

# MEMO



**To:** City Council  
**From:** Budget Department  
**Date:** January 2, 2019  
**Subject:** Quarterly Budget Reporting

## Budget, Debt, & Grants

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### State Compliance Monthly Budget Reporting

The attachments within this report consist of Monthly Expenditure and Revenue Reports detailed by Fund and Major Object Type. The format of these reports follows the audit procedure from the State Compliance Audit Guide, the Utah statute and sample summary reports found in the Utah Uniform Accounting Manual. These summary reports should be prepared and reviewed by Council Quarterly for all funds.

The beginning and ending (*399 Beginning Balance*) fund balances (*09 Interfund transfer*) have not been calculated for the FY19 YTD actuals and thus do not show up in the report. We typically calculate these when we begin balancing the budget in April.

#### Notable Observations:

- 47% of the Personnel budget for the general fund has been spent, which means personnel expenditures have been underspent so far in FY 2019.
- 42% of the General Fund Materials budget has been spent, which means materials have been underspent so far in FY 2019.
- 33% of the total General Fund budget has been spent, which means the General Fund budget has been underspent so far in FY 2019.
- The Expenditure and Revenue Summaries (*attachments A and B*) include the most recent budget adjustments that were approved by Council on December 11, 2018.
- Planning, Building, & Engineering fee revenue has increased from last FY.
- YTD actuals of Recreation fee revenue do not include December revenue.

**Attachment A: Expenditure Summary by Object and Type**  
**Attachment B: Revenue Summary by Object and Type**