



**MEMORANDUM**

**TO:** Bola Akande, City Administrator  
**FROM:** Karen Shaw, Finance Director  
**DATE:** March 14, 2018  
**SUBJECT:** December 31, 2017 Preliminary Year End Financial Statements

**INTRODUCTION:**

The purpose of this memo is to present a detailed analysis of the City’s preliminary financial status as of December 31, 2017. Please note that for both revenues, particularly Sales Tax and Ad Valorem, and expenditures there are year-end accounting adjustments still being made. Also, the budgeted figures in this report are from the original budget prior to the year-end amendments that were not approved until 2018. Obviously, both revenues should have been at close to 100% of the budget as this is the year-end report. With that said, the preliminary General Fund revenues were at 95.23% and fund balance shows an increase of \$615,300. Again, this is preliminary. As for the expenditures, they came under budget at 94.96%.

**GENERAL FUND**

City of Brentwood General Fund Financial Position 2017 Budget Year					
General Fund Summary					
Month	Revenues	Expenditures	\$ Difference Over (Under)	w/ Beginning Fund Balance *	
				\$	5,026,231
January	\$ 1,347,008	\$ 849,208	\$ 497,800		5,524,031
February	2,187,637	763,557	1,424,080		6,948,111
March	806,557	794,220	12,337		6,960,448
April	731,190	682,219	48,971		7,009,419
May	714,483	869,724	(155,241)		6,854,178
June	582,512	1,211,416	(628,905)		6,225,274
July	855,726	1,052,451	(196,725)		6,028,549
August	657,762	789,151	(131,389)		5,897,160
September	788,368	664,892	123,476		6,020,636
October	692,518	835,433	(142,916)		5,877,720
November	614,191	1,120,159	(505,967)		5,371,753
December	1,262,345	1,542,567	(280,222)		5,091,531
<b>Totals</b>	<b>\$ 11,240,297</b>	<b>\$ 11,174,996</b>	<b>\$ 65,300</b>		

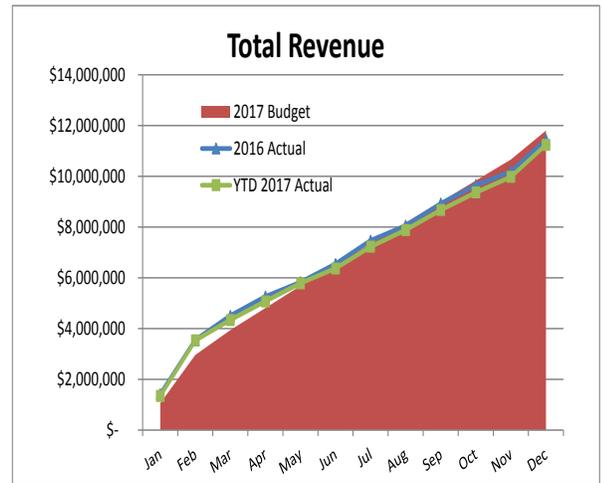
2016 CAFR Fund Balance December 31, 2016

## General Fund Revenue

Total General Fund revenue is less than budget at 95.23%. Revenues are approximately \$200,000 less when compared to 2016. The following section provides detail information for the City’s General Fund revenue.

### Total Revenue:

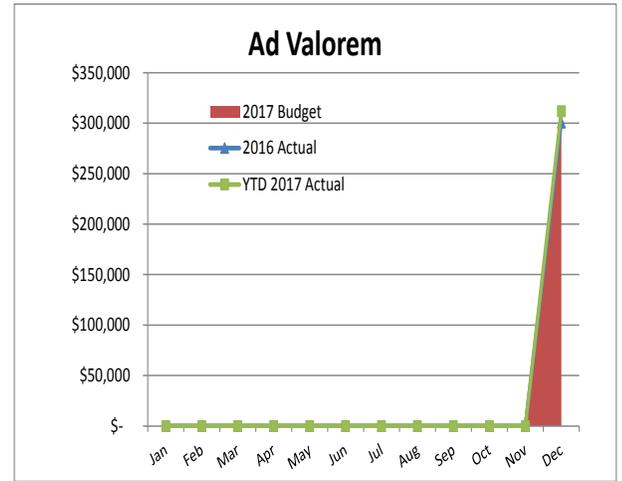
Total Revenue	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 1,413,997	\$ 1,060,036	\$ 1,347,008	27.07%
Feb	3,548,878	2,961,572	3,534,645	19.35%
Mar	4,507,525	3,945,109	4,341,202	10.04%
Apr	5,267,761	4,813,895	5,072,392	5.37%
May	5,830,052	5,682,681	5,786,875	1.83%
Jun	6,546,336	6,513,217	6,369,386	-2.21%
Jul	7,470,968	7,343,753	7,225,113	-1.62%
Aug	8,058,403	8,174,290	7,882,874	-3.57%
Sep	8,930,956	9,004,826	8,671,242	-3.70%
Oct	9,649,062	9,835,362	9,363,760	-4.79%
Nov	10,183,942	10,665,898	9,977,951	-6.45%
Dec	11,444,112	11,803,256	11,240,297	-4.77%
Percent of budget			95.23%	



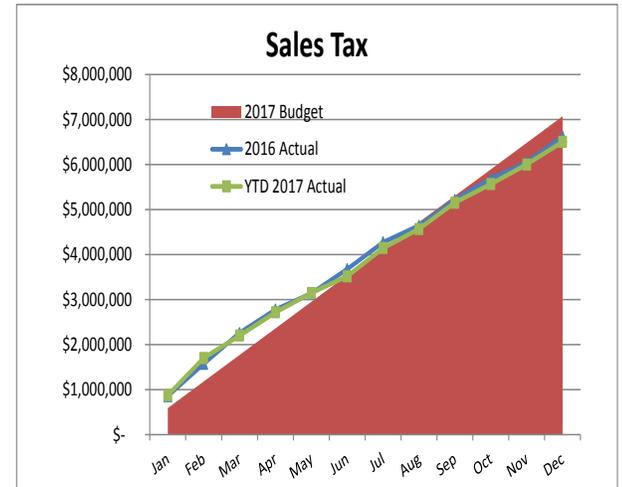
### Taxes:

In the preliminary numbers, Ad Valorem taxes came in over budget at 101.64%. Sales Tax revenues are still a little under at 91.96% and still less than this time last year by \$114,000. Please note that an accrual will be done to reverse a 2016 adjustment and add the 60 days of revenue received in 2018 for the year 2017 which will change this number. The expectation at this point is that sales tax revenue will go up at least slightly. Utility tax revenue is still lagging behind 2016 levels and is below budget at 93.54%. The Other tax revenue which includes the road & bridge tax, financial institution tax, state motor fuel tax, and cigarette tax came in over budget at 118.43%.

Ad Valorem Tax	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ -	\$ -	\$ -	0.00%
Feb	-	-	-	0.00%
Mar	-	-	-	0.00%
Apr	-	-	-	0.00%
May	-	-	-	0.00%
Jun	-	-	-	0.00%
Jul	-	-	-	0.00%
Aug	-	-	-	0.00%
Sep	-	-	-	0.00%
Oct	-	-	-	0.00%
Nov	-	-	-	0.00%
Dec	300,650	306,822	\$ 311,860	1.64%
Percent of budget			101.64%	

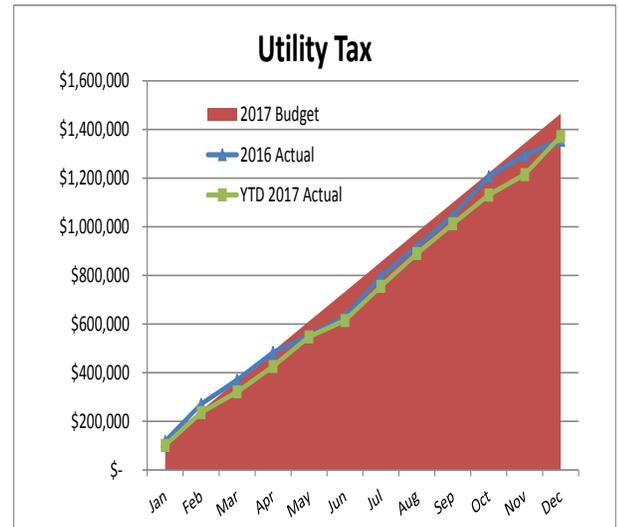


Sales Tax	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 852,968	\$ 589,417	\$ 874,408	48.35%
Feb	1,572,512	1,178,835	1,702,685	44.44%
Mar	2,259,492	1,768,252	2,199,612	24.39%
Apr	2,778,642	2,357,669	2,714,841	15.15%
May	3,136,861	2,947,087	3,145,337	6.73%
Jun	3,677,626	3,536,504	3,517,480	-0.54%
Jul	4,273,771	4,125,921	4,142,307	0.40%
Aug	4,640,549	4,715,338	4,566,165	-3.16%
Sep	5,214,519	5,304,756	5,150,781	-2.90%
Oct	5,685,664	5,894,173	5,566,087	-5.57%
Nov	6,047,310	6,483,590	5,999,461	-7.47%
Dec	6,618,402	7,073,008	6,504,239	-8.04%
Percent of budget			91.96%	

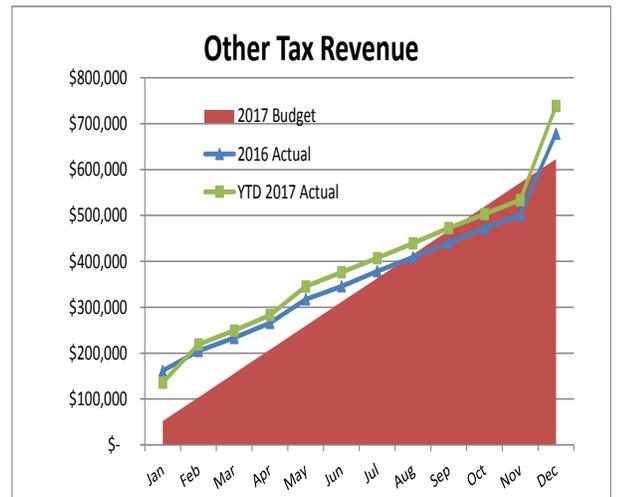


Note: Includes Municipal Fire Sales Tax

Utility Tax	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 117,911	\$ 122,125	\$ 101,224	-17.11%
Feb	270,752	244,250	235,891	-3.42%
Mar	369,615	366,375	320,619	-12.49%
Apr	483,916	488,500	425,845	-12.83%
May	552,217	610,625	546,916	-10.43%
Jun	630,891	732,750	614,639	-16.12%
Jul	796,161	854,875	754,816	-11.70%
Aug	919,144	977,000	889,579	-8.95%
Sep	1,045,059	1,099,125	1,011,691	-7.95%
Oct	1,206,901	1,221,250	1,130,333	-7.44%
Nov	1,294,233	1,343,375	1,214,457	-9.60%
Dec	1,355,731	1,465,500	1,370,817	-6.46%
Percent of budget			93.54%	



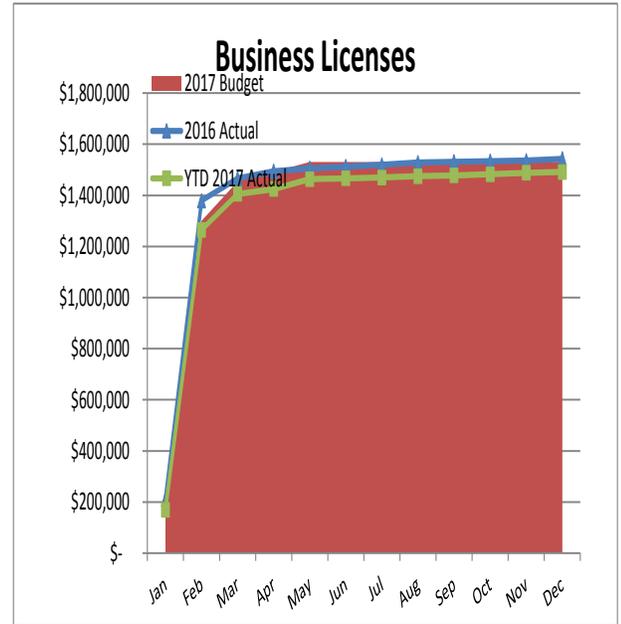
Other Tax Revenue	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 161,415	\$ 51,933	\$ 135,989	161.85%
Feb	204,773	103,866	218,767	110.62%
Mar	233,450	155,799	249,127	59.90%
Apr	265,894	207,732	282,875	36.17%
May	317,333	259,665	345,382	33.01%
Jun	345,636	311,598	376,267	20.75%
Jul	378,376	363,531	406,950	11.94%
Aug	409,086	415,464	439,310	5.74%
Sep	440,654	467,397	472,699	1.13%
Oct	471,776	519,330	502,826	-3.18%
Nov	501,353	571,263	533,652	-6.58%
Dec	678,525	623,196	738,064	18.43%
Percent of budget			118.43%	



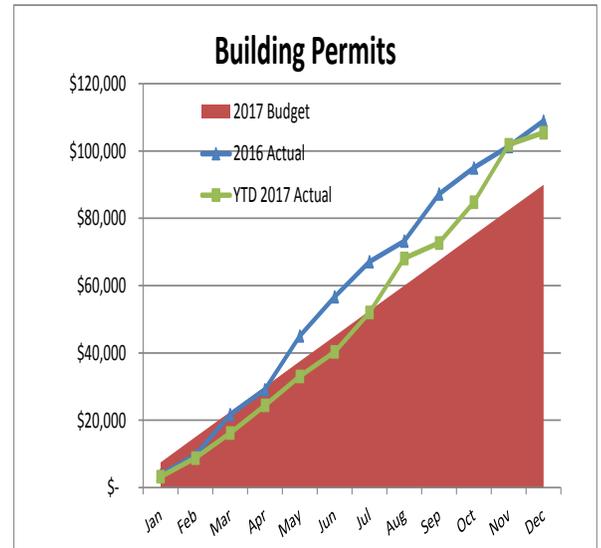
**Licenses and Permits:**

Business license revenue came in under budget at 97.49%. This can most likely be attributed to the assignment of these duties to another employee and the training involved at the end of the year. Building permits were still below 2016 revenues but are well over budget at 117.41%. Other license and permit revenue includes liquor licenses, automobile licenses, occupancy permits, planning/zoning applications, electrical permits and plumbing permits. These revenues are below budget at 98.95% but came in above 2016.

Business Licenses	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 210,668	\$ 229,500	\$ 168,931	-26.39%
Feb	1,379,666	1,300,500	1,265,082	-2.72%
Mar	1,466,029	1,453,500	1,405,597	-3.30%
Apr	1,494,799	1,491,750	1,424,342	-4.52%
May	1,506,072	1,530,000	1,463,633	-4.34%
Jun	1,512,313	1,530,000	1,466,766	-4.13%
Jul	1,519,231	1,530,000	1,469,833	-3.93%
Aug	1,528,036	1,530,000	1,474,505	-3.63%
Sep	1,531,534	1,530,000	1,477,677	-3.42%
Oct	1,533,690	1,530,000	1,482,570	-3.10%
Nov	1,535,705	1,530,000	1,488,451	-2.72%
Dec	1,542,715	1,530,000	1,491,663	-2.51%
Percent of budget			97.49%	

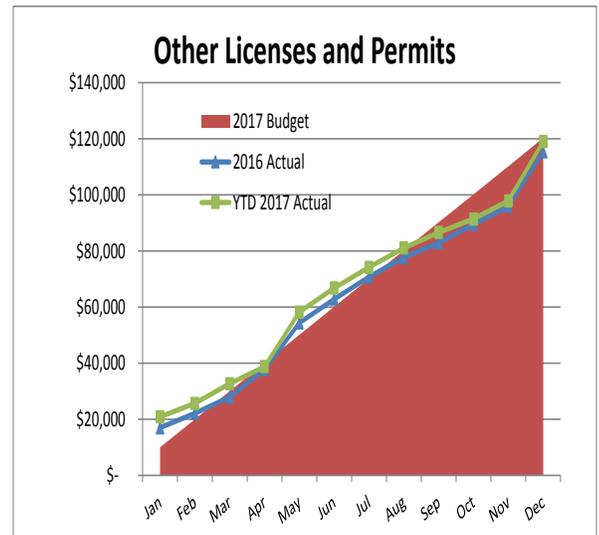


Building Permits	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 3,758	\$ 7,500	\$ 3,217	-57.11%
Feb	9,622	15,000	8,759	-41.61%
Mar	21,727	22,500	16,193	-28.03%
Apr	29,155	30,000	24,451	-18.50%
May	45,032	37,500	33,056	-11.85%
Jun	56,676	45,000	40,318	-10.40%
Jul	67,104	52,500	52,018	-0.92%
Aug	73,217	60,000	68,083	13.47%
Sep	87,231	67,500	72,651	7.63%
Oct	94,981	75,000	84,748	13.00%
Nov	101,351	82,500	101,874	23.48%
Dec	108,895	90,000	105,427	17.14%
Percent of budget			117.14%	



Note: Includes Building Permits-Fire

Other Licenses and Permits	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 16,989	\$ 10,021	\$ 20,885	108.42%
Feb	22,118	20,042	25,668	28.07%
Mar	27,968	30,063	32,719	8.84%
Apr	37,774	40,083	38,775	-3.26%
May	54,400	50,104	58,235	16.23%
Jun	62,842	60,125	66,802	11.11%
Jul	70,762	70,146	74,174	5.74%
Aug	77,670	80,167	81,090	1.15%
Sep	82,921	90,188	86,594	-3.98%
Oct	89,491	100,209	91,415	-8.78%
Nov	95,936	110,229	97,850	-11.23%
Dec	115,382	120,250	118,993	-1.05%
Percent of budget			98.95%	

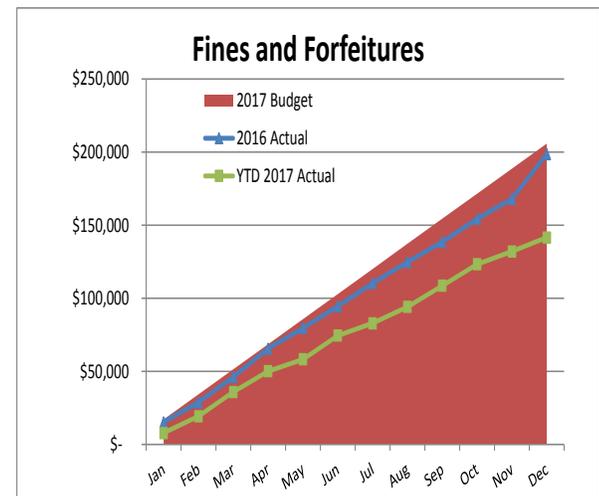


**Fines and Forfeitures:**

Fines and forfeitures came in below 2016 actuals by approximately \$57,000. These revenues are also under the 2017 budget at 68.79%. Per the Judicial Department this is the norm for the state due to the change in the state law. Additionally, the department has said there is a greater focus on compliance.

Fines and Forfeitures	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 15,295	\$ 17,152	\$ 7,848	-54.24%
Feb	28,849	34,303	19,331	-43.65%
Mar	46,130	51,455	35,940	-30.15%
Apr	65,635	68,607	50,162	-26.88%
May	79,690	85,759	58,307	-32.01%
Jun	94,598	102,910	74,488	-27.62%
Jul	110,377	120,062	82,912	-30.94%
Aug	124,858	137,214	94,171	-31.37%
Sep	138,670	154,365	108,650	-29.62%
Oct	154,349	171,517	123,304	-28.11%
Nov	168,114	188,669	132,061	-30.00%
Dec	198,637	205,820	141,584	-31.21%
Percent of budget			68.79%	

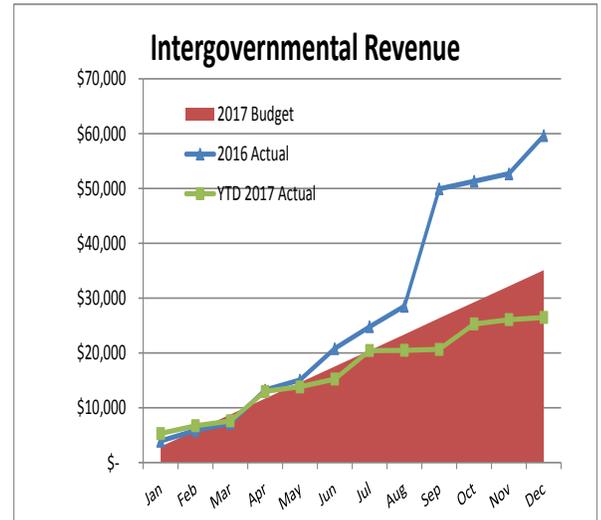
Note: Includes False Alarm Fines



**Intergovernmental:**

Intergovernmental revenue includes anticipated grant revenue, revenue from the library, the City of Rock Hill and reimbursement from the DEA. This revenue is well below at 75.24% partly due to the cessation of the DEA program within our Police Department.

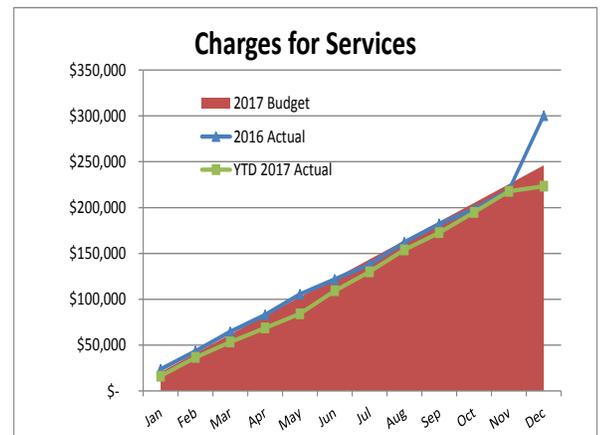
Intergov. Revenue	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 3,938	\$ 2,924	\$ 5,307	81.49%
Feb	5,863	5,848	6,722	14.93%
Mar	7,205	8,773	7,612	-13.23%
Apr	13,225	11,697	12,987	11.03%
May	15,062	14,621	13,837	-5.36%
Jun	20,810	17,545	15,233	-13.18%
Jul	24,788	20,469	20,446	-0.11%
Aug	28,533	23,394	20,487	-12.43%
Sep	49,935	26,318	20,659	-21.50%
Oct	51,324	29,242	25,302	-13.48%
Nov	52,691	32,166	26,084	-18.91%
Dec	59,641	35,090	26,466	-24.58%
Percent of budget				75.42%



**Charges for Services:**

Charges for services include revenue from ambulance and trash fees as well as rent from city property. These revenues are below for the 2017 budget at 90.78%. Ambulance fees were down simply due to less runs.

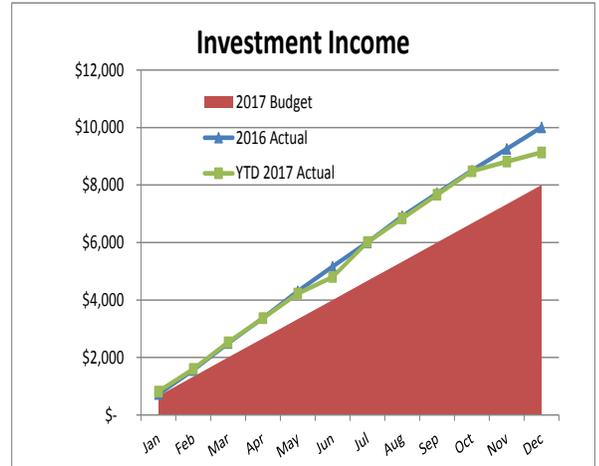
Charges for Services	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 23,761	\$ 20,506	\$ 16,162	-21.18%
Feb	43,539	41,011	36,537	-10.91%
Mar	64,587	61,517	53,430	-13.15%
Apr	83,071	82,023	68,727	-16.21%
May	105,624	102,529	84,143	-17.93%
Jun	121,777	123,034	109,265	-11.19%
Jul	137,914	143,540	129,992	-9.44%
Aug	162,207	164,046	153,886	-6.19%
Sep	182,300	184,551	172,615	-6.47%
Oct	198,344	205,057	194,724	-5.04%
Nov	219,136	225,563	217,780	-3.45%
Dec	300,330	246,068	223,372	-9.22%
Percent of budget				90.78%



**Investment Income:**

Investment income from the City’s money market account is posted monthly. This revenue is above 2017 budget at 114.17% due to better than expected rates.

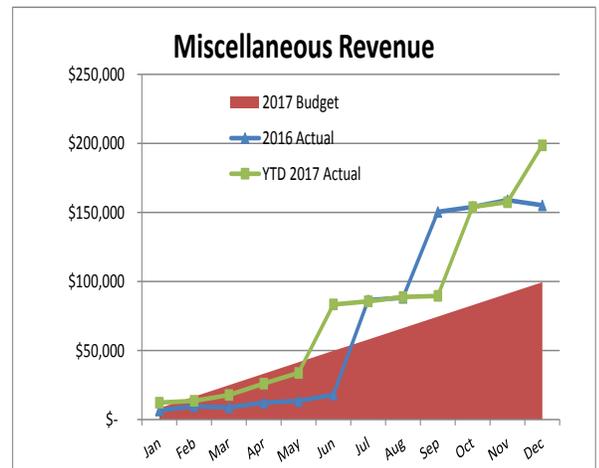
Investment Income	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 731	\$ 667	\$ 820	22.98%
Feb	1,567	1,334	1,604	20.29%
Mar	2,504	2,000	2,532	26.58%
Apr	3,376	2,667	3,368	26.28%
May	4,307	3,334	4,226	26.78%
Jun	5,162	4,001	4,801	20.00%
Jul	6,003	4,667	6,017	28.92%
Aug	6,915	5,334	6,840	28.24%
Sep	7,711	6,001	7,661	27.67%
Oct	8,505	6,668	8,478	27.16%
Nov	9,258	7,334	8,816	20.21%
Dec	10,006	8,001	9,135	14.17%
Percent of budget			114.17%	



**Miscellaneous:**

The 2017 budget for miscellaneous revenue includes seizure funds, insurance settlements and other miscellaneous revenue items. We are over budget at 199.67% due to insurance settlements received over the year, SLAIT premium refund that was greater than expected, and some large payments for seized funds.

Miscellaneous Revenue	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 6,563	\$ 8,292	\$ 12,217	47.34%
Feb	9,617	16,583	13,600	-17.99%
Mar	8,818	24,875	17,821	-28.36%
Apr	12,274	33,167	26,018	-21.55%
May	13,454	41,459	33,802	-18.47%
Jun	18,005	49,750	83,327	67.49%
Jul	86,482	58,042	85,648	47.56%
Aug	88,189	66,334	88,759	33.81%
Sep	150,422	74,625	89,564	20.02%
Oct	154,037	82,917	153,972	85.69%
Nov	158,856	91,209	157,465	72.64%
Dec	155,200	99,500	198,677	99.67%
Percent of budget			199.67%	



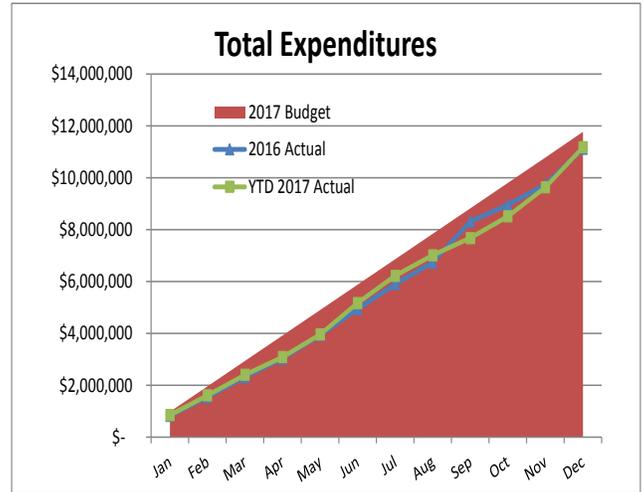
Note: Includes TIF Reimbursements, TDD Collections Fees and Other Misc Revenue

## General Fund Expenditures

As of December, we would expect to have spent 100% of our budget in the General Fund. The City is under at 94.96%. The following section provides detail information for the City's General Fund expenditures.

### Total Expenditures:

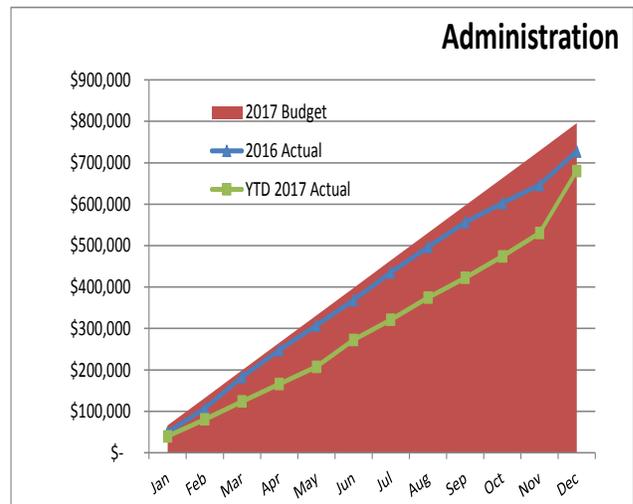
Total Expenditures	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 825,796	\$ 980,653	\$ 849,208	-13.40%
Feb	1,547,108	1,961,306	1,612,765	-17.77%
Mar	2,322,554	2,941,959	2,406,985	-18.18%
Apr	3,032,752	3,922,612	3,089,204	-21.25%
May	3,933,922	4,903,265	3,958,927	-19.26%
Jun	4,937,698	5,883,918	5,170,344	-12.13%
Jul	5,899,162	6,864,571	6,222,795	-9.35%
Aug	6,737,350	7,845,224	7,011,946	-10.62%
Sep	8,313,723	8,825,877	7,676,837	-13.02%
Oct	8,954,956	9,806,530	8,512,271	-13.20%
Nov	9,733,641	10,787,183	9,632,429	-10.70%
Dec	11,119,361	11,767,836	11,174,996	
Percent of budget			94.96%	



### Administration:

The Administration department expenditures as of December are less than 2016 and considerably less than the 2017 budget at 85.48%. This was due to several vacancies filled throughout the year and one position still open as of December. Additionally, the line items of Employee Benefits, Educational Benefits, and Miscellaneous Contractual Expenses are all under budget.

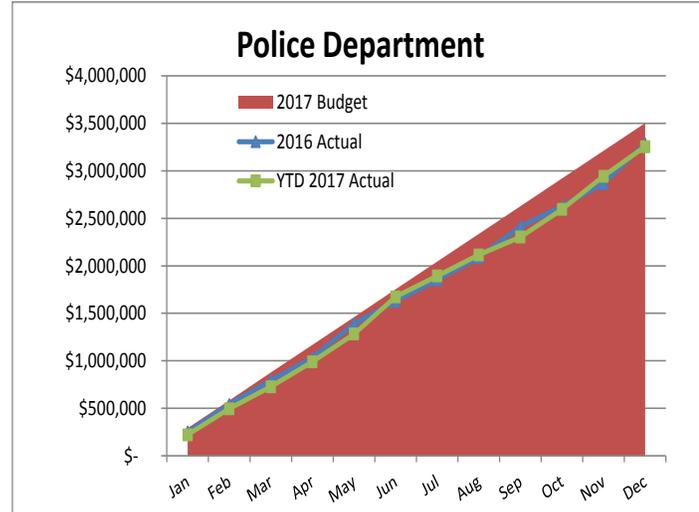
Administration	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 49,574	\$ 66,298	\$ 39,599	-40.27%
Feb	107,053	132,596	80,630	-39.19%
Mar	182,926	198,894	123,901	-37.70%
Apr	247,806	265,191	165,857	-37.46%
May	307,479	331,489	207,656	-37.36%
Jun	368,585	397,787	272,585	-31.47%
Jul	435,125	464,085	321,014	-30.83%
Aug	496,733	530,383	374,489	-29.39%
Sep	556,360	596,681	422,187	-29.24%
Oct	602,516	662,979	474,075	-28.49%
Nov	646,497	729,276	530,423	-27.27%
Dec	727,200	795,574	680,088	-14.52%
Percent of budget			85.48%	



**Police:**

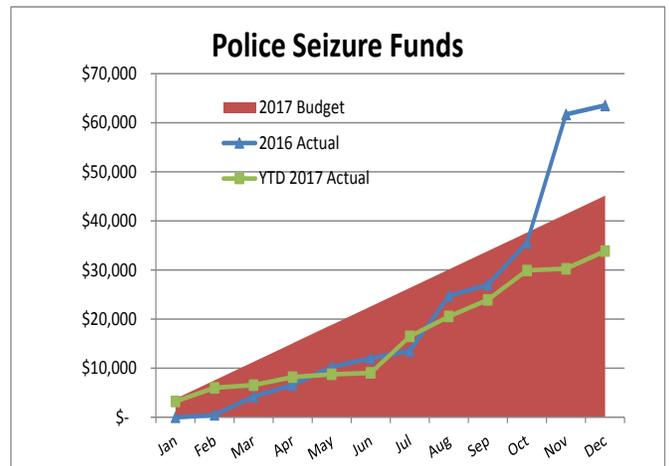
The Police department expenditures as of December are below the 2017 budget at 92.89%. Salaries and benefits are down due to vacancies i.e. Police Chief. Also, Salaries Part-time, Overtime, and Holiday Expense were all under budget.

Police Department	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 251,056	\$ 291,963	\$ 221,707	-24.06%
Feb	540,884	583,925	495,013	-15.23%
Mar	793,633	875,888	727,072	-16.99%
Apr	1,032,254	1,167,850	990,225	-15.21%
May	1,390,593	1,459,813	1,283,453	-12.08%
Jun	1,628,756	1,751,775	1,674,395	-4.42%
Jul	1,852,851	2,043,738	1,894,083	-7.32%
Aug	2,088,967	2,335,700	2,114,841	-9.46%
Sep	2,413,646	2,627,663	2,303,362	-12.34%
Oct	2,627,036	2,919,625	2,594,438	-11.14%
Nov	2,867,182	3,211,588	2,943,826	-8.34%
Dec	3,286,267	3,503,550	3,254,609	-7.11%
Percent of budget			92.89%	



**Police Seizure Funds:**

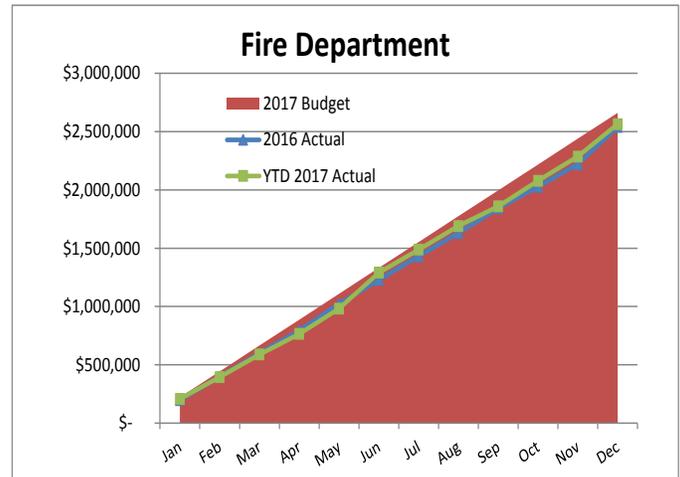
Police Seizure Funds	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ -	\$ 3,763	\$ 3,202	0.00%
Feb	500	7,527	6,007	-20.19%
Mar	4,224	11,290	6,557	-41.92%
Apr	6,564	15,053	8,177	-45.68%
May	10,276	18,817	8,768	-53.40%
Jun	11,990	22,580	9,055	-59.90%
Jul	13,543	26,343	16,489	-37.41%
Aug	24,744	30,106	20,539	-31.78%
Sep	27,016	33,870	23,939	-29.32%
Oct	35,561	37,633	29,921	-20.49%
Nov	61,690	41,396	30,254	-26.92%
Dec	63,531	45,160	33,858	-25.03%
Percent of budget			74.97%	



**Fire:**

The Fire department’s expenditures are lower than budget at 96.36%. Salaries, Overtime, Holiday Pay, and Benefits all came in under budget. There was one disability retirement and part of his salary was paid through short term disability benefits.

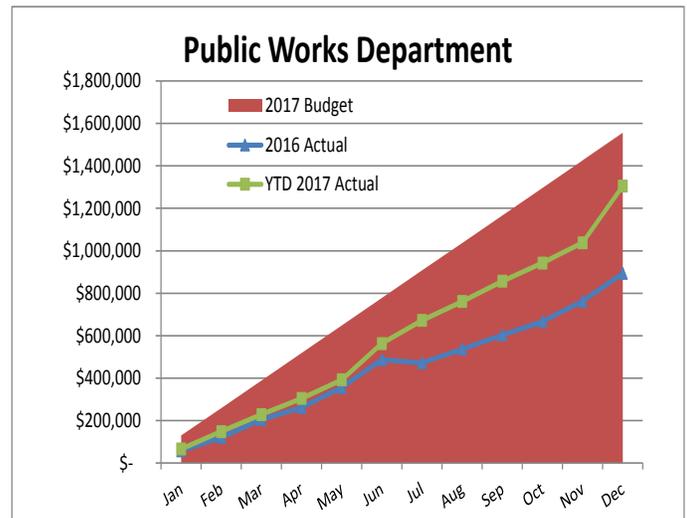
Fire Department	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 196,838	\$ 221,788	\$ 207,633	-6.38%
Feb	399,083	443,576	\$ 394,972	-10.96%
Mar	598,480	665,363	\$ 589,098	-11.46%
Apr	793,255	887,151	\$ 765,031	-13.77%
May	1,023,907	1,108,939	\$ 981,848	-11.46%
Jun	1,229,856	1,330,727	\$ 1,290,378	-3.03%
Jul	1,432,336	1,552,514	\$ 1,488,046	-4.15%
Aug	1,629,744	1,774,302	\$ 1,690,696	-4.71%
Sep	1,843,007	1,996,090	\$ 1,858,766	-6.88%
Oct	2,027,883	2,217,878	\$ 2,078,920	-6.27%
Nov	2,220,776	2,439,665	\$ 2,286,532	-6.28%
Dec	2,539,608	2,661,453	\$ 2,564,548	-3.64%
Percent of budget			96.36%	



**Public Works:**

The Public Works department expenditures are considerably less than the 2017 budget at 83.88%. Overtime and the Forestry line item were the main reasons for coming in under budget for the year.

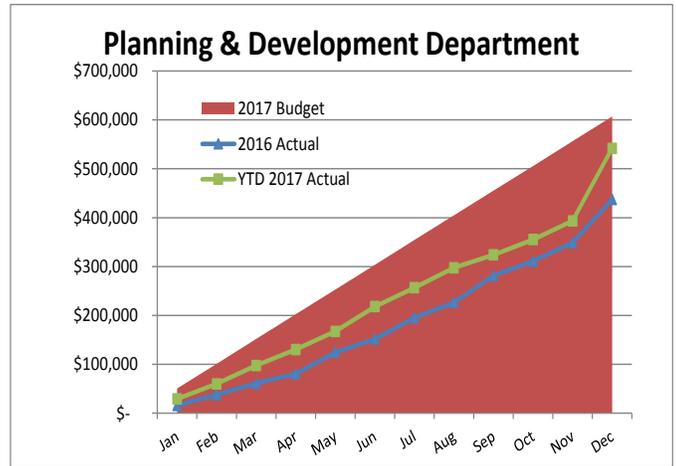
Public Works Department	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 57,527	\$ 129,590	\$ 66,025	-49.05%
Feb	120,588	259,181	\$ 148,448	-42.72%
Mar	204,054	388,771	\$ 228,109	-41.33%
Apr	261,505	518,361	\$ 303,993	-41.36%
May	355,581	647,952	\$ 391,793	-39.53%
Jun	486,954	777,542	\$ 563,048	-27.59%
Jul	472,145	907,132	\$ 671,695	-25.95%
Aug	536,730	1,036,722	\$ 761,244	-26.57%
Sep	603,189	1,166,313	\$ 856,233	-26.59%
Oct	666,900	1,295,903	\$ 942,195	-27.29%
Nov	762,689	1,425,493	\$ 1,037,753	-27.20%
Dec	893,339	1,555,084	\$ 1,304,420	-16.12%
Percent of budget			83.88%	



**Planning and Development:**

The Planning and Development department expenditures are above the 2016 spending as was expected but came in well below the 2017 budget at 89.28%. The Overtime and Travel and Meetings line items were under budget for the year.

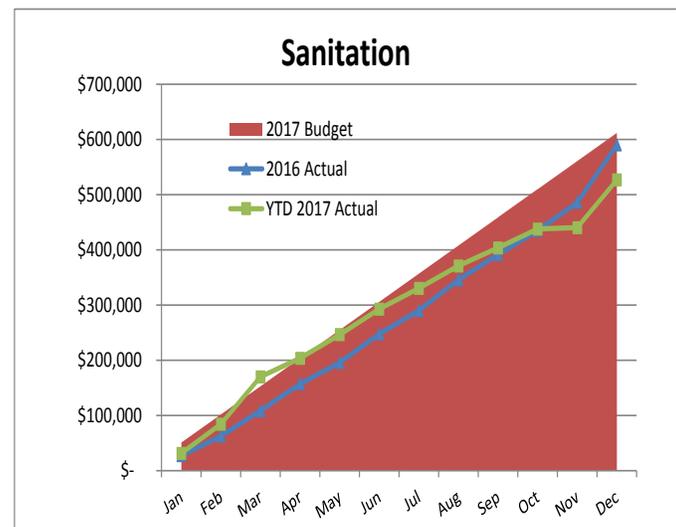
Planning & Development	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 15,780	\$ 50,579	\$ 29,079	-42.51%
Feb	37,806	101,158	59,936	-40.75%
Mar	60,902	151,737	97,569	-35.70%
Apr	80,453	202,316	130,245	-35.62%
May	124,674	252,896	167,430	-33.79%
Jun	151,872	303,475	218,163	-28.11%
Jul	195,228	354,054	256,557	-27.54%
Aug	226,524	404,633	297,539	-26.47%
Sep	281,088	455,212	323,868	-28.85%
Oct	311,211	505,791	355,135	-29.79%
Nov	348,929	556,370	393,512	-29.27%
Dec	437,124	606,949	541,880	-10.72%
Percent of budget			89.28%	



**Sanitation:**

Sanitation department expenditures were under budget for the year at 86.08%. The main factor was the salary and benefit savings from the retirement of the Sanitation Supervisor who was not replaced

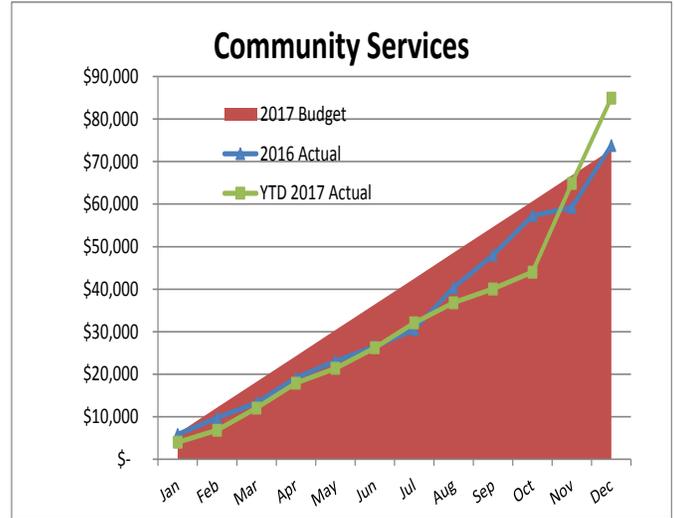
Sanitation	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 27,187	\$ 50,973	\$ 31,376	-38.45%
Feb	62,809	101,946	84,262	-17.35%
Mar	108,699	152,919	170,020	11.18%
Apr	157,339	203,892	203,689	-0.10%
May	195,968	254,865	246,426	-3.31%
Jun	248,038	305,838	292,757	-4.28%
Jul	290,261	356,811	330,267	-7.44%
Aug	345,820	407,784	370,949	-9.03%
Sep	391,436	458,757	403,629	-12.02%
Oct	435,049	509,730	437,851	-14.10%
Nov	485,927	560,703	440,271	-21.48%
Dec	590,017	611,676	526,560	-13.92%
Percent of budget			86.08%	



**Community Services:**

The Community Services expenditures are above the 2017 budget at 116.60%. This was due in part to the payments made to the Brentwood Century Foundation not originally budgeted in 2017.

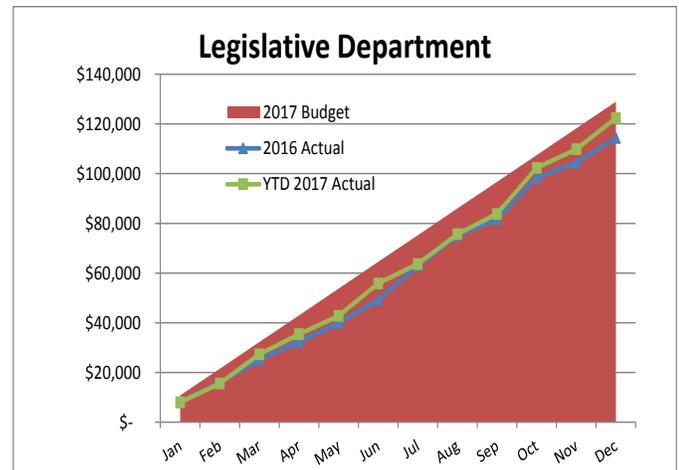
Community Services	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 5,835	\$ 6,069	\$ 4,000	-34.09%
Feb	9,757	12,138	6,841	-43.64%
Mar	13,297	18,206	12,040	-33.87%
Apr	19,108	24,275	17,902	-26.26%
May	23,101	30,344	21,392	-29.50%
Jun	26,529	36,413	26,207	-28.03%
Jul	30,545	42,481	32,062	-24.53%
Aug	40,372	48,550	36,825	-24.15%
Sep	48,048	54,619	40,069	-26.64%
Oct	57,257	60,688	44,004	-27.49%
Nov	59,252	66,756	64,880	-2.81%
Dec	73,783	72,825	84,911	16.60%
Percent of budget			116.60%	



**Legislative:**

The Legislative department expenditures came in slightly under the 2017 budget at 94.86%. Travel/Meetings and Employee Benefits both came in under budget.

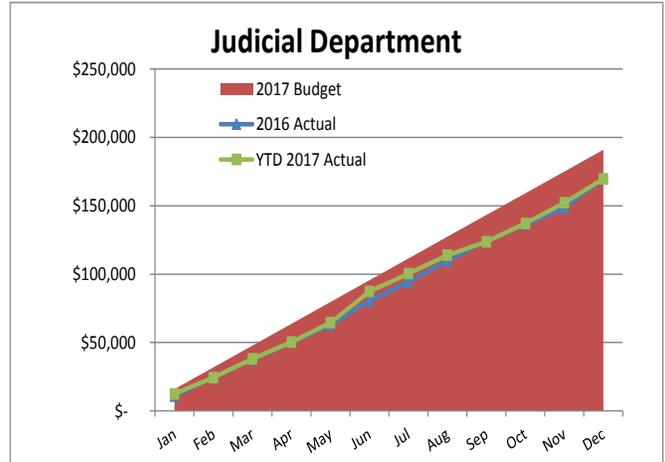
Legislative Department	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 8,115	\$ 10,747	\$ 8,016	-25.41%
Feb	15,919	21,493	15,547	-27.67%
Mar	25,218	32,240	27,357	-15.15%
Apr	32,401	42,986	35,394	-17.66%
May	39,783	53,733	42,785	-20.38%
Jun	49,229	64,480	55,824	-13.42%
Jul	62,891	75,226	63,659	-15.38%
Aug	75,192	85,973	75,684	-11.97%
Sep	81,611	96,719	83,836	-13.32%
Oct	98,317	107,466	102,331	-4.78%
Nov	104,394	118,213	109,811	-7.11%
Dec	114,372	128,959	122,326	-5.14%
Percent of budget			94.86%	



**Judicial:**

The Judicial department expenditures are slightly under at 88.84% for the 2017 budget. Overtime, Salaries Part-time, and Travel/Meetings were all under budget.

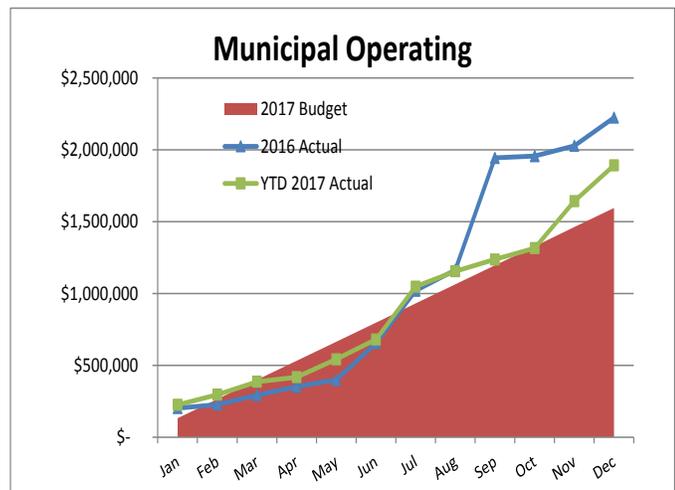
Judicial Department	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 10,819	\$ 15,920	\$ 12,454	-21.77%
Feb	24,770	31,839	24,444	-23.23%
Mar	37,747	47,759	38,215	-19.98%
Apr	50,224	63,679	50,381	-20.88%
May	63,050	79,598	64,535	-18.92%
Jun	80,595	95,518	87,325	-8.58%
Jul	94,391	111,438	100,406	-9.90%
Aug	109,507	127,357	113,877	-10.58%
Sep	124,564	143,277	123,647	-13.70%
Oct	136,363	159,197	137,112	-13.87%
Nov	148,581	175,116	152,150	-13.11%
Dec	169,600	191,036	169,722	-11.16%
Percent of budget			88.84%	



**Municipal Operating:**

Municipal Operating expenditures fluctuate from month to month depending upon activities such as payments for accounting and legal services and insurance premium payments. The Municipal Operating department expenditures were over budget for 2017 at 118.58%. This was due to retirement and termination payouts that were paid from this line item throughout the year. Also, insurance payments came in greater than expected.

Municipal Operating	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 203,066	\$ 132,964	\$ 226,117	70.06%
Feb	227,940	265,928	296,665	11.56%
Mar	293,375	398,893	387,047	-2.97%
Apr	351,845	531,857	418,310	-21.35%
May	399,510	664,821	542,843	-18.35%
Jun	655,293	797,785	680,606	-14.69%
Jul	1,019,845	930,749	1,048,517	12.65%
Aug	1,163,018	1,063,714	1,155,262	8.61%
Sep	1,943,758	1,196,678	1,237,301	3.39%
Oct	1,956,864	1,329,642	1,316,290	-1.00%
Nov	2,027,723	1,462,606	1,643,017	12.33%
Dec	2,224,519	1,595,570	1,892,075	18.58%
Percent of budget			118.58%	



**OTHER CITY FUNDS**  
City of Brentwood  
Police and Firefighters' Pension Plan  
Pension Fund Report  
For the Month Ending September 30, 2017

**2017 Financial Status Report:**

Beginning Fund Balance at January 1, 2017	\$	35,689,181
 <u>2017 Revenues:</u>		
Ad Valorem Taxes		
Interest Income	\$	383,021
Employee Contributions	\$	173,375
Unrealized Gain (Loss) on Investments	\$	3,352,370
Miscellaneous Income	\$	23,450
Total Revenues	\$	3,908,767
 <u>2017 Expenditures:</u>		
Pension Expense	\$	1,457,277
Legal, Acct. & Sec. Pension	\$	9,729
Auditor & Actuary Expense	\$	-
Investment Expense	\$	39,752
Total Expenditures	\$	1,506,758
 Revenue Over (Under) Expenditures	 \$	 2,402,009
 Ending Fund Balance at September 30, 2017	 \$	 38,091,189

**2017 Enrollments for period:**

**Date of Hire**

Police:

**Eric Diaz** **9/25/2017**

**Seth Mundorf** **9/25/2017**

Fire:

**Seth Carey** **9/30/2017**

**2017 Retirements for period:**

**Retirement Date**

Police:

**None**

Fire:

**Philip Abegg** **9/30/2017**

**2017 Resignations for period:**

**Resignation Date**

Police:

**None**

Fire:

**None**

**OTHER CITY FUNDS**

**City of Brentwood  
Library Fund Financial Position  
2017 Budget Year**

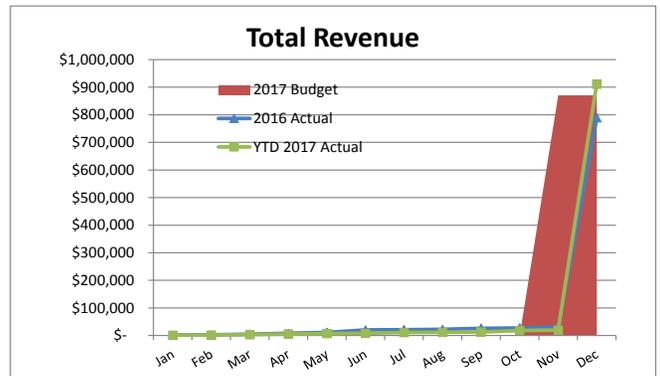
**Library Fund Summary**

Month	Revenues	Expenditures	\$ Difference Over (Under)	W/ Beginning Fund Balance
				\$ 738,732
January	\$ 766	\$ 30,316	\$ (29,550)	709,182
February	828	36,164	(35,336)	673,846
March	1,598	38,285	(36,687)	637,159
April	2,586	38,607	(36,021)	601,138
May	1,078	55,005	(53,928)	547,211
June	1,386	54,520	(53,135)	494,076
July	2,558	43,042	(40,484)	453,592
August	986	53,801	(52,815)	400,778
September	935	68,605	(67,670)	333,108
October	5,520	34,848	(29,328)	303,780
November	1,147	46,561	(45,414)	258,366
December	-	-	-	258,366
<b>Totals</b>	<b>\$ 19,388</b>	<b>\$ 499,754</b>	<b>\$ (480,366)</b>	

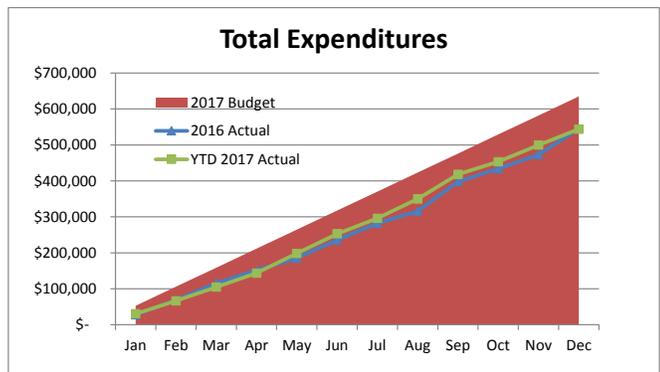
2016 CAFR Fund Balance December 31, 2016

The Library Fund is presented for information purposes only. The Library Board appointed by the Mayor oversees the operations of the Library.

Library	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 1,111	\$ 32	\$ 766	2305.02%
Feb	2,397	64	1,594	2402.35%
Mar	4,782	96	3,192	3240.66%
Apr	8,059	127	5,778	4435.53%
May	11,206	159	6,856	4205.09%
Jun	19,991	191	8,242	4212.69%
Jul	21,052	223	10,800	4744.11%
Aug	22,234	255	11,786	4525.60%
Sep	25,952	287	12,721	4337.73%
Oct	27,525	319	18,241	5627.21%
Nov	30,344	870,819	19,388	-97.77%
Dec	789,015	870,850	910,951	4.60%
Percent of budget			104.60%	



Library	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 27,990	\$ 52,900	\$ 30,316	-42.69%
Feb	68,696	105,800	66,480	-37.16%
Mar	115,464	158,700	104,765	-33.99%
Apr	151,539	211,600	143,372	-32.24%
May	185,202	264,500	198,377	-25.00%
Jun	236,128	317,400	252,898	-20.32%
Jul	282,062	370,300	295,940	-20.08%
Aug	315,711	423,200	349,740	-17.36%
Sep	397,713	476,100	418,345	-12.13%
Oct	433,694	529,000	453,193	-14.33%
Nov	473,187	581,900	499,754	-14.12%
Dec	544,980	634,800	543,943	-14.31%
Percent of budget			85.69%	



**Capital Improvements Fund**

**City of Brentwood  
Capital Improvements Fund Financial Position  
2017 Budget Year**

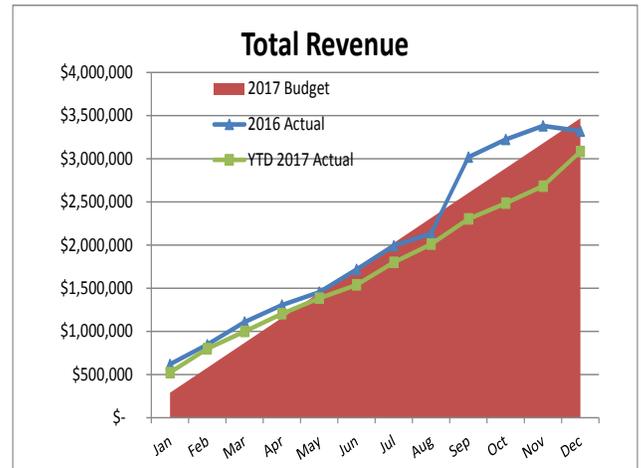
**Capital Improvements Fund Summary**

Month	Revenues	Expenditures	\$ Difference Over (Under)	W/ Beginning Fund Balance
				\$ 2,867,092
January	\$ 522,250	\$ 49,700	\$ 472,550	3,339,642
February	276,129	32,455	243,674	3,583,316
March	200,523	282,841	(82,318)	3,500,998
April	204,627	58,298	146,330	3,647,328
May	180,437	55,437	125,000	3,772,328
June	153,957	74,015	79,941	3,852,269
July	261,878	32,097	229,781	4,082,050
August	209,476	36,262	173,214	4,255,264
September	292,424	1,234,013	(941,589)	3,313,675
October	183,261	65,666	117,595	3,431,270
November	198,166	67,771	130,395	3,561,665
December		312,741	(312,741)	3,248,923
<b>Totals</b>	<u>\$ 2,683,128</u>	<u>\$ 2,301,296</u>	<u>\$ 381,831</u>	

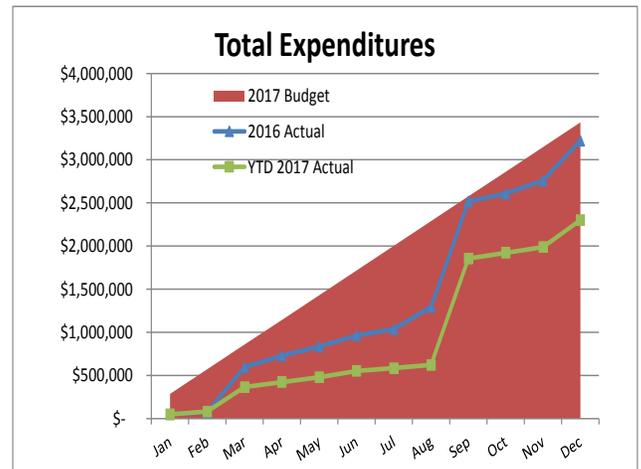
2016 CAFR Fund Balance December 31, 2016

Revenue for the Capital Improvements fund includes sales tax, grant revenue and investment income as well as transfers from the General Fund. Year to date revenue is below the 2017 budget at 88.87%. Expenditures also came in under budget 67.01%. The Hanley Industrial Project work did not get started until later therefore both the revenue and expenditures were below budget.

Capital Improvements	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 617,636	\$ 289,120	\$ 522,250	80.63%
Feb	845,143	578,240	798,379	38.07%
Mar	1,107,972	867,359	998,902	15.17%
Apr	1,304,139	1,156,479	1,203,529	4.07%
May	1,453,469	1,445,599	1,383,966	-4.26%
Jun	1,717,631	1,734,719	1,537,923	-11.34%
Jul	1,992,046	2,023,838	1,799,801	-11.07%
Aug	2,132,571	2,312,958	2,009,277	-13.13%
Sep	3,018,665	2,602,078	2,301,701	-11.54%
Oct	3,223,016	2,891,198	2,484,962	-14.05%
Nov	3,380,292	3,180,317	2,683,128	-15.63%
Dec	3,319,965	3,469,437	3,083,390	-11.13%
Percent of budget			88.87%	



Capital Improvements	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 51,120	\$ 286,172	\$ 49,700	-82.63%
Feb	74,031	572,343	82,155	-85.65%
Mar	596,566	858,515	364,996	-57.49%
Apr	728,266	1,144,686	423,293	-63.02%
May	834,939	1,430,858	478,730	-66.54%
Jun	962,308	1,717,029	552,746	-67.81%
Jul	1,037,505	2,003,201	584,843	-70.80%
Aug	1,293,712	2,289,372	621,105	-72.87%
Sep	2,516,612	2,575,544	1,855,118	-27.97%
Oct	2,607,900	2,861,715	1,920,784	-32.88%
Nov	2,757,756	3,147,887	1,988,555	-36.83%
Dec	3,221,199	3,434,058	2,301,296	-32.99%
Percent of budget			67.01%	



**Storm water & Park Improvements Fund**

**City of Brentwood**

**Storm Water and Park Improvements Fund Financial Position**

**2017 Budget Year**

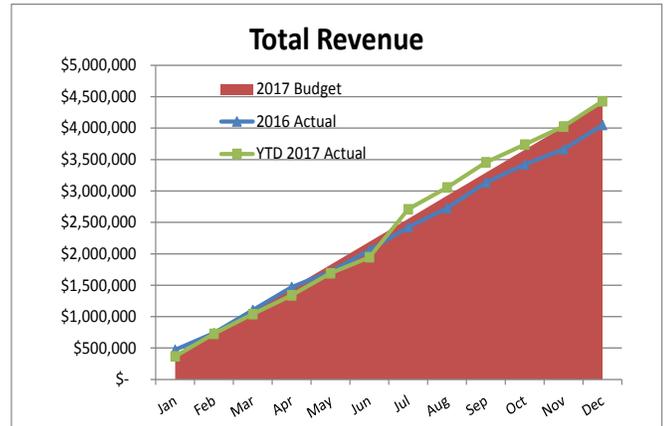
**Storm Water and Park Improvements Fund Summary**

Month	Revenues	Expenditures	\$ Difference Over (Under)	W/ Beginning Fund Balance
				\$ 2,523,054
January	\$ 368,112	\$ 173,336	\$ 194,776	2,717,830
February	359,602	210,427	149,175	2,867,005
March	312,338	301,278	11,060	2,878,065
April	297,965	289,365	8,600	2,886,664
May	352,126	269,921	82,205	2,968,870
June	253,867	314,343	(60,475)	2,908,394
July	765,127	336,546	428,581	3,336,975
August	346,823	291,116	55,707	3,392,682
September	399,573	793,628	(394,055)	2,998,628
October	282,434	328,184	(45,750)	2,952,878
November	288,867	335,295	(46,429)	2,906,449
December	-	-	-	2,906,449
<b>Totals</b>	<u>\$ 4,026,835</u>	<u>\$ 3,643,439</u>	<u>\$ 383,396</u>	

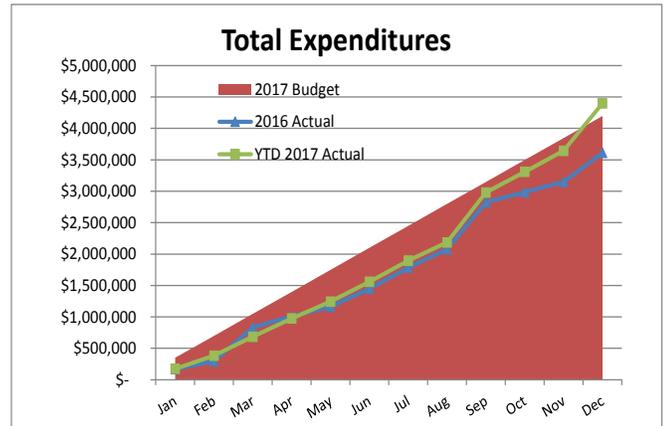
2016 CAFR Fund Balance December 31, 2016

Revenue for the Storm water and Parks Improvements fund includes sales tax, grant revenue, debt proceeds, sponsorships and investment income. Year to date revenue came in well above 2016 and slightly above the 2017 budget at 100.94%. Expenditures came in above the 2017 budget at 104.73%. A budget amendment was made to account for the Manchester Improvement Project.

Storm Water & Park	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 473,038	\$ 365,545	\$ 368,112	0.70%
Feb	737,220	731,091	727,714	-0.46%
Mar	1,104,895	1,096,636	1,040,052	-5.16%
Apr	1,469,934	1,462,182	1,338,017	-8.49%
May	1,714,738	1,827,727	1,690,143	-7.53%
Jun	2,056,248	2,193,272	1,944,011	-11.36%
Jul	2,421,920	2,558,818	2,709,138	5.87%
Aug	2,726,535	2,924,363	3,055,961	4.50%
Sep	3,136,469	3,289,909	3,455,534	5.03%
Oct	3,421,520	3,655,454	3,737,968	2.26%
Nov	3,662,816	4,020,999	4,026,835	0.15%
Dec	4,049,294	4,386,545	4,427,895	0.94%
Percent of budget			100.94%	



Storm Water & Park	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 168,557	\$ 349,835	\$ 173,336	-50.45%
Feb	295,224	699,670	383,763	-45.15%
Mar	834,009	1,049,505	685,041	-34.73%
Apr	1,010,905	1,399,340	974,406	-30.37%
May	1,162,431	1,749,175	1,244,327	-28.86%
Jun	1,447,682	2,099,009	1,558,670	-25.74%
Jul	1,782,816	2,448,844	1,895,216	-22.61%
Aug	2,075,858	2,798,679	2,186,332	-21.88%
Sep	2,822,062	3,148,514	2,979,960	-5.35%
Oct	2,985,774	3,498,349	3,308,144	-5.44%
Nov	3,147,968	3,848,184	3,643,439	-5.32%
Dec	3,609,875	4,198,019	4,396,772	4.73%
Percent of budget			104.73%	



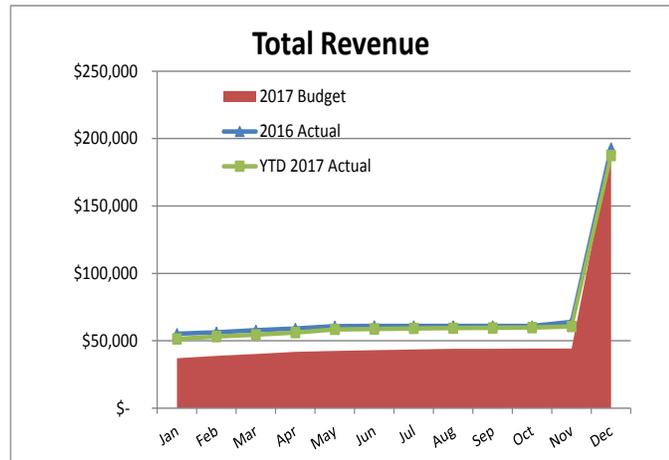
**Sewer Improvements Fund**

City of Brentwood Sewer Improvements Fund Financial Position 2017 Budget Year				
Sewer Improvement Fund Summary				
Month	Revenues	Expenditures	\$ Difference Over (Under)	W/ Beginning Fund Balance
				\$ 111,243
January	\$ 51,364	\$ 9,718	\$ 41,646	152,889
February	1,728	14,587	(12,859)	140,030
March	1,338	25,636	(24,298)	115,732
April	1,577	14,019	(12,443)	103,290
May	2,408	19,875	(17,468)	85,822
June	346	30,012	(29,666)	56,156
July	346	16,965	(16,619)	39,538
August	296	24,441	(24,145)	15,393
September	198	29,299	(29,101)	(13,708)
October	149	17,483	(17,334)	(31,043)
November	896	13,895	(12,999)	(44,042)
December	-	-	-	(44,042)
Totals	<u>\$ 60,645</u>	<u>\$ 215,930</u>	<u>\$ (155,285)</u>	

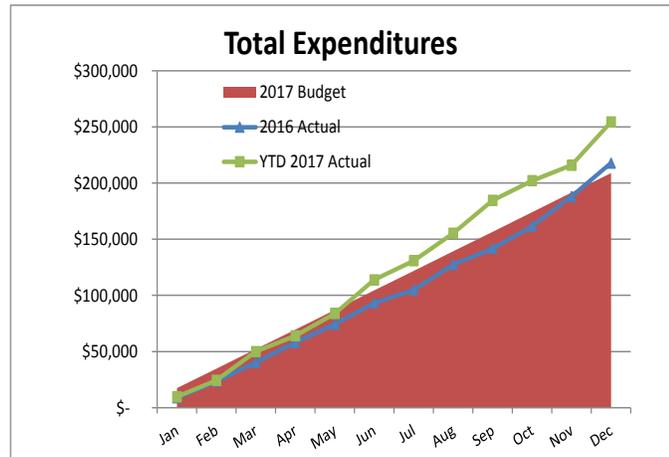
2016 CAFR Fund Balance December 31, 2016

The Sewer Improvements fund revenue is under the 2017 budget at 96.71%. Expenditures are well above the came in over budget at 121.74%%. It is anticipated that after the year-end accruals are done this revenue will increase. Expenditures were over due to some rather large sewer lateral repairs.

Sewer Improvements	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 55,242	\$ 37,000	\$ 51,364	38.82%
Feb	56,331	38,700	53,092	37.19%
Mar	57,816	40,200	54,430	35.40%
Apr	59,152	41,700	56,007	34.31%
May	60,786	42,500	58,414	37.45%
Jun	60,984	43,000	58,760	36.65%
Jul	60,984	43,500	59,106	35.88%
Aug	60,984	44,000	59,402	35.01%
Sep	60,984	44,100	59,600	35.15%
Oct	60,984	44,200	59,749	35.18%
Nov	64,002	44,300	60,645	36.90%
Dec	192,996	193,850	187,464	-3.29%
Percent of budget			96.71%	



Sewer Improvements	2016 Actual	2017 Budget	YTD 2017 Actual	Annual % over (under)
Jan	\$ 8,787	\$ 17,407	\$ 9,718	-44.17%
Feb	23,492	34,814	24,305	-30.19%
Mar	40,255	52,221	49,941	-4.37%
Apr	57,995	69,628	63,960	-8.14%
May	74,203	87,035	83,836	-3.68%
Jun	93,251	104,442	113,847	9.01%
Jul	104,908	121,849	130,812	7.36%
Aug	127,472	139,256	155,253	11.49%
Sep	141,780	156,663	184,552	17.80%
Oct	161,547	174,070	202,035	16.07%
Nov	188,004	191,477	215,930	12.77%
Dec	217,728	208,884	254,301	21.74%
Percent of budget			121.74%	



## Overtime Analysis

Overall city overtime was at 66.95% of the 2017 budget.

Department Overtime	2016 Actual	2017 Budget	YTD 2017 Actual	2017 % of Budget
Administration	\$ 12,919	\$ 3,444	\$ 2,279	66.19%
Fire	107,128	90,000	78,675	87.42%
Police	83,508	90,000	79,901	88.78%
Judicial	100	3,678	345	9.38%
Street	18,735	63,494	3,491	5.50%
Sanitation	11,640	8,917	19,196	215.27%
Planning & Dev	348	3,344	197	5.89%
Parks & Rec	13,206	25,840	19,340	74.84%
Parks & Rec PT	6,844	25,000	5,039	20.16%
Sewer Imprvmt	4,841	4,458	4,558	102.25%
<b>Annual Total</b>	<b>\$ 259,269</b>	<b>\$ 318,175</b>	<b>\$ 213,021</b>	<b>66.95%</b>
Fire	107,128	90,000	78,675	87.42%
Police	83,508	90,000	79,901	88.78%
Street	18,735	63,494	3,491	5.50%
Other Depts	49,899	74,681	50,955	68.23%
	259,269	318,175	213,021	66.95%

