



**CITY OF PATASKALA  
MONTHLY FINANCIAL REPORT  
FOR THE YEAR TO DATE FEBRUARY 28, 2010**

***PREPARED BY THE FINANCE DEPARTMENT***

# CITY OF PATASKALA MONTHLY FINANCIAL REPORT

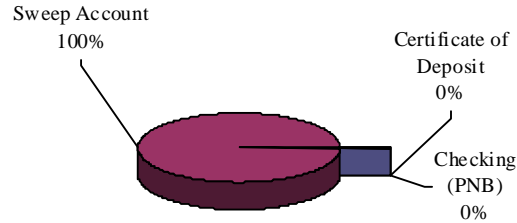
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# CITY DEPOSITS AND INVESTMENTS

## A. City Investments by Category

Investments by Category



<u>Investment Type</u>	<u>Interest Rate</u>	<u>Amount Invested</u>	<u>Monthly Interest</u>	<u>Year to Date Interest</u>	<u>Projected Interest at 12/31/10</u>
Checking Account (Park National Bank)	N/A	\$1,801	\$0	\$0	\$0
Checking Account–W/S (Park National Bank)	N/A	6,550	0	0	0
Sweep Account – W/S	0.51%	3,322,114	505	1,029	6,000
Insurance Account	N/A	0	0	0	0
Sweep Account – Ins.	0.10%	11,972	1	2	600
Sweep Account	0.51%	2,397,062	382	811	5,000
Certificates of Deposit	1.00%	4,325	0	0	100
<b>Totals</b>		<u>\$5,743,824</u>	<u>\$888</u>	<u>\$1,842</u>	<u>\$11,700</u>

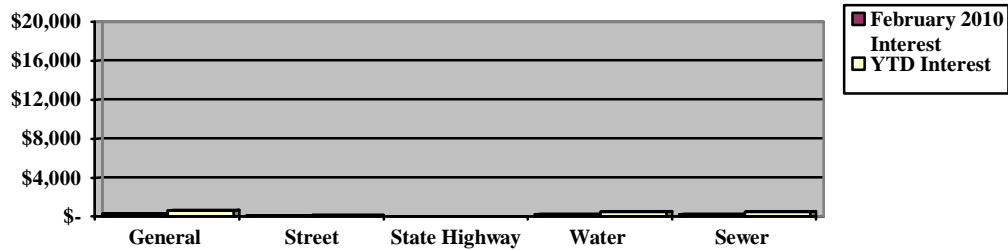
To improve cash management, cash received by the City is pooled and invested. Individual fund integrity is maintained through City records. The City’s investments are pooled amongst all funds with the exception of the certificate of deposit which were purchased with Mobile Park Trust Fund monies. All interest earned from the certificates of deposit are recorded within the Mobile Park Trust Fund.

# CITY DEPOSITS AND INVESTMENTS

(Continued)

## B. City Investment Earnings

**Interest Earned by Fund**



	<u>General</u>	<u>Street (B1)</u>	<u>Highway (B2)</u>	<u>Water (E1)</u>	<u>Sewer (E2)</u>
February 2010 Interest	\$ 301	\$ 68	\$ 14	\$ 252	\$ 252
YTD Interest	645	140	27	521	508

Investment earnings for the month of February 2010 totaled \$888 in comparison to February 2009 interest earnings of \$3,741. Investment income is less based on the significant differences in interest rates and the overall financial markets.

The Finance Department will seek the highest return on investment of City monies while maintaining the following investment objectives and guidelines:

- 1) Preservation of capital and protection of principal while maintaining diversification to avoid losses;
- 2) Strive to achieve a fair & save average of return and provide liquidity to enable operating requirements;
- 3) Exercise degree of judgment and care;
- 4) Bank account relationships managed to secure adequate services while minimizing costs.

## C. Collateralization of City Monies

Protection of the City's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by collateral pledged to the City by the financial institution or by a collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution. FDIC coverage is provided up to \$250,000 for each interest and non-interest bearing account with the same financial institution. Any remaining deposits in excess of FDIC coverage must be collateralized by pledged (the financial institution matches an investment against remaining deposits) or pooled (the financial institution pools the City's monies with other governments into one large collateral pool securing all participating governments). The following table summarizes collateralization of the City's funds:

<u>Financial Institution</u>	<u>Investment Type</u>	<u>Amount Invested</u>	<u>FDIC</u>	<u>Additional Collateral</u>	<u>Over/(Under) Collateralized</u>
Park National Bank	Checking	\$8,351	\$250,000	\$0	\$241,649
Park National Bank	Sweep	5,731,148	0	5,731,148	0
Park National Bank	CD	4,325	4,325	0	0

**CITY OF PATASKALA GENERAL FUND**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Years to Date Ended February 28, 2010 and 2009**

	<u>YTD Ended February 2010</u>	<u>Budget</u>	<u>YTD % Received/Expended</u>	<u>YTD Ended February 2009</u>
<b>Revenues:</b>				
Real Estate Taxes	\$0	\$905,000	0.00%	\$0
Personal Property Taxes	0	0	0.00%	0
Rollback & Homestead	0	131,892	0.00%	466
Local Government	14,761	87,325	16.90%	16,331
Estate Taxes	0	10,300	0.00%	1,887
Permits	9,354	65,770	14.22%	4,497
Mayor's Court	18,136	93,500	19.40%	16,529
Interest	647	12,100	5.35%	1,446
Rent	22,311	105,000	21.25%	12,076
Miscellaneous	35,597	172,290	20.66%	35,212
<b>Total Revenues</b>	<b>100,806</b>	<b>1,583,177</b>	<b>6.37%</b>	<b>88,444</b>
<b><u>Expenses</u></b>				
<b>Salaries and Wages:</b>				
Police	9,939	68,206	14.57%	12,286
Zoning	21,782	147,908	14.73%	27,944
Mayor and Clerk	7,388	47,379	15.59%	6,333
Administrator & Public Serv. Dir.	8,021	52,402	15.31%	7,792
Law Director	20,255	121,740	0.00%	0
Council and Clerk	7,882	49,879	15.80%	7,749
Finance Director & Mgr.	11,555	75,768	15.25%	11,352
Parks/Personnel Board/L&B	73	4,643	1.57%	38
<b>Retirement and Insurance</b>				
Police	2,199	29,244	7.52%	1,987
Zoning	8,396	77,319	10.86%	8,502
Mayor and Clerk	1,768	14,462	12.23%	1,307
Administrator & Public Serv. Dir.	2,397	13,461	17.81%	2,117
Law Director	2,800	19,492	0.00%	0
Council and Clerk	1,271	10,593	12.00%	1,263
Finance Director & Mgr.	2,343	19,284	12.15%	2,276
Parks/Personnel Board/L&B	102	750	13.60%	53
Street Lighting	5,697	50,000	11.39%	7,711
Health Department	59,300	59,300	100.00%	0
Office Supplies	3,800	30,875	12.31%	2,745
Vehicle & Building Repairs	8,447	36,750	22.99%	5,540
Contractual Services	4,255	99,009	4.30%	7,295
Utility - Electric	3,502	28,100	12.46%	3,123
Telephone	2,293	26,447	8.67%	2,005
Utility - Gas	1,618	10,000	16.18%	2,117
Cleaning	2,985	17,910	16.67%	2,985
Building Debt Payment	0	150,000	0.00%	0
Auditor Fees	0	31,000	0.00%	20
Legal Services	6,000	46,000	13.04%	23,255

**CITY OF PATASKALA GENERAL FUND**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Years to Date Ended February 28, 2010 and 2009**  
**(Continued)**

Magistrate	2,313	17,000	13.61%	1,313
Liability Insurance	23,552	30,000	78.51%	0
Miscellaneous	22,826	115,270	19.80%	14,857
Contingency	0	486,542	0.00%	0
Capital Improvements	0	507,000	0.00%	0
Police Vehicle Lease Payment	0	0	0.00%	0
<b>Total Expenditures</b>	<b>254,759</b>	<b>2,493,733</b>	<b>10.22%</b>	<b>163,965</b>
Excess of Revenues Over(Under)				
Expenditures	(153,953)	(910,556)	(0)	(75,521)
Fund Balance at 12/31/09 & 12/31/08	910,556	910,556	0	534,918
Fund Balance at 02/28/10 & 02/28/09	756,603	0	0.00%	459,397

**GENERAL FUND ANALYSIS**

The General Fund incurred a deficit spending situation with expenditures exceeding revenues by (\$153,953) through February 28, 2010.

**Expenditures:** Expenditures were \$90,794 higher as compared to February 28, 2009. This fluctuation is primarily attributed to 1) Licking County Health Dept. contract payment of \$59,300 and Liability Insurance Premium of \$23,552 paid in February 2010 and not paid in February 2009 (both paid in future months), and 2) Higher miscellaneous expenses of \$7,969 when compared to February 2009.

In addition to the paragraph above, expenditure line items which increased 50% from the same period 2008 include the Law Director Wages and benefits (increase of \$20,255 and \$2,800, respectively, noting this was included in legal services in 2008), Vehicle and Building repairs (increase \$2,907), and Magistrate (increased \$1,000).

**Revenues:** Revenues increased \$12,362 from the same period February 2009 which is primarily attributed to increases in rental and planning and zoning permit revenues.

**CITY OF PATASKALA POLICE LEVY FUND**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Years to Date Ended February 28, 2010 and 2009**

	<u>YTD Ended February 2010</u>	<u>Budget</u>	<u>YTD % Received/Expended</u>	<u>YTD Ended February 2009</u>
<b>Revenues:</b>				
Real Estate Taxes	\$0	\$1,550,000	0.00%	\$0
Personal Property Taxes	0	0	0.00%	0
Rollback & Homestead	0	171,805	0.00%	2,074
School Resource Officer Grant	0	0	0.00%	0
Miscellaneous	18,815	21,195	88.77%	829
<b>Total Revenues</b>	<u>18,815</u>	<u>1,743,000</u>	<u>1.08%</u>	<u>2,903</u>
<b>Expenses</b>				
Salaries & Wages	101,130	679,691	14.88%	127,555
Retirement & Insurance	86,985	395,678	21.98%	24,805
Contractual Services	1,002	12,000	8.35%	47
Supplies/Computer Equip.	2,503	27,937	8.96%	1,546
Lab, Legal Fees & Examinations	1,037	11,920	8.70%	1,002
Evidence Storage	220	1,732	12.70%	110
Officer Tuition	0	6,000	0.00%	1,610
Task Force	0	0	0.00%	2,500
Phones, Pagers, Internet	3,780	29,911	12.64%	2,493
Travel & Investigation	1,350	6,050	0.00%	215
County Auditor/Audit Fees	0	36,200	0.00%	0
Fuel	6,648	50,000	13.30%	6,440
Publications/Membership	144	3,500	4.11%	20
Uniforms & Related Equip.	798	28,000	2.85%	1,589
Vehicle Maintenance & Repairs	2,692	41,875	6.43%	4,383
Capital Improvements/Purchases	5,000	10,000	50.00%	547
Miscellaneous	2,441	32,024	7.62%	2,982
Liability Insurance	17,815	20,000	89.08%	0
Payroll Processing Fees	657	3,615	18.17%	627
Electric	3,132	9,000	34.80%	1,327
Columbia Gas	3,274	12,000	27.28%	3,975
ADT Security	0	1,386	0.00%	0
Police Car Lease	0	193,162	0.00%	0
Contingency	0	612,744	0	0
<b>Total Expenditures</b>	<u>240,608</u>	<u>2,224,425</u>	<u>10.82%</u>	<u>183,773</u>
Excess of Revenues Over(Under)				
Expenditures	(221,793)	(481,425)	0	(180,870)
Fund Balance at 12/31/09 & 12/31/08	<u>481,425</u>	<u>481,425</u>	<u>0</u>	<u>270,162</u>
Fund Balance at 02/28/10 & 02/28/09	<u>259,632</u>	<u>0</u>	<u>0.00%</u>	<u>89,292</u>

**POLICE LEVY FUND ANALYSIS**

The Police Levy Fund incurred a deficit spending situation with expenditures exceeding revenues by \$221,793.

**Expenditures:** Expenditures increased \$56,835 from February 2009 which is primarily attributed to the former police chief's retirement incentive paid which is reflected in the benefits line item.

**Revenues:** Revenues increased \$15,912 which is attributed to City receiving sale of police vehicles of \$18,000.

**CITY OF PATASKALA**  
**STREET AND STREET LEVY FUNDS**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Years to Date Ended February 28, 2010 and 2009**

	<u>YTD Ended</u> <u>February 2010</u>	<u>Budget</u>	<u>YTD %</u> <u>Received/Expended</u>	<u>YTD Ended</u> <u>February 2009</u>
<b>Revenues:</b>				
Real Estate Taxes	\$0	\$0	0.00%	\$0
Personal Property Taxes	0	0	0.00%	0
Rollback & Homestead	0	29,902	0.00%	0
Gas Tax	81,145	405,000	20.04%	83,932
Motor Vehicle Registration	21,603	142,000	15.21%	20,866
Grants	0	250,000	0.00%	0
Interest	139	0	100.00%	915
Miscellaneous	1,530	5,500	27.82%	3,160
<b>Total Revenues</b>	<b>104,417</b>	<b>832,402</b>	<b>12.54%</b>	<b>108,873</b>
<b>Expenses</b>				
Salaries & Wages	54,402	269,055	20.22%	58,329
Retirement & Insurance	14,056	147,295	9.54%	13,793
Contractual Services	1,205	70,982	1.70%	0
Utility - Electric	1,081	5,000	21.62%	1,207
Utility - Gas	1,831	8,500	21.54%	1,966
Uniforms & Related Equip.	685	7,000	9.79%	1,019
Permits & Registrations	3,010	5,000	60.20%	3,600
Supplies	501	31,257	1.60%	88
Engineering Fees	60,030	191,922	31.28%	6,942
Phones	611	5,000	12.22%	684
Vehicle Fuel & Oil	4,703	28,500	16.50%	3,573
Vehicle Repairs	1,885	35,020	5.38%	7,072
Street Repair	4,457	130,693	3.41%	2,268
Miscellaneous	1,333	17,941	7.43%	9,466
Street Signs/Street Light Repairs	971	10,000	9.71%	0
Gravel/Salt	27,063	103,180	26.23%	11,244
Tree/Roof Maintenance	0	15,000	0.00%	350
Capital Improvements	0	350,000	0.00%	0
Liability Insurance	8,551	14,000	61.08%	0
County Auditor Fees	0	4,000	0.00%	0
<b>Total Expenditures</b>	<b>186,375</b>	<b>1,449,345</b>	<b>0.00%</b>	<b>121,601</b>
Excess of Revenues Over(Under)				
Expenditures	(81,958)	(616,943)	0%	(12,728)
Fund Balance at 12/31/09 & 12/31/08	616,943	616,943	0	630,859
Fund Balance at 02/28/10 & 02/28/09	534,985	0	0	618,131

**STREET AND STREET LEVY FUND ANALYSIS**

The Street and Street Levy Funds incurred a deficit spending situation noting that expenditures exceeded revenues by \$81,958. The Street Fund (B1) and Street Levy (B9) Funds had cash balances of \$504,063 and \$30,922 as of February 28, 2010. Increased expenditures associated with engineering fees for McIntosh Road Bridge project.

**CITY OF PATASKALA**  
**MAYOR'S COURT NET PROFIT (LOSS) FROM OPERATIONS**  
**FOR THE YEAR TO DATE ENDED FEBRUARY 28, 2010**

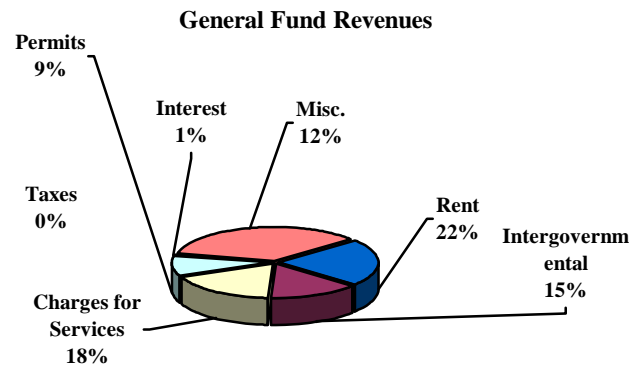
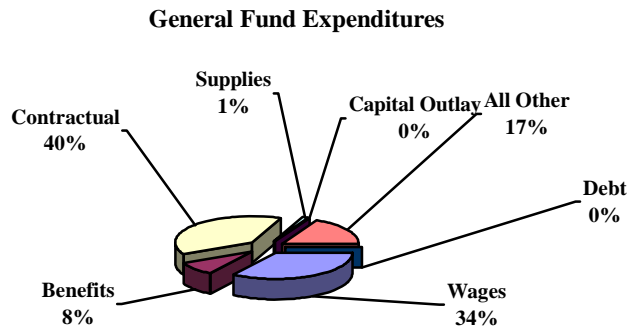
	Court Revenues					Net Profit (Loss) From Operations	
	YTD Court Costs	YTD Computer Fund	YTD Fines	YTD State of Ohio	YTD Miscellaneous		
<b>Expenditures:</b>							
City of Pataskala	\$16,201	\$5,879	\$0	\$12,257	\$0	\$190	\$2,125
Capital Recovery System Inc.	63	0	0	0	0	0	(63)
Treasurer of State	5,046	0	0	0	5,046	0	0
Court Computer	1,370	0	1,370	0	0	0	0
Refunds	0	0	0	0	0	0	0
Bank Charges	57	0	0	0	0	0	(57)
Unapplied Collections	5,668	0	0	0	0	0	(5,668)
<b>Total Mayor's Court</b>	<b>\$ 28,405</b>	<b>\$ 5,879</b>	<b>\$ 1,370</b>	<b>\$ 12,257</b>	<b>\$ 5,046</b>	<b>\$190</b>	<b>\$ (3,663)</b>
<b>Reconciliation of Mayor's Court Cash Receipts Paid to the</b>							
<b>General Fund with Additional Mayor's Court Costs:</b>							
					<b>Bank Balance at December 31, 2009</b>		<u>14,201</u>
					<b>Bank Balance at February 28, 2010</b>		<u>\$ 10,538</u>
General Fund Mayor's Court Cash Receipts (page 4)		18,136					
Salary & Benefits- Mayor Court Clerk		(4,325)					
Legal Services		(9,000)					
Magistrate		(2,313)					
Court Jail Fees		(252)					
Miscellaneous		(1,717)					
<b>Net Profit (Loss) From Operations with Additional Mayor's Court Costs</b>		<u>\$ 529</u>					

**MAYOR'S COURT OPERATIONS ANALYSIS**

Through the month ending February 28, 2010, the Mayor's Court had expenditures in excess of revenues by \$3,663. The Reconciliation of Mayor's Court Cash Receipts Paid to the General Fund with Additional Mayor's Court Costs (which these costs are generally supplemented by the General Fund) resulted in net income of \$529 through February 28, 2010. The Mayor's Court bank account had cash and cash equivalents on hand of \$10,538 for the year to date ended February 28, 2010.

## CITY OF PATASKALA FUND BALANCE STATUS REPORT

Fund	Balance at 12/31/09	YTD Receipts	% Received Vs. Budget	YTD Expenditures	% Spent Vs. Budget	Balance at 02/28/10	Outstanding Encumbrances	Unencumbered 02/28/10
General (A1)	\$ 910,556	\$ 100,807	6.37 %	\$ 254,760	10.22 %	\$ 756,603	\$ 158,727	\$ 597,876
Street Fund (B1)	558,509	104,418	13.02 %	158,864	11.68 %	504,063	158,427	345,636
State Highway (B2)	72,689	8,358	17.09 %	2,590	2.13 %	78,457	7,451	71,006
Permissive License Tax (B8)	327,394	36,243	5.46 %	5,273	0.62 %	358,364	-	358,364
Street Levy (B9)	58,434	-	0.00 %	27,511	30.97 %	30,923	515	30,408
Recreation (B10)	18,974	450	5.63 %	3,078	11.41 %	16,346	5,072	11,274
Park Use (B11)	80,635	3,600	24.00 %	-	0.00 %	84,235	-	84,235
Police Levy (B13)	481,425	18,815	1.08 %	240,608	10.82 %	259,632	85,310	174,322
Immobilization (B14)	10,649	70	11.67 %	-	0.00 %	10,719	-	10,719
Court Computer (B17)	12,497	1,370	27.40 %	-	0.00 %	13,867	-	13,867
Alcohol Enforcement (B18)	5,611	-	0.00 %	-	0.00 %	5,611	-	5,611
Law Enforcement Trust (B19)	1,767	73	18.25 %	-	0.00 %	1,840	-	1,840
Mobile Park Trust Fund (B20)	4,325	-	0.00 %	-	0.00 %	4,325	-	4,325
FEM A	-	-	0.00 %	-	0.00 %	-	-	-
Police K-9 Unit (B50)	1,976	-	0.00 %	208	8.40 %	1,768	-	1,768
Sesquential Fund (B60)	733	-	0.00 %	21	1.70 %	712	279	433
Construction Accounts (B70)	194,037	190	0.95 %	196	0.10 %	194,031	-	194,031
Courter Bridge Improv. (C3)	59	-	0.00 %	-	0.00 %	59	-	59
Municipal Building (C5)	11,333	-	0.00 %	-	0.00 %	11,333	-	11,333
CDBG (C4)	-	-	0.00 %	-	0.00 %	-	-	-
Street Bond (D2)	30,067	-	0.00 %	-	0.00 %	30,067	-	30,067
Water Fund (E1)	1,176,711	116,329	14.94 %	118,645	6.07 %	1,174,395	157,045	1,017,350
Sewer Fund (E2)	1,859,263	154,457	6.94 %	126,932	3.11 %	1,886,788	625,943	1,260,845
Water Debt Service (E12)	171,627	-	0.00 %	-	0.00 %	171,627	-	171,627
Wastewater Treatment (E14)	73,029	-	0.00 %	2,459	3.37 %	70,570	-	70,570
<b>Totals</b>	<b>\$ 6,062,300</b>	<b>\$ 545,180</b>	<b>4.26 %</b>	<b>\$ 941,145</b>	<b>4.89 %</b>	<b>\$ 5,666,335</b>	<b>\$ 1,198,769</b>	<b>\$ 4,467,566</b>



## CITY OF PATASKALA FUND DESCRIPTIONS

The following is a description of the City's active funds:

Fund Number	Fund Name	Description
A1	General Fund	This fund accounts for all financial resources not accounted for in another fund. The General Fund is the general operating fund of the City and includes funding for such departments as: administration, police, and planning & zoning. The general fund balance is available for any purpose and may be transferred to any other fund.
B1	Street Fund	This fund receives 92.5% of motor vehicle and gasoline tax monies received and monies are to be used specifically for City street maintenance, construction and repair.
fB2	State Highway Fund	This fund receives 7.5% of motor vehicle and gasoline tax monies received and monies are to be used specifically for state highway road maintenance, construction, and repair for such state highway roads within the City.
B8	Permissive License Tax Fund	This fund receives monies collected from the sale of licenses from the County Auditor and is to be used for street construction, maintenance and repair.
B9	Street Levy Fund	This fund does not have a specific revenue source; however, remaining fund balance is to be used specifically for City street maintenance, construction and repair.
B10	Recreation Fund	This fund receives charges for services to operate the Parks and Recreation department and related activities.
B11	Park Use	This fund receives monies from new home and building permits which are to be used specifically for Parks and Recreation capital improvements.
B13	Police Levy Fund	This fund receives revenues for a specific property tax levy to account for security of persons and property.

## CITY OF PATASKALA FUND DESCRIPTIONS

Fund Number	Fund Name	Description
B14	Immobilization Fund	This fund receives fines assessed under the Mayor's Court for any offender's immobilized vehicle. Such fees are to be disbursed to the registrar before the vehicle may be released to the offender.
B17	Court Computer Fund	This fund receives fees assessed by the Mayor's Court which are to be used for the computerization of the clerk of court's office. The fee charged to computerize the operations of the Mayor's Court cannot exceed \$3, and in addition to assessing fees to computerize the operations of the court, the Mayor's Court may determine that additional funds are necessary to computerize the office of the clerk of its court. This includes the acquisition and maintenance of legal research software and hardware for Mayor's Court personnel.
B18	Alcohol & Enforcement Education Fund	This fund receives fine monies for the violation of an OVI ordinance established and is to be used for alcohol related trainings and education.
B19	Law Enforcement Trust Fund	This fund receives fine monies from the Mayor's Court of which such monies are to be used to maintain, upgrade, and modernize law enforcement training, technology, and any related equipment.
B20	Mobile Park Trust Fund	This fund was created for the purpose of accounting for the donated principal associated with the installation and maintenance of the storm sewer line underneath the railroad tracks owned and managed by CSX. This fund will continue to receive interest which may only be used for the described purpose.
B50	Police K-9 Unit	This fund receives grants and donations for the training, care, and upkeep of a investigative police dog for the City police department.
B60	Sesquicentennial Fund	This fund was created to receive donations and other proceeds specifically for Sesquicentennial Activities when created in 2000. Any remaining monies are to be used specifically for historical preservation purposes within the City.

## CITY OF PATASKALA FUND DESCRIPTIONS

Fund Number	Fund Name	Description
B70	Construction Accounts	This fund receives permit monies received by the planning and zoning department associated with new construction within the City. Expenditures from this fund relate to engineering, inspection, and site review fees.
C3	Courter Bridge Improvement	This fund receives rollover note proceeds to retire related debt originally used for bridge improvements to the Courter Bridge.
C5	Municipal Building Purchase	This fund issued bond anticipation note proceeds for the purchase of the City Municipal Building. The repayment of the outstanding notes is an obligation of the General Fund.
D2	Street Bond Fund	This fund collected special assessment levy monies for improvements to Pat Haven Drive. This fund no longer collects monies and the remaining balance is dormant and is available for future City capital improvements.
E1	Water Fund	Charges for services in the form of user-fees are assessed for operations, repayment of debt, construction, and any improvements to the City's water utility system.
E2	Sewer Fund	Charges for services in the form of user-fees are assessed for operations, repayment of debt, construction, and any improvements to the City's sewer utility system.
E13	Water Improvement Fund	This fund receives bond and note proceeds which will be used to retire existing water bond anticipation notes originally issued for the construction of the City's new Water Treatment Plant.
E14	Waste Water Treatment Plant #2	This fund issued bond anticipation notes for the construction of the City's Waste Water Treatment Plant. Outstanding debt is collateralized by charges for services.