

Les Baugh  
County Member  
  
James Yarbrough  
City Member  
  
Francie Sullivan  
City Member  
  
Larry Farr  
City Member Alternate

Irwin Fust  
Special District Member  
  
Pam Giacomini  
County Member Alternate  
  
Brenda Haynes  
Special District Member



Dick Fyten  
Public Member  
  
David Kehoe  
County Member  
  
Stephen Morgan  
Special District Alternate

Bob Richardson  
Public Member Alternate  
  
George Williamson  
Executive Officer  
  
James M. Underwood  
General Counsel  
  
Kathy Bull  
Office Manager

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## Agenda Item: 5.c.

**Meeting Date:** December 1, 2016

**From:** George Williamson, Executive Officer & Kathy Bull, Office Manager

**Subject:** 1<sup>st</sup> Quarter Budget Information

### **Background:**

At the end of each Fiscal Quarter, staff provides an update to the overall expenditures.

### **Discussion:**

The following 1<sup>st</sup> Quarter budget and fiscal information is included for the Commission's review and acceptance:

- Budget vs Actual Report as of September 30, 2016
- Financial Statement as of September 30, 2016
- Balance Sheet as of September 30, 2016

For the 1<sup>st</sup> Quarter budget report, most expenses should be close to 25% spent. A couple of items to note on the Budget vs Actual Report are as follows:

- Contributions from Special Districts show 94% share of cost received as of 9/30/2016 and all pending share of cost have now been received.
- Expenses for Contract Employment Services show a total of 13% expenditure, however, some invoices were paid in October for services within the 1<sup>st</sup> quarter. With the inclusion of these invoices, there is a total of 26% expenditures paid for the 1<sup>st</sup> quarter.
- A few expenditures show a larger amount spent, such as Memberships, and Property & General Liability which can be accounted for as these are one time payments. Postage and Shipping shows as a larger amount spent due to timing of invoice. Rents & Leases of Structures also shows and overage due to paying for the deposit on the new office space and October's rent paid before the 1<sup>st</sup> Quarter ended.
- Moving Expenses show a 31% expenditure and when all invoices are paid will be closer to 84% leaving approximately \$800 under budget.
- Overall, the total expenses are at 19% as of September 30, 2016. After all invoices were paid for that period, the total expenses paid are approximately 28% with \$138,089 remaining in the budget for Fiscal Year 2016/2017.

### **Recommendation:**

It is recommended that the Commission review and accept the report as provided or provide staff direction as needed.