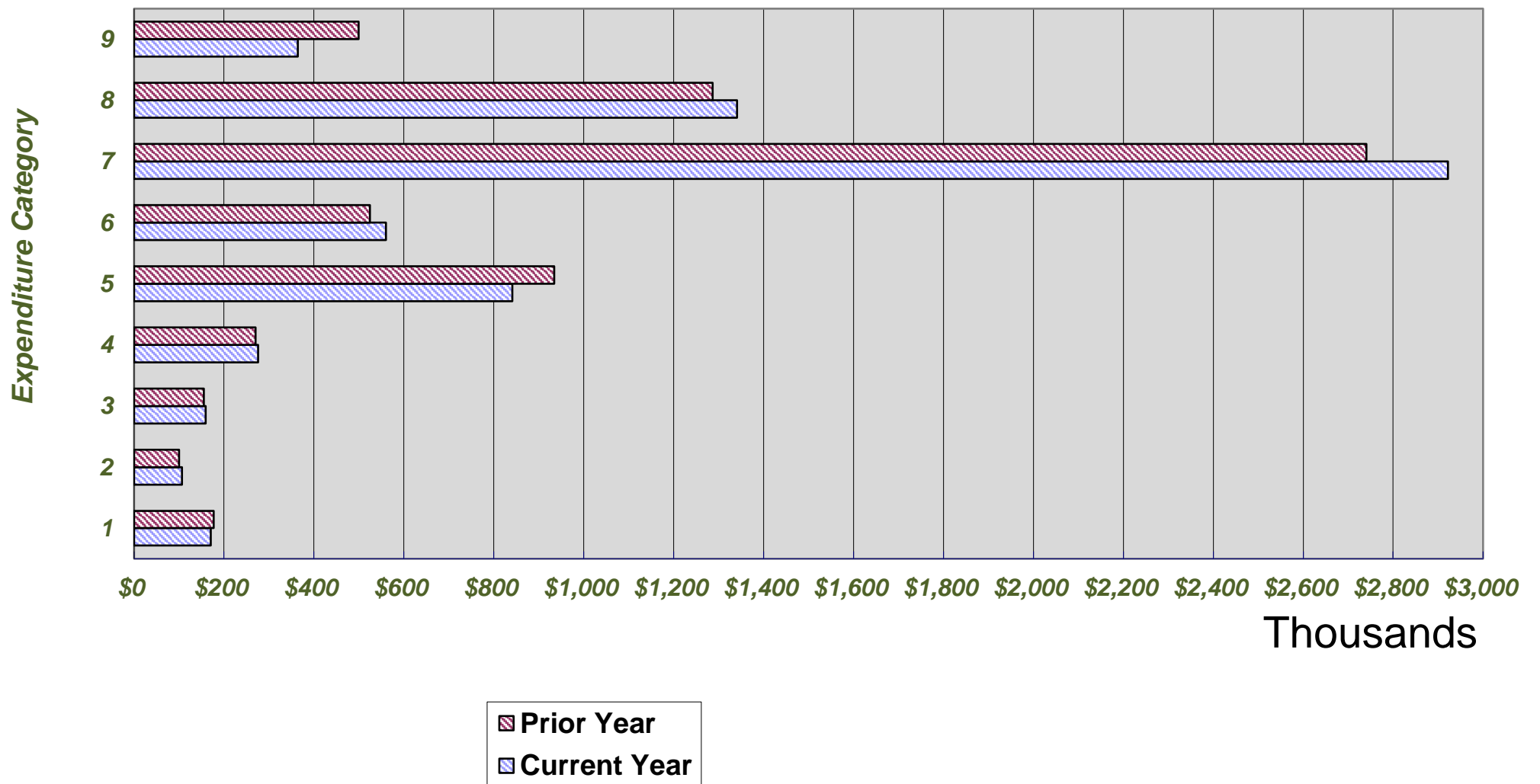
February 28, 2017

(41.37% of year has elapsed)

EXHIBIT 2 - GENERAL FUND EXPENDITURES

Expenditure Category	Current Year Expenditures to Date	Current Year Expenditures As a % of Budget	Prior Year Expenditures to Date	Prior Year Expenditures As a % of Budget	% Variance (Current Year Less Prior Year)	\$ Variance (In Current Budget \$) Fav/(Unfav)
1 City Administration	170,251	35.95%	177,243	39.40%	3.45%	16,359
2 City Clerk	106,382	33.66%	99,850	31.73%	-1.92%	(6,080)
3 Building Maintenance	159,413	35.18%	154,775	33.08%	-2.10%	(9,514)
4 Planning and Development	275,958	33.16%	270,283	33.34%	0.18%	1,487
5 Recreation and Parks	841,075	27.41%	934,618	30.68%	3.27%	100,330
6 Public Works	559,735	35.78%	524,260	33.16%	-2.61%	(40,852)
7 Police	2,921,845	34.42%	2,740,214	33.36%	-1.06%	(90,145)
8 Fire	1,341,091	35.11%	1,286,962	33.58%	-1.53%	(58,475)
9 Non-Departmental	364,349	29.58%	499,575	22.00%	-7.57%	(93,282)
Total Expenditures	\$ 6,740,098	33.29%	\$ 6,687,779	31.87%	1.42%	\$ 287,933

**GENERAL FUND EXPENDITURES TO DATE
CURRENT YEAR VS PRIOR YEAR**





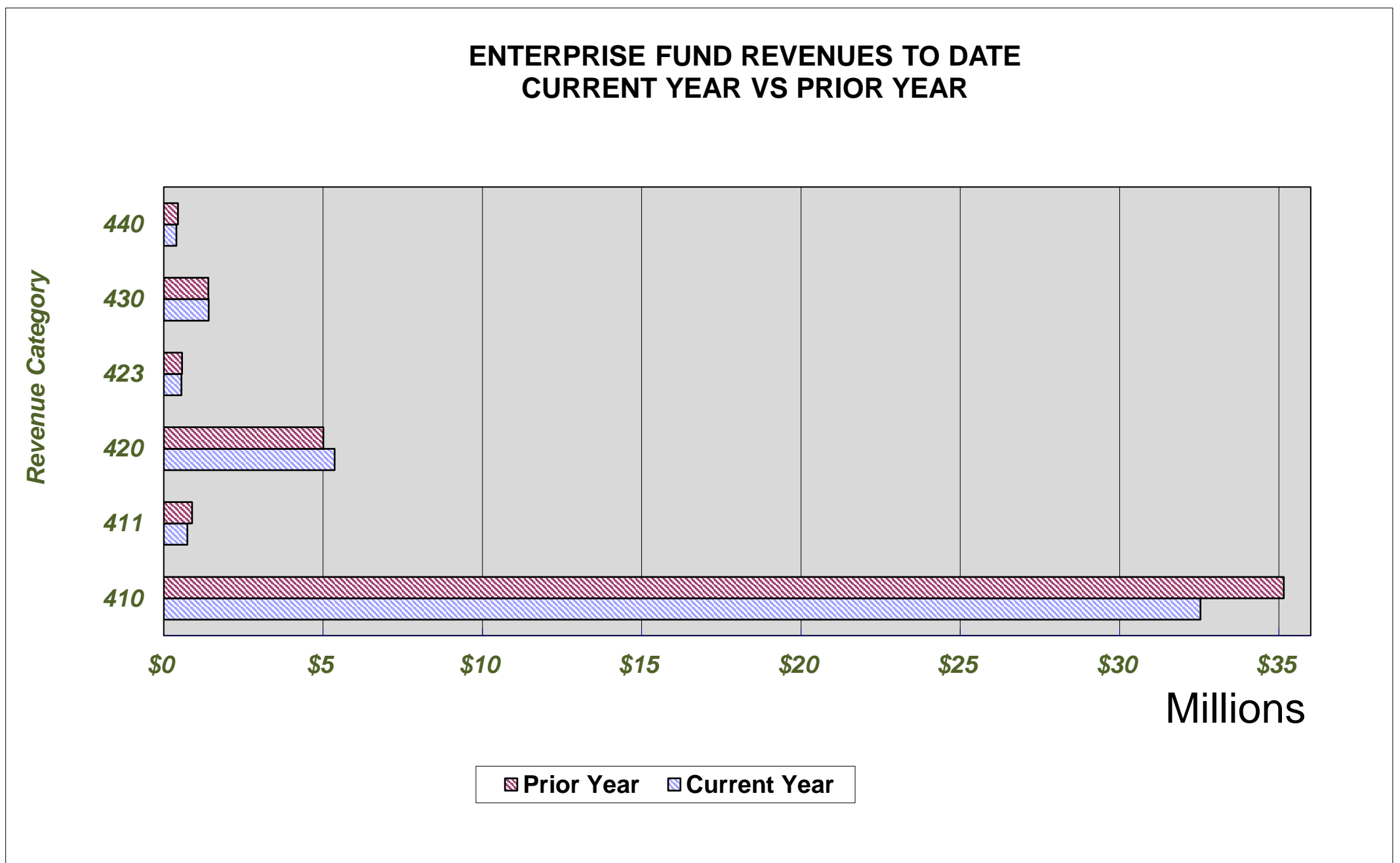
Summary Budget Revenue Report

February 28, 2017

(41.37% of year has elapsed)

EXHIBIT 3 -ENTERPRISE FUND REVENUES

Revenue Category	Current Year Revenue to Date	Current Year Revenue As a % of Budget	Prior Year Revenue to Date	Prior Year Revenue As a % of Budget	% Variance (Current Year Less Prior Year)	\$ Variance (In Current Budget \$) Fav/(Unfav)
410 ELECTRIC	32,540,256	37.29%	35,151,983	39.48%	-2.19%	(1,910,758)
411 NATURAL GAS	739,834	40.79%	891,595	39.11%	1.68%	30,512
420 WATER & SEWER	5,364,968	43.86%	5,010,011	45.05%	-1.20%	(146,704)
423 STORMWATER	550,556	40.61%	575,852	43.87%	-3.25%	(44,127)
430 SANITATION	1,406,064	41.94%	1,402,332	42.28%	-0.34%	(11,339)
440 GOLF COURSE	393,006	27.62%	444,086	28.97%	-1.35%	(19,196)
TOTAL REVENUES	\$ 40,994,685	38.16%	\$ 43,475,859	40.03%	-1.88%	\$ (2,016,945)





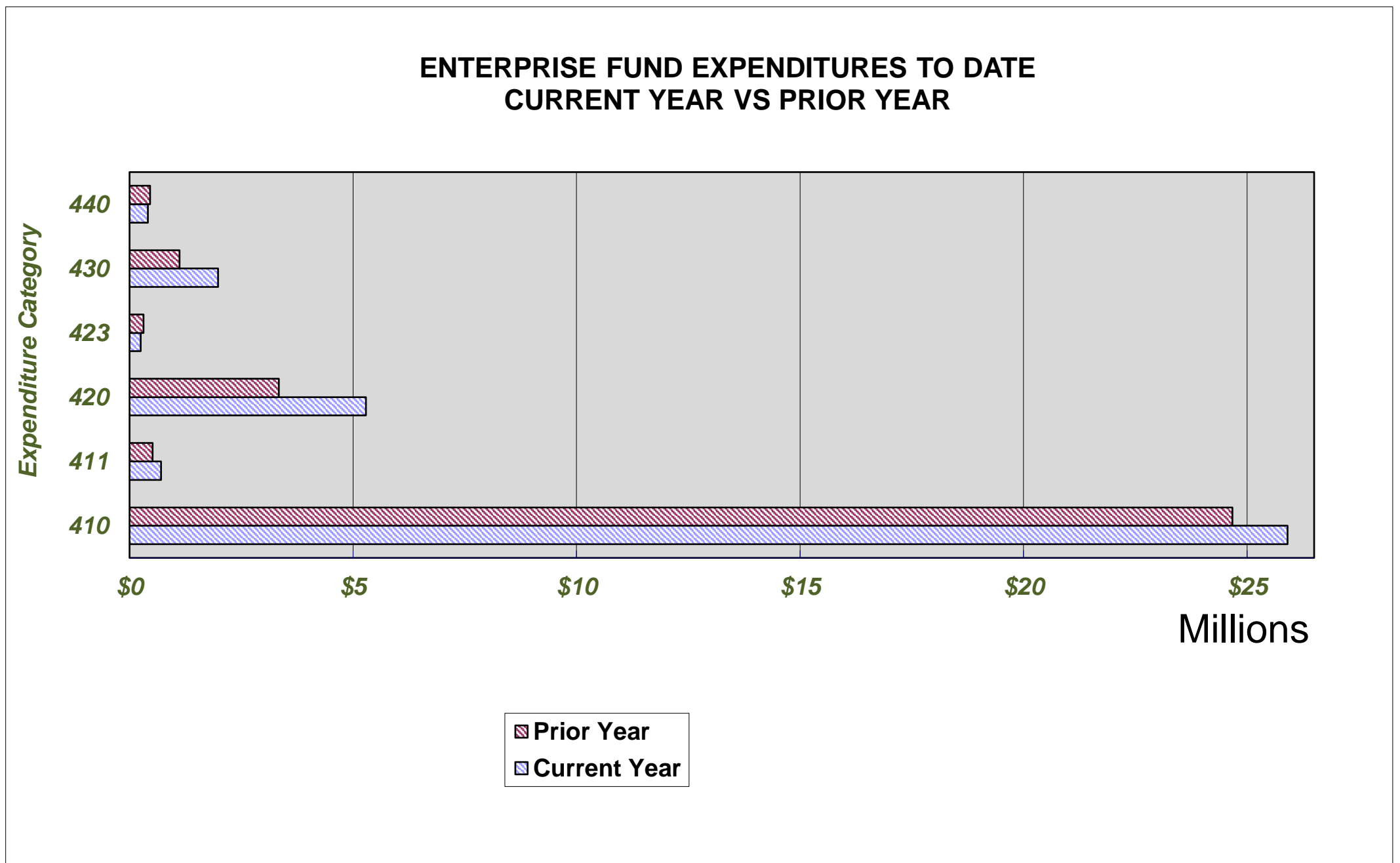
Summary Budget Expenditure Report

February 28, 2017

(41.37% of year has elapsed)

EXHIBIT 4 - ENTERPRISE FUND EXPENDITURES

Expenditure Category	Current Year Expenditures to Date	Current Year Expenditures As a % of Budget	Prior Year Expenditures to Date	Prior Year Expenditures As a % of Budget	% Variance (Current Year Less Prior Year)	\$ Variance (In Current Budget \$) Fav/(Unfav)
410 ELECTRIC	25,907,289	28.69%	24,674,806	26.11%	-2.58%	(2,328,011)
411 NATURAL GAS	707,840	32.78%	513,290	26.53%	-6.25%	(135,037)
420 WATER & SEWER	5,291,459	34.12%	3,343,355	25.05%	-9.06%	(1,405,405)
423 STORMWATER	249,692	18.36%	310,000	12.47%	-5.90%	(80,178)
430 SANITATION	1,982,171	55.71%	1,118,474	32.02%	-23.69%	(842,790)
440 GOLF COURSE	413,262	29.87%	458,660	34.41%	4.53%	62,735
TOTAL EXPENDITURES	\$ 34,551,714	30.23%	\$ 30,418,584	25.98%	4.26%	\$ 58,892





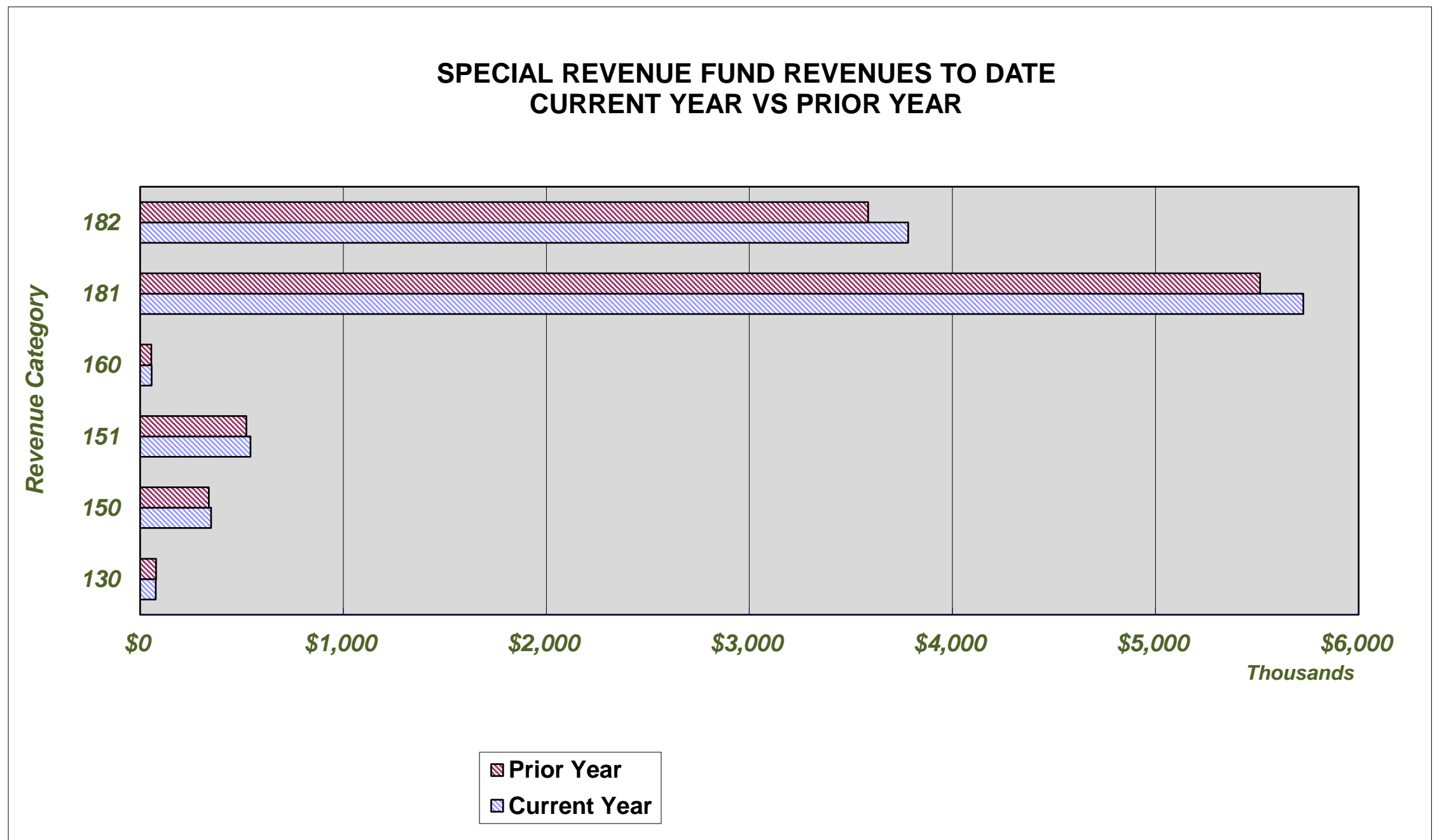
Summary Budget Revenue Report

February 28, 2017

(41.37% of year has elapsed)

EXHIBIT 5 -SPECIAL REVENUE FUND REVENUES

Revenue Category	Current Year Revenue to Date	Current Year Revenue As a % of Budget	Prior Year Revenue to Date	Prior Year Revenue As a % of Budget	% Variance (Current Year Less Prior Year)	\$ Variance (In Current Budget \$) Fav/(Unfav)
130 CONVENTION DEV. TAX	77,056	25.81%	78,307	26.23%	-0.42%	(1,251)
150 LOCAL OPTION GAS TAX	348,577	44.79%	338,671	45.56%	-0.77%	(5,980)
151 INFRASTRUCTURE SURTAX	542,624	46.58%	522,334	46.33%	0.25%	2,918
160 COMMUNITY DEV. BLK. GRANT	56,841	39.06%	55,077	38.12%	0.94%	1,375
181 DOWNTOWN INCREMENT FUND	5,727,286	99.03%	5,514,383	101.08%	-2.05%	(118,407)
182 SOUTHEND INCREMENT FUND	3,781,191	98.76%	3,584,049	100.10%	-1.34%	(51,260)
TOTAL REVENUES	\$ 10,533,575	87.79%	\$ 10,092,821	88.92%	-1.14%	\$ (136,650)





Summary Budget Expenditure Report

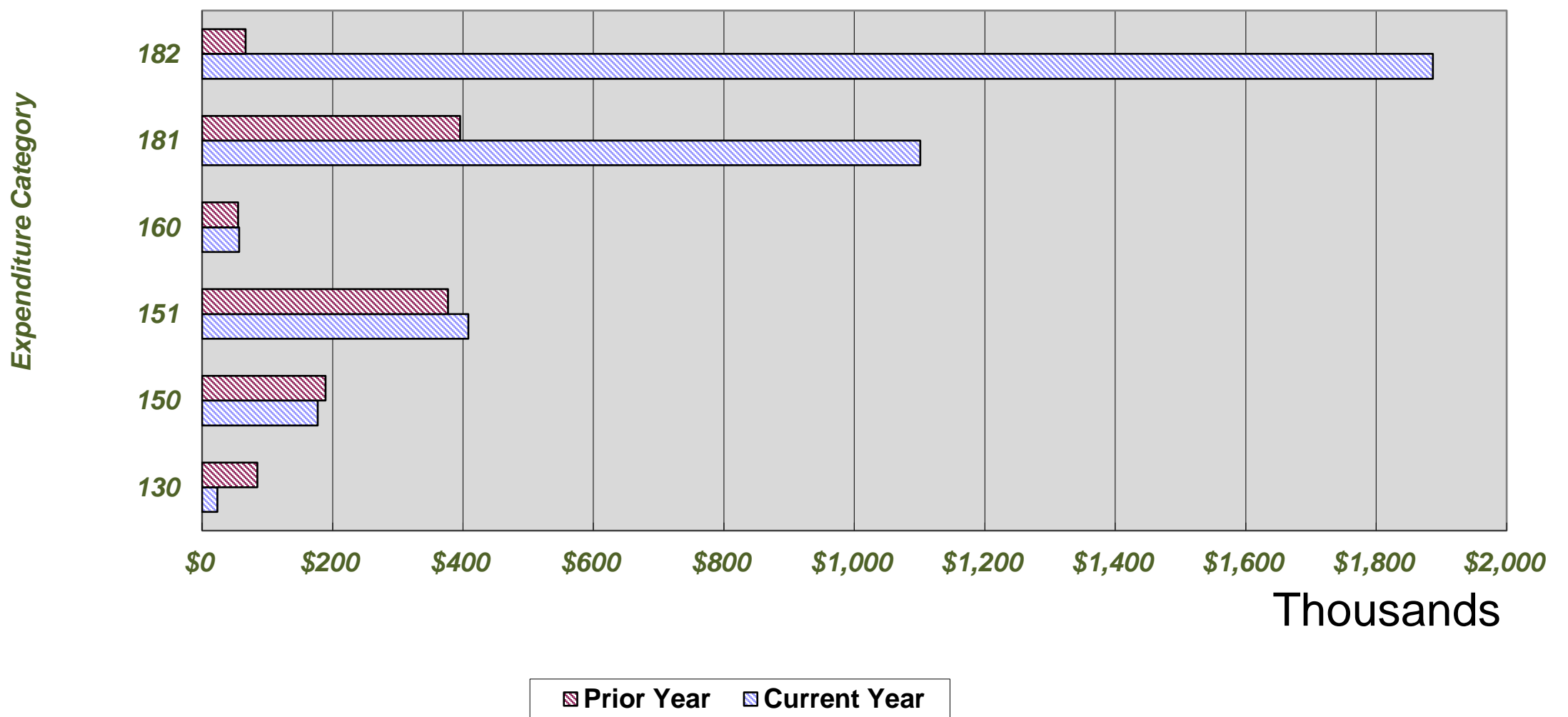
February 28, 2017

(41.37% of year has elapsed)

EXHIBIT 6 - SPECIAL REVENUE FUND EXPENDITURES

Expenditure Category	Current Year Expenditures to Date	Current Year Expenditures As a % of Budget	Prior Year Expenditures to Date	Prior Year Expenditures As a % of Budget	% Variance (Current Year Less Prior Year)	\$ Variance (In Current Budget \$) Fav/(Unfav)
130 CONVENTION DEV. TAX	23,630	12.01%	84,669	16.61%	4.60%	9,048
150 LOCAL OPTION GAS TAX	177,385	22.47%	189,566	25.03%	2.55%	20,151
151 INFRASTRUCTURE SURTAX	408,313	34.71%	377,245	35.07%	0.36%	4,273
160 COMMUNITY DEV. BLK. GRANT	56,841	39.06%	55,077	38.24%	-0.83%	(1,202)
181 DOWNTOWN INCREMENT FUND	1,100,972	13.84%	395,710	2.71%	-11.13%	(885,605)
182 SOUTHEND INCREMENT FUND	1,887,026	41.17%	66,528	0.85%	-40.32%	(1,848,147)
TOTAL EXPENDITURES	\$ 3,654,166	24.62%	\$ 1,168,794	4.69%	-19.93%	\$ (2,958,564)

**SPECIAL REVENUE FUND EXPENDITURES TO DATE
CURRENT YEAR VS PRIOR YEAR**





Summary Budget Report
 February 28, 2017
 (41.37% of year has elapsed)

EXHIBIT 7 - SUMMARY REVENUES AND EXPENDITURES

Fund Name	Budgeted Revenues Fiscal Year 2017	Budgeted Revenues To Date	Actual Revenues To Date	Variance Favorable/ (Unfavorable)
001 General Fund	20,223,059	8,366,252	11,920,892	3,554,640
130 Convention Development Tax	298,500	123,489	77,056	(46,433)
150 Local Option Gas Tax	778,238	321,956	348,577	26,621
151 Infrastructure Surtax	1,165,000	481,959	542,624	60,665
160 Community Dev. Blk. Grant	145,511	60,198	56,841	(3,357)
181 Downtown Increment Fund	5,783,439	2,392,601	5,727,286	3,334,685
182 Southend Increment Fund	3,828,491	1,583,841	3,781,191	2,197,349
410 Electric Utility	87,258,222	36,098,607	32,540,256	(3,558,351)
411 Natural Gas Utility	1,813,867	750,394	739,834	(10,560)
420 Water & Sewer Utility	12,233,347	5,060,919	5,364,968	304,050
423 Storm Water Management	1,355,700	560,851	550,556	(10,296)
430 Sanitation Fund	3,352,241	1,386,818	1,406,064	19,247
440 Golf Course Fund	1,422,940	588,668	393,006	(195,662)
460 Leased Facilities Fund	565,944	234,130	178,715	(55,415)
500 Internal Service Funds	11,930,449	4,935,610	4,642,417	(293,193)
Total Revenues	\$ 152,154,948	\$ 62,946,294	\$ 68,270,284	\$ 5,323,991

Fund Name	Budgeted Expenditures Fiscal Year 2017	Budgeted Expenditures To Date	Actual Expenditures To Date	Variance Favorable/ (Unfavorable)
001 General Fund	20,247,581	8,376,397	6,740,098	1,636,299
130 Convention Development Tax	196,678	81,365	23,630	57,736
150 Local Option Gas Tax	789,291	326,529	177,385	149,144
151 Infrastructure Surtax	1,176,450	486,696	408,313	78,383
160 Community Dev. Blk. Grant	145,511	60,198	56,841	3,357
181 Downtown Increment Fund	7,954,015	3,290,565	1,100,972	2,189,593
182 Southend Increment Fund	4,583,217	1,896,071	1,887,026	9,044
410 Electric Utility	90,312,537	37,362,173	25,907,289	11,454,883
411 Natural Gas Utility	2,159,297	893,298	707,840	185,458
420 Water & Sewer Utility	15,510,240	6,416,565	5,291,459	1,125,106
423 Storm Water Management	1,359,625	562,475	249,692	312,783
430 Sanitation Fund	3,557,944	1,471,917	1,982,171	(510,255)
440 Golf Course Fund	1,383,483	572,345	413,262	159,083
460 Leased Facilities Fund	507,629	210,005	181,976	28,030
500 Internal Service Funds	11,989,728	4,960,134	5,210,005	(249,871)
Total Expenditures	\$ 161,873,226	\$ 66,966,732	\$ 50,337,958	\$ 16,628,773

Fund Name	Net Income (Loss)	Net Variance Favorable/ (Unfavorable)
001 General Fund	5,180,794	5,190,939
130 Convention Development Tax	53,426	11,303
150 Local Option Gas Tax	171,193	175,765
151 Infrastructure Surtax	134,312	139,048
160 Community Dev. Blk. Grant	-	-
181 Downtown Increment Fund	4,626,314	5,524,278
182 Southend Increment Fund	1,894,164	2,206,394
410 Electric Utility	6,632,967	7,896,533
411 Natural Gas Utility	31,994	174,898
420 Water & Sewer Utility	73,510	1,429,156
423 Storm Water Management	300,864	302,487
430 Sanitation Fund	(576,107)	(491,008)
440 Golf Course Fund	(20,256)	(36,579)
460 Leased Facilities Fund	(3,260)	(27,385)
500 Internal Service Funds	(567,588)	(543,064)
Total	\$ 17,932,326	\$ 21,952,764



Cash and Investments by Fund
February 28, 2017

INVESTMENT HOLDER	TYPE	FACE AMOUNT	MARKET VALUE
Salem Trust Treasury Strip	TS	3,008,827	3,008,827
TOTAL FUNDS 410 and 420			\$3,008,827
Salem Mutual Fund	Portfolio	30,217,823	30,217,823
Sawgrass Asset Management	Portfolio	23,522,072	23,522,072
Wells Capital	Portfolio	11,980,487	11,980,487
MD Sass	Portfolio	11,980,118	11,980,118
JPMCB - Strategic Property Fund	Portfolio	4,420,432	4,420,432
TOTAL FUNDS 611, 612 and 613			\$82,120,933
TOTAL INVESTMENTS			\$85,129,760
State Board of Administration	Pool	330,873	330,873
Bank of America	Cash	29,265,988	29,265,988
FMIT 0-2 Yr High Quality Bond Fund	Pool	11,807,638	11,807,638
Sawgrass Asset Management	Portfolio	43,501,592	43,501,592
Insight Investment Services	Portfolio	29,194,943	29,194,943
Galliard Capital Management	Portfolio	28,830,012	28,830,012
Garcia Hamilton & Associates	Portfolio	29,114,222	29,114,222
Salem Trust	GNMA	244	244
Salem Trust: Goldman Sachs Treasury	MM	11,997	11,997
TOTAL EQUITY IN POOLED CASH			\$172,057,508
Petty Cash	Cash	6,715	6,715
Money Markets: Unclaimed Bond Funds	MM	-	-
TOTAL CASH AND INVESTMENTS			\$257,193,984

Attorney Fees Paid During the Month

NAME	DESCRIPTION	CHECK DATE	CHECK AMOUNT
Finger & Nelson	Legal Analysis of Proposed Plat	02/02/17	650
Marks, Gray, PA	General Matters	02/16/17	10,098
Susan Lain Haag, JD	Alt. Special Magistrate Services	02/16/17	2,935
Bell & Roper, P.A.	Prep of Financial Audit Response	02/23/17	768
Marks, Gray, PA	JBCRA - Downtown Development	02/23/17	75
Sugarman & Susskin	Monthly Retainer	02/23/17	2,250
Buchanan Ingersoll	LIUNA Negotiations / Emp. Matters	03/02/17	6,078
Constangy, Brooks	Internal Review - Special Events	03/02/17	357
Finger & Nelson	Legal Analysis of Proposed Plat	03/02/17	1,235
TOTAL ATTORNEY FEES			\$24,445



Cash and Investments by Type

Fiscal Year to Date
February 28, 2017

Type of Investment	Beginning Balance 10/1/2016	Investment Earnings	Realized Gain/(Loss)	Unrealized Gain/(Loss)	Fees	Net Investment Income	Net Deposits (Withdrawals)	Ending Balance 2/28/2017	Weighted Net Return*
State Pooled Investment Fund	329,624	1,249	0	0	0	1,249	(0)	330,873	0.00%
Money Market: Goldman Sachs Treasury	12,028	8	263	0	(302)	(31)	0	11,997	0.00%
U.S. Treasury Stripped Coupons	3,036,498	0	0	(27,671)	0	(27,671)	0	3,008,827	-0.02%
Florida Municipal Investment Trust 0-2 Yr HQ Bond Fund	11,771,616	22,649	0	0	0	22,649	13,373	11,807,638	0.01%
Sawgrass Asset Management	43,610,592	295,402	54,718	(408,571)	(50,524)	(108,976)	(23)	43,501,592	-0.06%
Cutwater Investment Services	29,238,690	198,723	(70,587)	(136,797)	(35,084)	(43,745)	(3)	29,194,943	-0.02%
Galliard Capital Management	28,893,496	225,157	(49,956)	(218,793)	(24,920)	(68,512)	5,028	28,830,012	-0.04%
Garcia Hamilton & Associates	28,996,882	270,234	(98,345)	(29,670)	(24,880)	117,340	0	29,114,222	0.07%
Federal Agency Security: Govt Ntl Mortgage Assoc.	511	0	(263)	(4)	0	(267)	0	244	0.00%
Operating Cash: Bank of America	15,755,049	20,456	0	0	(53,848)	(33,392)	13,544,331	29,265,988	-0.02%
Petty Cash	6,415	0	0	0	0	0	300	6,715	0.00%
TOTAL CITY MANAGED INVESTMENTS AND CASH	161,651,400	1,033,878	(164,170)	(821,506)	(189,558)	(141,356)	13,563,006	175,073,050	-0.09%
Pension Fund: Salem Mutual Fund	29,669,442	485,529	475,523	1,087,329	0	2,048,381	(1,500,000)	30,217,823	2.61%
Pension Fund: Sawgrass Asset Mgt	23,972,715	260,430	(66,240)	(609,044)	(35,828)	(450,683)	40	23,522,072	-0.54%
Pension Fund: Wells Capital	11,418,247	43,711	165,908	388,377	(35,758)	562,239	2	11,980,487	0.72%
Pension Fund: MD Sass	10,680,667	50,310	281,327	986,179	(18,881)	1,298,935	517	11,980,118	1.77%
Pension Fund: JPMCB - Strategic Property Fund	4,305,706	0	0	86,884	0	86,884	27,842	4,420,432	0.11%
TOTAL PENSION INVESTMENTS	80,046,776	839,980	856,519	1,939,725	(90,467)	3,545,756	(1,471,599)	82,120,933	4.47%
TOTAL CASH AND INVESTMENTS	241,698,176	1,873,858	692,349	1,118,219	(280,025)	3,404,401	12,091,407	257,193,984	

*Fiscal year to date