

# MEMO

**DATE:** December 1, 2010  
**FROM:** Demetra Mosby  
**TO:** Ann Frank  
**RE:** MONTHLY FINANCIAL REPORT

SUMMARY OF FINANCIAL INFORMATION FOR THE GENERAL FUND BUDGET FISCAL YEAR 2010-11 FOR THE CITY OF NORMANDY AS OF **OCTOBER 31, 2010**

<b>TOTAL INCOME FOR THE MONTH</b>	<b>\$203,207</b>
<b>TOTAL INCOME YEAR TO DATE</b>	<b>\$203,207</b>
<b>EXPENDITURES SUM TOTAL FOR THE MONTH</b>	<b>\$212,646</b>
<b>EXPENDITURES SUM TOTAL YEAR TO DATE</b>	<b>\$212,646</b>
<b>NET INCOME/(LOSS) FOR THE MONTH</b>	<b>(\$9,439)</b>
<b>NET INCOME/(LOSS) YEAR TO DATE</b>	<b>(\$9,439)</b>
<b>GENERAL CHECKING BALANCE YEAR TO DATE</b>	<b>\$678,918</b>

# City of Normandy-Summary of Financial Information

## General Fund-Revenues v. Expenditures & Fund Balances

<b>Income</b>	Month to Date	Year to Date	Annual Budget	Annual Variance	% Collected
<b>TOTAL INCOME</b>	<b>\$203,207</b>	<b>\$203,207</b>	<b>\$2,347,277</b>	<b>(\$2,144,070)</b>	<b>9%</b>
<b>Expenditures</b>					<b>% Used</b>
Administration	11,071	11,071	154,691	(\$143,620)	7%
Police	125,632	125,632	1,463,248	(\$1,337,616)	9%
Legal	10,887	10,887	99,335	(\$88,448)	11%
Street	53,091	53,091	366,998	(\$313,907)	14%
Parks	2,094	2,094	48,477	(\$46,383)	4%
<b>TOTAL EXPENDITURES</b>	<b>\$202,775</b>	<b>\$202,775</b>	<b>\$2,132,749</b>	<b>(\$1,929,974)</b>	<b>10%</b>
Inspections	1,924	1,924	49,188	(\$47,264)	4%
City Hall	7,947	7,947	161,183	(\$153,236)	5%
Transfer to Capital Improvement	0	0	0	\$0	0%
Trans.to Gen.Fund from Parks	0	0	0	\$0	0%
<b>EXPENDITURES SUM TOTAL</b>	<b>\$212,646</b>	<b>\$212,646</b>	<b>\$2,343,120</b>	<b>(\$2,130,474)</b>	<b>9%</b>
<b>NET INCOME/(LOSS)</b>	<b>(\$9,439)</b>	<b>(\$9,439)</b>			

### CURRENT ASSETS 10/31/2010

<b>GENERAL FUND BALANCE</b>		<b>CAPITAL IMPROVEMENT FUND BALANCE</b>	
UMB Checking Acct.	313,122	Checking	\$134,811
REGIONS Checking Acct.	365,796	<b>TOTAL</b>	<b>\$134,811</b>
TRUMAN Savings Acct.	105,711	<b>SANITATION FUND BALANCE</b>	
<b>TOTAL</b>	<b>\$678,918</b>	Checking	\$139,208
<b>SEWER LATERAL FUND BALANCE</b>		<b>TOTAL</b>	<b>\$139,208</b>
Checking	\$3,707	<b>RENTAL FUND BALANCE (WOODSTOCK)</b>	
<b>TOTAL</b>	<b>\$3,707</b>	Checking	\$0
<b>POLICE FUND BALANCE</b>		<b>TOTAL</b>	<b>\$0</b>
Cash Holding Checking Acct.	\$7,975	<b>PETTY CASH</b>	
Checking for Federal Grants	\$14,839	<b>COURT FINES</b>	
Checking for Bail Bonds	\$39,929		
C.D. for Drug Fund	\$0	<b>PARKS&amp;STORM FUND BALANCE</b>	
Grants Receivable	\$0		
Drug Task Force Ckg.	\$27,804	<b>CITY ECONOMIC DEVELOPMENT</b>	
<b>TOTAL</b>	<b>\$90,548</b>	<b>TIF DISTRICT</b>	
		<b>TOTAL CURRENT ASSETS</b>	
		<b>\$1,863,193</b>	

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City of Normandy  
City Funds Report  
As of October 31, 2010

	<u>Oct 31, 10</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
100 · GENERAL CHECKING ACCT	313,205.75
102.1 · CAPITAL IMP CHECKING	134,811.05
103 · FEDERAL GRANT CHECKING	14,839.47
104.2 · LATERAL SEWER CHECKING	3,706.95
105.5 · PARKS/STORMWATER	198,854.69
105.7 · CITY OF NORMANDY, ECONOMIC DEV.	184,521.14
105.8 · CITY OF NORMANDY, TIF DIST	157,341.08
106 · PETTY CASH	250.00
107 · POLICE CASH HOLDING CKG. ACCT.	7,975.15
108 · DRUG TASK FORCE CKG. ACCT.	27,804.23
108.4 · SANITATION FUND	139,208.42
109 · BAIL BOND CHECKING	40,629.04
111 · REGIONS GENERAL OPERATING FUND	365,795.57
136 · ACCTS. RECEIVABLE COURT FINES	184,486.00
138 · GRANTS RECEIVABLE	0.19
<b>Total Checking/Savings</b>	<u>1,773,428.73</u>
<b>Total Current Assets</b>	<u>1,773,428.73</u>
<b>TOTAL ASSETS</b>	<u><u>1,773,428.73</u></u>
<b>LIABILITIES &amp; EQUITY</b>	0.00

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**City of Normandy**  
**Balance Sheet**  
 As of October 1, 2010

Oct 1, 10

**ASSETS****Current Assets****Checking/Savings**

100 · GENERAL CHECKING ACCT	314,239.33
101 · RENTAL CHECKING	58.52
102.1 · CAPITAL IMP CHECKING	201,223.27
103 · FEDERAL GRANT CHECKING	14,860.87
104.2 · LATERAL SEWER CHECKING	6,218.21
105 · ESCROW CHECKING	58.53
105.5 · PARKS/STORMWATER	192,483.07
105.7 · CITY OF NORMANDY, ECONOMIC DEV.	180,344.39
105.8 · CITY OF NORMANDY, TIF DIST	157,226.16
106 · PETTY CASH	250.00
107 · POLICE CASH HOLDING CKG. ACCT.	3,525.04
108 · DRUG TASK FORCE CKG. ACCT.	28,279.48
108.4 · SANITATION FUND	139,231.84
109 · BAIL BOND CHECKING	41,646.41
111 · REGIONS GENERAL OPERATING FUND	372,412.67
112 · TRUMAN -- SAVING ACCT	105,711.02
136 · ACCTS. RECEIVABLE COURT FINES	184,486.00
138 · GRANTS RECEIVABLE	0.19

<b>Total Checking/Savings</b>	<b>1,942,255.00</b>
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**Accounts Receivable**

0131 · .7 ECONOMIC DEVELOPMENT A/R	11,714.00
131.2 · Sewer Lateral AR	858.61
131.5 · Park/Stormwater AR	10,783.17
135 · SANITATION A/R	58,761.26

<b>Total Accounts Receivable</b>	<b>82,117.04</b>
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**Other Current Assets**

0131.8 · A/R TIF	673.00
0132 · A/R LOCAL OPTION USE TAX	5,066.00
0142 · A/R RENT	4,111.00
0149 · DEPOSITS	23,883.00
130 · A/R PROPERTY TAX	18,689.35
131 · A/R SALES TAX	132,305.07
131.1 · A/R CAP IMP TAX	9,166.09
131.7 · A/R CITY ECONOMIC DEVELOPMENT	-931.00
132 · A/R UTILITY TAX	55,862.00
133 · A/R OTHER	-0.06
137 · ALLOW FOR DOUBTFUL	-138,365.00
140 · DUE TO/FROM GF	21,971.91
140.1 · DUE TO/FROM CAP IMP	37,446.00
140.4 · Due to/from Sanitation	-56,376.59
140.5 · DUE TO/DUE FROM PARKS	2,649.00
140.7 · DUE TO/DUE FROM ECON DEVELOP	-112.00
140.8 · DUE TO/DUE FROM TIF	116,666.00
140A · DUE TO OTHER FUNDS - GENERAL	-30,904.00

<b>Total Other Current Assets</b>	<b>201,799.77</b>
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<b>Total Current Assets</b>	<b>2,226,171.81</b>
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**Fixed Assets**

151 · EQUIPMENT & VEHICLES	-0.38
152 · PARK EQUIPMENT	0.09
153 · LAND & BUILDINGS	0.49
155 · CITY HALL	-0.12
160.4 · VEHICLES & EQUIPMENT	336,828.48
161.4 · ACCUMULATED DEPRECIATION	-331,593.88

<b>Total Fixed Assets</b>	<b>5,234.68</b>
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**City of Normandy**  
**Balance Sheet**  
As of October 1, 2010

	Oct 1, 10
Other Assets	
426 · BOND DEPOSIT	-69,299.53
Total Other Assets	-69,299.53
<b>TOTAL ASSETS</b>	<b>2,162,106.96</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
200 · ACCOUNTS PAYABLE	-2,115.25
200.1 · A.P.-CAP.IMP.FUND	15,812.19
200.4 · A.P., SANITATION	-19,305.43
200.5 · A.P.,PARKS/STORMWATER	315.79
200.7 · A.P., POLICE CASH HOLDINGS	3,934.66
200.8 · A.P.-,DRUG TASK FORCE	0.45
Total Accounts Payable	-1,357.59
Other Current Liabilities	
201 · ACCRUED WAGES	34,954.93
201.4 · ACCRUED WAGES, SANITATION	6,773.00
204 · ACCTS PAYABLE	10,957.00
205 · CVC/BPC/PPT PAYABLE	1,480.75
206 · POLICE TRAINING PAYABLE	-267.00
207 · POLICE HOLDINGS PAYABLES	931.93
208 · DRUG TASK FORCE PAYABLES	-9,459.08
210 · FICA & FEDERAL W/H	-5,464.05
211 · FEDERAL W/H TAX	534.40
212 · MO STATE W/H TAX	1,097.05
215 · CHSUP.&GARNISHMENT	2,354.93
216 · AFLAC W/H	2,794.59
217 · DEF.COMP. W/H	-70.54
218 · PRINCIPAL LIFE,VOL.	224.53
219 · PAN AM LIFE INS.	-124.80
220 · BAIL BONDS PAYABLE	-29,169.13
222 · HOUSING DEPOSITS	21,889.92
225.4 · XTRA ROLL OUT, SANI	180.00
230 · DEFERRED REVENUE	16,255.93
230.4 · DEFERRED REV. SANI	-0.38
231 · Deferred Revenue - court	46,121.00
240 · DUE TO DRUG SEISURES	4,705.51
240.1 · DUE TO CAP IMP	9,130.00
240.4 · DUE TO CAPITAL IMPROVEMENT	2,930.00
240.5 · DUE TO PARKS/STORMWATER	42,726.00
240.7 · DUE TO ECONOMIC DEVELOPMENT	36,555.00
250 · EMPLOYEE HEALTH INS.PREM.CHARGE	644.88
251 · FLEX-PLAN PRE-TAXED	-59.82
Total Other Current Liabilities	198,626.55
Total Current Liabilities	197,268.96
Total Liabilities	197,268.96

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**City of Normandy  
Balance Sheet  
As of October 1, 2010**

	<u>Oct 1, 10</u>
<b>Equity</b>	
300 · GENERAL FUND BALANCE	967,261.74
300.1 · CAP IMP FUND BALANCE	164,939.37
300.2 · LAT SEWER FUND BALANCE	35,768.49
300.4 · Retained Earnings Sanitation	148,098.36
300.5 · Parks/Stormwater Fund Balance	102,165.00
300.7 · ECONOMIC DEVELOPMENT - FUND BAL	59,622.00
300.8 · FUND BALANCE - TAX INCREMENT FI	125,260.00
310 · INVESTMENT FIXED ASSETS	0.08
3900 · Retained Earnings	360,177.96
Net Income	1,545.00
<b>Total Equity</b>	<u>1,964,838.00</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>2,162,106.96</u></u>

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Accrual Basis

**City of Normandy**  
**BUDGET VS. ACTUAL GENERAL FUND**  
**10/1/2010- 9/30/2011**

	Oct 10	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
400 · REAL ESTATE TAX	330.31			
401 · PROPERTY TAX	714.43			
402 · ROAD & BRIDGE TAX	282.12			
403 · CIGARETTE TAX	3,183.09			
404 · MOTOR VEHICLE TAX	17,711.98			
405 · SALES TAX	55,747.97			
406 · MERCHANTS LICENSE	25.00			
407 · LIQUOR LICENSE	25.00			
409 · BUILDING PERMITS	440.00			
410 · OCCUPANCE PERMITS	350.00			
412 · OTHER PERMITS	40.00			
415 · ELECTRIC UTILITY	44,036.87			
416 · PHONE UTILITY	25,264.98			
417 · GAS UTILITY	4,808.26			
418 · CABLE UTILITY	6,238.11			
419 · WATER UTILITY	1,323.71			
421 · COURT FINES	18,407.00			
422 · CRIME VICTIMS COMP	168.32			
423 · POLICE TRAINING	3,024.53			
424 · BOND FORFEITURES	1,850.00			
425 · CITY OF NORMANDY LOCAL USE TAX	4,260.04			
435 · CONTRACTUAL FEES	8,766.79			
441A · MISC.INC, OFFICE	1,564.94			
450 · INT.INCOME	3.00			
460 · RENTAL INCOME	4,565.13			
<b>Total Income</b>	<b>203,131.58</b>			
<b>Gross Profit</b>	<b>203,131.58</b>			
<b>Expense</b>				
<b>5 · ADM</b>				
501 · WAGES ADM	11,388.67			
502 · PAYROLL TAX ADM	840.51			
503 · HEALTH INSURANCE ADM	-1,760.46			
504 · PENSION ADM	157.64			
510 · DUES & SUBSCRIPTIONS ADM	162.50			
511 · TRAINING ADM	166.27			
515 · TRAVEL ADM	115.64			
<b>Total 5 · ADM</b>	<b>11,070.77</b>			
<b>6 · PD</b>				
601 · WAGES PD	71,991.24			
602 · PAYROLL TAX PD	6,157.80			
603 · HEALTH INSURANCE PD	14,290.99			
604 · PENSION PD	929.56			
607 · POLICE OVERTIME	11,237.45			
608 · HOLIDAY PAY	0.00			
611 · TRAINING PD	500.00			
616 · CONTRATUAL SERVICES PD	12,200.19			
620 · UNIFORMS PD	422.77			
625 · VEHICLE EXPENSE PD	6,597.88			
635 · UTILITIES PD	528.60			
641 · SUPPLIES & EQUIPMENT	605.10			
659 · PUBLIC RELATIONS PD	144.61			
660 · MISCELLANEOUS PD	25.71			
<b>Total 6 · PD</b>	<b>125,631.90</b>			

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Accrual Basis

**City of Normandy**  
**BUDGET VS. ACTUAL GENERAL FUND**  
**10/1/2010- 9/30/2011**

	Oct 10	Budget	\$ Over Budget	% of Budget
<b>6A · LEGAL</b>				
601A · WAGES	1,314.70			
602A · FICA EXPENSE	90.51			
603A · HEALTH INS.	478.67			
604A · PENSION CONTRIBUTION	142.69			
610A · DUES & SUBSCRIPTIONS	50.00			
613A · PROF.FEES	8,810.50			
<b>Total 6A · LEGAL</b>	<b>10,887.07</b>			
<b>7 · STR</b>				
701 · WAGES STREET	14,440.22			
702 · PAYROLL TAX STREET	1,087.92			
703 · HEALTH INSURANCE STREET	1,784.76			
704 · PENSION STREET	340.28			
716 · CONTRACTUAL SERVICES STREET	14,715.00			
725 · VEHICLE STREET	626.80			
735 · UTILITIES STR	210.34			
736 · STREET LIGHTING STR	3,983.91			
760 · MISCELLANEOUS STREET	9,985.00			
780 · EQPT MAINTENANCE STREET	289.48			
782 · RENTAL EQPT	26.00			
784 · STREET REPAIRS STREET	800.93			
790 · EQUIPMENT STREET	4,800.00			
<b>Total 7 · STR</b>	<b>53,090.64</b>			
<b>9 · PAR</b>				
901 · WAGES PARKS	377.00			
902 · PAYROLL TAX PARKS	28.84			
935 · UTILITIES - PARKS	1,578.05			
983 · BLDG.& GROUND MAINT.	110.05			
<b>Total 9 · PAR</b>	<b>2,093.94</b>			
<b>Total Expense</b>	<b>202,774.32</b>			
<b>Net Ordinary Income</b>	<b>357.26</b>			
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
<b>10 · INSP</b>				
1001 · WAGES INSP	5,325.48			
1002 · PAYROLL TAX INSP	257.28			
1035 · TELEPHONE & UTILITIES	23.09			
1059 · NUISANCE ABATEMENT	-2,981.75			
10 · INSP - Other	-700.00			
<b>Total 10 · INSP</b>	<b>1,924.10</b>			
<b>11 · CH</b>				
1101 · WAGES CH	0.00			
1102 · PAYROLL TAX CH	0.00			
1113 · PROFESSIONAL FEES CH	3,924.33			
1135 · TELEPHONE & UTILITIES	1,669.97			
1141 · OFFICE SUPPLIES	551.27			
1144 · POSTAGE	-6.62			
1147 · CLEANING SUPPLIES	202.20			
1159 · PUBLIC RELATIONS CH	786.59			
1160 · MISCELLANEOUS CH	97.22			
1182 · RENTAL EQPT CH	321.75			
1183 · BUILDING MAINT CH	400.00			
<b>Total 11 · CH</b>	<b>7,946.71</b>			
<b>Total Other Expense</b>	<b>9,870.81</b>			
<b>Net Other Income</b>	<b>-9,870.81</b>			
<b>Net Income</b>	<b>-9,513.55</b>			



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Accrual Basis

**City of Normandy**  
**BUDGET VS. ACTUAL CAPITAL IMP. FUND**  
**10/1/2010-9/30/2011**

	<u>Oct 10</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
405.1 · CAPITAL IMP TAX	5,640.03			
<b>Total Income</b>	<u>5,640.03</u>			
<b>Gross Profit</b>	<u>5,640.03</u>			
<b>Net Ordinary Income</b>	5,640.03			
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
12 · CAPITAL IMPROVEMENT				
1210.1 · PD CAPITAL EQPT	26,372.00			
1299.1 · BANKING FEES	14.25			
12 · CAPITAL IMPROVEMENT - Other	45,666.00			
<b>Total 12 · CAPITAL IMPROVEMENT</b>	<u>72,052.25</u>			
<b>Total Other Expense</b>	<u>72,052.25</u>			
<b>Net Other Income</b>	<u>-72,052.25</u>			
<b>Net Income</b>	<u><u>-66,412.22</u></u>			

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Accrual Basis

**City of Normandy**  
**Budget Vs. Actual Economic Development**  
**October 2010**

	<u>Oct 10</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
405.7 · CITY ECONOMIC DEVELOPMENT TAX	4,161.02			
450.7 · ECONOMIC DEVELOPMENT INTEREST	15.73			
<b>Total Income</b>	<u>4,176.75</u>			
<b>Gross Profit</b>	<u>4,176.75</u>			
<b>Net Ordinary Income</b>	<u>4,176.75</u>			
<b>Net Income</b>	<u><u>4,176.75</u></u>			

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Accrual Basis

**City of Normandy**  
**Budget Vs.Parks/Stormwaters**  
10/1/2010-9/30/2011

	<u>Oct 10</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
405.5 · PARK/STORMWATER INCOME	6,485.10			
Total Income	<u>6,485.10</u>			
Gross Profit	<u>6,485.10</u>			
Net Ordinary Income	6,485.10			
Other Income/Expense				
Other Expense				
15 · Parks & Storm Water				
1599.5 · Banking Fees	3.43			
Total 15 · Parks & Storm Water	<u>3.43</u>			
Total Other Expense	<u>3.43</u>			
Net Other Income	<u>-3.43</u>			
Net Income	<u><u>6,481.67</u></u>			

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Accrual Basis

# City of Normandy Budget Vs. Actual Sanitation

10/1/2010 - 09/30/2011

	<u>Oct 10</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
430.4 · SANITATION FEES				
431.4 · BAD DEBT	251.27			
430.4 · SANITATION FEES - Other	28,426.38			
<b>Total 430.4 · SANITATION FEES</b>	<u>28,677.65</u>			
432.4 · OTHER SANI INCOME	0.00			
<b>Total Income</b>	<u>28,677.65</u>			
<b>Gross Profit</b>	28,677.65			
<b>Expense</b>				
8 · SAN				
801 · WAGES SANITATION	6,683.49			
802 · PAYROLL TAX SANITATION	497.51			
803 · HEALTH INSURANCE SANITATION	1,286.41			
804 · PENSION SANITATION	69.29			
813 · PROFESSIONAL SERVICE SANITA...	17.42			
825 · VEHICLE SANITATION	1,593.49			
835 · UTILITIES SANITATION	82.17			
840 · DUMPING FEES	2,740.50			
860 · MISCELLANEOUS SANITATION	20.00			
<b>Total 8 · SAN</b>	<u>12,990.28</u>			
<b>Total Expense</b>	<u>12,990.28</u>			
<b>Net Ordinary Income</b>	<u>15,687.37</u>			
<b>Net Income</b>	<u><u>15,687.37</u></u>			

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Accrual Basis

City of Normandy  
**BUDGET VS. ACTUAL SEWER LATERAL**  
10/1/2010-9/30/2011

	<u>Oct 10</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Other Income/Expense				
Other Expense				
13 · SEWER LATERAL FUND				
1300.1 · PAYMENT TO CONTRACTOR	2,200.00			
1320A · ADMIN.REIMBURSEMENT-GEN.FU...	150.00			
1330 · MISC.BANK EXPENSES	22.66			
Total 13 · SEWER LATERAL FUND	<u>2,372.66</u>			
Total Other Expense	<u>2,372.66</u>			
Net Other Income	<u>-2,372.66</u>			
Net Income	<u><u>-2,372.66</u></u>			

**City of Normandy**  
**Budget Vs. Actual TIF District**  
**10/1/2010- 9/30/2011**

Accrual Basis

	Oct 10	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
450.8 · INTEREST, TIF DIST.	124.92			
<b>Total Income</b>	124.92			
<b>Gross Profit</b>	124.92			
<b>Net Ordinary Income</b>	124.92			
<b>Net Income</b>	124.92			