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**INTEROFFICE MEMO**

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**DATE:** SEPTEMBER 13, 2013  
**TO:** MAYOR AND CITY COUNCIL  
TIM ERNSTER, CITY MANAGER  
**CC:** DEPARTMENT HEADS, CITY ASSISTANTS, & BUDGET OVERSIGHT COMMITTEE  
**FROM:** MARK MCKENDRY  
**RE:** **MONTHLY REPORT – JULY 2013**

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Attached you will find the report for the month ending July 2013.

General Fund:

- a) Fiscal Year totals through July 2013
  - Total revenues received \$ 1,024,850
  - Total expenditures were \$ 635,654
    - Positive cash flow of \$ 389,196

The General Fund unrestricted fund balance is \$ 15,018,564

Revenue collected through July 2013 increased in comparison to the same period through June 2012 by approximately 5.8%. Expenditures decreased for the same time frame by approximately 19%.

- b) City sales taxes collected for the current fiscal year through July 2013 decreased from fiscal year 2012-13 through July 2012 by approximately .04%.

Bed taxes collected for the current fiscal year through July 2013 decreased from fiscal year 2012-13 through July 2012 by approximately .75%.

Cumulative sales and bed taxes collected for the current fiscal year through July 2013 decreased from fiscal year 2012-13 through July 2012 by approximately .14%.

- c) State shared revenue collections for the fiscal year through July 2013 compared to fiscal year 2012-13 through July 2012 show increases in State sales taxes 5.34%, State income taxes 9.22%, Vehicle License Tax for Coconino County 4.08% and Yavapai County 3.99%.

Streets Fund:

- d) The Streets Fund is funded through the State shared revenues of Highway User Revenue Funds (HURF). These dollars are restricted to use of streets/right-of-way maintenance and improvements. The cumulative HURF revenue received for the current fiscal year through July 2013 increased over fiscal year 2012-13 through July 2012 by approximately 10.84%.

Fiscal Year totals through July 2013:

- Total revenues received \$ 67,196
- Total expenditures were \$ 24,264
  - Positive cash flow of \$ 42,932

The Streets Fund restricted fund balance is \$ 42,932

- e) The Wastewater Enterprise Fund is funded through service charges for City sewer services, permit fees, City sales taxes and miscellaneous charges pertaining to the Wastewater treatment plant.

Fiscal Year totals through July 2013:

- Total revenues received \$ 791,726
- Total expenditures were \$ 144,344
  - Positive cash flow of \$ 647,392

The Wastewater Fund balance is \$ 18,382,851

- f) Capital costs will appear as projects are completed. Debt service payments are made in January and June of each year.

The last report "Department Expense Budget Comparison" is a new report for this fiscal year. This report is a summary by fund and department of the fiscal year budget, fiscal year actuals to date and the variances.

Please feel free to contact me with any questions.

Attachments

**City of Sedona**

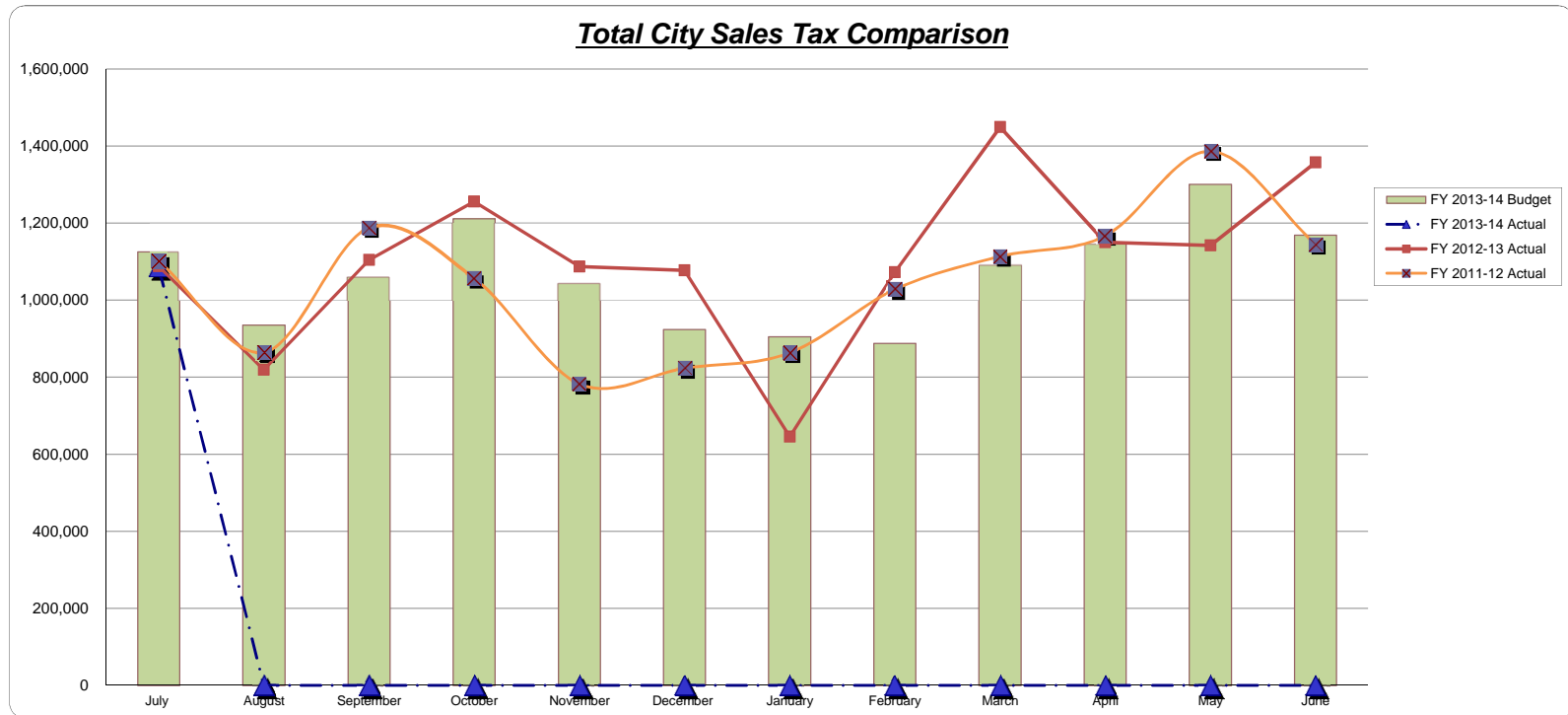
**Total Sales Tax Worksheet\***

**July 31, 2013**

Month	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	2014 Budget	2014 Collections	Budget Variance	% Change from 2013	% Change from Budget
July	1,021,011	1,181,174	1,069,178	1,253,632	1,252,755	1,073,215	1,140,395	1,101,956	1,088,014	1,125,247	1,086,522	(38,725)	-0.14%	-3.44%
August	1,043,646	1,095,421	1,058,491	1,230,340	1,090,523	1,001,376	917,875	864,440	819,342	934,761	0			
September	972,637	1,049,959	1,032,607	1,137,149	1,017,988	990,181	1,022,615	1,187,427	1,104,196	1,060,554	0			
October	1,090,521	1,139,917	1,178,952	1,155,616	1,601,792	1,089,433	1,105,755	1,056,689	1,255,918	1,211,006	0			
November	1,116,598	1,331,960	1,331,215	1,361,830	1,191,160	1,075,186	1,119,830	782,513	1,086,679	1,044,351	0			
December	944,662	1,074,367	1,156,793	1,132,785	963,540	851,434	933,873	823,212	1,076,903	923,625	0			
January	918,105	1,052,208	1,092,120	1,026,332	938,932	906,327	1,184,462	863,249	645,615	905,124	0			
February	739,579	810,751	918,581	909,590	731,583	681,004	949,379	1,027,743	1,072,545	887,854	0			
March	880,416	1,102,828	1,076,654	985,533	1,027,075	917,669	989,770	1,113,254	1,448,814	1,091,884	0			
April	1,153,061	1,316,931	1,383,320	1,406,892	1,130,233	1,218,124	1,078,369	1,166,803	1,150,427	1,145,652	0			
May	1,214,920	1,371,983	1,452,116	1,345,307	1,414,982	1,201,785	1,385,563	1,386,404	1,141,710	1,300,248	0			
June	1,182,999	1,370,439	1,415,780	1,309,472	1,172,116	1,128,769	1,071,808	1,144,613	1,356,956	1,168,794	0			
<b>Total</b>	\$12,278,155	\$13,897,940	\$14,165,807	\$14,254,478	\$13,532,679	\$12,134,503	\$12,899,694	\$12,518,303	\$13,247,119	\$12,799,099	\$1,086,522	(\$38,725)	-0.14%	-3.44%

\* Bed tax is included due to reporting inconsistencies by vendors.

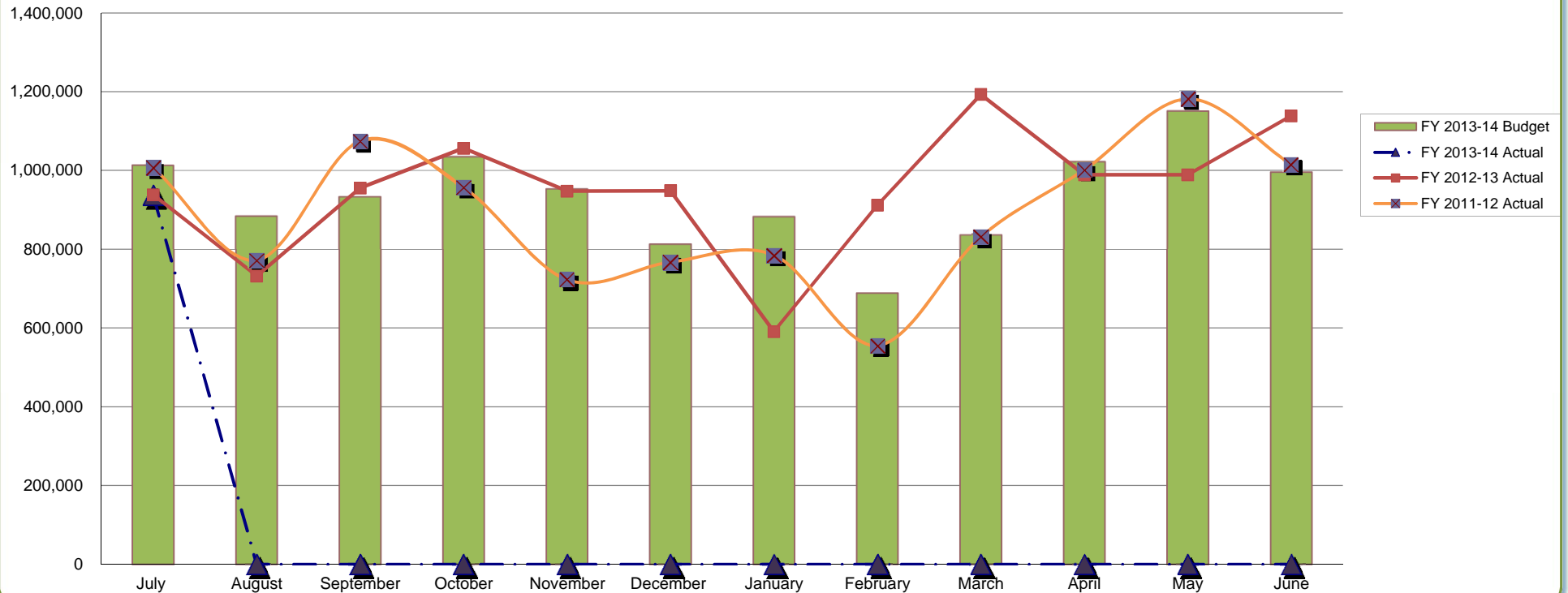
\*\* The fiscal year is July 1 through June 30.



**City of Sedona**  
**City Sales Tax Worksheet\***  
**July 31, 2013**

Month	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	2014 Budget	2014 Collections	Budget Variance	% Change from 2013	% Change from Budget
July	910,058	996,957	974,527	1,090,471	1,091,663	960,327	990,290	1,007,417	937,988	1,013,429	937,622	(75,807)	-0.04%	-7.48%
August	929,412	959,309	936,208	1,078,206	946,048	905,211	811,116	772,215	731,765	885,764	0			
September	864,026	935,943	913,440	995,314	900,249	879,793	903,806	1,074,275	955,485	934,429	0			
October	926,902	993,857	1,028,001	1,003,308	1,404,914	917,945	946,879	957,297	1,056,130	1,035,190	0			
November	966,713	1,132,828	1,150,409	1,153,786	1,050,768	955,527	963,330	722,572	947,436	954,161	0			
December	829,911	945,040	1,030,312	996,414	849,411	743,467	802,029	767,186	948,476	815,328	0			
January	837,052	932,005	984,569	922,971	845,338	844,478	1,089,035	784,573	590,805	884,131	0			
February	674,747	721,147	829,764	820,913	652,309	618,218	867,842	555,349	911,795	688,442	0			
March	791,033	946,908	952,748	865,714	895,830	791,810	877,814	831,578	1,193,049	838,346	0			
April	993,347	1,136,679	1,189,178	1,205,553	978,642	1,086,706	931,961	1,001,545	989,177	1,022,993	0			
May	1,083,436	1,168,552	1,236,550	1,134,980	1,185,283	1,035,951	1,274,314	1,181,525	988,778	1,150,359	0			
June	1,034,180	1,284,106	1,236,953	1,087,411	1,015,169	968,830	969,086	1,015,347	1,138,780	995,594	0			
<b>Total</b>	<b>\$10,840,817</b>	<b>\$12,153,331</b>	<b>\$12,462,660</b>	<b>\$12,355,039</b>	<b>\$11,815,623</b>	<b>\$10,708,262</b>	<b>\$11,427,502</b>	<b>\$10,670,880</b>	<b>\$11,389,664</b>	<b>\$11,218,166</b>	<b>\$937,622</b>	<b>(75,807)</b>	<b>-0.04%</b>	<b>-7.48%</b>

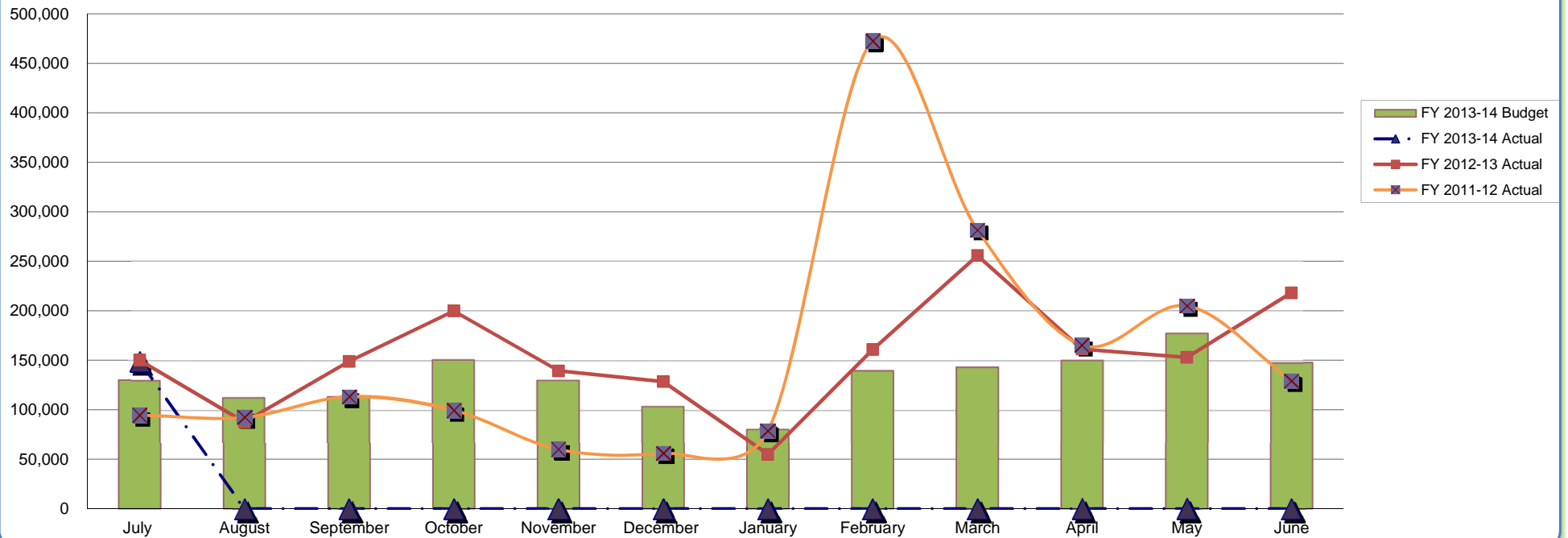
**City Sales Tax Comparison**



**City of Sedona**  
**City *BED* Tax Worksheet\***  
**July 31, 2013**

Month	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	2014 Budget	2014 Collections	Budget Variance	% Change from 2013	% Change from Budget
July	110,953	184,217	94,651	163,161	161,092	112,888	150,106	94,538	150,026	129,929	148,900	18,970	-0.75%	14.60%
August	114,234	136,112	122,283	152,135	144,475	96,165	106,760	92,226	87,577	112,811	0	0		
September	108,611	114,016	119,167	141,835	117,740	110,387	118,808	113,153	148,710	113,666	0	0		
October	163,619	146,060	150,951	152,308	196,878	171,488	158,876	99,392	199,788	150,777	0	0		
November	149,885	199,132	180,805	208,044	140,392	119,659	156,500	59,941	139,243	130,264	0	0		
December	114,751	129,327	126,481	136,372	114,129	107,967	131,845	56,026	128,427	103,847	0	0		
January	81,053	120,203	107,551	103,361	93,595	61,849	95,428	78,675	54,811	80,966	0	0		
February	64,832	89,605	88,817	88,677	79,274	62,786	81,537	472,393	160,750	139,899	0	0		
March	89,383	155,920	123,907	119,819	131,246	125,860	111,956	281,677	255,765	143,444	0	0		
April	159,715	180,252	194,142	201,339	151,591	131,418	146,407	165,257	161,250	150,238	0	0		
May	131,484	203,431	215,566	210,327	229,699	165,834	111,249	204,880	152,932	177,328	0	0		
June	148,818	86,333	178,827	222,061	156,948	159,939	102,722	129,266	218,176	147,763	0	0		
<b>Total</b>	<b>\$1,437,338</b>	<b>\$1,744,609</b>	<b>\$1,703,147</b>	<b>\$1,899,439</b>	<b>\$1,717,057</b>	<b>\$1,426,241</b>	<b>\$1,472,193</b>	<b>\$1,847,423</b>	<b>\$1,857,455</b>	<b>\$1,580,933</b>	<b>\$148,900</b>	<b>18,970</b>	<b>-0.75%</b>	<b>14.60%</b>

**City *BED* Tax Comparison**



	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FYB 2014	FYTD 2014
<b>Grand Total</b>	<b>\$12,278,155</b>	<b>\$13,897,940</b>	<b>\$14,165,807</b>	<b>\$14,254,478</b>	<b>\$13,532,680</b>	<b>\$12,134,503</b>	<b>\$12,899,694</b>	<b>\$12,518,303</b>	<b>\$13,247,119</b>	<b>\$12,799,099</b>	<b>\$1,086,522</b>

**CITY SALES TAX COLLECTION SUMMARY  
FY 2013-2014**

	<u>BED TAX</u>	<u>CITY SALES TAX</u>	<u>ALLOCATED TO GENERAL FUND</u>	<u>CITY SALES TAX</u>	<u>ALLOCATED TO WASTEWATER FUND</u>	<u>TOTAL SALES TAX COLLECTED</u>	<u>COLLECTION MONTH</u>
July	-0.75% \$148,899.55	8.29% \$609,454.58	\$758,354.13	-12.53% \$328,167.85	\$328,167.85	-0.14% \$1,086,521.98	June
August	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	July
September	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	August
October	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	September
November	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	October
December	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	November
January	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	December
February	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	January
March	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	February
April	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	March
May	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	April
June	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	May
<b>TOTAL 2013-2014</b>	<b>\$148,899.55</b>	<b>\$609,454.58</b>	<b>\$758,354.13</b>	<b>\$328,167.85</b>	<b>\$328,167.85</b>	<b>\$1,086,521.98</b>	
TOTAL FY 2011-2012	\$150,025.75	\$562,792.75		\$375,195.18		\$1,088,013.68	
<b>DIFFERENCE</b>	<b>(\$1,126.20)</b>	<b>\$46,661.83</b>		<b>(\$47,027.33)</b>		<b>(\$1,491.70)</b>	
<b>% INCR/DECR</b>	<b>-0.75%</b>	<b>8.29%</b>		<b>-12.53%</b>		<b>-0.14%</b>	
Total City Sales Tax comparison			<b>-0.04%</b>				

**ARIZONA DEPARTMENT OF REVENUE  
2013-2014  
STATE SHARED REVENUE**

**GENERAL FUND:**

		STATE		STATE		VEHICLE LICENSE TAX			H.U.R.F.	
		SALES TAX		INCOME TAX		COCONINO COUNTY	YAVAPAI COUNTY			
July	5.34%	\$70,280.00	9.22%	\$93,259.00	4.08%	\$9,742.00	3.99%	\$34,371.00	10.84%	\$67,196.00
August										
September										
October										
November										
December										
January										
February										
March										
April										
May										
June										
<b>TOTAL 2013-2014</b>		<b>\$70,280.00</b>		<b>\$93,259.00</b>		<b>\$9,742.00</b>		<b>\$34,371.00</b>		<b>\$67,196.00</b>
TOTAL 2012-2013		\$66,719.51		\$85,387.09		\$9,359.91		\$33,051.27		\$60,622.72
<i>DIFFERENCE</i>		\$3,560.49		\$7,871.91		\$382.09		\$1,319.73		\$6,573.28
% INCR/DECR		<b>5.34%</b>		<b>9.22%</b>		<b>4.08%</b>		<b>3.99%</b>		<b>10.84%</b>

**\$274,848.00**

# General Ledger

## Revenue vs Expenses Summary

Fiscal Year: 2013-2014  
 Fiscal Period: JULY



# City of Sedona

102 Roadrunner Drive  
 Sedona, AZ 86336

Fund	Description	Fund Balance 07/01/13	Revenues Jul-13	Expenses Jul-13	Revenue over Expenditure YTD	Fund Balance 7/31/2013
10	General Fund	14,629,368.20	1,024,850.54	635,654.44	389,196.10	15,018,564.30
		<u>14,629,368.20</u>	<u>1,024,850.54</u>	<u>635,654.44</u>	<u>389,196.10</u>	<u>15,018,564.30</u>
11	Streets Fund	0.00	67,196.49	24,264.19	42,932.30	42,932.30
16	Grants Fund	176,639.23	1,009.60	3,145.17	-2,135.57	174,503.66
18	P.A.N.T. Fund	0.00	0.00	0.00	0.00	0.00
		<u>176,639.23</u>	<u>68,206.09</u>	<u>27,409.36</u>	<u>40,796.73</u>	<u>217,435.96</u>
20	Development Impact Fees Fund	3,558,375.49	9,026.84	0.00	9,026.84	3,567,402.33
22	Capital Fund	6,002,521.18	5,416.50	4,840.55	575.95	6,003,097.13
24	CFD Summit Fund	121,782.83	1.73	0.00	1.73	121,784.56
25	CFD Fairfield Fund	845,817.96	13.46	0.00	13.46	845,831.42
26	Art In Public Places Fund	47,060.16	13.99	0.00	13.99	47,074.15
		<u>10,575,557.62</u>	<u>14,472.52</u>	<u>4,840.55</u>	<u>9,631.97</u>	<u>10,585,189.59</u>
59	Wastewater Enterprise Fund	17,733,459.54	791,726.03	144,334.16	647,391.87	18,380,851.41
		<u>17,733,459.54</u>	<u>791,726.03</u>	<u>144,334.16</u>	<u>647,391.87</u>	<u>18,380,851.41</u>
	Report Totals:	<u><b>43,115,024.59</b></u>	<u><b>1,899,255.18</b></u>	<u><b>812,238.51</b></u>	<u><b>1,087,016.67</b></u>	<u><b>44,202,041.26</b></u>

General Fund
Special Revenue Fund
Capital Fund
Wastewater Fund



City of Sedona  
 Department Expense Budget Comparison  
 July 31, 2013

<u>Account Number</u>	<u>Description</u>	<u>FY 2014 Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>% of Budget</u>
<b>10</b>	<b>General Fund</b>				
5210	City Council	\$ 53,840.00	\$ 1,600.46	\$ 52,239.54	2.97%
5220	City Manager	\$ 698,982.00	\$ 33,736.37	\$ 665,245.63	4.83%
5221	Human Resources	\$ 181,238.00	\$ 8,643.29	\$ 172,594.71	4.77%
5222	Financial Services	\$ 473,470.00	\$ 14,314.15	\$ 459,155.85	3.02%
5224	Information Technology	\$ 738,277.00	\$ 163,430.62	\$ 574,846.38	22.14%
5230	Legal	\$ 460,686.00	\$ 20,870.01	\$ 439,815.99	4.53%
5240	City Clerk	\$ 239,306.00	\$ 7,171.16	\$ 232,134.84	3.00%
5242	Parks & Recreation	\$ 359,249.00	\$ 17,680.32	\$ 341,568.68	4.92%
5245	General Services	\$ 3,043,110.00	\$ 55,623.57	\$ 2,987,486.43	1.83%
5310	Community Development	\$ 1,146,286.00	\$ 45,707.56	\$ 1,100,578.44	3.99%
5320	Public Works	\$ 1,845,964.00	\$ 89,495.19	\$ 1,756,468.81	4.85%
5510	Police	\$ 3,517,752.00	\$ 165,944.18	\$ 3,351,807.82	4.72%
5520	Municipal Court	\$ 312,344.00	\$ 11,437.56	\$ 300,906.44	3.66%
	<b>Expense</b>	<b>\$ 13,070,504.00</b>	<b>\$ 635,654.44</b>	<b>\$ 12,434,849.56</b>	<b>4.86%</b>
<b>11</b>	<b>Streets Fund</b>				
	<b>Expense</b>	<b>\$ 2,266,077.00</b>	<b>\$ 24,264.19</b>	<b>\$ 2,241,812.81</b>	<b>1.07%</b>
<b>16</b>	<b>Grants Fund</b>				
	<b>Expense</b>	<b>\$ 1,058,500.00</b>	<b>\$ 3,145.17</b>	<b>\$ 1,055,354.83</b>	<b>0.30%</b>
<b>18</b>	<b>P.A.N.T. Fund</b>				
	<b>Expense</b>	<b>\$ 84,056.00</b>	<b>\$ -</b>	<b>\$ 84,056.00</b>	<b>0.00%</b>
<b>20</b>	<b>Development Impact Fees Fund</b>				
	<b>Expense</b>	<b>\$ 1,943,000.00</b>	<b>\$ -</b>	<b>\$ 1,943,000.00</b>	<b>0.00%</b>
<b>22</b>	<b>Capital Fund</b>				
	<b>Expense</b>	<b>\$ 4,669,302.00</b>	<b>\$ 4,840.55</b>	<b>\$ 4,664,461.45</b>	<b>0.10%</b>
<b>25</b>	<b>CFD Fairfield Fund</b>				
	<b>Expense</b>	<b>\$ 770,000.00</b>	<b>\$ -</b>	<b>\$ 770,000.00</b>	<b>0.00%</b>
<b>26</b>	<b>Art In Public Places Fund</b>				
	<b>Expense</b>	<b>\$ 65,000.00</b>	<b>\$ -</b>	<b>\$ 65,000.00</b>	<b>0.00%</b>
<b>59</b>	<b>Wastewater Enterprise Fund</b>				
5250	Wastewater Administration	\$ 7,001,055.00	\$ 50,551.59	\$ 6,950,503.41	0.72%
5252	Wastewater Capital	\$ 2,692,819.00	\$ 6,465.47	\$ 2,686,353.53	0.24%
5253	Wastewater Treatment Plant	\$ 2,524,986.00	\$ 87,317.10	\$ 2,437,668.90	3.46%
	<b>Expense</b>	<b>\$ 12,218,860.00</b>	<b>\$ 144,334.16</b>	<b>\$ 12,159,881.84</b>	<b>1.18%</b>
<b>Expense Total</b>		<b>\$ 36,145,299.00</b>	<b>\$ 812,238.51</b>	<b>\$ 35,333,060.49</b>	<b>2.25%</b>