

CITY OF ALACHUA



FISCAL ANALYSIS REPORT

FISCAL YEAR 2023-2024
THROUGH NOVEMBER 30, 2023

JANUARY 22, 2024

KEY TERMS



- **Fiscal year: period beginning October 1, 2023 and ending September 30, 2024.**
- **Amended budget: budget including all changes since the beginning of the fiscal year.**
- **Period benchmark: percentage of fiscal year that has transpired - 16.67%.**
- **Encumbrances: Funds committed for future expenses.**

ALL FUNDS SUMMARY



	FY 23/24 AMENDED BUDGET	PERCENT OF TOTAL BUDGET
GENERAL FUND	18,590,719	27.86%
SPECIAL REVENUE FUNDS	3,965,825	5.94%
DEBT SERVICE FUND	800,274	1.20%
CAPITAL PROJECTS FUNDS	900,955	1.35%
ENTERPRISE FUNDS	38,060,490	57.03%
INTERNAL SERVICE FUND	<u>4,414,756</u>	<u>6.62%</u>
	66,733,019	100.00%

GENERAL FUND



- **Primary Revenue Source: Taxes**

- **Programs Funded:**
 - City Commission
 - City Manager (City Manager, Special Expense)
 - City Attorney
 - Finance & Admin. Svcs. (Finance, Grants, Purchasing, Facilities, Information & Tech.)
 - Human Resources (Human Resources, Deputy City Clerk)
 - Community Planning & Development (Planning, Codes, Building Inspections)
 - Compliance & Risk Management
 - Residential Waste Collection
 - Public Works
 - Police
 - Recreation & Culture

GENERAL FUND



- **Sources of Funding (27%) –**

- Current Revenues: \$ 1.7M (9%)
- Budgeted Balances: \$ 3.3M (18%)

- **Uses of Funding (24%) –**

- Expenses: \$ 2.6M (14%)
- Encumbrances: \$ 1.8M (10%)

SPECIAL REVENUE FUNDS



- **Primary Revenue Source: Intergovernmental Revenue and Taxes**
- **Programs Funded:**
 - Law Enforcement Training
 - Tree Bank
 - APD Explorers
 - T K Basin
 - Infrastructure Surtax
 - Wild Spaces Public Places
 - Donation
 - Community Redevelopment Agency (CRA)

SPECIAL REVENUE FUNDS



- **Sources of Funding (30%) –**

- Current Revenues: \$ 114K (3%)
- Budgeted Balances: \$ 1.1M (27%)

- **Uses of Funding (8%) –**

- Expenses: \$ 68K (2%)
- Encumbrances: \$ 239K (6%)

DEBT SERVICE FUND



- **Primary Revenue Source: Inter-fund Transfers**
- **Programs Funded:**
 - **Series 2016 Debt Payments**

DEBT SERVICE FUND



- **Sources of Funding (-1%) –**

- Current Revenues: \$ 0K (0%)
- Budgeted Balances: \$ -7K (-1%)

- **Uses of Funding (77%) –**

- Expenses: \$ 614K (77%)
- Encumbrances: \$ ----- (0%)

CAPITAL PROJECTS FUNDS



- **Primary Revenue Source: Intergovernmental Revenue**
- **Programs Funded:**
 - San Felasco Conservation Corridor
 - Heritage Oaks
 - CDBG – Neighborhood Revitalization

CAPITAL PROJECTS FUNDS



- **Sources of Funding (25%) –**

- Current Revenues: \$ 0K (0%)
- Budgeted Balances: \$ 228K (25%)

- **Uses of Funding (96%) –**

- Expenses: \$ 0K (0%)
- Encumbrances: \$ 866K (96%)

ENTERPRISE FUNDS



- **Primary Revenue Source: Charges for Services**
- **Programs Funded:**
 - Electric
 - Water
 - Waste Water
 - Mosquito

ENTERPRISE FUNDS



- **Sources of Funding (30%) –**

- Current Revenues: \$ 4.2M (11%)
- Budgeted Balances: \$ 7.2M (19%)

- **Uses of Funding (19%) –**

- Expenses: \$ 2.0M (5%)
- Encumbrances: \$ 5.4M (14%)

INTERNAL SERVICE FUND



- **Primary Revenue Source: Charges for Services**

- **Programs Funded:**
 - Utility Operations
 - Utility Billing
 - Utility Administration
 - Warehouse Operations
 - Human Resources
 - Information & Technology
 - Water Distribution/Collection

INTERNAL SERVICE FUND



- **Sources of Funding (9%) –**

- Current Revenues: \$ 3K (0%)
- Balances: \$ 396K (9%)

- **Uses of Funding (18%) –**

- Expenses: \$ 723K (16%)
- Encumbrances: \$ 89K (2%)

ALL FUNDS SUMMARY



- **Amended FY 23/24 Budget = \$ 66,733,019**

- **Sources of Funding (27%) –**
 - Current Revenues: \$ 5.9M (9%)
 - Budgeted Balances: \$ 12.2M (18%)

- **Uses of Funding (22%) –**
 - Expenses: \$ 6.0M (9%)
 - Encumbrances: \$ 8.4M (13%)

INVESTMENTS / CASH HOLDINGS



- **Investment portfolio total = \$ 1,691,123.86**
 - State Board of Administration (SBA) = \$ 1.1M
 - Money Market Account = \$ 518K
 - Certificate of Deposit = \$ 30K

- **Cash holdings total = \$ 29,945,176.60**
 - Operating Account = \$ 22.5M
 - CRA Account = \$ 407K
 - Customer Deposit Accounts = \$ 2.1M
 - Series 2016 Repayment Account = \$ 34K
 - SRF Money Market account = \$ 80K
 - ARPA Account = \$ 4.9M
 - Other Accounts = \$ 21K

CONCLUSION



- **FY 24: Beginning as anticipated**
- **Bulk of tax revenue Dec - Feb**
- **FY 23: Audit On-Going**



**FINANCE AND ADMINISTRATIVE SERVICES
FISCAL ANALYSIS
FY 2023-2024
THROUGH NOVEMBER 30, 2023**

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INTRODUCTION TO FISCAL ANALYSIS REPORT

Purpose

The fiscal analysis report is used to report the operating condition of the City, and where applicable, identify potential trends and, if necessary, recommend options for corrective action. The report first looks at all City Funds, and then looks at the major fund types (General Fund, Enterprise Funds, etc.). This report is merely a snapshot that fairly represents the City's financial position at a given point in time. While materially accurate, these are unaudited figures.

Defining Revenue

Revenues are the financial resources available to the City. The City of Alachua has a variety of revenue sources. These revenue sources include taxes, permits and fees, charges for services, fines and forfeitures, grants, and other miscellaneous revenues.

Defining Expenditure

Expenditures constitute a use of financial resources. There are four basic types of expenditures: personal services, operating, capital and debt. Personal services include all salary and salary related expenditures. Operating expenditures include the day-to-day expenses such as supplies, utilities, and equipment purchases. Capital expenditures include construction of roads, parks, buildings and the purchase of land. Debt is the expense related to principal and interest on long-term bonds and notes issued by the City. Expenditure figures within this report include encumbrances. Encumbrances are expenditure commitments that have not yet been actually incurred.

Defining Expenditure Function

Expenditure functions are expenditure classifications according to the principal purposes for which expenditures are made. Examples are general government, public safety, economic environment, physical environment, transportation, and culture/recreation.

Defining Fund Balance

Fund balances are the funds carried over from the previous fiscal year. The City has a variety of uses for fund balance including reserve for future capital projects, for emergencies and catastrophes, for certain bond issues, and for other contingencies and expenditures.

Conclusion

The report gives a more comprehensive view by fund type of the financial operations of the City. The Finance and Administrative Services Department welcomes any feedback you may have.

**CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023**

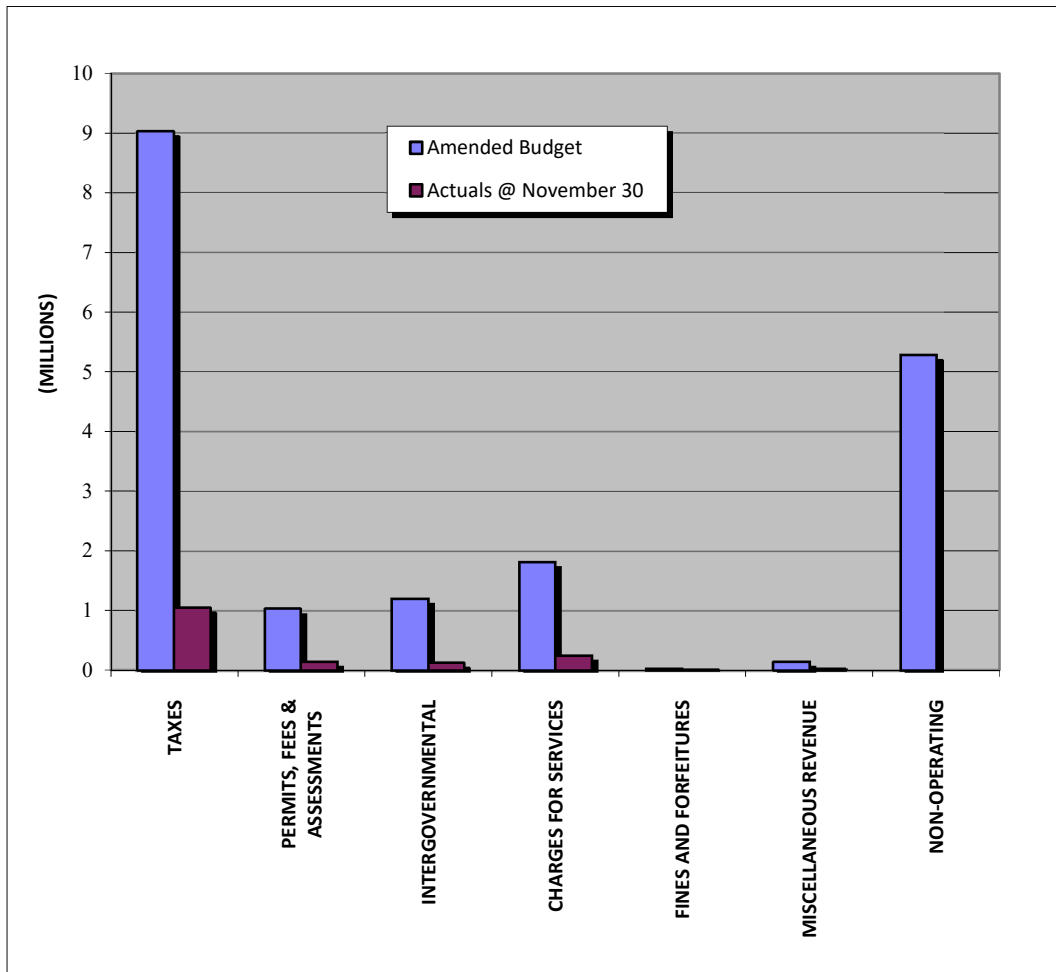
GENERAL FUND

FUND 001 - GENERAL FUND: The General Fund is the general operating fund for the Alachua City Commission. This fund is used to account for all financial resources, except those required to be accounted for separately. These resources provide funding for programs such as Fire Services, Recreation Services, General Government Administration, Capital Improvement Projects, Law Enforcement and Planning Services to all residents of the City of Alachua.

	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	YEAR TO DATE FY 23/24	PERCENT OF BUDGET COLLECTED OR EXPENDED
REVENUES:				
TAXES	9,028,656	9,028,656	1,062,697	12%
PERMITS, FEES & ASSESSMENTS	1,037,000	1,037,000	160,622	15%
INTERGOVERNMENTAL	1,211,795	1,211,795	132,457	11%
CHARGES FOR SERVICES	1,824,066	1,824,066	261,310	14%
FINES AND FORFEITURES	40,000	40,000	12,353	31%
MISCELLANEOUS REVENUE	157,600	157,600	32,189	20%
NON-OPERATING	5,291,602	5,291,602	0	0%
	18,590,719	18,590,719	1,661,628	9%
EXPENSES:				
GENERAL GOVERNMENT	7,161,378	7,161,378	1,266,942	18%
PUBLIC SAFETY	5,458,246	5,458,246	1,308,109	24%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	1,111,762	1,111,762	1,098,308	99%
TRANSPORTATION	3,480,089	3,480,089	321,572	9%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	1,379,244	1,379,244	419,153	30%
	18,590,719	18,590,719	4,414,084	24%
MAJOR EXPENDITURE CATEGORIES:				
PERSONAL SERVICES	9,537,777	9,537,777	1,769,007	19%
OPERATING EXPENDITURES	4,356,915	4,356,915	2,146,780	49%
CAPITAL OUTLAY	3,132,500	3,132,500	496,713	16%
DEBT SERVICE	0	0	0	0%
GRANTS & AIDS	291,501	291,501	1,584	1%
NON-OPERATING	1,272,026	1,272,026	0	0%
POWER COSTS	0	0	0	0%
	18,590,719	18,590,719	4,414,084	24%

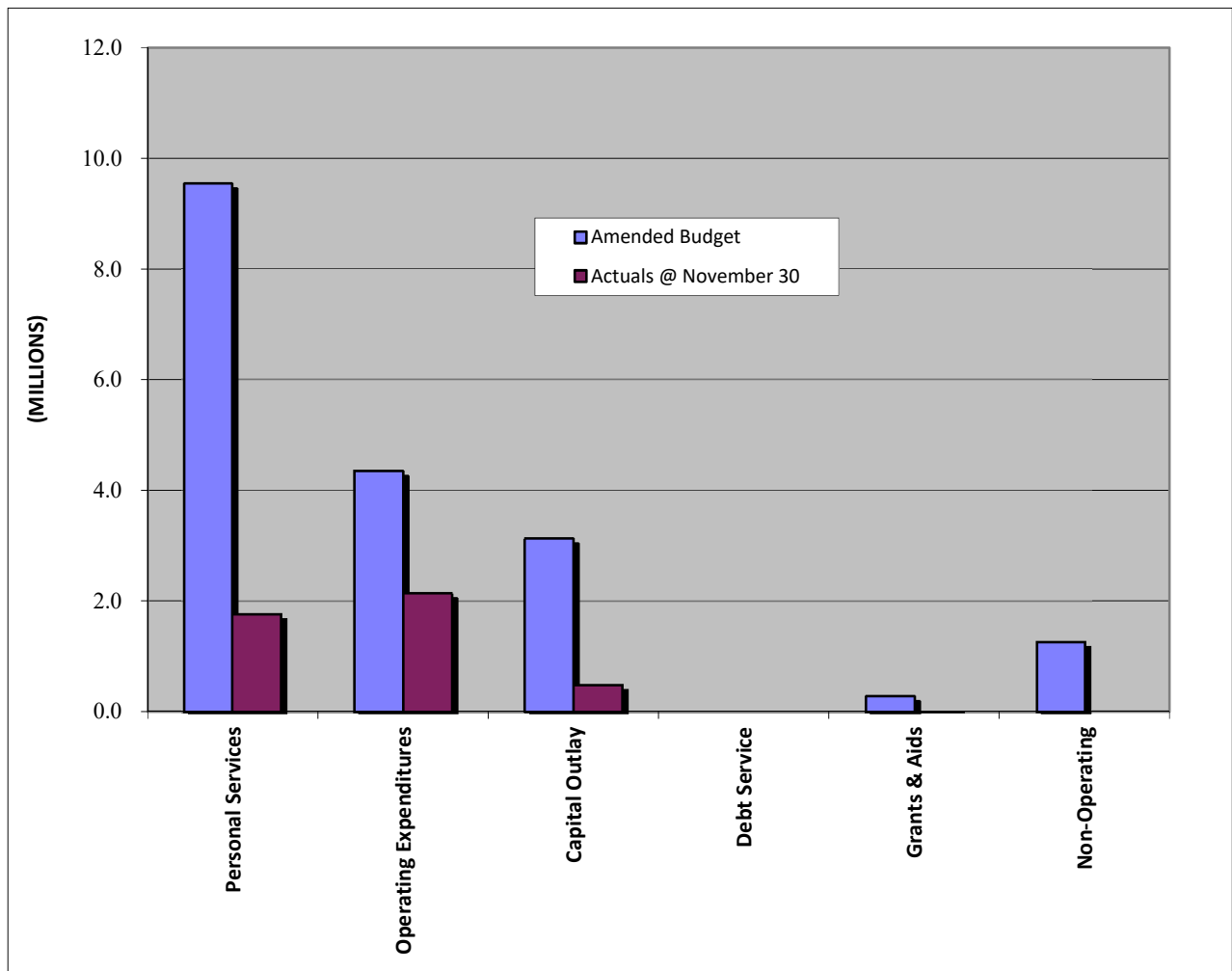
Revenues by Major Category General Fund

As of November 30, 2023, the City of Alachua collected 9% of budgeted General Fund revenues. Tax collections are at 12%. These revenues include property taxes, local option fuel taxes, utility taxes, and communication services taxes and account for \$9.0M, or just under half, of the General Fund annual budgeted revenues. Permits, Fees & Assessments are at 15%. The Intergovernmental Revenues are at 11%. Charges for Services are at 14%, Fines & Forfeitures are at 31%, Miscellaneous Revenues are at 20% and Non-Operating Revenues are at 0%.



Expenditures by Major Category General Fund

Overall, General Fund expenditure categories were at 24%. Personal Services are at 19% with Operating Expenditures at 49%. The Capital Outlay category is at 16%, Grants & Aids are 1% and Non-Operating expenditures are at 0%. Encumbrances for legal and residential waste collection account for 26% of the expense line total (\$1.2M).



CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

GENERAL FUND REVENUES

REVENUE SOURCE	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	YEAR TO DATE FY 23/24	PERCENT COLLECTED
<u>TAXES</u>				
AD VALOREM TAXES	6,929,631	6,929,631	692,384	10%
LOCAL OPTION FUEL TAXES	328,025	328,025	28,491	9%
UTILITY SERVICES TAXES	1,400,000	1,400,000	267,782	19%
COMMUNICATIONS SERVICES TAXES	322,000	322,000	26,635	8%
LOCAL BUSINESS TAXES	49,000	49,000	47,405	97%
SUBTOTAL	9,028,656	9,028,656	1,062,697	12%
<u>PERMITS, FEES AND ASSESSMENTS</u>				
BUILDING PERMITS	532,000	532,000	122,904	23%
FRANCHISE FEES	505,000	505,000	37,718	7%
SUBTOTAL	1,037,000	1,037,000	160,622	15%
<u>INTERGOVERNMENTAL REVENUE</u>				
STATE-SHARED REVENUES	1,206,540	1,206,540	132,457	11%
GRANTS	5,255	5,255	0	0%
SUBTOTAL	1,211,795	1,211,795	132,457	11%
<u>CHARGES FOR SERVICES</u>				
GENERAL GOVERNMENT	84,250	84,250	16,700	20%
PUBLIC SAFETY	355,800	355,800	29,940	8%
PHYSICAL ENVIRONMENT	1,216,512	1,216,512	199,750	16%
TRANSPORTATION	50,504	50,504	0	0%
CULTURE & RECREATION	117,000	117,000	14,920	13%
OTHER CHARGES FOR SVCS	0	0	0	0%
SUBTOTAL	1,824,066	1,824,066	261,310	14%
<u>FINES & FORFEITURES</u>				
FINES & FORFEITURES	40,000	40,000	10,851	27%
OTHER FINES & FORFEITURES	0	0	1,502	NA+
SUBTOTAL	40,000	40,000	12,353	31%
<u>MISCELLANEOUS REVENUE</u>				
INTEREST EARNINGS	132,000	132,000	21,425	16%
RENTS & ROYALTIES	0	0	0	0%
OTHER MISCELLANEOUS REVENUE	25,600	25,600	10,764	42%
SUBTOTAL	157,600	157,600	32,189	20%
<u>NON-OPERATING</u>				
CONTRIBUTIONS FROM ENTERPRISE	2,000,000	2,000,000	0	0%
OPERATING TRANSFERS IN	1,700	1,700	0	0%
FUND BALANCE & UNDER COLLECTION	3,289,902	3,289,902	0	0%
SUBTOTAL	5,291,602	5,291,602	0	0%
GENERAL FUND	18,590,719	18,590,719	1,661,628	9%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

GENERAL FUND EXPENDITURES
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 23/24 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
CITY COMMISSION						
PERSONAL SERVICES	128,672	21,539	17%	0	0%	17%
OPERATING EXPENDITURES	28,418	7,450	26%	0	0%	26%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	157,090	28,989	18%	0	0%	18%
CITY MANAGER'S OFFICE						
PERSONAL SERVICES	692,242	102,869	15%	0	0%	15%
OPERATING EXPENDITURES	53,551	5,581	10%	0	0%	10%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
GRANTS & AIDS	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	745,793	108,450	15%	0	0%	15%
DEPUTY CITY CLERK						
PERSONAL SERVICES	169,477	31,759	19%	0	0%	19%
OPERATING EXPENDITURES	75,865	23,992	32%	0	0%	32%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	245,342	55,751	23%	0	0%	23%
CITY ATTORNEY						
OPERATING EXPENDITURES	232,063	12,598	5%	159,338	69%	74%
TOTAL EXPENDITURES	232,063	12,598	5%	159,338	69%	74%
INFORMATION & TECHNOLOGY SERVICES						
PERSONAL SERVICES	231,886	41,843	18%	0	0%	18%
OPERATING EXPENDITURES	127,393	20,737	16%	5,838	5%	21%
CAPITAL OUTLAY	125,000	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	484,279	62,580	13%	5,838	1%	14%
FINANCE						
PERSONAL SERVICES	633,777	120,719	19%	0	0%	19%
OPERATING EXPENDITURES	113,228	36,351	32%	28,500	25%	57%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	747,005	157,070	21%	28,500	4%	25%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

GENERAL FUND EXPENDITURES
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 23/24 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
HUMAN RESOURCES						
PERSONAL SERVICES	284,827	53,537	19%	0	0%	19%
OPERATING EXPENDITURES	73,494	8,865	12%	3,250	4%	16%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	358,321	62,402	17%	3,250	1%	18%
FACILITIES MAINTENANCE						
PERSONAL SERVICES	693,048	110,723	16%	0	0%	16%
OPERATING EXPENDITURES	237,777	37,816	16%	50,895	21%	37%
CAPITAL OUTLAY	200,000	26,800	13%	55,486	28%	41%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	1,130,825	175,339	16%	106,381	9%	25%
GRANTS & CONTRACTS						
PERSONAL SERVICES	0	0	0%	0	0%	0%
OPERATING EXPENDITURES	55,000	428	1%	20,000	36%	37%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	55,000	428	1%	20,000	36%	37%
CP&D-PLANNING & DEVELOPMENT						
PERSONAL SERVICES	612,349	115,024	19%	0	0%	19%
OPERATING EXPENDITURES	120,987	7,211	6%	13,280	11%	17%
CAPITAL OUTLAY	20,000	0	0%	13,853	69%	69%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	753,336	122,235	16%	27,133	4%	20%
COMPLIANCE & RISK MANAGEMENT						
PERSONAL SERVICES	458,910	82,449	18%	0	0%	18%
OPERATING EXPENDITURES	51,763	1,470	3%	0	0%	3%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	510,673	83,919	16%	0	0%	16%
CP&D-BEAUTIFICATION BOARD						
OPERATING EXPENDITURES	23,000	3,065	13%	36,516	159%	172%
TOTAL EXPENDITURES	23,000	3,065	13%	36,516	159%	172%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

GENERAL FUND EXPENDITURES
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 23/24 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
SPECIAL EXPENSE						
PERSONAL SERVICES	14,074	0	0%	0	0%	0%
OPERATING EXPENDITURES	133,050	5,576	4%	0	0%	4%
CAPITAL OUTLAY	8,000	0	0%	0	0%	0%
GRANTS & AIDS	291,501	1,584	1%	0	0%	1%
NON-OPERATING	1,272,026	0	0%	0	0%	0%
TOTAL EXPENDITURES	1,718,651	7,160	0%	0	0%	0%
PS-SOLID WASTE DISPOSAL						
OPERATING EXPENDITURES	1,111,762	92,943	8%	1,005,365	90%	99%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	1,111,762	92,943	8%	1,005,365	90%	99%
PS-PUBLIC WORKS						
PERSONAL SERVICES	717,544	117,683	16%	0	0%	16%
OPERATING EXPENDITURES	408,045	25,535	6%	90,254	22%	28%
CAPITAL OUTLAY	2,354,500	15,900	1%	72,200	3%	4%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	3,480,089	159,118	5%	162,454	5%	9%
BUILDING INSPECTIONS						
PERSONAL SERVICES	303,857	56,049	18%	0	0%	18%
OPERATING EXPENDITURES	73,187	5,935	8%	13,265	18%	26%
CAPITAL OUTLAY	53,000	28,762	54%	13,853	0%	80%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	430,044	90,746	21%	27,118	6%	27%
APD-PATROL & ADMIN						
PERSONAL SERVICES	3,468,017	714,862	21%	0	0%	21%
OPERATING EXPENDITURES	703,177	71,692	10%	74,969	11%	21%
CAPITAL OUTLAY	352,000	246,594	70%	0	0%	70%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	4,523,194	1,033,148	23%	74,969	2%	24%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

GENERAL FUND EXPENDITURES
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 23/24 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<u>APD-COMMUNICATIONS</u>						
PERSONAL SERVICES	448,039	77,656	17%	0	0%	17%
OPERATING EXPENDITURES	22,969	1,642	7%	0	0%	7%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	471,008	79,298	17%	0	0%	17%
<u>APD-SCHOOL CROSSING GUARDS</u>						
OPERATING EXPENDITURES	29,000	2,830	10%	0	0%	10%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	29,000	2,830	10%	0	0%	10%
<u>APD-EXPLORERS PROGRAM</u>						
OPERATING EXPENDITURES	2,000	0	0%	0	0%	0%
TOTAL EXPENDITURES	2,000	0	0%	0	0%	0%
<u>APD-RESERVE PROGRAM</u>						
OPERATING EXPENDITURES	3,000	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	3,000	0	0%	0	0%	0%
<u>RECREATION & CULTURE</u>						
PERSONAL SERVICES	681,058	122,295	18%	0	0%	18%
OPERATING EXPENDITURES	678,186	97,888	14%	175,705	26%	40%
CAPITAL OUTLAY	20,000	23,265	116%	0	0%	116%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	1,379,244	243,448	18%	175,705	13%	30%
GENERAL FUND	18,590,719	2,581,517	14%	1,832,567	10%	24%

**CITY OF ALACHUA
FINANCE DEPARTMENT ANALYSIS
FOR THE PERIOD ENDING NOVEMBER 30, 2023**

SPECIAL REVENUE FUNDS

FUND VARIOUS - SPECIAL REVENUE FUNDS: Special Revenue Funds are used to account for the proceeds of specific revenue sources that are designated for specified purposes or are restricted in use.

	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	YEAR TO DATE FY 23/24	PERCENT OF BUDGET COLLECTED OR EXPENDED
REVENUES:				
TAXES	1,591,368	1,591,368	102,986	6%
PERMITS, FEES & ASSESSMENTS	9,800	9,800	1,999	20%
INTERGOVERNMENTAL REVENUE	1,006,297	1,006,297	0	0%
CHARGES FOR SERVICES	0	0	0	0%
FINES AND FORFEITURES	5,000	5,000	774	15%
MISCELLANEOUS REVENUE	32,300	32,300	8,114	25%
NON-OPERATING	1,321,060	1,321,060	0	0%
	3,965,825	3,965,825	113,873	3%
EXPENSES:				
GENERAL GOVERNMENT	1,705,658	1,705,658	0	0%
PUBLIC SAFETY	18,000	18,000	1,866	10%
ECONOMIC ENVIRONMENT	828,822	828,822	240,532	29%
PHYSICAL ENVIRONMENT	24,000	24,000	6,480	27%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	1,389,345	1,389,345	57,868	4%
	3,965,825	3,965,825	306,746	8%
MAJOR EXPENDITURE CATEGORIES:				
PERSONAL SERVICES	126,713	126,713	20,153	16%
OPERATING EXPENDITURES	672,559	672,559	269,934	40%
CAPITAL OUTLAY	3,111,553	3,111,553	16,659	1%
DEBT SERVICE	0	0	0	0%
GRANTS & AIDS	25,000	25,000	0	0%
NON-OPERATING	30,000	30,000	0	0%
	3,965,825	3,965,825	306,746	8%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

SPECIAL REVENUE FUNDS REVENUES

REVENUE SOURCE	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	RECEIVED TO DATE FY 23/24	PERCENT COLLECTED
<u>TAXES</u>				
DISCRETIONARY SALES SURTAX	1,591,368	1,591,368	102,986	6%
SUBTOTAL	1,591,368	1,591,368	102,986	6%
<u>PERMITS, FEES AND ASSESSMENTS</u>				
OTHER CHARGES AND FEES	0	0	0	0%
SPECIAL ASSESSMENTS	9,800	9,800	1,999	20%
SUBTOTAL	9,800	9,800	1,999	20%
<u>INTERGOVERNMENTAL REVENUE</u>				
FEDERAL GRANTS	0	0	0	0%
STATE GRANTS	0	0	0	0%
GRANTS FROM OTHER LOCAL UNITS	666,667	666,667	0	0%
PAYMENTS FROM LOCAL UNITS (FOR CRA)	339,630	339,630	0	0%
SUBTOTAL	1,006,297	1,006,297	0	0%
<u>CHARGES FOR SERVICES</u>				
CULTURE & RECREATION	0	0	0	0%
OTHER MISCELLANEOUS CHARGES	0	0	0	0%
SUBTOTAL	0	0	0	0%
<u>FINES AND FORFEITURES</u>				
ADDT'L CRT COSTS-\$2 FOR LEO TRAINING	5,000	5,000	774	15%
SUBTOTAL	5,000	5,000	774	15%
<u>MISCELLANEOUS REVENUE</u>				
INTEREST INCOME	7,300	7,300	2,689	37%
RENTALS AND LEASES	25,000	25,000	5,425	22%
CONTRIBUTIONS AND DONATIONS	0	0	0	0%
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
SUBTOTAL	32,300	32,300	8,114	25%
<u>NON-OPERATING</u>				
DEBT PROCEEDS	0	0	0	0%
TRANSFER IN	264,454	264,454	0	0%
USE OF FUND BALANCE/UNDERCOLLECTION	1,056,606	1,056,606	0	0%
SUBTOTAL	1,321,060	1,321,060	0	0%
SPECIAL REVENUE FUNDS	3,965,825	3,965,825	113,873	3%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

SPECIAL REVENUE FUNDS EXPENDITURES
 BY MAJOR CATEGORY

SPECIAL REVENUE FUND	FY 23/24 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<u>ADDT'L COURT COST-\$2 FOR LEO TRAINING FUND</u>						
OPERATING EXPENDITURES	13,000	1,866	14%	0	0%	14%
TOTAL EXPENDITURES	13,000	1,866	14%	0	0%	14%
<u>TREE BANK FUND</u>						
OPERATING EXPENDITURES	201,511	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	201,511	0	0%	0	0%	0%
<u>EXPLORER SPECIAL REVENUE FUND</u>						
OPERATING EXPENDITURES	5,000	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	5,000	0	0%	0	0%	0%
<u>TK BASIN SPECIAL ASSESSMENT</u>						
OPERATING EXPENDITURES	14,000	540	4%	5,940	42%	46%
NON OPERATING	10,000	0	0%	0	0%	0%
TOTAL EXPENDITURES	24,000	540	2%	5,940	25%	27%
<u>INFRASTRUCTURE SURTAX FUND</u>						
OPERATING EXPENDITURES	0	0	0%	0	0%	0%
CAPITAL OUTLAY	1,504,147	0	0%	0	0%	0%
TOTAL EXPENDITURES	1,504,147	0	0%	0	0%	0%
<u>WILD SPACES PUBLIC PLACES FUND</u>						
OPERATING EXPENDITURES	38,900	0	0%	47,584	122%	122%
CAPITAL OUTLAY	1,345,531	0	0%	9,784	1%	1%
TOTAL EXPENDITURES	1,384,431	0	0%	57,368	4%	4%
<u>DONATION FUND</u>						
OPERATING EXPENDITURES	4,914	500	10%	0	0%	10%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	4,914	500	10%	0	0%	10%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
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SPECIAL REVENUE FUNDS EXPENDITURES
 BY MAJOR CATEGORY

SPECIAL REVENUE FUND	FY 23/24 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
CRA FUND						
PERSONAL SERVICES	126,713	20,153	16%	0	0%	16%
OPERATING EXPENDITURES	395,234	44,980	11%	168,524	43%	54%
CAPITAL OUTLAY	261,875	0	0%	6,875	3%	3%
DEBT SERVICE	0	0	0%	0	0%	0%
AIDS TO PRIVATE ORGANIZATIONS	25,000	0	0%	0	0%	0%
NON OPERATING	20,000	0	0%	0	0%	0%
TOTAL EXPENDITURES	828,822	65,133	8%	175,399	21%	29%
SPECIAL REVENUE FUNDS	3,965,825	68,039	2%	238,707	6%	8%

**CITY OF ALACHUA
FINANCE DEPARTMENT ANALYSIS
FOR THE PERIOD ENDING NOVEMBER 30, 2023**

DEBT SERVICE FUND

FUND 070 - DEBT SERVICE FUND: The Debt Service Fund is used to account for the accumulation of resources for, and the payment of the City's general long-term debt, interest, and other related debt service charges. Debt obligations related to the Enterprise funds are accounted for in those specific funds.

	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	YEAR TO DATE FY 23/24	PERCENT OF BUDGET COLLECTED OR EXPENDED
REVENUES:				
TAXES	0	0	0	0%
PERMITS, FEES & ASSESSMENTS	0	0	0	0%
INTERGOVERNMENTAL	0	0	0	0%
CHARGES FOR SERVICES	0	0	0	0%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	0	0	1	NA+
NON-OPERATING	800,274	800,274	0	0%
	800,274	800,274	1	0%
EXPENSES:				
GENERAL GOVERNMENT	800,274	800,274	614,038	77%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	0	0	0	0%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	0	0	0	0%
	800,274	800,274	614,038	77%
MAJOR EXPENDITURE CATEGORIES:				
PERSONAL SERVICES	0	0	0	0%
OPERATING EXPENDITURES	0	0	0	0%
CAPITAL OUTLAY	0	0	0	0%
DEBT SERVICE	800,274	800,274	614,038	77%
GRANTS & AIDS	0	0	0	0%
NON-OPERATING	0	0	0	0%
POWER COSTS	0	0	0	0%
	800,274	800,274	614,038	77%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

DEBT SERVICE FUND REVENUES

REVENUE SOURCE	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	YEAR TO DATE FY 23/24	PERCENT COLLECTED
<u>MISCELLANEOUS REVENUE</u>				
INTEREST EARNINGS	0	0	1	NA+
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
SUBTOTAL	0	0	1	NA+
<u>NON OPERATING</u>				
DEBT PROCEEDS	0	0	0	0%
TRANSFER IN-GF	807,572	807,572	0	0%
FUND BALANCE & UNDER COLLECTION	(7,298)	(7,298)	0	0%
SUBTOTAL	800,274	800,274	0	0%
DEBT SERVICE FUND	800,274	800,274	1	0%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

DEBT SERVICE FUND EXPENDITURES
 BY MAJOR CATEGORY

DEBT OBLIGATION	FY 23/24 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<u>OTHER DEBT COSTS</u>						
DEBT SERVICE	750	0	0%	0	0%	0%
<u>SERIES 2016 CAPITAL IMPROVEMENT</u>						
DEBT SERVICE	799,524	614,038	77%	0	0%	77%
TOTAL EXPENDITURES	799,524	614,038	77%	0	0%	77%
DEBT SERVICE FUND	800,274	614,038	77%	0	0%	77%

**CITY OF ALACHUA
FINANCE DEPARTMENT ANALYSIS
FOR THE PERIOD ENDING NOVEMBER 30, 2023**

CAPITAL PROJECTS FUNDS

FUND 3XX - CAPITAL PROJECTS FUNDS: Capital Project Funds are used to account for financial resources to be used for the acquisition, construction, or improvement of major capital facilities (other than those financed by the Enterprise Funds or Special Assessments).

	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	YEAR TO DATE FY 23/24	PERCENT OF BUDGET COLLECTED OR EXPENDED
REVENUES:				
TAXES	0	0	0	0%
PERMITS, FEES & ASSESSMENTS	0	0	0	0%
INTERGOVERNMENTAL REVENUE	673,315	673,315	0	0%
CHARGES FOR SERVICES	0	0	0	0%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	0	0	4	NA+
NON-OPERATING	227,640	227,640	0	0%
	900,955	900,955	4	0%
EXPENSES:				
GENERAL GOVERNMENT	0	0	0	0%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	4,326	4,326	0	0%
TRANSPORTATION	894,929	894,929	865,562	97%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	1,700	1,700	0	0%
	900,955	900,955	865,562	96%
MAJOR EXPENDITURE CATEGORIES:				
PERSONAL SERVICES	0	0	0	0%
OPERATING EXPENDITURES	4,326	6,026	0	0%
CAPITAL OUTLAY	894,929	894,929	865,562	97%
DEBT SERVICE	0	0	0	0%
GRANTS & AIDS	0	0	0	0%
NON-OPERATING	1,700	0	0	0%
POWER COSTS	0	0	0	0%
	900,955	900,955	865,562	96%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

CAPITAL PROJECTS FUNDS REVENUES

REVENUE SOURCE	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	RECEIVED TO DATE FY 23/24	PERCENT COLLECTED
<u>TAXES</u>				
DISCRETIONARY SALES SURTAX	0	0	0	0%
SUBTOTAL	0	0	0	0%
<u>INTERGOVERNMENTAL REVENUE</u>				
FEDERAL GRANTS	673,315	673,315	0	0%
STATE GRANTS	0	0	0	0%
GRANTS FROM OTHER LOCAL UNITS	0	0	0	0%
SUBTOTAL	673,315	673,315	0	0%
<u>MISCELLANEOUS REVENUE</u>				
INTEREST INCOME	0	0	4	NA+
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
SUBTOTAL	0	0	4	NA+
<u>NON-OPERATING</u>				
DEBT PROCEEDS	0	0	0	0%
TRANSFERS IN	0	0	0	0%
USE OF FUND BALANCE	227,640	227,640	0	0%
SUBTOTAL	227,640	227,640	0	0%
CAPITAL PROJECTS FUNDS	900,955	900,955	4	0%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

CAPITAL PROJECTS FUNDS EXPENDITURES
 BY MAJOR CATEGORY

CAPITAL PROJECT	FY 23/24 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<u>SAN FELASCO CONSERVATION CORRIDOR</u>						
OPERATING EXPENDITURES	0	0	0%	0	0%	0%
NON-OPERATING	1,700	0	0%	0	0%	0%
TOTAL EXPENDITURES	1,700	0	0%	0	0%	0%
<u>HERITAGE OAKS</u>						
OPERATING EXPENSES	4,326	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	4,326	0	0%	0	0%	0%
<u>CDBG - NEIGHBORHOOD REVITALIZATION</u>						
OPERATING EXPENDITURES	0	0	0%	0	0%	0%
CAPITAL OUTLAY	894,929	0	0%	865,562	0%	0%
TOTAL EXPENDITURES	894,929	0	0%	865,562	97%	97%
CAPITAL PROJECT FUNDS	900,955	0	0%	865,562	96%	96%

**CITY OF ALACHUA
FINANCE DEPARTMENT ANALYSIS
FOR THE PERIOD ENDING NOVEMBER 30, 2023**

ENTERPRISE FUNDS

FUND 010, 020, 030, 042 - ENTERPRISE FUNDS: Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises in which the intent of the governing body is that all costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The City's Electric, Water, Wastewater, and Mosquito Control services reside in Enterprise funds.

	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	YEAR TO DATE FY 23/24	PERCENT OF BUDGET COLLECTED OR EXPENDED
REVENUES:				
TAXES	0	0	0	0%
PERMITS, FEES & ASSESSMENTS	0	0	0	0%
INTERGOVERNMENTAL REVENUE	5,228,379	5,228,379	0	0%
CHARGES FOR SERVICES	22,377,771	22,377,771	4,141,070	19%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	487,300	487,300	75,406	15%
NON-OPERATING	9,967,040	9,967,040	0	0%
	38,060,490	38,060,490	4,216,476	11%
EXPENSES:				
GENERAL GOVERNMENT	0	0	0	0%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	38,060,490	38,060,490	7,406,338	19%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	0	0	0	0%
	38,060,490	38,060,490	7,406,338	19%
MAJOR EXPENDITURE CATEGORIES:				
PERSONAL SERVICES	2,447,239	2,447,239	372,993	15%
OPERATING EXPENDITURES	2,620,616	2,620,616	736,208	28%
CAPITAL OUTLAY	14,318,220	14,318,220	5,221,973	36%
DEBT SERVICE	788,712	788,712	506,193	64%
GRANTS AND AIDS	0	0	0	0%
NON-OPERATING	8,980,703	8,980,703	0	0%
POWER COSTS	8,905,000	8,905,000	568,971	6%
	38,060,490	38,060,490	7,406,338	19%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
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ENTERPRISE FUNDS REVENUES

REVENUE SOURCE	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	RECEIVED TO DATE FY 23/24	PERCENT COLLECTED
<u>INTERGOVERNMENTAL REVENUE</u>				
STATE GRANTS	798,325	798,325	0	0%
FEDERAL GRANTS	4,430,054	4,430,054	0	0%
SUBTOTAL	5,228,379	5,228,379	0	0%
<u>CHARGES FOR SERVICES</u>				
PHYSICAL ENVIRONMENT-ELECTRIC	16,786,971	16,786,971	2,780,829	17%
PHYSICAL ENVIRONMENT-WATER	2,240,000	2,240,000	569,511	25%
PHYSICAL ENVIRONMENT-WASTEWATER	3,285,800	3,285,800	780,146	24%
PHYSICAL ENVIRONMENT-MOSQUITO	65,000	65,000	10,584	16%
SUBTOTAL	22,377,771	22,377,771	4,141,070	19%
<u>MISCELLANEOUS REVENUE</u>				
INTEREST EARNINGS	92,500	92,500	32,514	35%
RENTS & ROYALTIES	32,000	32,000	0	0%
OTHER MISCELLANEOUS REVENUE	362,800	362,800	42,892	12%
SUBTOTAL	487,300	487,300	75,406	15%
<u>NON-OPERATING</u>				
DEBT PROCEEDS	0	0	0	0%
TRANSFERS IN	0	0	0	0%
FUND BALANCE & UNDER COLLECTION	9,967,040	9,967,040	0	0%
SUBTOTAL	9,967,040	9,967,040	0	0%
ENTERPRISE FUNDS	38,060,490	38,060,490	4,216,476	11%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
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ENTERPRISE FUNDS EXPENDITURES
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 23/24 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<u>ELECTRIC UTILITY</u>						
PERSONAL SERVICES	1,521,242	218,840	14%	0	0%	14%
OPERATING EXPENDITURES	947,457	146,540	15%	182,897	19%	35%
CAPITAL OUTLAY	3,648,445	229,826	6%	98,600	3%	9%
DEBT SERVICE	0	0	0%	0	0%	0%
NON-OPERATING	6,329,888	0	0%	0	0%	0%
POWER COSTS	8,905,000	568,971	6%	0	0%	6%
TOTAL EXPENDITURES	21,352,032	1,164,177	5%	281,497	1%	7%
<u>WATER UTILITY</u>						
PERSONAL SERVICES	344,663	45,181	13%	0	0%	13%
OPERATING EXPENDITURES	499,358	43,974	9%	76,163	15%	24%
CAPITAL OUTLAY	7,787,481	28,505	0%	4,486,310	58%	58%
DEBT SERVICE	165,684	138,746	84%	0	0%	84%
NON-OPERATING	1,526,681	0	0%	0	0%	0%
TOTAL EXPENDITURES	10,323,867	256,406	2%	4,562,473	44%	47%
<u>WASTEWATER UTILITY</u>						
PERSONAL SERVICES	569,210	107,316	19%	0	0%	19%
OPERATING EXPENDITURES	1,132,183	86,910	8%	199,437	18%	25%
CAPITAL OUTLAY	2,882,294	1,750	0%	376,982	13%	13%
DEBT SERVICE	623,028	367,447	59%	0	0%	59%
NON-OPERATING	1,044,134	0	0%	0	0%	0%
TOTAL EXPENDITURES	6,250,849	563,423	9%	576,419	9%	18%
<u>MOSQUITO CONTROL</u>						
PERSONAL SERVICES	12,124	1,656	14%	0	0%	14%
OPERATING EXPENDITURES	41,618	287	1%	0	0%	1%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	80,000	0	0%	0	0%	0%
TOTAL EXPENDITURES	133,742	1,943	1%	0	0%	1%
ENTERPRISE FUNDS	38,060,490	1,985,949	5%	5,420,389	14%	19%

**CITY OF ALACHUA
FINANCE DEPARTMENT ANALYSIS
FOR THE PERIOD ENDING NOVEMBER 30, 2023**

INTERNAL SERVICE FUND

FUND 700 - INTERNAL SERVICE FUND: The Internal Service Fund is used to account for the provision of goods or services by Utility Administration, Utility Operations, Utility Billing, Warehouse Operations, and postage services for the City's utility system and other departments.

	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	YEAR TO DATE FY 23/24	PERCENT OF BUDGET COLLECTED OR EXPENDED
REVENUES:				
TAXES	0	0	0	0%
PERMITS, FEES & ASSESSMENTS	0	0	110	NA+
INTERGOVERNMENTAL REVENUE	0	0	0	0%
CHARGES FOR SERVICES	0	0	0	0%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	0	0	2,612	NA+
NON-OPERATING	4,414,756	4,414,756	0	0%
	<u>4,414,756</u>	<u>4,414,756</u>	<u>2,722</u>	<u>0%</u>
EXPENSES:				
GENERAL GOVERNMENT	3,413,769	3,413,769	684,702	20%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	1,000,987	1,000,987	127,535	13%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	0	0	0	0%
	<u>4,414,756</u>	<u>4,414,756</u>	<u>812,237</u>	<u>18%</u>
MAJOR EXPENDITURE CATEGORIES:				
PERSONAL SERVICES	2,815,632	2,815,632	418,461	15%
OPERATING EXPENDITURES	998,210	998,210	178,033	18%
CAPITAL OUTLAY	180,000	180,000	0	0%
DEBT SERVICE	280,914	280,914	215,743	77%
GRANTS & AIDS	0	0	0	0%
NON-OPERATING	140,000	140,000	0	0%
POWER COSTS	0	0	0	0%
	<u>4,414,756</u>	<u>4,414,756</u>	<u>812,237</u>	<u>18%</u>

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
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INTERNAL SERVICE FUND REVENUES

REVENUE SOURCE	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	YEAR TO DATE FY 23/24	PERCENT COLLECTED
<u>PERMITS, FEES & ASSESSMENTS</u>				
OTHER LICENSES, FEES, AND PERMITS	0	0	110	NA+
SUBTOTAL	0	0	110	NA+
<u>INTERGOVERNMENTAL REVENUE</u>				
OTHER FEDERAL GRANTS	0	0	0	0%
SUBTOTAL	0	0	0	0%
<u>CHARGES FOR SERVICES</u>				
OTHER MISCELLANEOUS CHARGES	0	0	0	0%
SUBTOTAL	0	0	0	0%
<u>MISCELLANEOUS REVENUE</u>				
INTEREST EARNINGS	0	0	2,612	NA+
RENTS & ROYALTIES	0	0	0	0%
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
SUBTOTAL	0	0	2,612	NA+
<u>NON-OPERATING</u>				
CONTRIBUTIONS FROM ENTERPRISE	0	0	0	0%
SERIES 2016 DEBT PROCEEDS	0	0	0	0%
INTERFUND TRANSFER	4,019,078	4,019,078	0	0%
FUND BALANCE & UNDER COLLECTION	395,678	395,678	0	0%
SUBTOTAL	4,414,756	4,414,756	0	0%
INTERNAL SERVICE FUND	4,414,756	4,414,756	2,722	0%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

INTERNAL SERVICE FUND EXPENDITURES
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 23/24 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<u>FAS / UTILITY OPERATIONS</u>						
PERSONAL SERVICES	364,212	78,392	22%	0	0%	22%
OPERATING EXPENDITURES	90,723	7,851	9%	18,562	20%	29%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	454,935	86,243	19%	18,562	4%	23%
<u>FAS / UTILITY BILLING</u>						
PERSONAL SERVICES	408,514	65,961	16%	0	0%	16%
OPERATING EXPENDITURES	157,274	31,835	20%	26,000	17%	37%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	565,788	97,796	17%	26,000	5%	22%
<u>PUBLIC SERVICES / UTILITY ADMINISTRATION</u>						
PERSONAL SERVICES	1,274,438	145,611	11%	0	0%	11%
OPERATING EXPENDITURES	333,800	25,497	8%	24,330	7%	15%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	1,608,238	171,108	11%	24,330	2%	12%
<u>PUBLIC SERVICES-WAREHOUSE OPERATIONS</u>						
PERSONAL SERVICES	137,116	26,263	19%	0	0%	19%
OPERATING EXPENDITURES	31,430	1,778	6%	0	0%	6%
CAPITAL OUTLAY	110,000	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	278,546	28,041	10%	0	0%	10%
<u>ISF - HUMAN RESOURCES</u>						
PERSONAL SERVICES	45,536	8,404	18%	0	0%	18%
OPERATING EXPENDITURES	707	143	20%	0	0%	20%
TOTAL EXPENDITURES	46,243	8,547	18%	0	0%	18%
<u>ISF - FAS / INFORMATION</u>						
PERSONAL SERVICES	35,105	6,250	18%	0	0%	18%
OPERATING EXPENDITURES	4,000	2,082	52%	0	0%	52%
TOTAL EXPENDITURES	39,105	8,332	21%	0	0%	21%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING NOVEMBER 30, 2023

INTERNAL SERVICE FUND EXPENDITURES
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 23/24 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<u>PUBLIC SERVICES-WATER DISTRIBUTION/COLLECTION</u>						
PERSONAL SERVICES	550,711	87,580	16%	0	0%	16%
OPERATING EXPENDITURES	380,276	19,773	5%	20,182	5%	11%
CAPITAL OUTLAY	70,000	0	0%	0	0%	0%
TOTAL EXPENDITURES	1,000,987	107,353	11%	20,182	2%	13%
<u>DEBT SERVICE FUND - SERIES 2016</u>						
DEBT SERVICE	280,914	215,743	77%	0	0%	77%
TOTAL EXPENDITURES	280,914	215,743	77%	0	0%	77%
<u>INTERNAL SERVICE FUND RESERVES</u>						
NON-OPERATING	140,000	0	0%	0	0%	0%
TOTAL EXPENDITURES	140,000	0	0%	0	0%	0%
INTERNAL SERVICE FUND	4,414,756	723,163	16%	89,074	2%	18%

**CITY OF ALACHUA
FINANCE DEPARTMENT ANALYSIS
FOR THE PERIOD ENDING NOVEMBER 30, 2023**

ALL CITY FUNDS

	FY 23/24 APPROVED BUDGET	FY 23/24 AMENDED BUDGET	YEAR TO DATE FY 23/24	PERCENT OF BUDGET COLLECTED OR EXPENDED
REVENUES:				
TAXES	10,620,024	10,620,024	1,165,683	11%
PERMITS, FEES & ASSESSMENTS	1,046,800	1,046,800	162,731	16%
INTERGOVERNMENTAL	8,119,786	8,119,786	132,457	2%
CHARGES FOR SERVICES	24,201,837	24,201,837	4,402,380	18%
FINES AND FORFEITURES	45,000	45,000	13,127	29%
MISCELLANEOUS REVENUE	677,200	677,200	0	0%
NON-OPERATING	22,022,372	22,022,372	0	0%
	66,733,019	66,733,019	5,876,378	9%

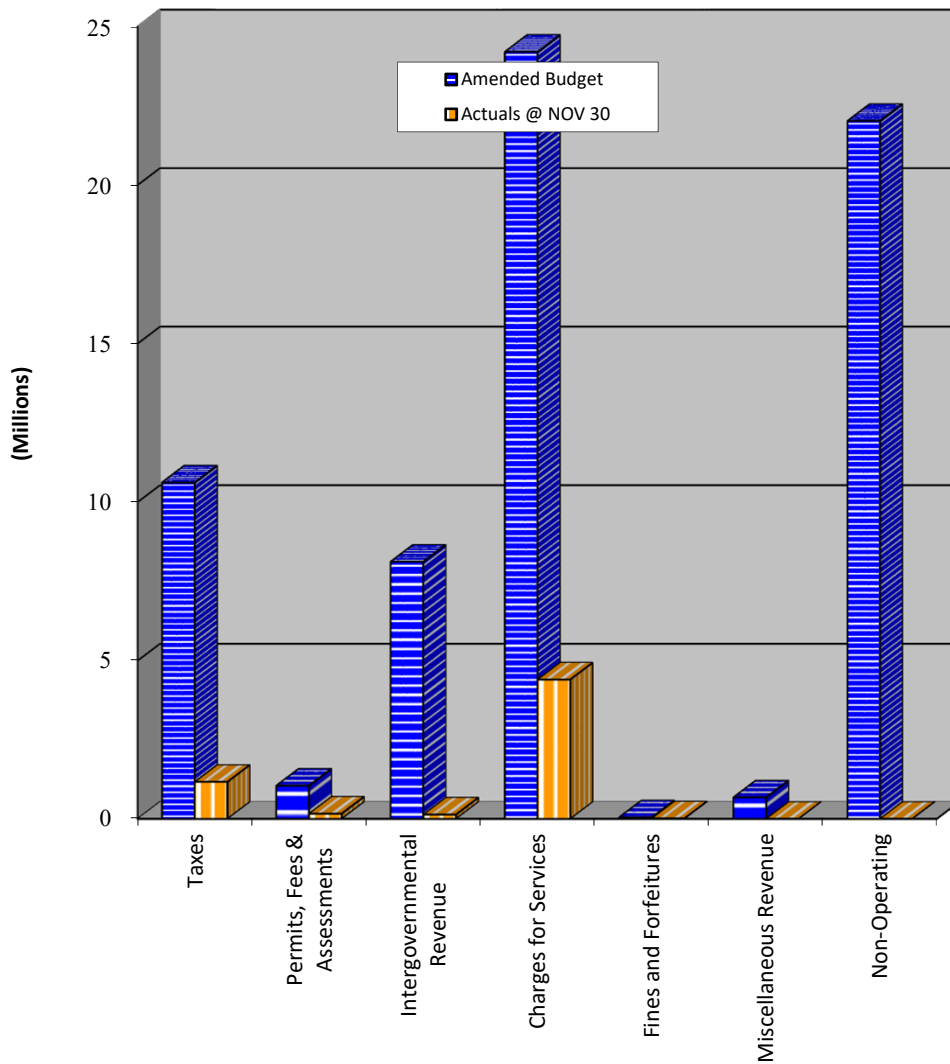
EXPENSES:				
GENERAL GOVERNMENT	13,081,079	13,081,079	2,565,682	24%
PUBLIC SAFETY	5,476,246	5,476,246	1,309,975	24%
ECONOMIC ENVIRONMENT	828,822	828,822	240,532	29%
PHYSICAL ENVIRONMENT	40,201,565	40,201,565	8,638,661	21%
TRANSPORTATION	4,375,018	4,375,018	1,187,134	27%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	2,770,289	2,770,289	477,021	17%
	66,733,019	66,733,019	14,419,005	22%

MAJOR EXPENDITURE CATEGORIES:

PERSONAL SERVICES	14,927,361	14,927,361	2,580,614	17%
OPERATING EXPENDITURES	8,652,626	8,654,326	3,330,955	38%
CAPITAL OUTLAY	21,637,202	21,637,202	6,600,907	31%
DEBT SERVICE	1,869,900	1,869,900	1,335,974	71%
GRANTS & AIDS	316,501	316,501	1,584	1%
NON-OPERATING	10,424,429	10,422,729	0	0%
POWER COSTS	8,905,000	8,905,000	568,971	6%
	66,733,019	66,733,019	14,419,005	22%

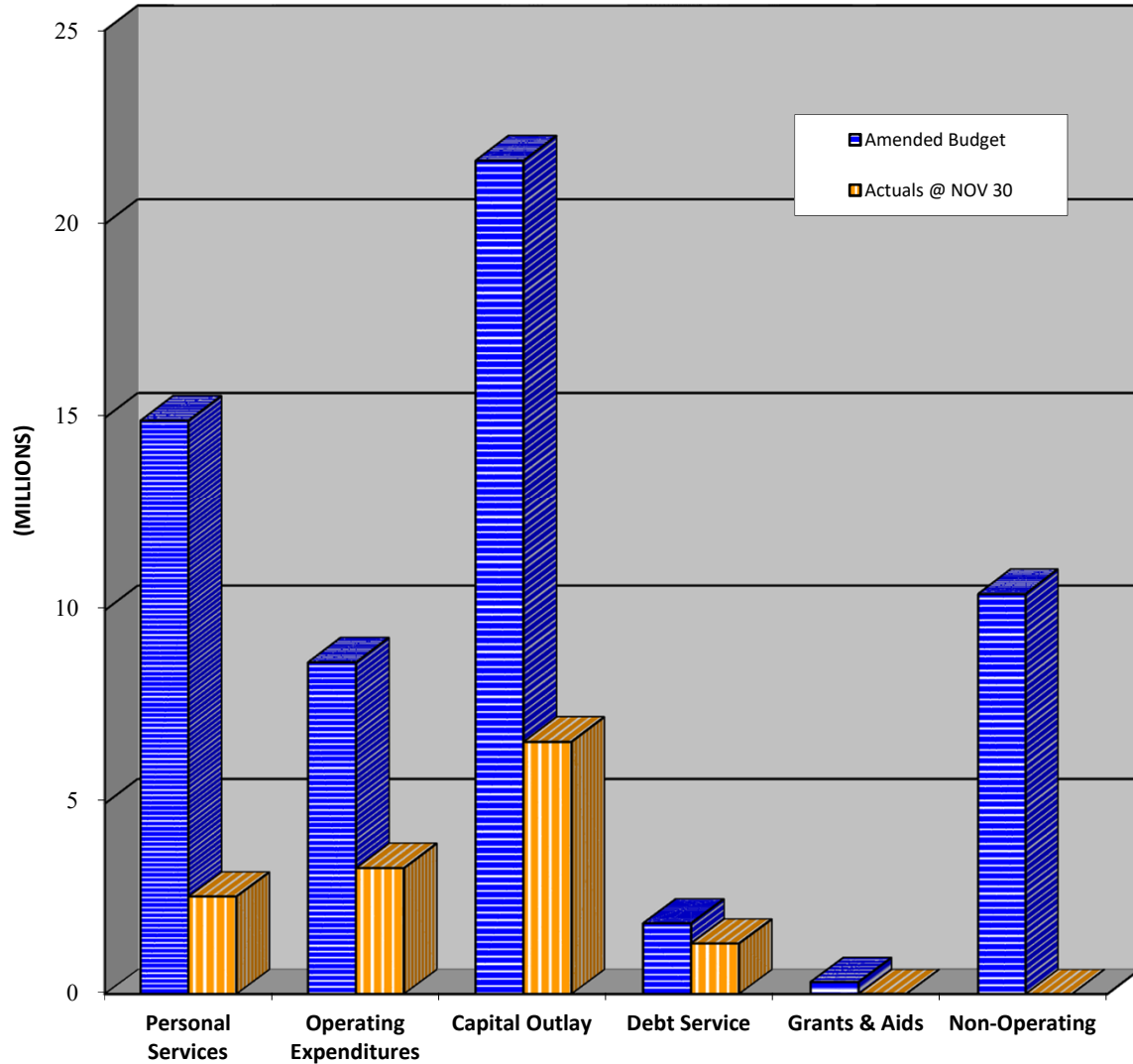
Revenues by Major Category All City Funds

The City of Alachua's overall revenues are at 9% of budget for the fiscal year. Taxes are at 11% of budget. These include ad valorem property taxes and public utility taxes. Other revenue sources are: Permits, Fees and Assessments (16%); Intergovernmental Revenue (2%); Charges for Services (18%); Fines and Forfeitures (29%); Miscellaneous Revenue (0%); and Non-Operating Revenue (0%).



Expenditures by Major Category All City Funds

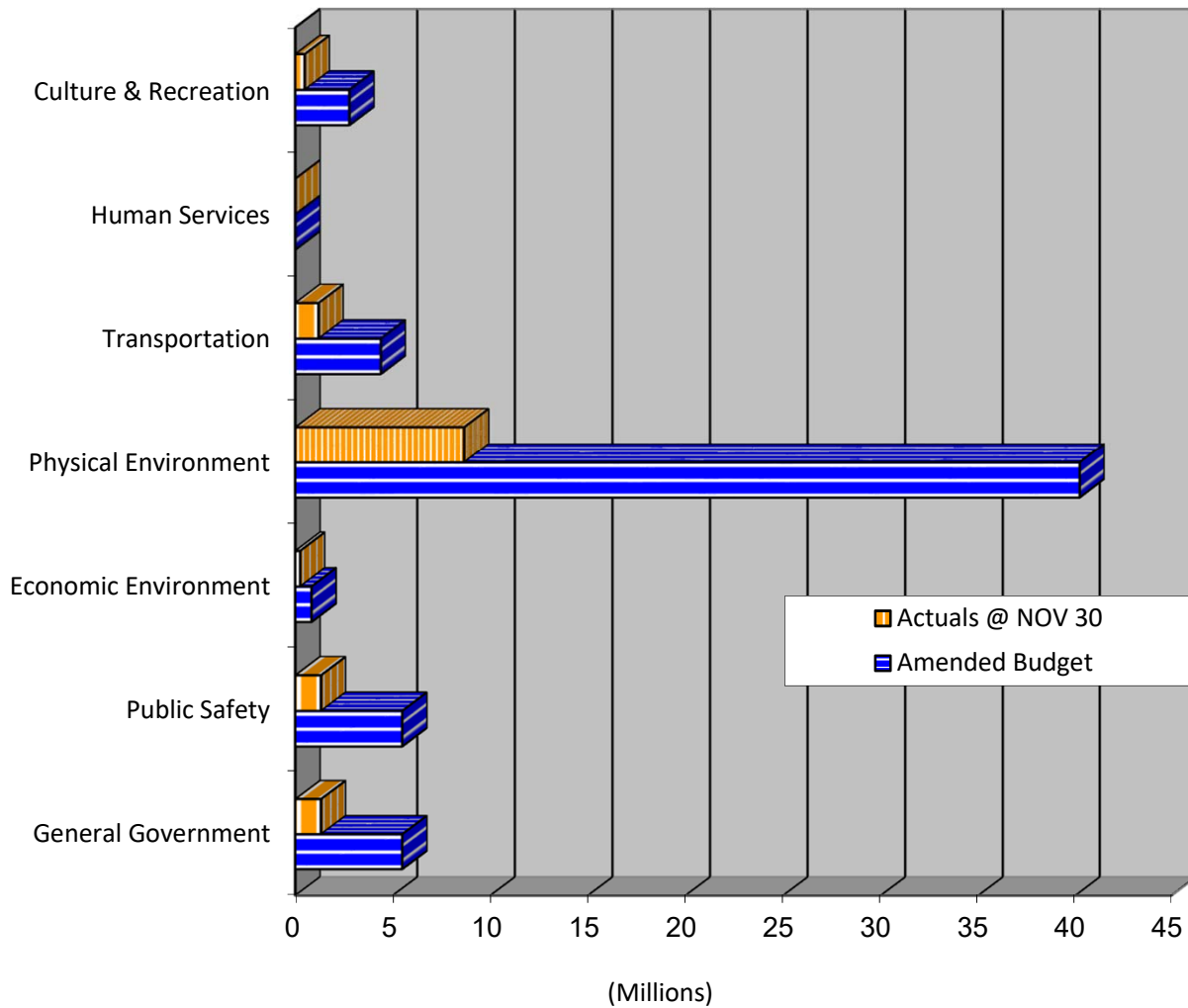
Overall, City expenditures and encumbrances are at 22% of budget for the period. The Personal Services category is at 17% of budget for the fiscal year. The Operating Expenditures category is at 38%, with encumbrances for legal and residential waste collection services of \$1.2M. Capital Outlay is at 31%, Debt Service is 71%, Grants & Aids is 1% and Non-Operating Expenditures are at 0%. Encumbrances for future expenditures account for 12.7% (aprox. \$8.4m) of the budget total.



* Encumbered activity are purchase orders that are reserved for payment, but have not been paid as of the report date.

Budget Performance by Function All City Funds

Overall, expenditures are at 22% of budget with General Government expenses at 24%, Public Safety at 24%, Economic Environment at 29%, Physical Environment at 21% (Enterprise Funds, Water Collection and Distribution & residential waste collection services), Transportation at 27%, Human Services at 0%, and Culture & Recreation at 17%.



INVESTMENTS AND CASH

Purpose

The purpose of this section is to report the City's cash and investment holdings at the end of each month. These funds are managed in accordance with the City's Investment Policies, which are designed to ensure the prudent management of public funds, the availability of operating and capital funds when needed, and an investment return competitive with comparable funds and financial market indices.

Investment Objectives

The foremost objective of the City's investment program is the safety of the principal of those funds within the portfolios. The portfolio is managed in a manner that funds are available to meet reasonably anticipated cash flow requirements in an orderly manner. The portfolio is designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. However, return on investment is insignificant in comparison to the safety and liquidity objectives described above. The City's core investments are limited to relatively low risk investment instruments in anticipation of earning fair return relative to the risk being assumed.

Defining Principal

Principal, when dealing with investments, can be defined as the original amount invested in a security.

Defining of Portfolio

A portfolio can be defined as various investment instruments possessed by an individual or organization.

Defining Rate of Return on Investment

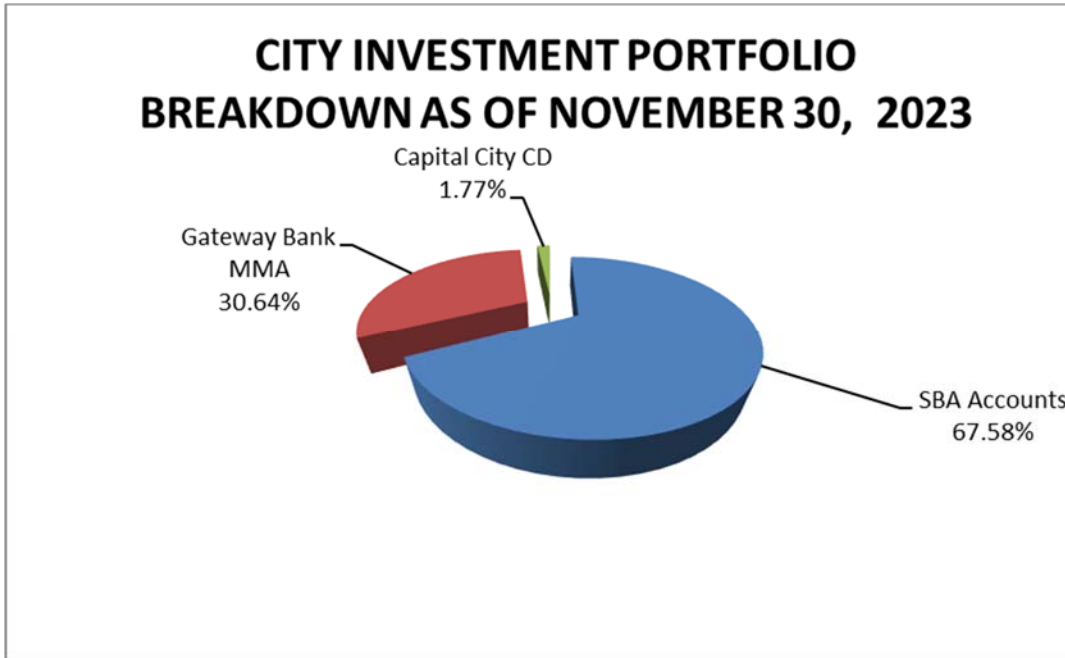
The Rate of Return on Investment refers to the benefits (the profits) to an investor or organization relative to the cost of the initial investment. It is similar to the rate of profit as a measure of profitability.

Conclusion

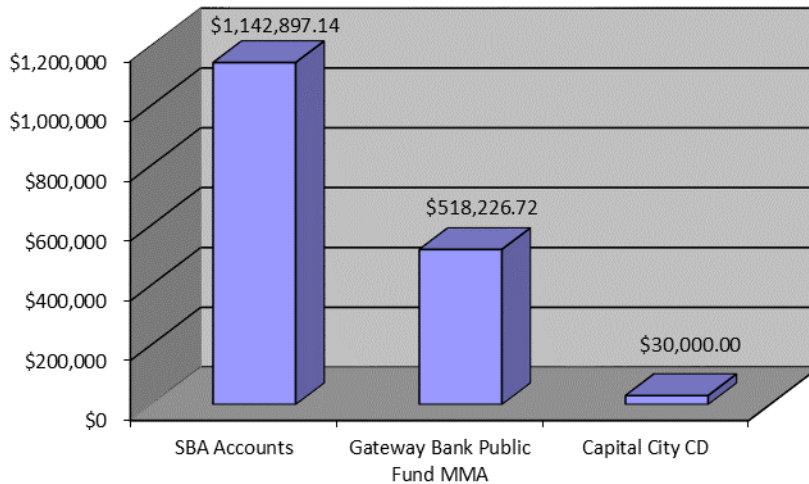
The City's cash and investments are pursuant to Section 218.415, Florida Statutes as well as the City's own adopted Investment Policy. To ensure that the City's funds are effectively managed, the Finance Director and other appropriate staff shall annually complete eight (8) hours of continuing professional education in subjects or courses of study related to investment practices and products.

INVESTMENTS AND CASH

As of November 30, 2023, the City's investment portfolio totaled **\$1,691,123.86**. The portfolio consists of: two State Board of Administration Investment Pool (SBA) accounts, one money market account and a certificate of deposit account. The graphs below illustrate the breakdown, by percentage, of each investment.



INVESTMENTS AS OF NOVEMBER 30, 2023



INVESTMENTS AND CASH

As of November 30, 2023, the City had cash holdings in several accounts with Capital City Bank, South State Bank (formerly CenterState Bank) and Renasant Bank (formerly Alarion & Heritage) that totaled **\$29,945,176.60**. Each bank account has a specific purpose. The accounts are listed as follows:

- Main Operating account: This account is for the City’s daily deposits (utility payments, grant revenue, etc.) and expenses (vendor payments, debt service payments, etc.).
- Payroll account: This account is for payroll-related expenses (salaries payable).
- Community Redevelopment Agency (CRA) account: This account is for deposits and expenses related to CRA activities.
- Police Forfeiture account: This account is for fines and forfeiture funds received by the Alachua Police Department. Expenditures from this account will not be permitted without Commission approval.
- Series 2016 Repayment: This account is intended to be utilized to make the annual Series 2016 Debt payments.
- Restricted Deposit account: This account is for utility customer deposits only.
- Explorer account: This account is for deposits and expenses related to Police Explorer activities.
- Heritage Oaks account: This account is for funds related to the completion of improvements to the Heritage Oaks subdivision Phase I.
- SRF Repayment Money Market account: This account is for the repayment of the State Revolving Fund (SRF) loan related to the construction of the waste water facility.
- ARPA Account: This account is for funds received from the Federal Government through the American Rescue Plan Act. Funds are intended to be used to make necessary investments in water infrastructure.

The bank account balances as of the end of the report period are as follows:

Bank Account	November Balance	Percentage of Total
Operating Account	\$22,454,969.34	74.99%
Payroll Account	\$7,861.99	0.03%
CRA Account	\$406,835.24	1.36%
Police Forfeiture Account	\$3,388.20	0.01%
Series 2016 Repayment Account	\$34,298.94	0.11%
Deposit Account	\$2,075,328.00	6.93%
Explorer Account	\$5,139.29	0.02%
Heritage Oaks Account	\$4,325.46	0.01%
SRF Repayment Account	\$80,009.29	0.27%
ARPA Account	\$4,873,020.85	16.27%
TOTAL	\$29,945,176.60	100.00%