

CITY OF ALACHUA



FISCAL ANALYSIS REPORT

FISCAL YEAR 2023-2024
THROUGH MARCH 31, 2024

MAY 20, 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 - 50%.**
- **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)
 - Compliance & Risk Management
 - Building Inspections
 - Residential Waste Collection
 - Public Works
 - Police
 - Recreation & Culture

GENERAL FUND



- **Sources of Funding (79%) –**

- Current Revenues: \$ 11.4M (61%)
- Budgeted Balances: \$ 3.3M (18%)

- **Uses of Funding (50%) –**

- Expenses: \$ 8.0M (43%)
- Encumbrances: \$ 1.3M (7%)

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 (62%) –**

- Current Revenues: \$ 1.4M (35%)
- Budgeted Balances: \$ 1.1M (27%)

- **Uses of Funding (40%) –**

- Expenses: \$ 269K (7%)
- Encumbrances: \$ 1.3M (33%)

DEBT SERVICE FUND



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

DEBT SERVICE FUND



- **Sources of Funding (100%) –**

- Current Revenues: \$ 808K (101%)
- Budgeted Balances: \$ -7K (-1%)

- **Uses of Funding (77%) –**

- Expenses: \$ 800K (100%)
- 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 (101%) –**

- Current Revenues: \$ 687K (76%)
- Budgeted Balances: \$ 228K (25%)

- **Uses of Funding (96%) –**

- Expenses: \$ 867K (96%)
- Encumbrances: \$ 0K (0%)

ENTERPRISE FUNDS



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

ENTERPRISE FUNDS



- **Sources of Funding (49%) –**

- Current Revenues: \$ 11.5M (30%)
- Budgeted Balances: \$ 7.2M (19%)

- **Uses of Funding (51%) –**

- Expenses: \$ 11.1M (29%)
- Encumbrances: \$ 8.2M (22%)

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 (68%) –**

- Current Revenues: \$ 2.6M (59%)
- Balances: \$ 396K (9%)

- **Uses of Funding (40%) –**

- Expenses: \$ 1.6M (37%)
- Encumbrances: \$ 122K (3%)

ALL FUNDS SUMMARY



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

- **Sources of Funding (61%) –**
 - Current Revenues: \$ 28.4M (43%)
 - Budgeted Balances: \$ 12.2M (18%)

- **Uses of Funding (51%) –**
 - Expenses: \$ 22.7M (34%)
 - Encumbrances: \$ 11.0M (17%)

INVESTMENTS / CASH HOLDINGS



- **Investment portfolio total = \$ 1,713,362.79**
 - State Board of Administration (SBA) = \$ 1.2M
 - Money Market Account = \$ 519K
 - Certificate of Deposit = \$ 30K

- **Cash holdings total = \$ 33,628,039.55**
 - Operating Account = \$ 25.0M
 - CRA Account = \$ 940K
 - Customer Deposit Accounts = \$ 2.1M
 - Series 2016 Repayment Account = \$ 875K
 - SRF Money Market account = \$ 232K
 - ARPA Account = \$ 4.4M
 - Other Accounts = \$ 21K

CONCLUSION



- **Revenues and Expenses Recap**
- **Audit Completed**



City of
ALACHUA
the good life community

**FINANCE AND ADMINISTRATIVE SERVICES
FISCAL ANALYSIS
FY 2023-2024
THROUGH MARCH 31, 2024**

TABLE OF CONTENTS

Introduction	I
General Fund Summary	1
General Fund Revenues	4
General Fund Expenditures by Major Category	5
Special Revenue Funds Summary	9
Special Revenue Funds Revenues	10
Special Revenue Funds Expenditures by Major Category	11
Debt Service Fund Summary	13
Debt Service Fund Revenues	14
Debt Service Fund Expenditures by Major Category	15
Capital Projects Funds Summary	16
Capital Projects Funds Revenues	17
Capital Projects Funds Expenditures by Major Category	18
Enterprise Funds Summary	19
Enterprise Funds Revenues	20
Enterprise Funds Expenditures by Major Category	21
Internal Service Fund Summary	22
Internal Service Fund Revenues	23
Internal Service Fund Expenditures by Major Category	24
All City Funds Summary	26
Revenues by Major Category All City Funds	27
Expenditures by Major Category All City Funds	28
Budget Performance by Function All City Funds	29
Investments and Cash	30

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 MARCH 31, 2024**

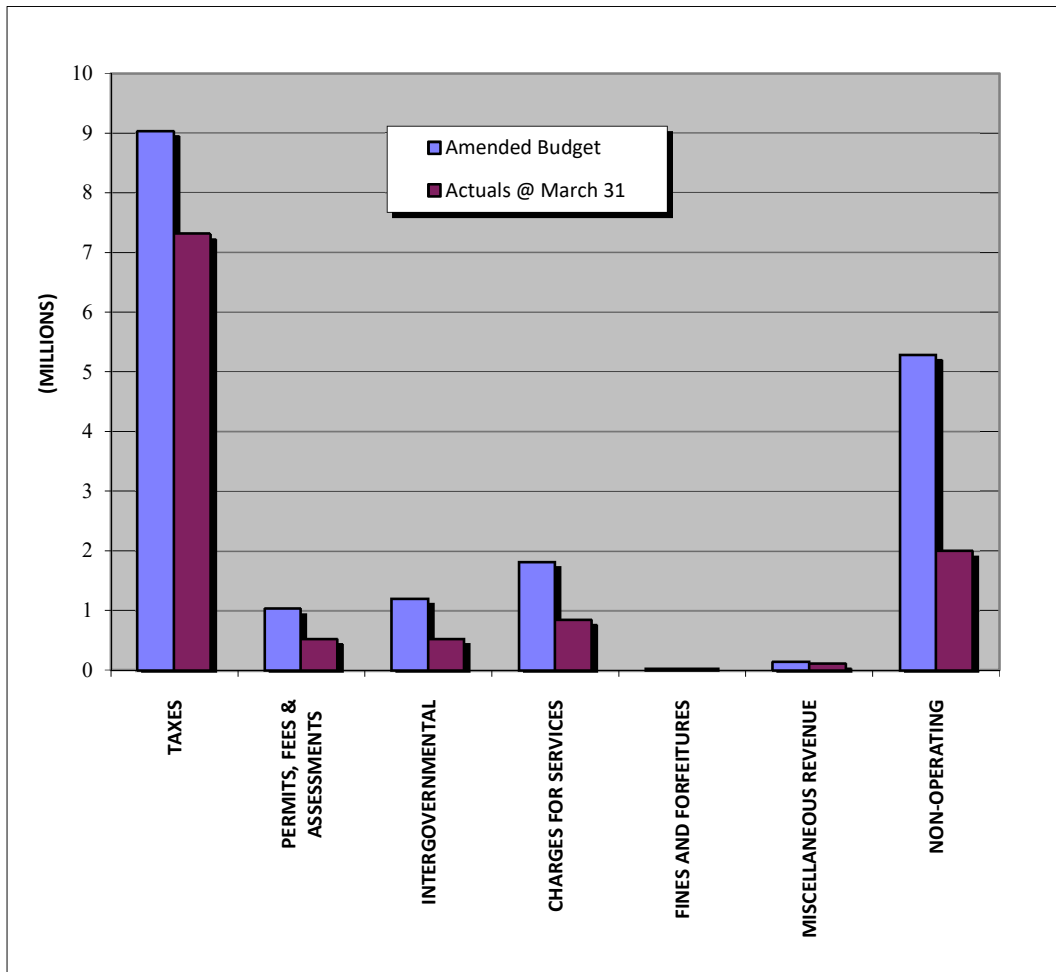
GENERAL FUND

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	7,315,587	81%
PERMITS, FEES & ASSESSMENTS	1,037,000	1,037,000	526,200	51%
INTERGOVERNMENTAL	1,211,795	1,211,795	533,165	44%
CHARGES FOR SERVICES	1,824,066	1,824,066	852,860	47%
FINES AND FORFEITURES	40,000	40,000	38,703	97%
MISCELLANEOUS REVENUE	157,600	157,600	119,704	76%
NON-OPERATING	5,291,602	5,291,602	2,001,680	38%
	18,590,719	18,590,719	11,387,899	61%
EXPENSES:				
GENERAL GOVERNMENT	7,161,378	7,161,378	3,820,484	53%
PUBLIC SAFETY	5,458,246	5,458,246	2,971,138	54%
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	713,725	21%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	1,379,244	1,379,244	773,970	56%
	18,590,719	18,590,719	9,377,625	50%
MAJOR EXPENDITURE CATEGORIES:				
PERSONAL SERVICES	9,537,777	9,502,977	4,598,264	48%
OPERATING EXPENDITURES	4,356,915	4,478,000	3,006,122	67%
CAPITAL OUTLAY	3,132,500	3,046,215	699,021	23%
DEBT SERVICE	0	0	0	0%
GRANTS & AIDS	291,501	291,501	2,375	1%
NON-OPERATING	1,272,026	1,272,026	1,071,843	84%
POWER COSTS	0	0	0	0%
	18,590,719	18,590,719	9,377,625	50%

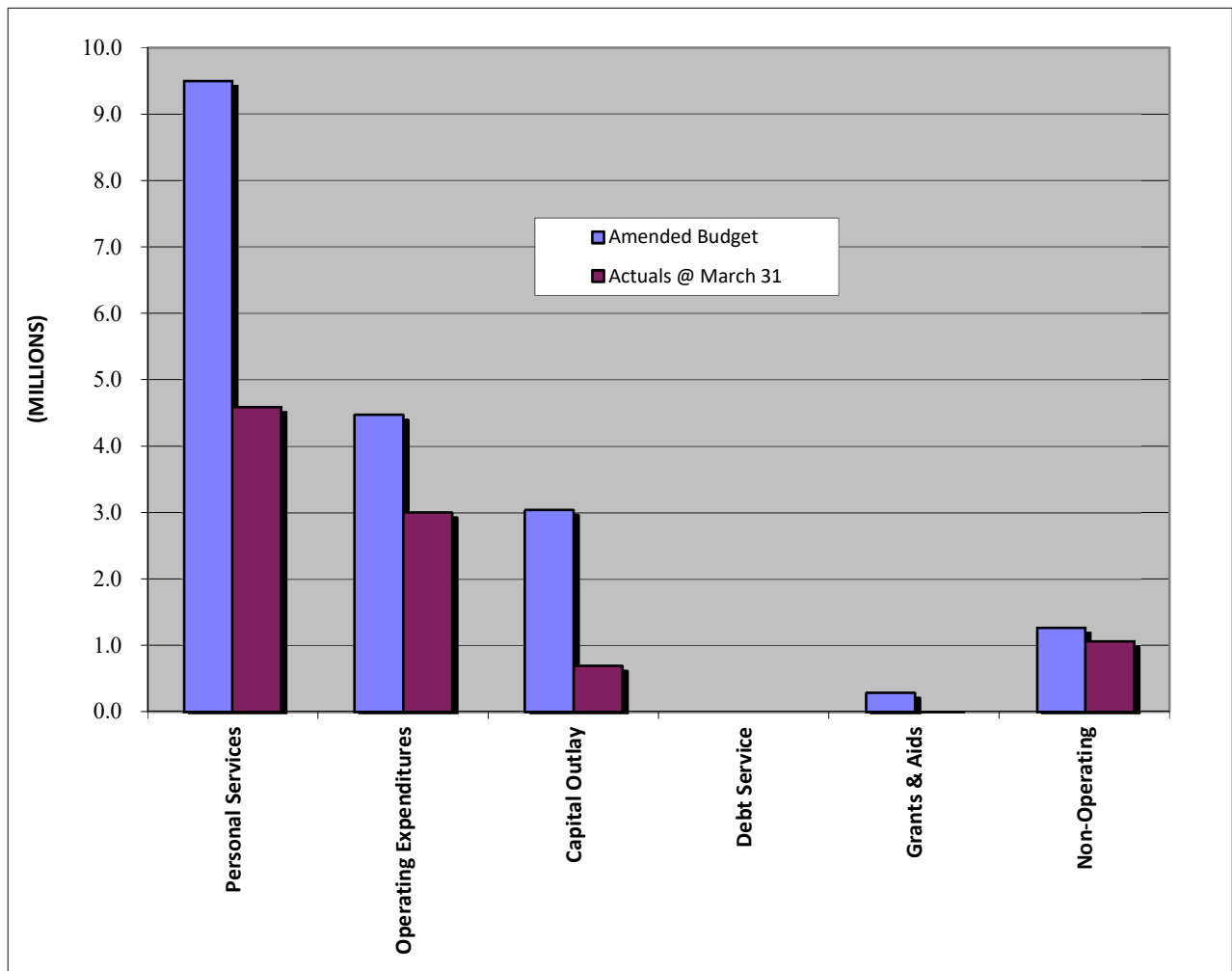
Revenues by Major Category General Fund

As of March 31, 2024, the City of Alachua collected 61% of budgeted General Fund revenues. Tax collections are at 81%. 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 51%. The Intergovernmental Revenues are at 44%. Charges for Services are at 47%, Fines & Forfeitures are at 97%, Miscellaneous Revenues are at 76% and Non-Operating Revenues are at 38%.



Expenditures by Major Category General Fund

Overall, General Fund expenditure categories were at 50%. Personal Services are at 48% with Operating Expenditures at 67%. The Capital Outlay category is at 23%, Grants & Aids are 1% and Non-Operating expenditures are at 84%. Encumbrances for legal and residential waste collection account for 8% of the expense line total (\$748K).



CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	6,315,392	91%
LOCAL OPTION FUEL TAXES	328,025	328,025	141,371	43%
UTILITY SERVICES TAXES	1,400,000	1,400,000	675,891	48%
COMMUNICATIONS SERVICES TAXES	322,000	322,000	135,127	42%
LOCAL BUSINESS TAXES	49,000	49,000	47,806	98%
SUBTOTAL	9,028,656	9,028,656	7,315,587	81%
<u>PERMITS, FEES AND ASSESSMENTS</u>				
BUILDING PERMITS	532,000	532,000	354,352	67%
FRANCHISE FEES	505,000	505,000	171,848	34%
SUBTOTAL	1,037,000	1,037,000	526,200	51%
<u>INTERGOVERNMENTAL REVENUE</u>				
STATE-SHARED REVENUES	1,206,540	1,206,540	522,950	43%
GRANTS	5,255	5,255	10,215	194%
SUBTOTAL	1,211,795	1,211,795	533,165	44%
<u>CHARGES FOR SERVICES</u>				
GENERAL GOVERNMENT	84,250	84,250	54,977	65%
PUBLIC SAFETY	355,800	355,800	147,740	42%
PHYSICAL ENVIRONMENT	1,216,512	1,216,512	599,098	49%
TRANSPORTATION	50,504	50,504	0	0%
CULTURE & RECREATION	117,000	117,000	51,045	44%
OTHER CHARGES FOR SVCS	0	0	0	0%
SUBTOTAL	1,824,066	1,824,066	852,860	47%
<u>FINES & FORFEITURES</u>				
FINES & FORFEITURES	40,000	40,000	31,784	79%
OTHER FINES & FORFEITURES	0	0	6,919	NA+
SUBTOTAL	40,000	40,000	38,703	97%
<u>MISCELLANEOUS REVENUE</u>				
INTEREST EARNINGS	132,000	132,000	89,700	68%
RENTS & ROYALTIES	0	0	0	0%
OTHER MISCELLANEOUS REVENUE	25,600	25,600	30,004	117%
SUBTOTAL	157,600	157,600	119,704	76%
<u>NON-OPERATING</u>				
CONTRIBUTIONS FROM ENTERPRISE	2,000,000	2,000,000	2,000,000	100%
OPERATING TRANSFERS IN	1,700	1,700	1,680	99%
FUND BALANCE & UNDER COLLECTION	3,289,902	3,289,902	0	0%
SUBTOTAL	5,291,602	5,291,602	2,001,680	38%
GENERAL FUND	18,590,719	18,590,719	11,387,899	61%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	57,608	45%	0	0%	45%
OPERATING EXPENDITURES	28,418	11,985	42%	0	0%	42%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	157,090	69,593	44%	0	0%	44%
CITY MANAGER'S OFFICE						
PERSONAL SERVICES	692,242	304,190	44%	0	0%	44%
OPERATING EXPENDITURES	53,551	16,889	32%	0	0%	32%
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	321,079	43%	0	0%	43%
DEPUTY CITY CLERK						
PERSONAL SERVICES	169,477	84,584	50%	0	0%	50%
OPERATING EXPENDITURES	75,865	49,563	65%	0	0%	65%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	245,342	134,147	55%	0	0%	55%
CITY ATTORNEY						
OPERATING EXPENDITURES	232,063	84,776	37%	108,199	47%	83%
TOTAL EXPENDITURES	232,063	84,776	37%	108,199	47%	83%
INFORMATION & TECHNOLOGY SERVICES						
PERSONAL SERVICES	231,886	108,852	47%	0	0%	47%
OPERATING EXPENDITURES	127,393	72,117	57%	0	0%	57%
CAPITAL OUTLAY	125,000	24,742	20%	0	0%	20%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	484,279	205,711	42%	0	0%	42%
FINANCE						
PERSONAL SERVICES	633,777	313,803	50%	0	0%	50%
OPERATING EXPENDITURES	113,228	62,708	55%	8,500	8%	63%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	747,005	376,511	50%	8,500	1%	52%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	142,648	50%	0	0%	50%
OPERATING EXPENDITURES	73,494	26,486	36%	3,250	4%	40%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	358,321	169,134	47%	3,250	1%	48%
FACILITIES MAINTENANCE						
PERSONAL SERVICES	658,248	301,226	46%	0	0%	46%
OPERATING EXPENDITURES	272,577	106,804	39%	34,496	13%	52%
CAPITAL OUTLAY	200,000	26,800	13%	55,486	28%	41%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	1,130,825	434,830	38%	89,982	8%	46%
GRANTS & CONTRACTS						
PERSONAL SERVICES	0	0	0%	0	0%	0%
OPERATING EXPENDITURES	55,000	10,663	19%	10,000	18%	38%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	55,000	10,663	19%	10,000	18%	38%
CP&D-PLANNING & DEVELOPMENT						
PERSONAL SERVICES	612,349	294,721	48%	0	0%	48%
OPERATING EXPENDITURES	120,987	37,483	31%	6,750	6%	37%
CAPITAL OUTLAY	20,000	0	0%	13,853	69%	69%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	753,336	332,204	44%	20,603	3%	47%
COMPLIANCE & RISK MANAGEMENT						
PERSONAL SERVICES	458,910	215,818	47%	0	0%	47%
OPERATING EXPENDITURES	51,763	14,049	27%	0	0%	27%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	510,673	229,867	45%	0	0%	45%
CP&D-BEAUTIFICATION BOARD						
OPERATING EXPENDITURES	23,000	15,460	67%	24,256	105%	173%
TOTAL EXPENDITURES	23,000	15,460	67%	24,256	105%	173%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	532	4%	0	0%	4%
OPERATING EXPENDITURES	133,050	36,459	27%	60,510	45%	73%
CAPITAL OUTLAY	8,000	0	0%	0	0%	0%
GRANTS & AIDS	291,501	2,375	1%	0	0%	1%
NON-OPERATING	1,272,026	1,071,843	84%	0	0%	84%
TOTAL EXPENDITURES	1,718,651	1,111,209	65%	60,510	4%	68%
PS-SOLID WASTE DISPOSAL						
OPERATING EXPENDITURES	1,111,762	458,530	41%	639,778	58%	99%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	1,111,762	458,530	41%	639,778	58%	99%
PS-PUBLIC WORKS						
PERSONAL SERVICES	717,544	292,261	41%	0	0%	41%
OPERATING EXPENDITURES	408,045	77,993	19%	77,805	19%	38%
CAPITAL OUTLAY	2,354,500	196,760	8%	68,906	3%	11%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	3,480,089	567,014	16%	146,711	4%	21%
BUILDING INSPECTIONS						
PERSONAL SERVICES	303,857	135,998	45%	0	0%	45%
OPERATING EXPENDITURES	73,187	49,834	68%	13,265	18%	86%
CAPITAL OUTLAY	53,000	28,762	54%	13,853	0%	80%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	430,044	214,594	50%	27,118	6%	56%
APD-PATROL & ADMIN						
PERSONAL SERVICES	3,468,017	1,843,681	53%	0	0%	53%
OPERATING EXPENDITURES	789,462	345,917	44%	83,071	11%	54%
CAPITAL OUTLAY	265,715	246,594	93%	0	0%	93%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	4,523,194	2,436,192	54%	83,071	2%	56%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	194,773	43%	0	0%	43%
OPERATING EXPENDITURES	22,969	5,757	25%	0	0%	25%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	471,008	200,530	43%	0	0%	43%
<u>APD-SCHOOL CROSSING GUARDS</u>						
OPERATING EXPENDITURES	29,000	9,575	33%	0	0%	33%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	29,000	9,575	33%	0	0%	33%
<u>APD-EXPLORERS PROGRAM</u>						
OPERATING EXPENDITURES	2,000	58	3%	0	0%	3%
TOTAL EXPENDITURES	2,000	58	3%	0	0%	3%
<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	307,569	45%	0	0%	45%
OPERATING EXPENDITURES	678,186	325,843	48%	117,293	17%	65%
CAPITAL OUTLAY	20,000	23,265	116%	0	0%	116%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	1,379,244	656,677	48%	117,293	9%	56%
GENERAL FUND	18,590,719	8,038,354	43%	1,339,271	7%	50%

**CITY OF ALACHUA
FINANCE DEPARTMENT ANALYSIS
FOR THE PERIOD ENDING MARCH 31, 2024**

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	588,496	37%
PERMITS, FEES & ASSESSMENTS	9,800	9,800	162,336	1656%
INTERGOVERNMENTAL REVENUE	1,006,297	1,006,297	347,089	34%
CHARGES FOR SERVICES	0	0	0	0%
FINES AND FORFEITURES	5,000	5,000	2,246	45%
MISCELLANEOUS REVENUE	32,300	32,300	28,375	88%
NON-OPERATING	1,321,060	1,321,060	264,271	20%
	3,965,825	3,965,825	1,392,813	35%
EXPENSES:				
GENERAL GOVERNMENT	1,705,658	1,705,658	0	0%
PUBLIC SAFETY	18,000	18,000	8,481	47%
ECONOMIC ENVIRONMENT	828,822	828,822	314,744	38%
PHYSICAL ENVIRONMENT	24,000	24,000	8,980	37%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	1,389,345	1,389,345	1,272,036	92%
	3,965,825	3,965,825	1,604,241	40%
MAJOR EXPENDITURE CATEGORIES:				
PERSONAL SERVICES	126,713	126,713	52,463	41%
OPERATING EXPENDITURES	672,559	695,559	347,750	50%
CAPITAL OUTLAY	3,111,553	3,088,553	1,205,228	39%
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	1,605,441	40%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	588,496	37%
SUBTOTAL	1,591,368	1,591,368	588,496	37%
<u>PERMITS, FEES AND ASSESSMENTS</u>				
OTHER CHARGES AND FEES	0	0	155,110	NA+
SPECIAL ASSESSMENTS	9,800	9,800	7,226	74%
SUBTOTAL	9,800	9,800	162,336	1656%
<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	7,694	1%
PAYMENTS FROM LOCAL UNITS (FOR CRA)	339,630	339,630	339,395	100%
SUBTOTAL	1,006,297	1,006,297	347,089	34%
<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	2,246	45%
SUBTOTAL	5,000	5,000	2,246	45%
<u>MISCELLANEOUS REVENUE</u>				
INTEREST INCOME	7,300	7,300	12,825	176%
RENTALS AND LEASES	25,000	25,000	14,000	56%
CONTRIBUTIONS AND DONATIONS	0	0	1,550	NA+
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
SUBTOTAL	32,300	32,300	28,375	88%
<u>NON-OPERATING</u>				
DEBT PROCEEDS	0	0	0	0%
TRANSFER IN	264,454	264,454	264,271	100%
USE OF FUND BALANCE/UNDERCOLLECTION	1,056,606	1,056,606	0	0%
SUBTOTAL	1,321,060	1,321,060	264,271	20%
SPECIAL REVENUE FUNDS	3,965,825	3,965,825	1,392,813	35%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	8,481	65%	0	0%	65%
TOTAL EXPENDITURES	13,000	8,481	65%	0	0%	65%
<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	2,700	19%	6,280	45%	64%
NON OPERATING	10,000	0	0%	0	0%	0%
TOTAL EXPENDITURES	24,000	2,700	11%	6,280	26%	37%
<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	61,900	39,814	64%	31,615	51%	115%
CAPITAL OUTLAY	1,322,531	26,333	2%	1,172,020	89%	91%
TOTAL EXPENDITURES	1,384,431	66,147	5%	1,203,635	87%	92%
<u>DONATION FUND</u>						
OPERATING EXPENDITURES	4,914	3,454	70%	0	0%	70%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	4,914	3,454	70%	0	0%	70%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	52,463	41%	0	0%	41%
OPERATING EXPENDITURES	395,234	135,681	34%	119,725	30%	65%
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	188,144	23%	126,600	15%	38%
SPECIAL REVENUE FUNDS	3,965,825	268,926	7%	1,336,515	34%	40%

**CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024**

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	13	NA+
NON-OPERATING	800,274	800,274	807,572	101%
	<u>800,274</u>	<u>800,274</u>	<u>807,585</u>	<u>101%</u>
EXPENSES:				
GENERAL GOVERNMENT	800,274	800,274	800,135	100%
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%
	<u>800,274</u>	<u>800,274</u>	<u>800,135</u>	<u>100%</u>
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	800,135	100%
GRANTS & AIDS	0	0	0	0%
NON-OPERATING	0	0	0	0%
POWER COSTS	0	0	0	0%
	<u>800,274</u>	<u>800,274</u>	<u>800,135</u>	<u>100%</u>

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	13	NA+
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
SUBTOTAL	0	0	13	NA+
<u>NON OPERATING</u>				
DEBT PROCEEDS	0	0	0	0%
TRANSFER IN-GF	807,572	807,572	807,572	100%
FUND BALANCE & UNDER COLLECTION	(7,298)	(7,298)	0	0%
SUBTOTAL	800,274	800,274	807,572	101%
DEBT SERVICE FUND	800,274	800,274	807,585	101%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	611	81%	0	0%	81%
<u>SERIES 2016 CAPITAL IMPROVEMENT</u>						
DEBT SERVICE	799,524	799,524	100%	0	0%	100%
TOTAL EXPENDITURES	799,524	799,524	100%	0	0%	100%
DEBT SERVICE FUND	800,274	800,135	100%	0	0%	100%

**CITY OF ALACHUA
FINANCE DEPARTMENT ANALYSIS
FOR THE PERIOD ENDING MARCH 31, 2024**

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	686,755	102%
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	686,759	76%
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	1,680	99%
	900,955	900,955	867,242	96%
MAJOR EXPENDITURE CATEGORIES:				
PERSONAL SERVICES	0	0	0	0%
OPERATING EXPENDITURES	4,326	4,326	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	1,700	1,680	0%
POWER COSTS	0	0	0	0%
	900,955	900,955	867,242	96%

**CITY OF ALACHUA
FINANCE DEPARTMENT ANALYSIS
FOR THE PERIOD ENDING MARCH 31, 2024**

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	686,755	102%
STATE GRANTS	0	0	0	0%
GRANTS FROM OTHER LOCAL UNITS	0	0	0	0%
SUBTOTAL	673,315	673,315	686,755	102%
<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	686,759	76%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	1,680	99%	0	0%	99%
TOTAL EXPENDITURES	1,700	1,680	99%	0	0%	99%
<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	865,562	97%	0	0%	97%
TOTAL EXPENDITURES	894,929	865,562	97%	0	0%	97%
CAPITAL PROJECT FUNDS	900,955	867,242	96%	0	0%	96%

**CITY OF ALACHUA
FINANCE DEPARTMENT ANALYSIS
FOR THE PERIOD ENDING MARCH 31, 2024**

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	470,000	9%
CHARGES FOR SERVICES	22,377,771	22,377,771	10,467,856	47%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	487,300	487,300	549,022	113%
NON-OPERATING	9,967,040	9,967,040	0	0%
	38,060,490	38,060,490	11,486,878	30%
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	19,369,581	51%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	0	0	0	0%
	38,060,490	38,060,490	19,369,581	51%
MAJOR EXPENDITURE CATEGORIES:				
PERSONAL SERVICES	2,447,239	2,447,239	998,158	41%
OPERATING EXPENDITURES	2,620,616	2,620,616	1,164,595	44%
CAPITAL OUTLAY	14,318,220	14,318,220	9,436,420	66%
DEBT SERVICE	788,712	788,712	560,027	71%
GRANTS AND AIDS	0	0	3,293	NA-
NON-OPERATING	8,980,703	8,980,703	4,592,397	51%
POWER COSTS	8,905,000	8,905,000	2,614,691	29%
	38,060,490	38,060,490	19,369,581	51%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	470,000	11%
SUBTOTAL	5,228,379	5,228,379	470,000	9%
<u>CHARGES FOR SERVICES</u>				
PHYSICAL ENVIRONMENT-ELECTRIC	16,786,971	16,786,971	6,667,159	40%
PHYSICAL ENVIRONMENT-WATER	2,240,000	2,240,000	1,558,165	70%
PHYSICAL ENVIRONMENT-WASTEWATER	3,285,800	3,285,800	2,210,811	67%
PHYSICAL ENVIRONMENT-MOSQUITO	65,000	65,000	31,721	49%
SUBTOTAL	22,377,771	22,377,771	10,467,856	47%
<u>MISCELLANEOUS REVENUE</u>				
INTEREST EARNINGS	92,500	92,500	88,155	95%
RENTS & ROYALTIES	32,000	32,000	0	0%
OTHER MISCELLANEOUS REVENUE	362,800	362,800	460,867	127%
SUBTOTAL	487,300	487,300	549,022	113%
<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	11,486,878	30%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	614,074	40%	0	0%	40%
OPERATING EXPENDITURES	947,457	404,424	43%	136,486	14%	57%
CAPITAL OUTLAY	3,648,445	564,396	15%	505,070	14%	29%
DEBT SERVICE	0	0	0%	0	0%	0%
GRANTS & AIDS	0	3,293	NA-	0	0%	NA-
NON-OPERATING	6,329,888	3,593,263	57%	0	0%	57%
POWER COSTS	8,905,000	2,614,691	29%	0	0%	29%
TOTAL EXPENDITURES	21,352,032	7,794,141	37%	641,556	3%	40%
<u>WATER UTILITY</u>						
PERSONAL SERVICES	344,663	99,492	29%	0	0%	29%
OPERATING EXPENDITURES	499,358	117,623	24%	54,342	11%	34%
CAPITAL OUTLAY	7,787,481	639,303	8%	7,190,284	92%	101%
DEBT SERVICE	165,684	165,663	100%	0	0%	100%
NON-OPERATING	1,526,681	0	0%	0	0%	0%
TOTAL EXPENDITURES	10,323,867	1,022,081	10%	7,244,626	70%	80%
<u>WASTEWATER UTILITY</u>						
PERSONAL SERVICES	569,210	282,936	50%	0	0%	50%
OPERATING EXPENDITURES	1,132,183	304,286	27%	146,073	13%	40%
CAPITAL OUTLAY	2,882,294	338,244	12%	199,123	7%	19%
DEBT SERVICE	623,028	394,364	63%	0	0%	63%
NON-OPERATING	1,044,134	944,134	90%	0	0%	90%
TOTAL EXPENDITURES	6,250,849	2,263,964	36%	345,196	6%	42%
<u>MOSQUITO CONTROL</u>						
PERSONAL SERVICES	12,124	1,656	14%	0	0%	14%
OPERATING EXPENDITURES	41,618	1,361	3%	0	0%	3%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	80,000	55,000	69%	0	0%	69%
TOTAL EXPENDITURES	133,742	58,017	43%	0	0%	43%
ENTERPRISE FUNDS	38,060,490	11,138,203	29%	8,231,378	22%	51%

**CITY OF ALACHUA
FINANCE DEPARTMENT ANALYSIS
FOR THE PERIOD ENDING MARCH 31, 2024**

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	220	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	15,116	NA+
NON-OPERATING	4,414,756	4,414,756	2,592,397	59%
	<u>4,414,756</u>	<u>4,414,756</u>	<u>2,607,733</u>	<u>59%</u>
EXPENSES:				
GENERAL GOVERNMENT	3,413,769	3,413,769	1,359,885	40%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	1,000,987	1,000,987	384,329	38%
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>1,744,214</u>	<u>40%</u>
MAJOR EXPENDITURE CATEGORIES:				
PERSONAL SERVICES	2,815,632	2,815,632	1,071,891	38%
OPERATING EXPENDITURES	998,210	998,210	330,380	33%
CAPITAL OUTLAY	180,000	180,000	60,815	34%
DEBT SERVICE	280,914	280,914	281,128	100%
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>1,744,214</u>	<u>40%</u>

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	220	NA+
SUBTOTAL	0	0	220	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	15,116	NA+
RENTS & ROYALTIES	0	0	0	0%
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
SUBTOTAL	0	0	15,116	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	2,592,397	65%
FUND BALANCE & UNDER COLLECTION	395,678	395,678	0	0%
SUBTOTAL	4,414,756	4,414,756	2,592,397	59%
INTERNAL SERVICE FUND	4,414,756	4,414,756	2,607,733	59%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	187,357	51%	0	0%	51%
OPERATING EXPENDITURES	90,723	20,998	23%	18,562	20%	44%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	454,935	208,355	46%	18,562	4%	50%
<u>FAS / UTILITY BILLING</u>						
PERSONAL SERVICES	408,514	166,903	41%	0	0%	41%
OPERATING EXPENDITURES	157,274	70,998	45%	8,500	5%	51%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	565,788	237,901	42%	8,500	2%	44%
<u>PUBLIC SERVICES / UTILITY ADMINISTRATION</u>						
PERSONAL SERVICES	1,274,438	378,583	30%	0	0%	30%
OPERATING EXPENDITURES	333,800	94,535	28%	12,733	4%	32%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	1,608,238	473,118	29%	12,733	1%	30%
<u>PUBLIC SERVICES-WAREHOUSE OPERATIONS</u>						
PERSONAL SERVICES	137,116	69,570	51%	0	0%	51%
OPERATING EXPENDITURES	31,430	7,104	23%	0	0%	23%
CAPITAL OUTLAY	110,000	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
TOTAL EXPENDITURES	278,546	76,674	28%	0	0%	28%
<u>ISF - HUMAN RESOURCES</u>						
PERSONAL SERVICES	45,536	22,488	49%	0	0%	49%
OPERATING EXPENDITURES	707	286	40%	0	0%	40%
TOTAL EXPENDITURES	46,243	22,774	49%	0	0%	49%
<u>ISF - FAS / INFORMATION</u>						
PERSONAL SERVICES	35,105	17,186	49%	0	0%	49%
OPERATING EXPENDITURES	4,000	2,954	74%	0	0%	74%
TOTAL EXPENDITURES	39,105	20,140	52%	0	0%	52%

CITY OF ALACHUA
 FINANCE DEPARTMENT ANALYSIS
 FOR THE PERIOD ENDING MARCH 31, 2024

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	229,804	42%	0	0%	42%
OPERATING EXPENDITURES	380,276	72,812	19%	20,898	5%	25%
CAPITAL OUTLAY	70,000	0	0%	60,815	87%	87%
TOTAL EXPENDITURES	1,000,987	302,616	30%	81,713	8%	38%
<u>DEBT SERVICE FUND - SERIES 2016</u>						
DEBT SERVICE	280,914	281,128	100%	0	0%	100%
TOTAL EXPENDITURES	280,914	281,128	100%	0	0%	100%
<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	1,622,706	37%	121,508	3%	40%

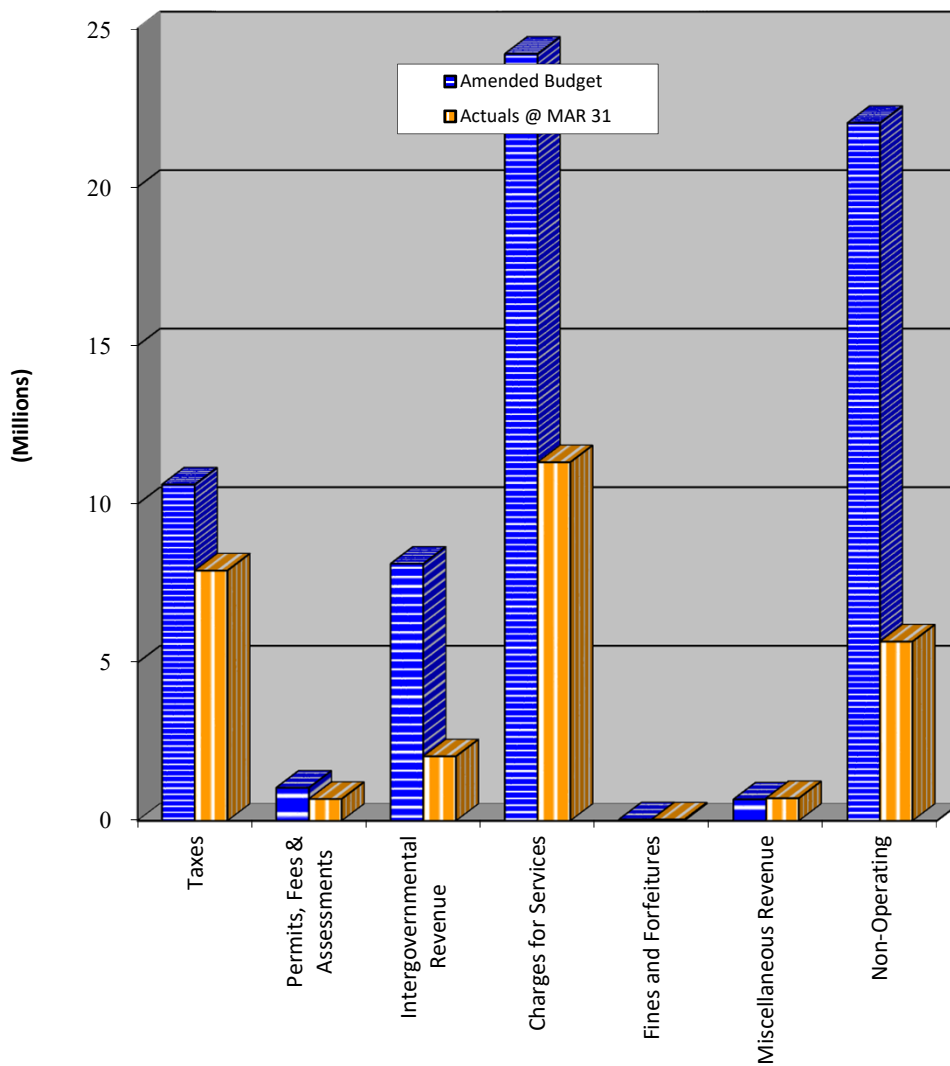
**CITY OF ALACHUA
FINANCE DEPARTMENT ANALYSIS
FOR THE PERIOD ENDING MARCH 31, 2024**

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	7,904,083	74%
PERMITS, FEES & ASSESSMENTS	1,046,800	1,046,800	688,756	66%
INTERGOVERNMENTAL	8,119,786	8,119,786	2,037,009	25%
CHARGES FOR SERVICES	24,201,837	24,201,837	11,320,716	47%
FINES AND FORFEITURES	45,000	45,000	40,949	91%
MISCELLANEOUS REVENUE	677,200	677,200	712,234	105%
NON-OPERATING	22,022,372	22,022,372	5,665,920	26%
	66,733,019	66,733,019	28,369,667	43%
EXPENSES:				
GENERAL GOVERNMENT	13,081,079	13,081,079	5,980,504	54%
PUBLIC SAFETY	5,476,246	5,476,246	2,979,619	54%
ECONOMIC ENVIRONMENT	828,822	828,822	314,744	38%
PHYSICAL ENVIRONMENT	40,201,565	40,201,565	20,861,198	52%
TRANSPORTATION	4,375,018	4,375,018	1,579,287	36%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	2,770,289	2,770,289	2,047,686	74%
	66,733,019	66,733,019	33,763,038	51%
MAJOR EXPENDITURE CATEGORIES:				
PERSONAL SERVICES	14,927,361	14,892,561	6,720,776	45%
OPERATING EXPENDITURES	8,652,626	8,796,711	4,848,847	55%
CAPITAL OUTLAY	21,637,202	21,527,917	12,267,046	57%
DEBT SERVICE	1,869,900	1,869,900	1,641,290	88%
GRANTS & AIDS	316,501	316,501	5,668	2%
NON-OPERATING	10,424,429	10,424,429	5,665,920	54%
POWER COSTS	8,905,000	8,905,000	2,614,691	29%
	66,733,019	66,733,019	33,764,238	51%

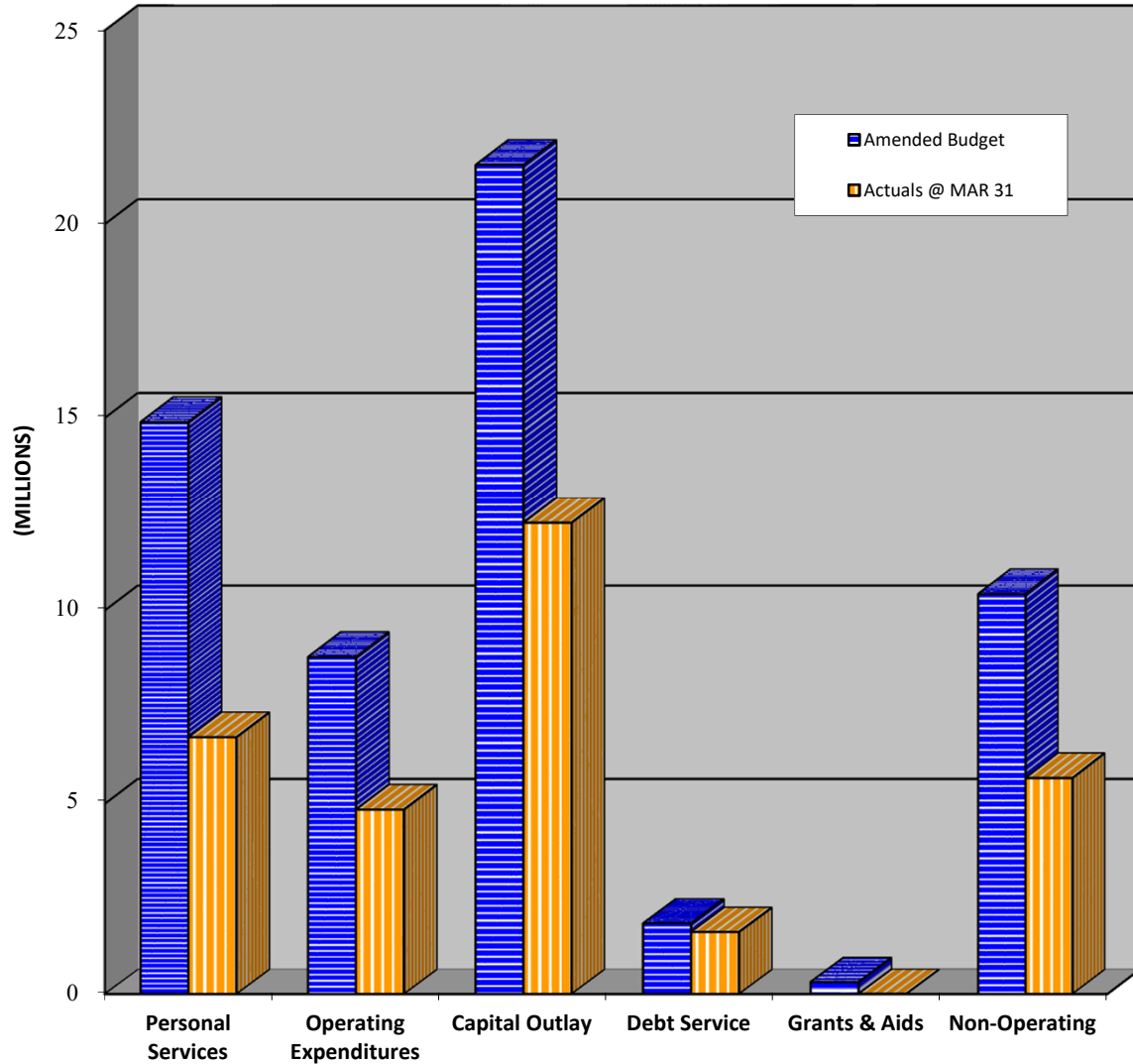
Revenues by Major Category All City Funds

The City of Alachua's overall revenues are at 43% of budget for the fiscal year. Taxes are at 74% of budget. These include ad valorem property taxes and public utility taxes. Other revenue sources are: Permits, Fees and Assessments (66%); Intergovernmental Revenue (25%); Charges for Services (47%); Fines and Forfeitures (91%); Miscellaneous Revenue (105%); and Non-Operating Revenue (26%).



Expenditures by Major Category All City Funds

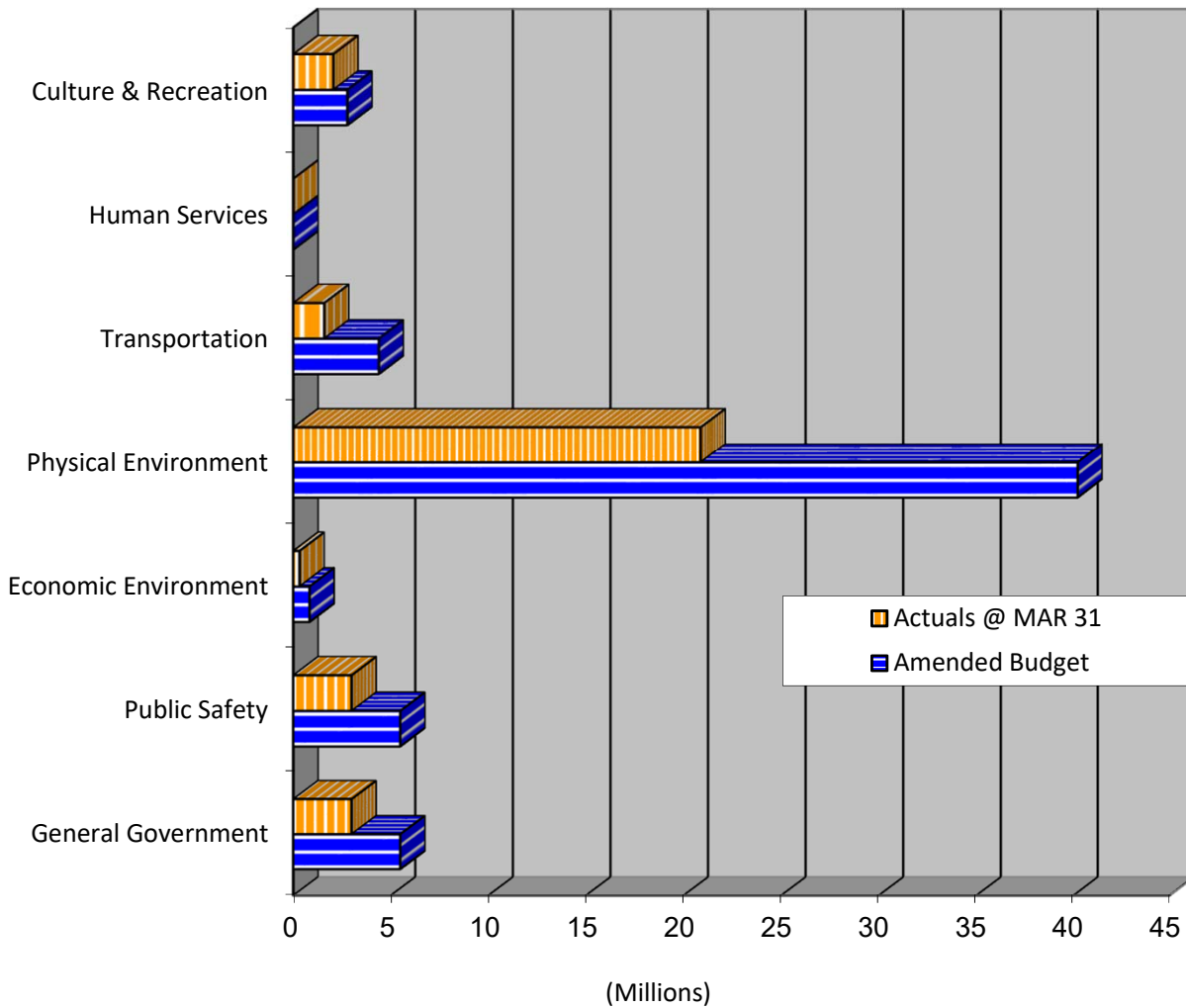
Overall, City expenditures and encumbrances are at 51% of budget for the period. The Personal Services category is at 45% of budget for the fiscal year. The Operating Expenditures category is at 55%, with encumbrances for legal and residential waste collection services of \$748K. Capital Outlay is at 57%, Debt Service is 88%, Grants & Aids is 2% and Non-Operating Expenditures are at 54%. Encumbrances for future expenditures account for 16.5% (aprox. \$11.0M) 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 51% of budget with General Government expenses at 54%, Public Safety at 54%, Economic Environment at 38%, Physical Environment at 52% (Enterprise Funds, Water Collection and Distribution & residential waste collection services), Transportation at 36%, Human Services at 0%, and Culture & Recreation at 74%.



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

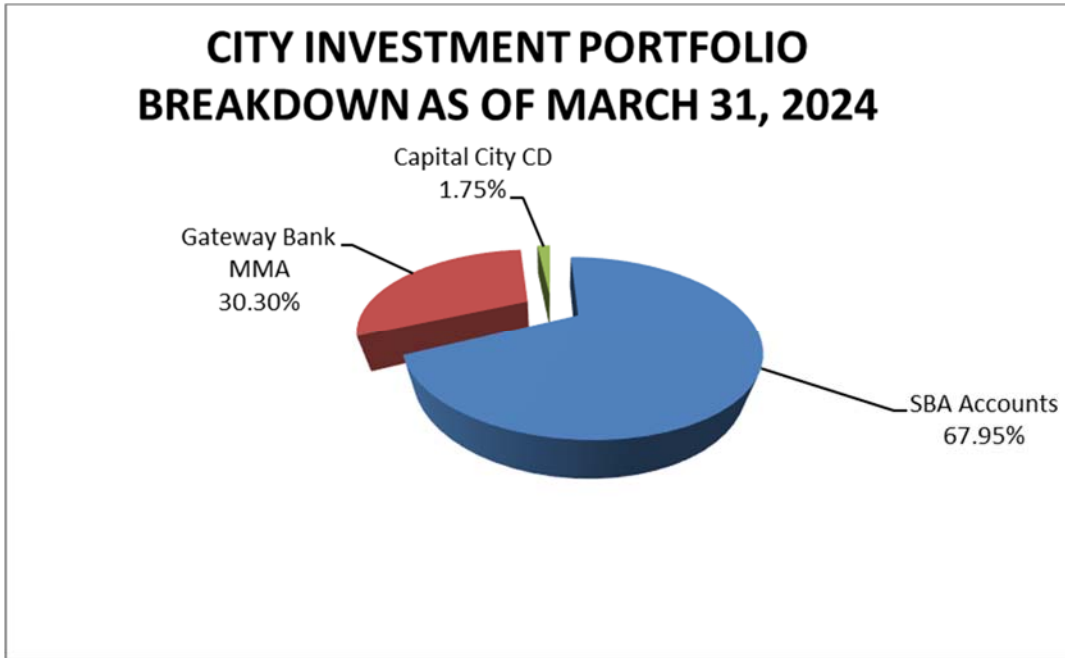
The Rate of Return on Investment refers to the benefits (the profits) to an investor or organization relative to the cost of the initial investment. It is similar to the rate of profit as a measure of profitability.

Conclusion

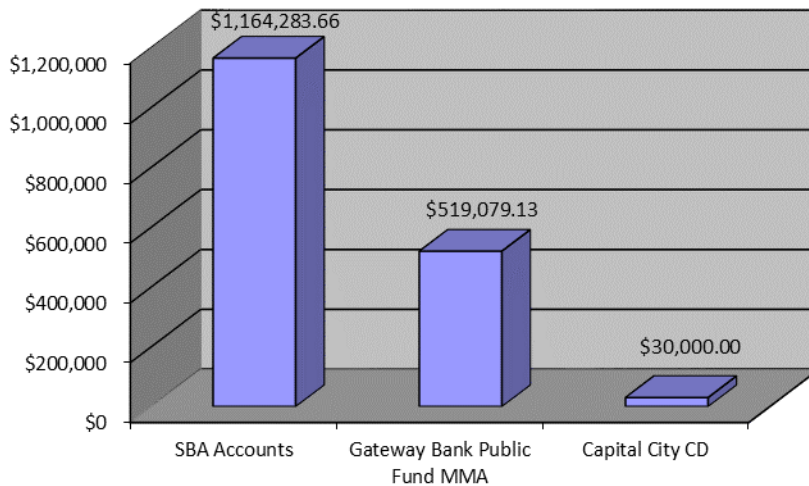
The City's cash and investments are pursuant to Section 218.415, Florida Statutes as well as the City's own adopted Investment Policy. To ensure that the City's funds are effectively managed, the Finance Director and other appropriate staff shall annually complete eight (8) hours of continuing professional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

INVESTMENTS AND CASH

As of March 31, 2024, the City's investment portfolio totaled **\$1,713,362.79**. 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 MARCH 31, 2024



INVESTMENTS AND CASH

As of March 31, 2024, 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 **\$33,628,039.55**. 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:

<u>Bank Account</u>	<u>March Balance</u>	<u>Percentage of Total</u>
Operating Account	\$25,041,832.69	74.47%
Payroll Account	\$7,861.99	0.02%
CRA Account	\$939,821.95	2.79%
Police Forfeiture Account	\$3,389.05	0.01%
Series 2016 Repayment Account	\$874,966.93	2.60%
Deposit Account	\$2,079,370.50	6.18%
Explorer Account	\$5,139.29	0.02%
Heritage Oaks Account	\$4,325.46	0.01%
SRF Repayment Account	\$232,252.16	0.69%
ARPA Account	\$4,439,079.53	13.20%
 TOTAL	 \$33,628,039.55	 100.00%