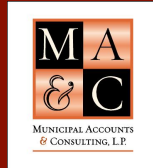


ESD Bookkeeping & Financial Reporting



Presented by
Municipal Accounts & Consulting, L.P.

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Purpose

1. Understanding the 3 Basic Buckets
2. Following the Money
3. Feeling Secure



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Accounting Rules

- Generally Accepted Accounting Principles (GAAP)
- Government Accounting Standards Board (GASB)
- Chapter 775 of the Texas Health And Safety Code
- Modified Accrual Method



3

Types of Funds (Buckets)

- General Operating Fund (GOF)
- Sales Tax Fund
- Tax/Debt Service Fund (Tax)



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General Operating Fund

- Receipts
 - Insurance Revenue
 - Maintenance Tax
 - Interest
 - Grants
- Expenses
 - Fire Department Costs
 - Appraisal District Costs
 - Tax Collection Costs
 - Capital Purchases not Financed
 - Consultants Fees
 - Printing & Office Supplies
 - Dispatch
 - Insurance



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Sales Tax Fund*

- Receipts
 - Sales Tax Revenue
 - Interest
- Expenses
 - Operation Costs
 - Construction Costs
 - Tax Debt Service Costs

*In Districts where applicable



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Tax/Debt Service Fund

- Receipts
 - Property Taxes (Operating & Debt Portion)
 - Interest
- Expenses
 - Loan Payments/ Bonds
 - Transfer of Maintenance Tax to Operating Fund



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Cash Flow Report

Beginning Balance	42,300.00
Receipts	
Maintenance Tax	15,100.00
Donations	13,500.00
Expenses	
#1200 Payroll	(2,354.00)
#1201 Legal Fees	<u>(1,450.00)</u>
Ending Balance	<u>67,096.00</u>



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Actual to Budget Comparison

	Actual Month	Budget Month	Actual YTD	Budget YTD	Annual Budget
Receipts	\$15,000	\$14,000	\$150,000	\$125,000	\$160,000
Expenses	-10,000	-9,500	-100,000	-95,000	-105,000
Surplus/ Deficit	\$5,000	\$4,500	\$50,000	\$30,000	\$55,000



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<div> <div>4:08 PM 12/13/17 Accrual Basis</div> <div>Profit & Loss Budget Performance November 2017</div> </div>					
	Nov 17	Budget	Jan - Nov 17	YTD Budget	Annual Bud...
Ordinary Income/Expense					
Income					
13862 - Transferred From Tax Fund	0.00	0.00	271,571.26	271,571.26	271,571.26
14115 - Prior Year Surplus Funds Use	0.00	0.00	1,500,000.00	1,500,000.00	1,500,000.00
14320 - Maintenance Tax Collections	422,645.36	0.00	6,766,469.44	6,350,000.00	6,350,000.00
14324 - Sales Tax Revenue	348,198.27	354,487.27	3,448,773.77	3,196,224.01	3,500,000.00
14325 - Rent - RCHD	950.00	950.00	10,450.00	10,450.00	11,400.00
14370 - Crown Castle - Tower Rent	0.00	1,368.79	6,296.44	5,475.16	5,475.16
15380 - Miscellaneous Income	0.00	0.00	64,650.39	0.00	0.00
15381 - Misc Tax - VIT Excess	0.00	0.00	0.00	0.00	0.00
15391 - Interest Earned on Temp. Invest	1,810.15	1,650.00	27,090.82	14,100.00	15,750.00
15392 - Interest Earned on Checking Acc	9.00	22.67	132.08	213.33	236.00
Total Income	773,610.78	358,478.73	10,595,443.20	11,348,033.78	11,654,432.42
Expense					
16320 - Legal Fees	1,980.48	3,925.00	41,985.89	43,175.00	47,100.00
16321 - Auditing Fees	0.00	0.00	9,500.00	15,000.00	15,000.00
16332 - Appraisal District	15,360.00	12,000.00	56,597.26	48,000.00	48,000.00
16333 - Bookkeeping Fees	2,487.50	4,583.33	44,673.82	50,415.87	55,000.00
16334 - Dispatch	0.00	0.00	72,803.78	92,000.00	92,000.00
16335 - Sales Tax Consulting Fee	2,550.00	2,550.00	27,500.00	27,500.00	30,000.00
16338 - Legal Notices & Other Publ.	0.00	200.00	3,333.13	2,200.00	2,400.00
16340 - Printing & Office Supplies	273.23	150.00	2,252.83	1,650.00	1,800.00
16345 - Bank Charges	25.00	0.00	100.00	40.00	40.00
16350 - Postage	9.72	23.33	291.49	256.67	280.00
16353 - Insurance & Surety Bond	0.00	0.00	190,496.31	180,000.00	180,000.00
16354 - Travel Expense	46.84	66.66	464.20	1,300.00	1,300.00
16355 - Membership & Dues	0.00	0.00	1,300.00	2,400.00	2,400.00
16357 - Web Site Expense	0.00	0.00	1,450.00	1,500.00	1,500.00
16358 - Health Insurance	4,086.92	3,206.42	33,523.68	35,270.58	38,477.00
16358.1 - Employee Health Ins.	4,086.92	3,206.42	33,523.68	35,270.58	38,477.00
16358.2 - Admin Costs for Ins & Pension	6.00	6.00	60.00	66.00	72.00
16359 - Health Insurance - Other	525.00	525.00	525.00	525.00	525.00
Total 16358 - Health Insurance	4,569.62	3,737.42	34,108.68	35,861.56	39,074.00
16400 - Radio Tower Fees	0.00	0.00	15,300.00	15,300.00	15,300.00
16401 - Maint Contract-Dept Generators	0.00	0.00	3,463.76	3,500.00	3,500.00
16402 - IB Loan 2010-3 New Trucks	80,242.05	80,242.05	178,550.14	178,550.14	178,550.14
16404 - 2012 HCB Loan-4 Tankers	106,173.31	106,173.31	217,148.11	217,148.11	217,148.11
16407 - Interest on Notes	26,621.31	26,621.31	155,962.92	213,431.47	249,533.71
16408 - FFB-Three New Stations Loan	0.00	0.00	203,607.60	409,076.62	409,076.62
16411 - New Station 151 (note)	0.00	0.00	386,078.32	358,045.70	358,045.70
16480 - Delivery Expense	0.00	0.00	25.20	0.00	21.60
16500 - Fire Dept Maint & Operations	0.00	0.00	-180,904.04	0.00	0.00
16500.1 - Gr M&O Reallocations	0.00	0.00	-180,904.04	0.00	0.00
16500 - Fire Dept Maint & Operations - Other	98,081.98	99,331.67	1,093,598.26	1,107,848.33	1,206,980.00
Total 16500 - Fire Dept Maint & Operations	98,081.98	99,331.67	912,694.22	1,107,848.33	1,206,980.00
16501 - Payroll for Fire Dept	457,796.17	457,796.17	5,035,757.87	5,035,757.87	5,493,554.00
16560 - Miscellaneous Expense	0.00	0.00	0.00	0.00	19,000.00
16560.A - Lobbying Expense	0.00	0.00	0.00	0.00	0.00
16560 - Miscellaneous Expense - Other	156.80	500.91	1,582.36	5,510.01	5,011.00
Total 16560 - Miscellaneous Expense	156.80	500.91	1,582.36	5,510.01	25,011.00
16600 - Payroll Expenses	1,774.93	3,712.92	19,887.64	40,842.08	44,555.00
16600.1 - TCDRS Company	25,197.38	33,726.00	274,672.19	370,875.00	404,700.00
16600 - Payroll Expenses - Other	0.00	0.00	0.00	0.00	0.00
Total 16600 - Payroll Expenses	26,942.31	37,437.92	293,759.83	411,817.08	449,255.00
17001 - Capital Outlay	0.00	0.00	0.00	0.00	0.00
17001.2 - Three New Stations-Project	6,190.59	0.00	698,247.27	434,354.00	434,354.00



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Balance Sheet

Assets

Cash/Investments	22,300.00
Equipment	<u>74,250.00</u>
	96,550.00

Liabilities

Payroll Taxes Due	15,100.00
Loan – Fire Truck	53,500.00
Accounts Payable	9,500.00

Fund Balance

Surplus/Deficit Current Year	1,550.00
Unallocated Fund Balance	<u>16,900.00</u>
	<u>96,550.00</u>



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Pledged Securities

- Federal Insurance Deposit Corporation (FDIC) - \$250,000 limit
- Public Funds Investment Act (PFIA)
- Investment Officer



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Calculation of Securities

Balance in Bank	\$750,000
<u>Less FDIC Coverage</u>	<u>(250,000)</u>
Amount Needed to Cover Overage	500,000
<u>Multiplied by District factor</u>	<u>110%</u>
Min. Pledged Amount*	\$550,000



*Pledged collateral can be US Treasuries, Municipal Bonds, etc.

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Outcome

1. Smiling that you now Understand Your Financials
2. You Understand the 3 Basic Buckets
3. You can Follow the Money
4. You can Feel Secure



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