CITY MANAGER'S OFFICE
CITY OF COOPER CITY
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MEMORANDUM

TO: Mayor & Commission

FROM: Bruce D. Loucks, City Manager

DATE: February 12, 2016

RE: Quarterly Report – 1st Quarter (Ending 12/31/15)

Please find attached the 1st Quarter Financial information. The attached tables include:

1. Status of the General Employee Pension Plan.
2. Cooper City Project Status
3. Departmental Revenue Summaries by Fund

For each fund there are two tables; one which reflects revenues by major categories and secondly, a table which reflects department expenditures within these funds.

A. The City's major operating fund, the General Fund, received revenues in the amount of $16,479,982. Property taxes were $10,963,805 (76% of budget) as most property taxes are received in the first two quarters of the fiscal year.

Expenditures in the General Fund were $7,176,995 (22% of budget).

For the General Fund, revenues exceeded expenditures by $9,302,987.

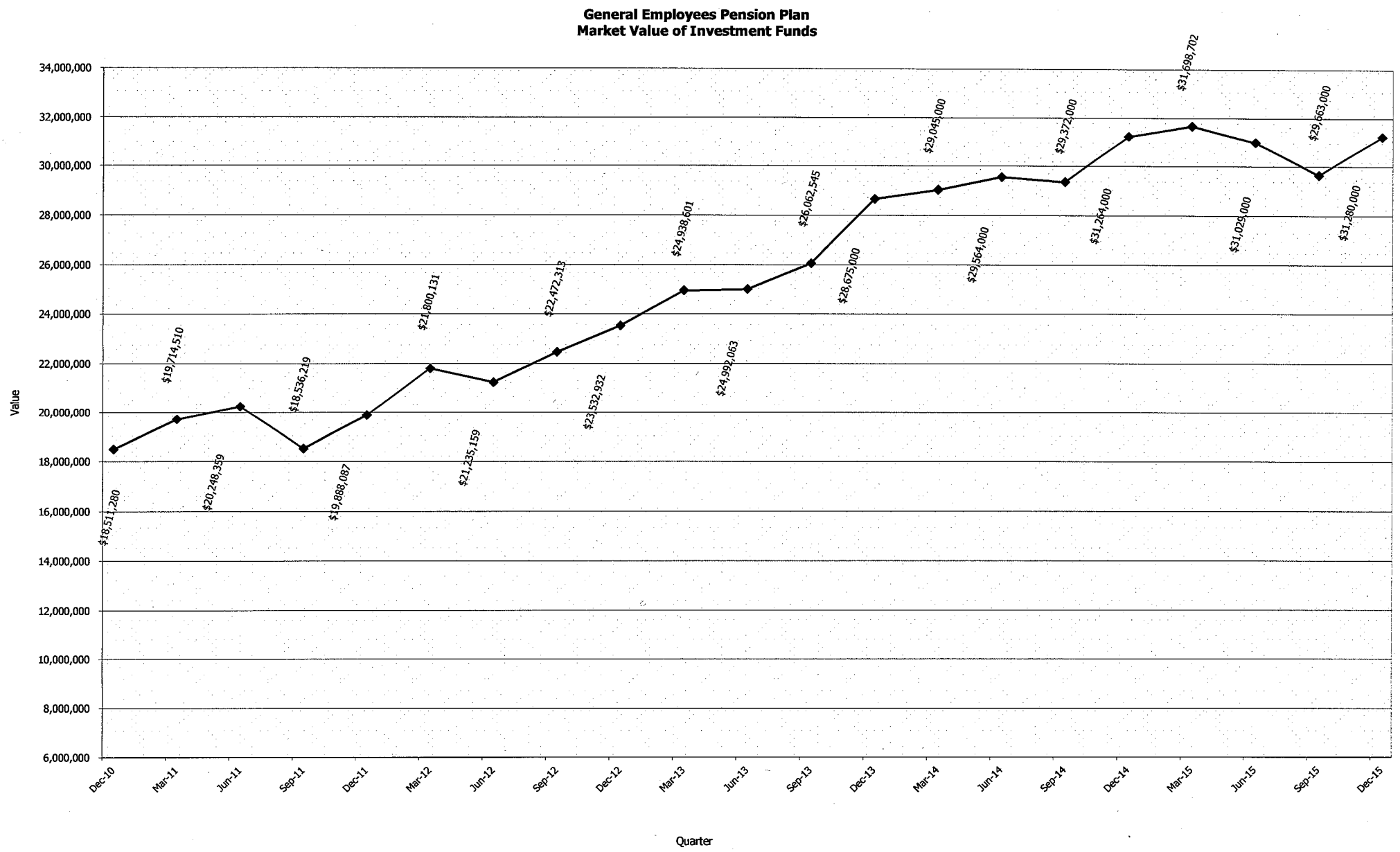
B. The Building Inspection Services Fund, which reflects the activities of the Building Department, had permit revenues in the amount of $123,990 (11% of budget); expenditures were $232,460 (23% of budget). Expenditures in excess of revenues were provided for through fund balance. Building permit revenues are erratic, depending on construction activity.

C. The Road & Bridge Fund's primary revenues are gas taxes and a transfer from the General Fund. These revenues are at 21% of budget and exceed Public Works operating expenses by $79,717. (Note: Public Works operating expenses are both in the General Fund and the Road & Bridge Fund).

D. The Storm Water Utility Fund's storm water fees and interest earnings were $70,225 (3% of budget) and were greater than expenditures by $18,257. Expenditures in excess of revenues were provided for through fund balance.

E. The Water & Sewer Utility's revenues, which are water and sewer fees, are at 15% of budget. Revenues of $2,781,284 are less than expenditures of $4,289,858 (26% of budget). Expenditures in excess of revenues were provided for through fund balance.

cc: Departmental Directors


General Employees Pension Plan
Market Value of Investment Funds
Value
Quarter
34,000,000
32,000,000
30,000,000
28,000,000
26,000,000
24,000,000
22,000,000
20,000,000
18,000,000
16,000,000
14,000,000
12,000,000
10,000,000
8,000,000
6,000,000
Dec-10
Mar-11
Jun-11
Sep-11
Dec-11
Mar-12
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Sep-12
Dec-12
Mar-13
Jun-13
Sep-13
Dec-13
Mar-14
Jun-14
Sep-14
Dec-14
Mar-15
Jun-15
Sep-15
Dec-15
$18,511,280
$19,714,510
$20,248,359
$18,536,219
$19,888,087
$21,800,131
$21,235,159
$22,472,313
$23,532,932
$24,938,601
$24,992,063
$26,062,545
$28,675,000
$29,045,000
$29,564,000
$29,372,000
$31,264,000
$31,698,702
$31,029,000
$29,663,000
$31,280,000

COOPER CITY PROJECT STATUS

	PROJECT NAME	STATUS
1	Sports Complex Lighting	Contractor is 50% complete with the installation
2	Sports Complex Bathroom Building	Work to resume Jan. 31 through April 15
3	Sports Complex Drainage	To be completed by April 15
4	Sports Complex Re-roof of Concessions	Soliciting add'l estimates
5	Sports Complex & Bill Lips Painting of Dugouts and Concessions	P.O.s were issued. Bill Lips will commence and CCSC will be done after the re-roof
6	Water Feature at P&T Center	P.O. issued. Site meeting Feb. 5 with engineer
7	Chain link Fencing Replacement	Site visits next week
8	Flamingo Road Park	Submitted to DRC in February
9	Parks Furniture Replacement	Surveying parks for replacements needs
10	Christie Schafale Playground and Fitness Equipment	Permit applications have been submitted. Awaiting delivery of new equipment
11	Police Department Re-roof	Contractor expects to complete the job Feb. 6. Duralast warranty inspection was approved. City final inspection scheduled for Feb. 10.
12	Police Department Interior/Exterior Painting	Finalizing bid specifications
13	City Hall Renovations	Completion of project on schedule. Move in by Feb. 26
14	Recreation and Public Works Storage Building	Met with Garland Company. Waiting for estimate. Preliminary meeting with Stantec re: site plan
15	Community Center Renovations	Conducted preliminary scope meeting with architect
16	Conceptual Streetscape for The Apartments	Reviewing Task Order from CGA
17	Streetlight Upgrades at The Apartments	Received estimate from FPL. Waiting for Agreement
18	Griffin Road Wall	Preconstruction meeting Feb. 9
19	Morris Cooper Avenue Street Name Signs	P.O. issued to Signal Technologies. Approved the Task Order for CGA to prepare S & S drawings for BCTE permit.
20	Bus Shelters	Permit application being submitted
21	SW 53rd Street Traffic Agreement	Resolution is being revised by the County
22	Security Cameras at Fleet Services	P.O. has been issued to the contractor, permit application has been submitted.
23	Citywide Pressure Cleaning	70% complete. Remaining areas are Griffin, Flamingo, Stirling, 118th and 122nd Ave residential areas, part of Sheridan.
24	Citywide Sidewalk Program	Will proceed once Hold Harmless is finalized. First areas will be Tanglewood, Cooper Village.

COOPER CITY PROJECT STATUS

	PROJECT NAME	STATUS
25	Asphalt Resurfacing	Verifying locations and prices
26	Water Main Replacement Program Phase II	Project to replace 9.2 miles of concrete water mains is 96% complete. Substantial completion anticipated by March 2016.
27	Water Main Replacement Program Phase III	Project to replace the final 10 miles of concrete water mains has been awarded by commission. Completion anticipated July 2017.
28	Sewer Inflow Remediation Program Phase III	Project is underway and is approximately 60% complete. This will complete all the sanitary sewer in the city.
29	Lift Station 52 Rehabilitation	Project in the design phase. Construction anticipated starting June 2016.
30	Lift Station 21 Replacement	Project in the planning phase.
31	Water Treatment Plant SCADA System Replacement	Design is 100% complete, awaiting proposal for installation.
32	Natalie's Cove/Flamingo Townhomes Drainage Improvements	Design is 100% complete; permitting to start March 2016.
33	Raw Water Well #8 Sand Strainer	Installation is complete, awaiting approval from FDOH for operation.
34	Software Implementation for Utility Billing Autodraft	Testing to begin in late February/ early March
35	Software Implementation for mobile complaint system	
36	Software Implementation for BAB GoLocal business locator software	Letters are being sent to local businesses for additional information, due to City by April 1. Once compiled data will be loaded into software for activity

GENERAL FUND

REVENUE REPORT FOR CITY OF COOPER CITY
PERIOD ENDI 12/31/2015
% Fiscal Year Completed: 25.14
MONTHLY SUMMARY REPORT

GL NUMBER DESCRIPTION	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 001 - GENERAL FUND					
TAXES-PROPERTY VALUE	9,661,466.35	14,467,802.00	10,963,805.02	3,503,996.98	75.78
TAXES-UTILITY SERVICES	212,417.59	2,335,000.00	649,539.31	1,685,460.69	27.82
TAX-COMMUNICATIONS SERVICE	97,736.58	1,300,000.00	283,066.34	1,016,933.66	21.77
TAX-LOCAL BUSINESS	(459.23)	540,000.00	235,312.07	304,687.93	43.58
PERMITS	290.00	4,000.00	604.30	3,395.70	15.11
FEES-FRANCHISE	228,734.20	2,825,100.00	739,168.85	2,085,931.15	26.16
GRANTS-FEDERAL	0.00	64,535.00	6,536.21	57,998.79	10.13
GRANTS-STATE	0.00	0.00	3,732.97	(3,732.97)	100.00
SHARED REVENUES-STATE	256,910.59	3,100,000.00	755,729.78	2,344,270.22	24.38
SHARED REVENUES-OTHER LOCAL UNITS	1,193.87	763,000.00	13,225.91	749,774.09	1.73
SERVICE CHARGES-GENERAL GOVERNMENT	8,789.28	120,000.00	24,294.28	95,705.72	20.25
SERVICE CHARGES-PUBLIC SAFETY	1,820,053.62	4,041,000.00	2,195,902.50	1,845,097.50	54.34
SERVICE CHARGES-CULTURE/RECREATION	27,280.75	541,000.00	84,271.10	456,728.90	15.58
SERVICE CHARGES-OTHER	76.00	48,500.00	1,693.00	46,807.00	3.49
JUDGEMENTS & FINES-OTHER	23,472.25	130,000.00	39,169.81	90,830.19	30.13
FINES-LOCAL	21,969.29	150,000.00	110,362.87	39,637.13	73.58
INTEREST & OTHER EARNINGS	1,620.13	80,000.00	5,734.47	74,265.53	7.17
SALES-DISPOSITION OF FIXED ASSETS	0.00	1,000.00	0.00	1,000.00	0.00
CONTRIBUTIONS-PRIVATE SOURCE & DONATIONS	0.00	37,000.00	5,610.00	31,390.00	15.16
MISCELLANEOUS REVENUES-OTHER	54,636.41	186,000.00	65,539.59	120,460.41	35.24
INTERFUND GROUP TRANSFERS IN	98,894.58	1,186,735.00	296,683.74	890,051.26	25.00
APPROPRIATION FROM FUND BALANCE	0.00	1,218,478.34	0.00	1,218,478.34	0.00
TOTAL Revenues	12,515,082.26	33,139,150.34	16,479,982.12	16,659,168.22	49.73
Fund 001 - GENERAL FUND: TOTAL REVENUES	12,515,082.26	33,139,150.34	16,479,982.12	16,659,168.22	49.73

EXPENDITURE REPORT FOR CITY OF COOPER CITY
PERIOD ENDI 2/31/2015
% Fiscal Year Completed: 25.14
MONTHLY SUMMARY REPORT

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 12/31/2015 INCR (DECR)	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 001 - GENERAL FUND							
100-CITY COMMISSION		28,144.46	387,209.00	106,382.25	0.00	280,826.75	27.47
110-ADMINISTRATION		33,493.14	462,162.00	94,368.31	0.00	367,793.69	20.42
120-CITY CLERK		41,726.12	579,106.00	128,680.47	14,462.50	435,963.03	24.72
130-FINANCE		74,433.27	988,137.50	206,366.95	19,550.50	762,220.05	22.86
150-LEGAL		21,896.21	254,000.00	29,896.21	0.00	224,103.79	11.77
180-BOARDS & COMMITTEES		2,981.99	11,200.00	3,680.35	1,316.00	6,203.65	44.61
190-NONDEPARTMENTAL		262,878.99	3,849,339.20	792,421.54	1,561.20	3,055,356.46	20.63
212-COMPREHENSIVE PLANNING		29,673.89	430,505.00	106,629.30	6,500.00	317,375.70	26.28
213-CODE ENFORCEMENT		33,436.66	372,600.00	92,244.98	0.00	280,355.02	24.76
311-PUBLIC WORKS ADMINISTRATION		49,621.27	519,408.00	101,498.00	17,978.00	399,932.00	23.00
312-PROPERTY MAINTENANCE		36,493.32	703,257.50	113,490.11	42,798.20	546,969.19	22.22
314-PARKS		86,519.23	1,560,352.14	268,691.22	60,917.09	1,230,743.83	21.12
316-FLEET SERVICES		28,276.30	373,310.00	55,290.41	17,513.00	300,506.59	19.50
510-POLICE		1,027,323.79	12,161,900.00	2,902,429.08	0.00	9,259,470.92	23.86
610-FIRE		634,730.27	8,866,800.00	1,902,769.77	5,017.83	6,959,012.40	21.52
710-RECREATION		97,001.28	1,619,864.00	272,157.01	370.88	1,347,336.11	16.82
Fund 001 - GENERAL FUND:							
TOTAL EXPENDITURES		2,488,630.19	33,139,150.34	7,176,995.96	187,985.20	25,774,169.18	22.22

Approved by State Board of Accounts for the City Of Cooper City, 2013

BUILDING SERVICES FUND

REVENUE REPORT FOR CITY OF COOPER CITY
PERIOD ENDI 12/31/2015
% Fiscal Year Completed: 25.14
MONTHLY SUMMARY REPORT

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 002 - BLDG INSPECTION SERVICES						
PERMITS		36,517.00	724,200.00	120,354.80	603,845.20	16.62
SERVICE CHARGES-OTHER		1,517.00	97,000.00	4,668.00	92,332.00	4.81
INTEREST & OTHER EARNINGS		58.94	6,000.00	451.52	5,548.48	7.53
MISCELLANEOUS REVENUES-OTHER		132.00	3,000.00	516.00	2,484.00	17.20
APPROPRIATION FROM FUND BALANCE		0.00	295,025.00	0.00	295,025.00	0.00
TOTAL Revenues		38,224.94	1,125,225.00	125,990.32	999,234.68	11.20
Fund 002 - BLDG INSPECTION SERVICES: TOTAL REVENUES		38,224.94	1,125,225.00	125,990.32	999,234.68	11.20

EXPENDITURE REPORT FOR CITY OF COOPER CITY
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MONTHLY SUMMARY REPORT

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Fund 002 - BLDG INSPECTION SERVICES							
211-BUILDING		84,143.77	1,125,225.00	232,466.16	17,978.00	874,780.84	22.26
Fund 002 - BLDG INSPECTION SERVICES:							
TOTAL EXPENDITURES		84,143.77	1,125,225.00	232,466.16	17,978.00	874,780.84	22.26

ROAD & BRIDGE
TAX
FUND

REVENUE REPORT FOR CITY OF COOPER CITY
PERIOD ENDI 12/31/2015
% Fiscal Year Completed: 25.14
MONTHLY SUMMARY REPORT

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 103 - ROAD & BRIDGE						
INTEREST & OTHER EARNINGS		(63.35)	0.00	181.45	(181.45)	100.00
INTERFUND GROUP TRANSFERS IN		58,763.83	705,166.00	176,291.49	528,874.51	25.00
APPROPRIATION FROM FUND BALANCE		0.00	291,338.41	0.00	291,338.41	0.00
TAXES-LOCAL OPTION, USE & FUEL		49,692.07	570,000.00	145,994.69	424,005.31	25.61
TOTAL Revenues		108,392.55	1,566,504.41	322,467.63	1,244,036.78	20.59
Fund 103 - ROAD & BRIDGE: TOTAL REVENUES		108,392.55	1,566,504.41	322,467.63	1,244,036.78	20.59

Approved by State Board of Accounts for the City Of Cooper City 2013

EXPENDITURE REPORT FOR CITY OF COOPER CITY
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MONTHLY SUMMARY REPORT

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 12/31/2015 INCR (DECR)	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 103 - ROAD & BRIDGE							
313-STREETS MAINTENANCE		114,969.02	1,566,504.41	242,750.17	263,926.99	1,059,827.25	32.34
Fund 103 - ROAD & BRIDGE:							
TOTAL EXPENDITURES		114,969.02	1,566,504.41	242,750.17	263,926.99	1,059,827.25	32.34

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STORM WATER UTILITY FUND

REVENUE REPORT FOR CITY OF COOPER CITY
PERIOD ENDI 12/31/2015
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MONTHLY SUMMARY REPORT

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 440 - STORM WATER						
SERVICE CHARGES-PHYSICAL ENVIRONMENT		23,319.39	213,000.00	69,851.80	143,148.20	32.79
PROCEEDS		0.00	1,600,000.00	0.00	1,600,000.00	0.00
PROPRIETARY NON-OPERATING SOURCES		54.06	252,172.80	373.41	251,799.39	0.15
TOTAL Revenues		23,373.45	2,065,172.80	70,225.21	1,994,947.59	3.40
Fund 440 - STORM WATER:						
TOTAL REVENUES		23,373.45	2,065,172.80	70,225.21	1,994,947.59	3.40

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EXPENDITURE REPORT FOR CITY OF COOPER CITY
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MONTHLY SUMMARY REPORT

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 12/31/2015 INCR (DECR)	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 440 - STORM WATER							
315-STORM WATER		19,388.93	2,065,172.80	51,968.35	167,918.55	1,845,285.90	10.65
Fund 440 - STORM WATER:							
TOTAL EXPENDITURES		19,388.93	2,065,172.80	51,968.35	167,918.55	1,845,285.90	10.65

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WATER & SEWER UTILITY FUND

REVENUE REPORT FOR CITY OF COOPER CITY
PERIOD ENDI 2/31/2015
% Fiscal Year Completed: 25.14
MONTHLY SUMMARY REPORT

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Fund 450 - WATER & SEWER UTILITY FUND						
SERVICE CHARGES-OTHER		0.00	20,000.00	1,000.00	19,000.00	5.00
MISCELLANEOUS REVENUES-OTHER		0.00	13,000.00	0.00	13,000.00	0.00
SERVICE CHARGES-PHYSICAL ENVIRONMENT		950,061.51	11,610,000.00	2,768,608.88	8,841,391.12	23.85
PROPRIETARY NON-OPERATING SOURCES		5,426.04	7,570,686.35	11,675.52	7,559,010.83	0.15
TOTAL Revenues		955,487.55	19,213,686.35	2,781,284.40	16,432,401.95	14.48
Fund 450 - WATER & SEWER UTILITY FUND: TOTAL REVENUES		955,487.55	19,213,686.35	2,781,284.40	16,432,401.95	14.48
TOTAL REVENUES - ALL FUNDS		13,640,560.75	57,109,738.90	19,779,949.68	37,329,789.22	34.63

EXPENDITURE REPORT FOR CITY OF COOPER CITY
PERIOD ENDI 12/31/2015
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MONTHLY SUMMARY REPORT

GL NUMBER	DESCRIPTION	ACTIVITY FOR MONTH 12/31/2015 INCR (DECR)	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORM (ABNORM)	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE	% BDGT USED
Fund 450 - WATER & SEWER UTILITY FUND							
910-WATER DISTRIBUTION		177,497.98	1,626,323.00	312,180.43	63,586.65	1,250,555.92	23.11
911-WATER PLANT		154,754.47	1,769,929.00	337,351.69	349,417.03	1,083,160.28	38.80
930-WASTEWATER TRANSMISSION		75,723.67	1,605,048.00	204,533.67	12,849.07	1,387,665.26	13.54
931-WASTEWATER PLANT		108,394.02	1,411,773.00	237,565.45	296,964.40	877,243.15	37.86
940-CUSTOMER SERVICE		27,776.38	392,309.00	81,127.94	0.00	311,181.06	20.68
950-WATER & WASTEWATER ADMINISTRATION		1,041,596.22	12,408,304.35	3,117,098.98	20,944.75	9,270,260.62	25.29
Fund 450 - WATER & SEWER UTILITY FUND:							
TOTAL EXPENDITURES		1,585,742.74	19,213,686.35	4,289,858.16	743,761.90	14,180,066.29	26.20
TOTAL EXPENDITURES - ALL FUNDS		4,292,874.65	57,109,738.90	11,994,038.80	1,381,570.64	43,734,129.46	21.00