



Bookkeeper's Report

JANUARY 2017

**VILLAGE OF THE HILLS
FINANCIAL REPORT
JANUARY 2017**

GENERAL FUND

CHECKING ACCOUNT BEGINNING BALANCE		12/31/2016 \$ 318,677.46
REVENUES, REIMBURSEMENTS, TRANSFERS IN	\$ 97,530.98	
EXPENDITURES, TRANSFERS OUT	<u>(40,357.63)</u>	
GENERAL FUND ENDING BALANCE		1/31/2017 <u>\$ 375,850.81</u>

CAPITAL IMPROVEMENTS FUND

BEGINNING BALANCE		12/31/2016 \$ 369.41
TRANSFERS IN:	-	
EXPENDITURES	-	
CAPITAL IMPROVEMENTS FUND ENDING BALANCE		1/31/2017 <u>\$ 369.41</u>

STREET REPAIR FUND

BEGINNING BALANCE		12/31/2016 \$ 16,742.08
JANUARY TAX ALLOCATION	2,844.32	
STREET REPAIR FUND ENDING BALANCE		1/31/2017 <u>\$ 19,586.40</u>

SOLID WASTE FUND

BEGINNING BALANCE		12/31/2016 \$ 72,085.97
REVENUE:	-	
EXPENSES:		
PROGRESSIVE WASTE DECEMBER- \$15.20 / ACCT	(16,203.20)	
DOG WASTE DEPOT	-	
LAWN N' HOUSE (CLEAN DOG STATIONS)	(720.00)	
BANK SERVICES CHARGES	(65.75)	
REIMBURSE GENERAL FUND FOR PERSONNEL	(750.00)	
SOLID WASTE FUND ENDING BALANCE		1/31/2017 <u>\$ 54,347.02</u>

**VILLAGE OF THE HILLS
INCOME
2016-2017 BUDGET**

	JANUARY			YEAR TO DATE			ANNUAL	
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	BUDGET	BALANCE
INCOME								
FRANCHISE FEES								
1501 · P.E.C. (2%)	0.00	0.00	0.00	7,498.77	8,000.00	-501.23	24,800.00	-17,301.23
1502 · AT&T (5%)	0.00	0.00	0.00	8,848.89	9,800.00	-951.11	32,930.00	-24,081.11
1503 · TWC / SPECTRUM (5%)	0.00	0.00	0.00	8,605.01	7,300.00	1,305.01	34,200.00	-25,594.99
1507 · CITY OF AUSTIN (3%)	0.00	0.00	0.00	19,100.45	20,100.00	-999.55	51,900.00	-32,799.55
TOTAL FRANCHISE FEES	0.00	0.00	0.00	44,053.12	45,200.00	-1,146.88	143,830.00	-99,776.88
MAINTENANCE TAX								
2009 · TAX COLLECTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2010 · TAX COLLECTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2011 · TAX COLLECTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2012 · TAX COLLECTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2013 · TAX COLLECTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2014 · TAX COLLECTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2015 · TAX COLLECTIONS	2.18	0.00	2.18	234.15	0.00	234.15	0.00	234.15
2016 · TAX COLLECTIONS	84,781.71	85,400.00	-618.29	228,487.63	223,600.00	4,887.63	249,651.32	-21,163.69
2500 · PENALTY & INTEREST	0.26	0.00	0.26	49.01	0.00	49.01	0.00	49.01
TOTAL MAINTENANCE TAX	84,784.15	85,400.00	-615.85	228,770.79	223,600.00	5,170.79	249,651.32	-20,880.53
ADDITIONAL INCOME								
3000 · MISCELLANEOUS	0.00	0.00	0.00	61.74	0.00	61.74	0.00	61.74
3100 · MIXED BEVERAGE ALLOC.	2,555.33	2,400.00	155.33	4,351.63	4,300.00	51.63	8,700.00	-4,348.37
3110 · SALES TAX-AD VALOREM RED.	5,697.18	8,000.00	-2,302.82	38,838.60	35,200.00	3,638.60	103,200.00	-64,361.40
3200 · REPLAT FEES	0.00	0.00	0.00	0.00	200.00	-200.00	800.00	-800.00
3300 · HILLSFEST REIMBURSEMENTS	900.00	0.00	900.00	2,400.00	0.00	2,400.00	0.00	2,400.00
8000 · SW REIMB. PERSONNEL	750.00	750.00	0.00	3,000.00	3,000.00	0.00	9,000.00	-6,000.00
8500 · GRANT INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADDITIONAL INCOME	9,902.51	11,150.00	-1,247.49	48,651.97	42,700.00	5,951.97	121,700.00	-73,048.03
TOTAL INCOME	94,686.66	96,550.00	-1,863.34	321,475.88	311,500.00	9,975.88	515,181.32	-193,705.44
OTHER INCOME								
1505 · UNBUDGETED INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3105 SALES TAX STREET MAINT.	2844.32	0.00	2844.32	19390.19	0.00	19390.19	0.00	0.00
TOTAL OTHER INCOME	2844.32	0.00	2844.32	19390.19	0.00	19390.19	0.00	19,390.19

**VILLAGE OF THE HILLS
EXPENSE
2016-2017 BUDGET**

	JANUARY			YEAR TO DATE			ANNUAL	ANNUAL
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	BUDGET	BALANCE
COMMON AREAS								
7999 · COMMON AREA IMPROVEMENTS	0.00	0.00	0.00	1,024.38	6,000.00	-4,975.62	13,000.00	11,975.62
8806 · MOWING / MAINT. SCHEDULED	1,833.06	1,833.06	0.00	9,457.24	9,487.24	-30.00	34,926.72	25,469.48
8807 · MOWING / MAINT. UNSCHEDULED	385.00	816.94	-431.94	3,273.28	3,612.76	-339.48	16,823.28	13,550.00
TOTAL COMMON AREAS	2,218.06	2,650.00	-431.94	13,754.90	19,100.00	-5,345.10	64,750.00	60,995.10
FENCE EXPENDITURES								
5499 · FENCE MAINTANENCE	0.00	416.60	-416.60	0.00	1,667.20	-1,667.20	5,000.00	5,000.00
TOTAL FENCE EXPENDITURES	0.00	416.60	-416.60	0.00	1,667.20	-1,667.20	5,000.00	5,000.00
PARK EXPENDITURES								
6900 · PARK OPERATION / MAINTANENCE	2,001.82	1,075.75	926.07	11,198.90	12,209.00	-1,010.10	30,315.00	19,116.10
6994 · HILLSFEST	0.00	0.00	0.00	8,260.69	0.00	8,260.69	2,000.00	-6,260.69
6997 · JAZZFEST	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00
6998 · PARK IMPROVEMENTS	0.00	40.00	-40.00	0.00	170.00	-170.00	1,000.00	1,000.00
TOTAL PARK EXPENDITURES	2,001.82	1,115.75	886.07	19,459.59	12,379.00	7,080.59	38,315.00	18,855.41
PAYROLL EXPENSES								
10000 · SALARY	3,000.00	0.00	3,000.00	3,000.00	0.00	3,000.00	78,000.00	75,000.00
10100 · FEDERAL TAXES	247.16	0.00	247.16	247.16	0.00	247.16	6,000.00	5,752.84
10200 · UNEMPLOYEMENT TAXES	87.23	0.00	87.23	87.23	0.00	87.23	300.00	212.77
10300 · HEALTH INSURANCE	813.72	0.00	813.72	813.72	0.00	813.72	9,000.00	8,186.28
10400 · RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10500 · CAR ALLOWANCE	230.77	0.00	230.77	230.77	0.00	230.77	6,000.00	5,769.23
TOTAL PAYROLL EXPENSES	4,378.88	0.00	4,378.88	4,378.88	0.00	4,378.88	99,300.00	94,921.12
2800 · WILDFIRE MITIGATION	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00
5100 · AUDIT FEES	5,750.00	5,750.00	0.00	5,750.00	5,750.00	0.00	5,750.00	0.00
5202 · PERFORMANCE BONDS	130.00	0.00	130.00	130.00	0.00	130.00	150.00	20.00
5398 · CONTINGENCY	249.63	450.00	-200.37	1,219.35	1,800.00	-580.65	5,400.00	4,180.65
5399 · EMERGENCY MTG COORDINATOR	352.52	416.60	-64.08	1,692.93	1,667.20	25.73	5,000.00	3,307.07
6000 · ELECTION COSTS	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	2,000.00	2,000.00
6100 · INSURANCE PREMIUMS	0.00	0.00	0.00	2,113.86	2,200.00	-86.14	2,200.00	86.14
6200 · INTERLOCAL AGREEMENT HCM	8,885.88	18,387.48	-9,501.60	43,834.62	73,549.92	-29,715.30	220,649.76	176,815.14
6300 · LAW ENFORCEMENT CONTRACT	7,813.09	7,813.09	0.00	31,252.36	31,252.36	0.00	93,757.08	62,504.72
6350 · LAW ENFORCEMENT ADDITIONAL	0.00	416.67	-416.67	0.00	1,666.68	-1,666.68	5,000.04	5,000.04
6399 · EQUIPMENT PURCHASES	0.00	75.00	-75.00	15.62	300.00	-284.38	900.00	884.38
6400 · LEGAL NOTICES & PUBLICATIONS	0.00	0.00	0.00	0.00	500.00	-500.00	500.00	500.00
6500 · LEGAL, ENGINEERING, CONSLTNT	5,100.00	400.00	4,700.00	12,910.00	17,600.00	-4,690.00	21,000.00	8,090.00
6600 · MEMBERSHIP FEES	30.00	0.00	30.00	130.00	150.00	-20.00	1,185.00	1,055.00
6650 · FACILITIES MAINTANENCE	0.00	250.00	-250.00	0.00	1,000.00	-1,000.00	3,000.00	3,000.00
6700 · OFFICE SUPPLIES	232.52	300.00	-67.48	916.88	1,200.00	-283.12	3,600.00	2,683.12
6800 · POSTAGE	4.19	12.00	-7.81	26.43	48.00	-21.57	144.00	117.57
7000 · TAX COLLECTION EXPENSES	0.00	0.00	0.00	307.38	133.00	174.38	532.00	224.62
7200 · COMPUTER & SOFTWARE EXPS	0.00	0.00	0.00	1,100.00	0.00	1,100.00	2,485.00	1,385.00
7302 · COMMUNICATION W/ RESIDENTS	0.00	0.00	0.00	336.00	500.00	-164.00	500.00	164.00
7305 · TELECOMMUNICATIONS	136.37	175.00	-38.63	600.85	700.00	-99.15	2,100.00	1,499.15
8802 · PRIVATE ROAD SIGNAGE	0.00	200.00	-200.00	0.00	800.00	-800.00	2,400.00	2,400.00
8804 · WALKING TRAIL	0.00	0.00	0.00	13,775.00	12,000.00	1,775.00	14,000.00	225.00
8805 · PUBLIC R-O-W IRRIGATION	301.52	300.00	1.52	1,093.98	1,200.00	-106.02	2,830.00	1,736.02
8999 · WILDLIFE MANAGEMENT	0.00	50.00	-50.00	0.00	200.00	-200.00	600.00	600.00
9010 · VILLAGE STAFF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
9020 · YOUTH ADVISORY COMMISSION	0.00	600.00	-600.00	74.02	3,400.00	-3,325.98	5,000.00	4,925.98
TOTAL EXPENDITURES	37,584.48	39,778.19	-2,193.71	154,872.65	192,763.36	-37,890.71	613,047.88	458,175.23

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VILLAGE OF THE HILLS
GENERAL FUND - CHECK DETAIL
January 2017

Num	Date	Name	Memo	Account	Paid Amount
3275	01/03/2017	DAN M. ROARK LLC	11/15/16-12/316 CONTRACT SERVICES	1010 · PLAINS CAPITAL GF	
			BASIC CONTRACT SERVICES 11/15/16-12/31/16	6500 · LEGAL, ENGINEERING, CONSULTA...	-4,500 00
			LUNCH W/ BOA-ROCCO'S 12/13	5398 · CONTINGENCY	-155 57
			ADMIN COSTS FOR EMPLOYEE GIFT CARDS	5398 · CONTINGENCY	-34.06
TOTAL					-4,689 63
3276	01/05/2017	VERIZON WIRELESS	INV# 9777549375	1010 · PLAINS CAPITAL GF	
			11/24-12/23 CELL SERVICES	7305 · TELECOMMUNICATIONS	-136 37
TOTAL					-136 37
3277	01/05/2017	LAWN N' HOUSE	INV# 122 CP, P, TH	1010 · PLAINS CAPITAL GF	
			CLEAN PARK (DEC 5,12,19,26)	6900 · PARK OPERATION/MAINTENANCE	-240 00
			MOW PARK ONCE	6900 · PARK OPERATION/MAINTENANCE	-400 00
			SCHEDULED MOWING SERVICES FOR DECEMBER	8806 · SCHEDULED	-905 00
			UNSCHEDULED MOWING SERVICES FOR DECEMBER	8807 · UNSCHEDULED	-240 00
TOTAL					-1,785 00
3278	01/09/2017	TERRY BROWDER	12/15-1/10	1010 · PLAINS CAPITAL GF	
			MILEAGE REIMBURSEMENTS 12/15-1/10	5399 · EMERGENCY MGT COORDINATOR	-352 52
TOTAL					-352 52
3279	01/09/2017	COOPER'S PLUMBING CO.	INV# 21745	1010 · PLAINS CAPITAL GF	
			SLOAN FLUSH VALVE/ WATER COOLERS FROZEN @ PA...	6900 · PARK OPERATION/MAINTENANCE	-674 38
TOTAL					-674 38
3280	01/09/2017	CAPITAL CHAPTER OF MUNICIPAL CLERKS	2017 CHAPTER DUES- LINDA LUNNEY	1010 · PLAINS CAPITAL GF	
			2017 CHAPTER DUES - ANNUAL FEE	6600 · MEMBERSHIP FEES	-30 00
TOTAL					-30 00
3281	01/09/2017	HURST CREEK M.U.D.	REIMBURSEMENTS	1010 · PLAINS CAPITAL GF	
			XEROX USAGE 11/21-12/21	6700 · OFFICE SUPPLIES	-232 52
			POSTAGE EXPENSES FOR DECEMBER	6800 · POSTAGE	-4 19
			PUBLIC RAW ROW IRRIGATION METER# 90969470	8805 · PUBLIC R-O-W IRRIGATION	-301 52
TOTAL					-538 23
3282	01/09/2017	JANSEN & GREGORCZYK	2016 AUDIT FEES/ SERVICES	1010 · PLAINS CAPITAL GF	
			2016 AUDIT FEES/ SERVICES	5100 · AUDIT FEES	-5,750 00
TOTAL					-5,750 00
3283	01/09/2017	TRAVIS COUNTY CONSTABLE PRECINCT 2	12/1-12/31 LAW ENFORCEMENT	1010 · PLAINS CAPITAL GF	
			12/1-12/31 LAW ENFORCEMENT	6300 · LAW ENFORCEMENT CONTRACT	-7,813 09
TOTAL					-7,813 09
3284	01/13/2017	RUTILO FLORES	INV# 124523	1010 · PLAINS CAPITAL GF	
			MOW LOHMANS CROSSING	8807 · UNSCHEDULED	-100 00
			EDGE LOHMANS CROSSING	8807 · UNSCHEDULED	-45 00
TOTAL					-145 00
3285	01/13/2017	POSTNET	INV# 422650	1010 · PLAINS CAPITAL GF	
			BUSINESS CARDS FOR WENDY (500 CT)	5398 · CONTINGENCY	-38 00
TOTAL					-38 00
TXFR	01/16/2017	HURST CREEK M.U.D.	INTERLOCAL AGREEMENT FOR JANUARY	1010 · PLAINS CAPITAL GF	
			INTERLOCAL AGREEMENT FOR JANUARY	6200 · INTERLOCAL AGREEMENT W/MUD	-8,885 88
TOTAL					-8,885 88
3286	01/17/2017	P.E.C.	12/10/16-1/10/17 SERVICE	1010 · PLAINS CAPITAL GF	
			ELECTRICITY @ PARK 12/10-1/10	6900 · PARK OPERATION/MAINTENANCE	-25 65
TOTAL					-25 65

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**VILLAGE OF THE HILLS
GENERAL FUND - CHECK DETAIL
January 2017**

Num	Date	Name	Memo	Account	Paid Amount
3287	01/19/2017	THE KNIGHT LAW FIRM, LLP	INV# 485	1010 - PLAINS CAPITAL GF	
			EMAIL/ REVISIONS/DRAFTING/REVIEW - INTERLOCAL	6500 - LEGAL, ENGINEERING, CONSULTA...	-600.00
TOTAL					-600.00
ACH	01/20/2017	WENDY L SMITH		1010 - PLAINS CAPITAL GF	
				10000 SALARY	-3,000.00
				10500 CAR ALLOWANCE	-230.77
				24000 FICA Payroll Liability	622.00
				10100 FEDERAL TAXES	-200.31
				24000 FICA Payroll Liability	200.31
				24000 FICA Payroll Liability	200.31
				10100 FEDERAL TAXES	-46.85
				24000 FICA Payroll Liability	46.85
				24000 FICA Payroll Liability	46.85
				10200 UNEMPLOYMENT TAXES	-87.23
				25000 TWC Payroll Liability	87.23
TOTAL					-2,361.61
ACH	01/20/2017	FEDERAL TAX PAYMENT	74-2858340	1010 - PLAINS CAPITAL GF	
			74-2858340	24000 FICA Payroll Liability	-622.00
			74-2858340	24000 FICA Payroll Liability	-46.85
			74-2858340	24000 FICA Payroll Liability	-46.85
			74-2858340	24000 FICA Payroll Liability	-200.31
			74-2858340	24000 FICA Payroll Liability	-200.31
TOTAL					-1,116.32
3288	01/25/2017	VICTOR O. SCHINNERER & CO., INC.	INV# R110160342	1010 - PLAINS CAPITAL GF	
			3 YEAR BOND FOR WENDY POLICY# 61BSBHP6047 1/9/1...	5202 - PERFORMANCE BONDS	-130.00
TOTAL					-130.00
3289	01/25/2017	HURST CREEK M.U.D.	REIMBURSEMENTS	1010 - PLAINS CAPITAL GF	
			COURIER TO DELIVER CROWN TROPHY AWARDS	5398 CONTINGENCY	-22.00
			MELVIN'S MONTHLY CONSULTATION	8806 SCHEDULED	-928.06
			BUTTON HEAD SOCKET FOR RADAR SIGN	1508 EQUIPMENT	-16.06
			TOILET PAPER, TRASH BAGS (33 GALLON)	6900 PARK OPERATION/MAINTENANCE	-107.97
TOTAL					-1,074.09
3290	01/31/2017	TML MULTISTATE I.E.B.P	INV# C241702A GROUP# PTHEHIL1	1010 - PLAINS CAPITAL GF	
			MEDICAL/ DENTAL/FLEX FEE/1X COC & SECTION 125 FEE	10300 - HEALTH INSURANCE	-813.72
TOTAL					-813.72
3291	01/31/2017	COOPER'S PLUMBING CO.	INV# 21792	1010 - PLAINS CAPITAL GF	
			1/25/17 INSTALL REGULATORS ON WATER COOLERS	6900 PARK OPERATION/MAINTENANCE	-553.82
TOTAL					-553.82

**VILLAGE OF THE HILLS
TRASH/RECYCLING REPORT
January-17**

CURRENT BILLING AS PER AVR:	12/8/2016	\$ 38,035.80
NET ACCOUNTS ADDED IN		<u>0</u>
NUMBER OF ACCOUNTS PAID TO PROGRESSIVE		1,066
WRITE OFFS:		\$ -
\$15.20 PER ACCOUNT PAID TO PROGRESSIVE	Dec-16	\$ 16,203.20
\$15.20 PER ACCOUNT PAID TO PROGRESSIVE	Jan-17	\$ 16,203.20

VILLAGE OF THE HILLS
 INCOME / EXPENSE
 2016-2017 BUDGET

	JANUARY			YEAR TO DATE			ANNUAL		
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	BUDGET	BALANCE	
INCOME									
4300 · TRASH COLLECTION FEES	0.00	0.00	0.00	76,036.20	76,164.00	-127.80	228,780.00	-152,743.80	
TOTAL INCOME	0.00	0.00	0.00	76,036.20	76,164.00	-127.80	228,780.00	-152,743.80	
EXPENSES									
6100 · TRASH COLLECTION EXPENSE	16,203.20	16,218.40	-15.20	64,652.90	64,843.20	-190.30	194,681.60	130,028.70	
6102 · HAZARDOUS WASTE COLLECTION	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00	
6103 · CANINE REFUSE STATIONS	720.00	800.00	-80.00	3,569.95	3,200.00	369.95	9,600.00	6,030.05	
6105 · DEAD ANIMAL PICK-UP	0.00	30.00	-30.00	0.00	120.00	-120.00	360.00	360.00	
6120 · BANK SRVC CHARGES	65.75	85.00	-19.25	312.04	340.00	-27.96	1,020.00	707.96	
6240 · MISCELLANEOUS	0.00	50.00	-50.00	529.80	200.00	329.80	600.00	70.20	
7100 · REIMBURSE GF PERSONNEL	750.00	750.00	0.00	3,000.00	3,000.00	0.00	9,000.00	6,000.00	
TOTAL EXPENSES	17,738.95	17,933.40	-194.45	72,064.69	71,703.20	361.49	220,261.60	148,196.91	

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VILLAGE OF THE HILLS
SOLID WASTE - CHECK DETAIL
January 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
ACH	01/18/2017	PLAINS CAPITAL	ACCOUNT ANALYSIS FEES FOR DECE...	
			ACCOUNT ANALYSIS FEES FOR DECEM...	-65.75
TOTAL				-65.75
TX...	01/05/2017	VILLAGE OF THE HILLS - GENERAL F...	SW PERSONNEL REIMBURSEMENT - D...	
			SW PERSONNEL REIMBURSEMENT FOR ...	-750.00
TOTAL				-750.00
1484	01/05/2017	LAWN N' HOUSE	INV# 122 CTH	
			CLEAN DOG STATIONS (DEC 2,5,9,12,16,...	-720.00
TOTAL				-720.00
1485	01/09/2017	WC OF TEXAS	ACCT# 5150-005027979	
			INV# 1701649515 1066 HOMES	-16,203.20
TOTAL				-16,203.20