

Department of Finance

March 2023 Financial Report



Executive Report

Revenue Source	Budget 2023	Budget 2023	March 2023	Revised Budget
Prior Year Unappropriated Funds	\$ 13,741,934.12	\$ 13,741,934.12	\$ 14,211,555.82	
Prior Year General Fund Reserve	\$ 1,445,000.00	\$ 1,445,000.00	\$ 1,445,000.00	
Total Prior Year Carryforward Balance	\$ 15,186,934.12	\$ 15,186,934.12	\$ 15,656,555.82	
Taxes, assessments, & related revenue	\$ 13,989,600.00	\$ 13,989,600.00	\$ 4,315,555.68	30.8%
Local revenue	\$ 29,600.00	\$ 29,600.00	\$ 8,455.63	28.6%
Development related revenue	\$ 773,500.00	\$ 773,500.00	\$ 121,654.29	15.7%
Other revenue	\$ 1,753,845.00	\$ 1,753,845.00	\$ 1,659,871.98	94.6%
Total Operating Revenue	\$ 16,546,545.00	\$ 16,546,545.00	\$ 6,105,537.58	36.9%
Total Available Funds	\$ 31,733,479.12	\$ 31,733,479.12	\$ 21,762,093.40	68.6%
Expenditure Source	Adopted Budget 2023	Revised Budget 2023	Actual to Date March 2023	% of Revised Budget
Personnel	\$ 7,456,512.00	\$ 7,482,375.00	\$ 1,849,762.01	24.7%
Operating Expenses	\$ 2,825,160.00	\$ 2,688,244.45	\$ 635,688.54	23.6%
Prior Year Remaining Encumbrances		\$ 452,755.78		
Operating Expenditures	\$ 10,281,672.00	\$ 10,623,375.23	\$ 2,485,450.55	23.4%
Excess (deficiency) of operating revenues over operating expenditures	\$ 6,264,873.00	\$ 5,923,169.77	\$ 3,620,087.03	
Capital Equipment	\$ 1,077,800.00	\$ 1,077,800.00	\$ 135,601.07	12.6%
Transfers	\$ 3,471,000.00	\$ 4,295,500.00	\$ 1,350,000.00	31.4%
Addition to 27th Payroll Reserve	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	100.0%
Addition to Comp Abs Reserve	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	100.0%
Advances				
Additional to reserve fund balance	\$ 535,000.00	\$ 535,000.00	\$ 133,750.00	25.0%
Contingencies	\$ 50,000.00	\$ 50,000.00	\$ -	0.0%
Nonoperating Expenditures	\$ 5,163,800.00	\$ 5,988,300.00	\$ 1,649,351.07	27.5%
Total Expenditures	\$ 15,445,472.00	\$ 16,611,675.23	\$ 4,134,801.62	24.9%
Excess (deficiency) of revenue over all expenditures	\$ 1,101,073.00	\$ (65,130.23)	\$ 1,970,735.96	
Ending Year Unappropriated Funds	\$ 12,597,497.85	\$ 9,848,238.98	\$ 16,048,541.78	
Ending Year General Fund Reserve	\$ 1,980,000.00	\$ 1,445,000.00	\$ 1,578,750.00	
Total Current Year Balance	\$ 14,577,497.85	\$ 11,293,238.98	\$ 17,627,291.78	
Total Available Funds	\$ 31,733,479.12	\$ 31,733,479.12	\$ 21,762,093.40	

25% = Target expenditure and revenue collection rate.

Quick Facts

ALL FUNDS

<p>3/31/2023</p> <p>Cash Balances</p> <p>\$30,745,959.80</p> <p>↑ \$1,647,535 from 1/1/2023</p>	<p>3/31/2023</p> <p>Unencumbered Balance</p> <p>\$26,035,973.88</p>
--	--

GENERAL FUND (GF)

<p>3/31/2023</p> <p>Cash Balance</p> <p>\$16,182,291.78</p> <p>↑ \$1,970,736 from 1/1/2023</p>	<p>3/31/2023</p> <p>Unencumbered Balance</p> <p>\$14,227,537.78</p>
---	--

General Fund Highlights

The General Fund balance = **\$17,761,041.78**. This figure includes

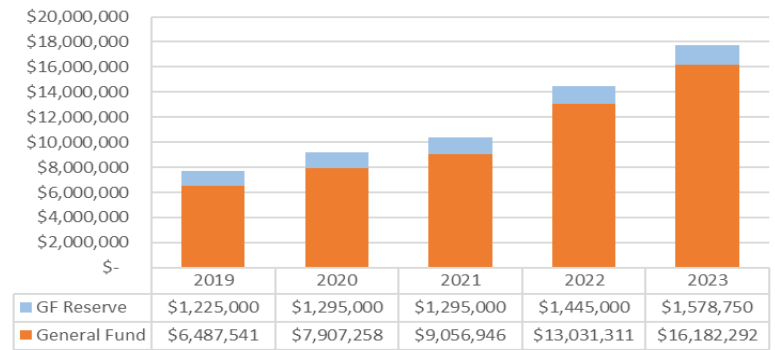
the general reserve fund. The unencumbered balance of

\$14,227,537.78 is 137.4% of the 5-Yr GF revenue average;

- \$9.1M in excess of the short-term range (50%)
- \$6.5M in excess of the fiscally prudent range (75%)

Per the Fund Balance Policy, excess funds over the fiscally prudent range may be allocated to capital improvements.

CASH BALANCE

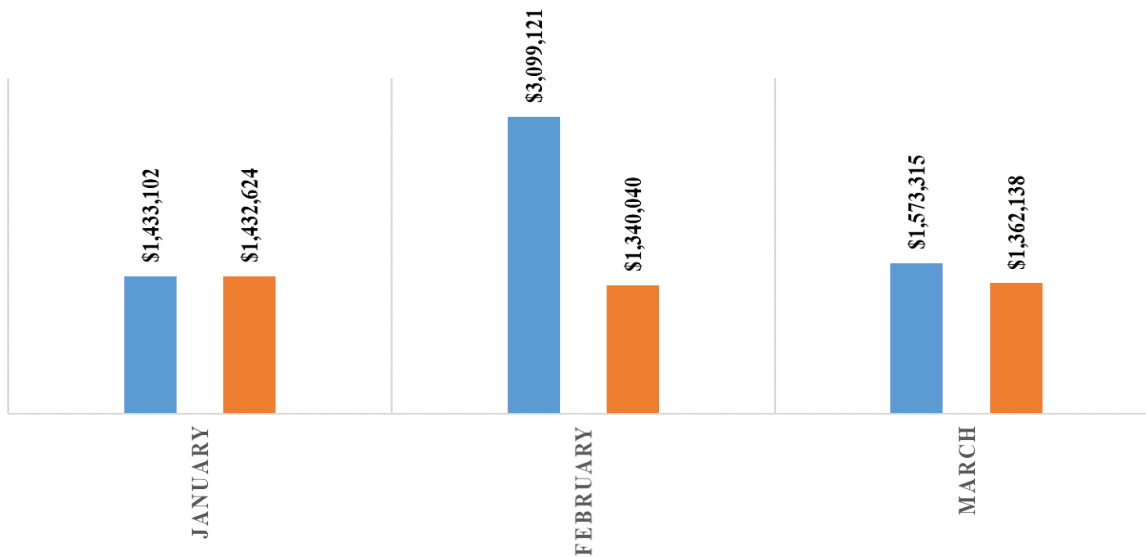


General Fund Cash Flow Analysis

Total GF Revenue: **\$6,105,538**

Total GF Expenditures: **\$4,134,802**

Net Cash Flow: **\$1,970,736**



YTD Revenue as of March 2023 increased by \$1,682,228, or 60%, compared to March 2022. Net cash flow increased \$2,012,306 from the same time last year.

Year-to-Date General Fund Cash Position

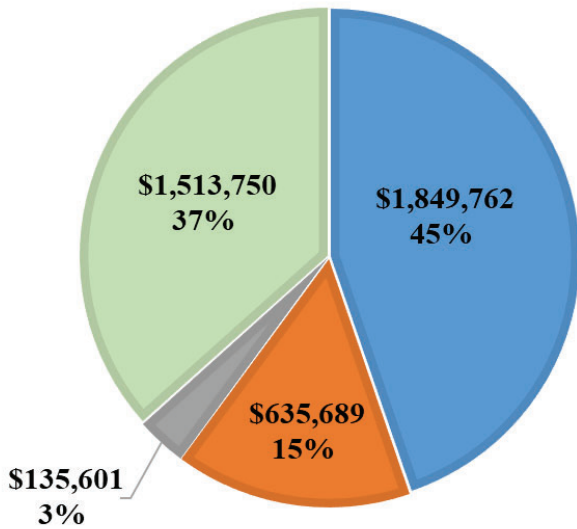
Month	Revenues	Expenditures	Transfers	Net	Liquidity	2022 Net	Change
January	\$ 1,433,102	\$ 856,374	\$ 576,250	\$ 478	\$ 576,728	\$ (623,323)	↑ \$ 623,802
February	\$ 3,099,121	\$ 702,540	\$ 637,500	\$ 1,759,081	\$ 2,396,581	\$ 280,217	↑ \$ 1,478,864
March	\$ 1,573,315	\$ 1,062,138	\$ 300,000	\$ 211,177	\$ 511,177	\$ 301,536	↓ \$ (90,360)
Total	\$ 6,105,538	\$ 2,621,052	\$ 1,513,750	\$ 1,970,736	\$ 3,484,486	\$ (41,570)	↑ \$ 2,012,306

All Funds - Cash Position

Fund	Description	Beg. Balance	Net Change	End. Balance
100	GENERAL FUND	\$ 14,211,556	\$ 1,970,736	\$ 16,182,292
101	GENERAL FUND RESERVE	\$ 1,445,000	\$ 133,750	\$ 1,578,750
105	CORMA FUND	\$ 135,310	\$ 140,025	\$ 275,335
110	27TH PAYROLL RESERVE FUND	\$ 131,977	\$ 18,000	\$ 149,977
111	COMPENSATED ABSENCES RESERVE FUND	\$ 12,356	\$ 12,000	\$ 24,356
210	MUNICIPAL MOTOR VEHICLE LICENSE FUND	\$ 71,316	\$ 16,651	\$ 87,967
211	STREET CONSTRUCTION MAINTENANCE	\$ 2,974,968	\$ (502,582)	\$ 2,472,386
221	STATE HIGHWAY IMPROVEMENT	\$ 334,454	\$ 19,098	\$ 353,552
241	PARKS & RECREATION	\$ 1,347,307	\$ (310,036)	\$ 1,037,271
265	LAW ENFORCEMENT ASSISTANCE FUND	\$ 20,114	\$ -	\$ 20,114
266	AMERICAN RESCUE PLAN ACT	\$ 1,406,639	\$ (1,401,045)	\$ 5,593
271	LAW ENFORCEMENT FUND	\$ 13,192	\$ -	\$ 13,192
281	DRUG LAW ENFORCEMENT	\$ 5,214	\$ 85	\$ 5,299
291	BOARD OF PHARMACY-LAW ENFORCEMENT	\$ 7,006	\$ -	\$ 7,006
295	P&R REC. PROGRAMS	\$ 156,051	\$ (16,357)	\$ 139,693
296	VETERAN'S MEMORIAL FUND	\$ 8,423	\$ 100	\$ 8,523
298	POLICE CANINE SUPPORT FUND	\$ 20,137	\$ (396)	\$ 19,741
310	SELDOM SEEN TIF DEBT SERVICE FUND	\$ 47	\$ -	\$ 47
311	CAPITAL IMPROVEMENTS BOND	\$ 5,147	\$ -	\$ 5,147
319	POLICE FACILITY DEBT SERVICE	\$ 1,449	\$ -	\$ 1,449
451	DOWNTOWN TIF PUBLIC IMPROVEMENT	\$ 2,675,656	\$ 300,560	\$ 2,976,215
452	DOWNTOWN TIF HOUSING RENOVATION	\$ 45,135	\$ 3,036	\$ 48,171
453	SELDOM SEEN TIF PUBLIC IMPROVEMENTS	\$ 1,595	\$ 116,461	\$ 118,056
455	SAWMILL CORRIDOR COMM IMPR TIF	\$ 1,064,582	\$ 309,951	\$ 1,374,534
470	SANITARY SEWER AGREEMENTS	\$ -	\$ -	\$ -
491	CAPITAL PROJECTS FUND	\$ 1,597,747	\$ 895,014	\$ 2,492,760
492	VILLAGE DEVELOPMENT FUND	\$ 315,938	\$ 11,680	\$ 327,618
494	VOTED CAPITAL IMPROVEMENT FUND	\$ 35,107	\$ -	\$ 35,107
497	SELDOM SEEN TIF PARK IMPROVEMENTS	\$ 273,820	\$ -	\$ 273,820
910	UNCLAIMED FUNDS FUND	\$ 860	\$ -	\$ 860
911	FLEXIBLE BENEFITS PLAN FUND	\$ 299	\$ (1,827)	\$ (1,528)
991	BOARD OF BUILDING STANDARDS	\$ 364	\$ 163	\$ 527
992	ENGINEERING INSPECTIONS FUND	\$ 685,894	\$ (8,384)	\$ 677,510
994	ESCROWED DEPOSITS FUND	\$ 92,532	\$ (58,918)	\$ 33,614
996	FINGERPRINT PROCESSING FEES	\$ 1,236	\$ (230)	\$ 1,007
Grand Total		\$ 29,098,425	\$ 1,647,535	\$ 30,745,960

Total Expenditures by Categories = \$4,134,802

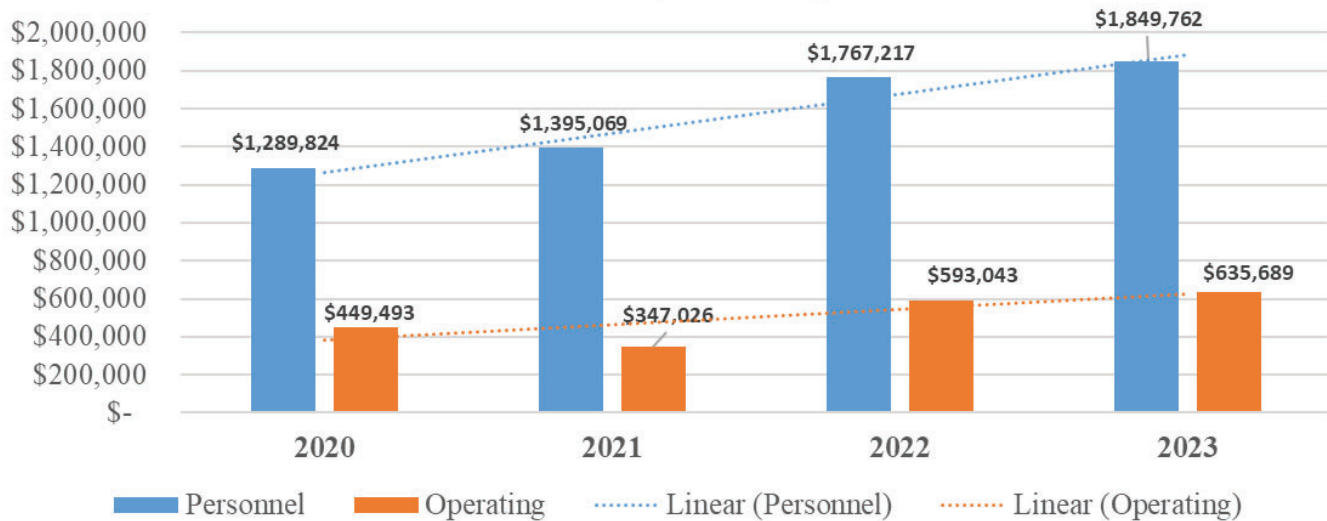
■ Personnel ■ Operating ■ Capital ■ Advances ■ Transfers



Anticipated percentage of expenditures = 25% of budget

- At month-end, **personnel expenses** were 24.7% of the budget, a favorable variance of \$14,366, or 0.3%. This month included (3) pay periods.
- **Operating expenses** ended at 23.6% of the budget, a favorable variance of \$70,601 or 1.4%.
- **Capital expenses** are 12.6% of the budget, a favorable variance of \$133,849, or 12.4%. Variance is timing related as the staff is initiating capital purchases. The primary capital expense this month was the acquisition of (2) police cruisers for \$97,438. A supplemental appropriation has been requested for accessories and equipment needed to put the cruisers in use.
- **Transfers** are 31.4% of the budget. The Finance Director will execute transfers based on fund liquidity, fund balances, and timing of debt expenses.

General Fund Expense Comparison



Personnel and operating expenditures are \$2,485,451. This reflects an increase of 5.3% from the previous year. Personnel expenditures will continue to stabilize as the City works to fill all open positions.

Notable Activity

- **Police:** \$97,438.00 – Two 2023 cruisers
- **IT:** \$29,400.00 – GIS updates from ESRI

Summary of Expenditures by Department

Department	Budget	YTD Expense	% Used	Encumbrance	Unenc. Balance	Notes
POLICE	\$3,996,494	\$1,107,318	28%	\$349,744	\$2,539,433	Acquisition of (2) cruisers in March
PARKS & RECREATION	\$745,026	\$135,537	18%	\$107,416	\$502,074	
DEVELOPMENT	\$824,611	\$134,698	16%	\$93,887	\$596,026	
BUILDING	\$673,391	\$139,179	21%	\$143,404	\$390,808	
ENGINEERING	\$329,384	\$60,967	19%	\$92,547	\$175,870	
PUBLIC SERVICE	\$1,428,539	\$230,621	16%	\$149,750	\$1,048,168	
ADMINISTRATION	\$409,948	\$81,739	20%	\$33,268	\$294,942	
CITY CLERK & COUNCIL	\$268,666	\$75,114	28%	\$9,772	\$183,780	Annual agreement for codification system
PUBLIC INFORMATION	\$212,088	\$39,591	19%	\$61,785	\$110,712	
FINANCE ADMINISTRATION	\$1,126,357	\$311,188	28%	\$194,415	\$620,753	Tax collection fees and annual software fees
LANDS & BLDGS	\$567,087	\$52,932	9%	\$231,275	\$282,880	
INFORMATION TECHNOLOGY	\$774,395	\$97,699	13%	\$167,454	\$509,242	
LEGAL	\$360,194	\$67,261	19%	\$249,068	\$43,865	
OTHER CHARGES	\$282,329	\$87,209	31%	\$70,971	\$124,149	Special police assessment and comp study
Total	\$11,998,509	\$2,621,052	22%	\$1,954,754	\$7,422,703	

Cost Recovery Metrics

Development Fees – Target Recovery Rate: 50%; Actual Recovery Rate: 36.3%

The costs for the Building, Development, and Engineering Departments are covered by development fees collected. It is estimated that approximately half of their work is related to city services, and resident taxes should cover those services.

Year	Revenue	Expenditure	%
2023	\$121,654	\$334,844	36.3%
2022	\$630,972	\$1,164,101	54.2%
2021	\$663,298	\$1,148,827	57.7%
2020	\$469,243	\$967,207	48.5%
2019	\$547,573	\$1,165,536	47.0%

Green = Target Met

Programming Fees – Target Recovery Rate: 100%; Actual Recovery Rate:

Parks programming is expected to be self-sufficient or nearly self-sufficient on direct cost. Recreation revenue collected should recover 100% of related expenditures.

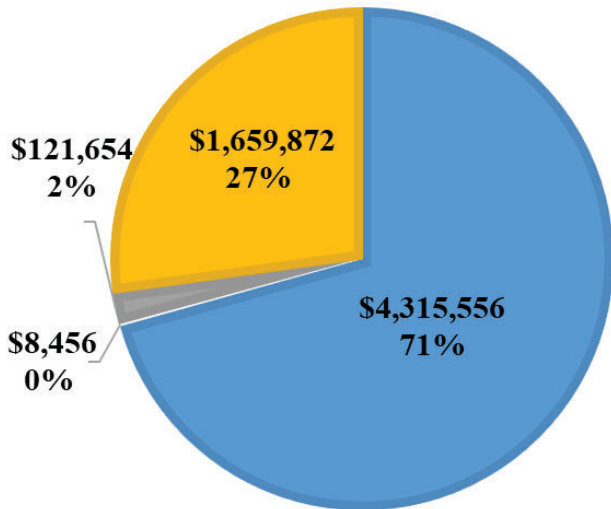
Year	Revenue	Expenditure	%
2023	\$41,983	\$58,341	72.0%
2022	\$357,540	\$472,532	75.7%
2021	\$161,305	\$116,305	138.7%
2020	\$21,066	\$61,930	34.0%
2019	\$152,323	\$144,085	105.7%

Green = Target Met

The shortfall within the special events category is timing related. The majority of revenue is generated in the summer. Staff feels confident about their ability to execute a successful sponsorship campaign for special events, and the programming team expects strong summer camp enrollment.

Total Revenues by Type = \$6,105,537.58

■ Taxes & Assessments ■ Local ■ Development ■ Other



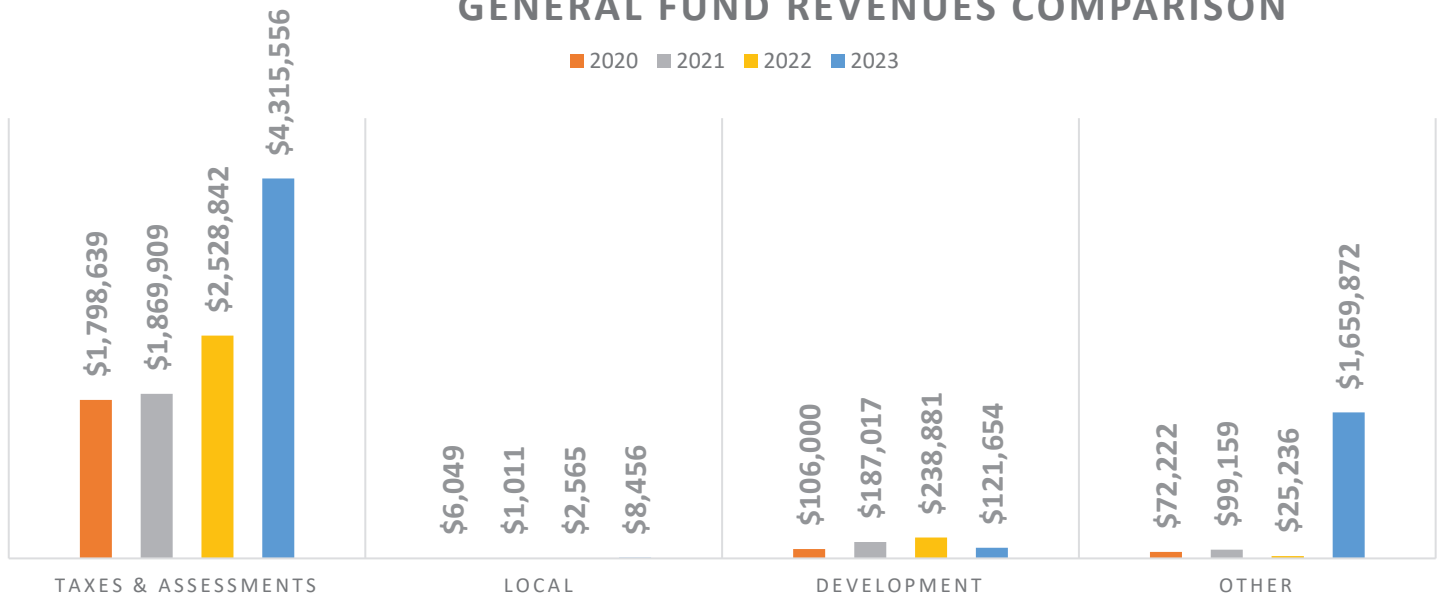
Anticipated percentage of revenues for February = 25% of the budget

Total revenues are 36.9% of budget, a favorable variance of \$1,968,901.

- Taxes and Assessments revenues are 30.8% of the budget, a favorable variance of \$818,156. See the next page for additional information.
- Local revenues are 28.6% of the budget, a favorable variance of \$1,056.
- Development-related revenues are 15.7% of the budget, an unfavorable variance of \$71,721. As various development projects are in process, we expect this variance to resolve by year-end.
- Other revenue is 94.6% of the budget, a favorable variance of \$1,968,901. This variance is timing related, as this category collected 80% of the budgeted revenue in February as part of the ARPA funds for general government services.

GENERAL FUND REVENUES COMPARISON

■ 2020 ■ 2021 ■ 2022 ■ 2023



Notable Activity

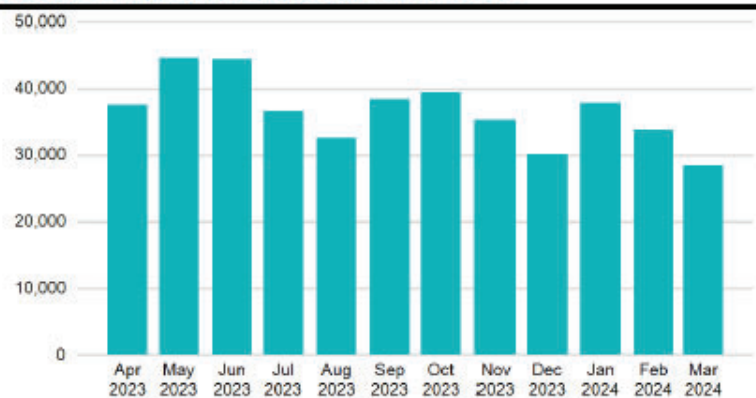
- Municipal Income Tax = \$3,801,629.88 (YTD); \$938,770.33 (MTD)
- Municipal Net Profit Tax Collected by State = \$37,695.83 (YTD); \$9,156.18 (MTD)
- Interest Income = \$125,387.15 (YTD); \$46,007.67 (MTD)
- Residential Building Fees = \$52,539.47 (YTD); \$25,539.47 (MTD)
- Sale of Assets = \$14,633.34; assets sold include (1) vehicle and (2) mowers

Assets	Current Period Market Value	% of Total	Estimated Annual Income
Cash & Equivalents	840,858.59	3.80	35,679.72
Taxable Bonds	20,496,227.93	93.40	419,660.25
Non-Taxable Bonds	499,738.65	2.30	11,000.00
Accrued Income	99,286.85	0.50	
Total Market Value	\$21,936,112.02	100.00	\$466,339.97

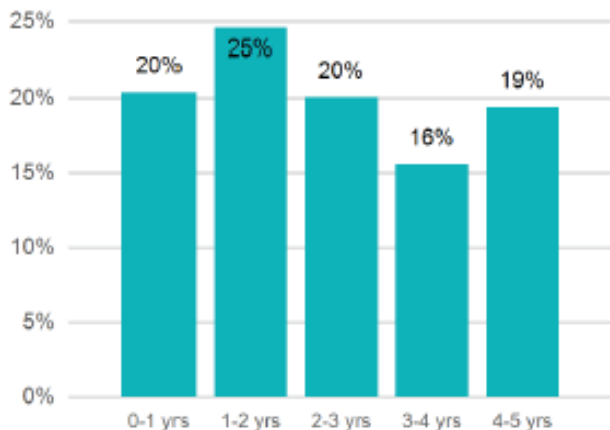
PORTFOLIO CHARACTERISTICS

Portfolio Yield to Maturity	2.84%
Portfolio Effective Duration	2.24 yrs
Weighted Average Maturity	2.39 yrs

PROJECTED MONTHLY INCOME SCHEDULE



MATURITY DISTRIBUTION



	Yesterday	Last Week	Last Year
GDP (\$0-\$25MM)	3.40%	3.40%	0.06%
STAR Ohio	4.84%	4.83%	0.35%
2 Yr T Note	4.17%	3.93%	2.14%
5 Yr T Note	3.73%	3.59%	2.33%

Market Rates as of 3/23/2023 (Provided by Meeder Investment Management)