



Bookkeeper's Report

FEBRUARY 2017

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

GENERAL FUND

CHECKING ACCOUNT BEGINNING BALANCE		1/31/2017 \$ 375,850.81
REVENUES, REIMBURSEMENTS, TRANSFERS IN	\$ 61,149.44	
EXPENDITURES, TRANSFERS OUT	<u>(35,589.13)</u>	
GENERAL FUND ENDING BALANCE		2/28/2017 <u>\$ 401,411.12</u>

CAPITAL IMPROVEMENTS FUND

BEGINNING BALANCE		1/31/2017 \$ 369.41
TRANSFERS IN:	-	
EXPENDITURES	-	
CAPITAL IMPROVEMENTS FUND ENDING BALANCE		2/28/2017 <u>\$ 369.41</u>

STREET REPAIR FUND

BEGINNING BALANCE		1/31/2017 \$ 19,586.40
FEBRUARY TAX ALLOCATION	4,675.80	
STREET REPAIR FUND ENDING BALANCE		2/28/2017 <u>\$ 24,262.20</u>

SOLID WASTE FUND

BEGINNING BALANCE		1/31/2017 \$ 54,347.02
REVENUE:	11,407.55	
EXPENSES:		
PROGRESSIVE WASTE JANUARY- \$15.20 / ACCT	(16,203.20)	
DOG WASTE DEPOT	(234.00)	
LAWN N' HOUSE (CLEAN DOG STATIONS)	(720.00)	
BANK SERVICES CHARGES	(57.32)	
REIMBURSE GENERAL FUND FOR PERSONNEL	(750.00)	
SOLID WASTE FUND ENDING BALANCE		2/28/2017 <u>\$ 47,790.05</u>

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

	FEBRUARY			YEAR TO DATE			ANNUAL	
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	BUDGET	BALANCE
INCOME								
FRANCHISE FEES								
1501 · P.E.C. (2%)	5,139.68	5,700.00	-560.32	12,638.45	13,700.00	-1,061.55	24,800.00	-12,161.55
1502 · AT&T (5%)	8,759.81	7,330.00	1,429.81	17,608.70	17,130.00	478.70	32,930.00	-15,321.30
1503 · TWC / SPECTRUM (5%)	8,933.22	8,900.00	33.22	17,538.23	16,200.00	1,338.23	34,200.00	-16,661.77
1507 · CITY OF AUSTIN (3%)	10,305.09	10,700.00	-394.91	29,405.54	30,800.00	-1,394.46	51,900.00	-22,494.46
TOTAL FRANCHISE FEES	33,137.80	32,630.00	507.80	77,190.92	77,830.00	-639.08	143,830.00	-66,639.08
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	95.01	0.00	95.01	329.16	0.00	329.16	0.00	329.16
2016 · TAX COLLECTIONS	12,875.94	15,500.00	-2,624.06	241,363.57	239,100.00	2,263.57	249,651.32	-8,287.75
2500 · PENALTY & INTEREST	249.26	0.00	249.26	298.27	0.00	298.27	0.00	298.27
TOTAL MAINTENANCE TAX	13,220.21	15,500.00	-2,279.79	241,991.00	239,100.00	2,891.00	249,651.32	-7,660.32
ADDITIONAL INCOME								
3000 · MISCELLANEOUS	0.00	0.00	0.00	61.74	0.00	61.74	0.00	61.74
3100 · MIXED BEVERAGE ALLOC.	0.00	0.00	0.00	4,351.63	4,300.00	51.63	8,700.00	-4,348.37
3110 · SALES TAX-AD VALOREM RED.	9,365.63	5,500.00	3,865.63	48,204.23	40,700.00	7,504.23	103,200.00	-54,995.77
3200 · REPLAT FEES	0.00	0.00	0.00	0.00	200.00	-200.00	800.00	-800.00
3300 · HILLSFEST REIMBURSEMENTS	0.00	0.00	0.00	2,400.00	0.00	2,400.00	0.00	2,400.00
8000 · SW REIMB. PERSONNEL	750.00	750.00	0.00	3,750.00	3,750.00	0.00	9,000.00	-5,250.00
8500 · GRANT INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL ADDITIONAL INCOME	10,115.63	6,250.00	3,865.63	58,767.60	48,950.00	9,817.60	121,700.00	-62,932.40
TOTAL INCOME	56,473.64	54,380.00	2,093.64	377,949.52	365,880.00	12,069.52	515,181.32	-137,231.80
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.	4,675.80	0.00	4,675.80	24,065.99	0.00	24,065.99	0.00	24,065.99
TOTAL OTHER INCOME	4,675.80	0.00	4,675.80	24,065.99	0.00	24,065.99	0.00	24,065.99

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

	FEBRUARY			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	11,290.30	11,320.30	-30.00	34,926.72	23,636.42
8807 · MOWING / MAINT. UNSCHEDULED	1,222.94	366.94	856.00	4,496.22	3,979.70	516.52	16,823.28	12,327.06
TOTAL COMMON AREAS	3,056.00	2,200.00	856.00	16,810.90	21,300.00	-4,489.10	64,750.00	47,939.10
FENCE EXPENDITURES								
5499 · FENCE MAINTANENCE	0.00	416.60	-416.60	0.00	2,083.80	-2,083.80	5,000.00	5,000.00
TOTAL FENCE EXPENDITURES	0.00	416.60	-416.60	0.00	2,083.80	-2,083.80	5,000.00	5,000.00
PARK EXPENDITURES								
6900 · PARK OPERATION / MAINTANENCE	1,368.47	1,575.75	-207.28	12,567.37	13,784.75	-1,217.38	30,315.00	17,747.63
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	210.00	-210.00	1,000.00	1,000.00
TOTAL PARK EXPENDITURES	1,368.47	1,615.75	-247.28	20,828.06	13,994.75	6,833.31	38,315.00	17,486.94
PAYROLL EXPENSES								
10000 · SALARY	6,000.00	0.00	6,000.00	9,000.00	0.00	9,000.00	78,000.00	69,000.00
10100 · FEDERAL TAXES	490.77	0.00	490.77	737.93	0.00	737.93	6,000.00	5,262.07
10200 · UNEMPLOYMENT TAXES	155.77	0.00	155.77	243.00	0.00	243.00	300.00	57.00
10300 · HEALTH INSURANCE	667.56	0.00	667.56	1,481.28	0.00	1,481.28	9,000.00	7,518.72
10400 · RETIREMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10500 · CAR ALLOWANCE	461.54	0.00	461.54	692.31	0.00	692.31	6,000.00	5,307.69
TOTAL PAYROLL EXPENSES	7,775.64	0.00	7,775.64	12,154.52	0.00	12,154.52	99,300.00	87,145.48
2800 · WILDFIRE MITIGATION	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00
5100 · AUDIT FEES	0.00	0.00	0.00	5,750.00	5,750.00	0.00	5,750.00	0.00
5202 · PERFORMANCE BONDS	0.00	0.00	0.00	130.00	0.00	130.00	150.00	20.00
5398 · CONTINGENCY	27.66	450.00	-422.34	1,247.01	2,250.00	-1,002.99	5,400.00	4,152.99
5399 · EMERGENCY MTG COORDINATOR	414.44	416.60	-2.16	2,107.37	2,083.80	23.57	5,000.00	2,892.63
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	209.72	0.00	209.72	2,323.58	2,200.00	123.58	2,200.00	-123.58
6200 · INTERLOCAL AGREEMENT HCM	8,885.88	18,387.48	-9,501.60	52,720.50	91,937.40	-39,216.90	220,649.76	167,929.26
6300 · LAW ENFORCEMENT CONTRACT	7,813.09	7,813.09	0.00	39,065.45	39,065.45	0.00	93,757.08	54,691.63
6350 · LAW ENFORCEMENT ADDITIONAL	0.00	416.67	-416.67	0.00	2,083.35	-2,083.35	5,000.04	5,000.04
6399 · EQUIPMENT PURCHASES	0.00	75.00	-75.00	15.62	375.00	-359.38	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	605.86	400.00	205.86	13,515.86	18,000.00	-4,484.14	21,000.00	7,484.14
6600 · MEMBERSHIP FEES	459.15	0.00	459.15	589.15	150.00	439.15	1,185.00	595.85
6650 · FACILITIES MAINTANENCE	0.00	250.00	-250.00	0.00	1,250.00	-1,250.00	3,000.00	3,000.00
6700 · OFFICE SUPPLIES	247.87	300.00	-52.13	1,164.75	1,500.00	-335.25	3,600.00	2,435.25
6800 · POSTAGE	44.80	12.00	32.80	71.23	60.00	11.23	144.00	72.77
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	135.44	175.00	-39.56	736.29	875.00	-138.71	2,100.00	1,363.71
8802 · PRIVATE ROAD SIGNAGE	0.00	200.00	-200.00	0.00	1,000.00	-1,000.00	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	25.08	150.00	-124.92	1,119.06	1,350.00	-230.94	2,830.00	1,710.94
8999 · WILDLIFE MANAGEMENT	0.00	50.00	-50.00	0.00	250.00	-250.00	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	550.00	-550.00	74.02	3,950.00	-3,875.98	5,000.00	4,925.98
TOTAL EXPENDITURES	31,069.10	33,878.19	-2,809.09	185,941.75	226,641.55	-40,699.80	613,047.88	427,106.13

12:55 PM
03/02/17

VILLAGE OF THE HILLS
GENERAL FUND - CHECK DETAIL
February 2017

Num	Date	Name	Memo	Account	Paid Amount
ACH	02/03/2017	WENDY L SMITH		1010 · PLAINS CAPITAL GF	
				10000 · SALARY	-3,000.00
				10500 · CAR ALLOWANCE	-230.77
				26000 · Health Insurance Liability	23.08
				24000 · FICA Payroll Liability	615.00
				10100 · FEDERAL TAXES	-198.87
				24000 · FICA Payroll Liability	198.87
				24000 · FICA Payroll Liability	198.87
				10100 · FEDERAL TAXES	-46.51
				24000 · FICA Payroll Liability	46.51
				24000 · FICA Payroll Liability	46.51
				10200 · UNEMPLOYEMENT TAXES	-87.23
				25000 · TWC Payroll Liability	87.23
TOTAL					-2,346.31
ACH	02/03/2017	FEDERAL TAX PAYMENT	74-2858340	1010 · PLAINS CAPITAL GF	
			74-2858340	24000 · FICA Payroll Liability	-616.00
			74-2858340	24000 · FICA Payroll Liability	-46.51
			74-2858340	24000 · FICA Payroll Liability	-46.51
			74-2858340	24000 · FICA Payroll Liability	-198.87
			74-2858340	24000 · FICA Payroll Liability	-198.87
TOTAL					-1,106.76
3292	02/03/2017	VERIZON WIRELESS	INV# 9779220518	1010 · PLAINS CAPITAL GF	
			DEC 24- JAN 23 CELL SERVICE	7305 · TELECOMMUNICATIONS	-135.44
TOTAL					-135.44
3293	02/03/2017	LAWN N' HOUSE	123 CP, P, TH	1010 · PLAINS CAPITAL GF	
			CLEAN PARK (JAN 2,9,16,23,30)	6900 · PARK OPERATION/MAINTENANCE	-300.00
			MOW PARK ONCE	6900 · PARK OPERATION/MAINTENANCE	-400.00
			SCHEDULED MOWINGS	8806 · SCHEDULED	-905.00
			LUNA VISTA/52 HILLS DR/ 58 APPLGREEN/35 STILLMEA	8807 · UNSCHEDULED	-240.00
TOTAL					-1,845.00
3294	02/03/2017	TEXAS MUNICIPAL LEAGUE	CONTRACT# 2767	1010 · PLAINS CAPITAL GF	
			AMENDMENT TO PAYROLL FOR WORKERS COMP FY16/17	6100 · INSURANCE PREMIUMS	-209.72
TOTAL					-209.72
TXFR	02/06/2017	HURST CREEK M.U.D.	INTERLOCAL AGREEMENT-FEBRUARY	1010 · PLAINS CAPITAL GF	
			FEBRUARY INTEROCAL AGREEMENT	6200 · INTERLOCAL AGREEMENT W/MUD	-8,885.88
TOTAL					-8,885.88
3295	02/06/2017	TEXAS CITY MANAGEMENT ASSOCIATION	ID# 21539 FULL MBRSHIP	1010 · PLAINS CAPITAL GF	
			2017 FULL MBRSHIP RENEWAL - WENDY SMITH (ID# 215	6600 · MEMBERSHIP FEES	-249.00
TOTAL					-249.00
3296	02/07/2017	TRAVIS COUNTY CONSTABLE PRECINCT 2	LAW ENFORCEMENT FOR JANUARY	1010 · PLAINS CAPITAL GF	
			LAW ENFORCEMENT SERVICES FOR JANUARY 2017	6300 · LAW ENFORCEMENT CONTRACT	-7,813.09
TOTAL					-7,813.09
3297	02/10/2017	THE HILLS OF LAKEWAY	ACCT# S0359 FEB DUES	1010 · PLAINS CAPITAL GF	
			FEBRUARY 2017 DUES - ONE MEMBERSHIP	6600 · MEMBERSHIP FEES	-210.15
TOTAL					-210.15
3298	02/10/2017	HURST CREEK M.U.D.	ACCT# 1-00-00001-00	1010 · PLAINS CAPITAL GF	
			12/1/16-2/1/17 WATER USAGE	6900 · PARK OPERATION/MAINTENANCE	-642.31
TOTAL					-642.31
3299	02/10/2017	HURST CREEK M.U.D.	XEROX/POSTAGE REIMBURSEMENTS	1010 · PLAINS CAPITAL GF	
			XEROX USAGE JANUARY	6700 · OFFICE SUPPLIES	-247.87
			POSTAGE USAGE FOR JANUARY	6800 · POSTAGE	-44.80
TOTAL					-292.67

12:55 PM
03/02/17

VILLAGE OF THE HILLS
GENERAL FUND - CHECK DETAIL
February 2017

Num	Date	Name	Memo	Account	Paid Amount
3300	02/13/2017	TERRY BROWDER	1/10/17-2/14/17	1010 · PLAINS CAPITAL GF	
			MILEAGE REIMBURSEMENT 1/10/17-2/14/17	5399 · EMERGENCY MGT COORDINATOR	-414.44
TOTAL					-414.44
3301	02/15/2017	P.E.C.	ACCT# 3000198172	1010 · PLAINS CAPITAL GF	
			ELECTRIC 1/10/17-2/9/17	6900 · PARK OPERATION/MAINTENANCE	-26.16
TOTAL					-26.16
ACH	02/17/2017	WENDY L SMITH		1010 · PLAINS CAPITAL GF	
				10000 · SALARY	-3,000.00
				10500 · CAR ALLOWANCE	-230.77
				26000 · Health Insurance Liability	23.08
				5398 · CONTINGENCY	-27.66
				24000 · FICA Payroll Liability	616.00
				10100 · FEDERAL TAXES	-198.88
				24000 · FICA Payroll Liability	198.88
				24000 · FICA Payroll Liability	198.88
				10100 · FEDERAL TAXES	-46.51
				24000 · FICA Payroll Liability	46.51
				24000 · FICA Payroll Liability	46.51
				10200 · UNEMPLOYMENT TAXES	-68.54
				25000 · TWC Payroll Liability	68.54
TOTAL					-2,373.96
ACH	02/17/2017	FEDERAL TAX PAYMENT	74-2858340	1010 · PLAINS CAPITAL GF	
			74-2858340	24000 · FICA Payroll Liability	-616.00
			74-2858340	24000 · FICA Payroll Liability	-46.51
			74-2858340	24000 · FICA Payroll Liability	-46.51
			74-2858340	24000 · FICA Payroll Liability	-198.88
			74-2858340	24000 · FICA Payroll Liability	-198.88
TOTAL					-1,106.78
3302	02/17/2017	HURST CREEK M.U.D.	MELVIN'S PAYROLL 2/17 R.O.W RAW BILL	1010 · PLAINS CAPITAL GF	
			METER# 90969470	8805 · PUBLIC R-O-W IRRIGATION	-25.08
			MONTHLY CONSULTATION -MELVIN 2/17/17 PAYROLL	8806 · SCHEDULED	-928.06
			SPRAY COPPER SULFATE IN POND ON CLUB ESTATES	8807 · UNSCHEDULED	-57.94
TOTAL					-1,011.08
3303	02/21/2017	TML MULTISTATE I.E.B.P	PTHEHIL1 INV# C2417034a	1010 · PLAINS CAPITAL GF	
			COMPANY PORTION OF HEALTH INSURANCE INV# C241...	10300 · HEALTH INSURANCE	-667.56
			PTHEHIL1 INV# C2417034a	26000 · Health Insurance Liability	-46.16
TOTAL					-713.72
3304	02/22/2017	THE KNIGHT LAW FIRM, LLP	INV# 634	1010 · PLAINS CAPITAL GF	
			AUDIT LETTER, LETTER TO CPA, CITY HALL RESEARCH...	6500 · LEGAL, ENGINEERING, CONSULTA...	-605.86
TOTAL					-605.86
3305	02/28/2017	RUTILO FLORES	INV# 124535	1010 · PLAINS CAPITAL GF	
			MOW GRASS @ LOHMANS CROSSING & THE HILLS DR	8807 · UNSCHEDULED	-160.00
			EDGE @ LOHMANS CROSSING & THE HILLS DR	8807 · UNSCHEDULED	-80.00
			TRIMMING TREES ON LOHMANS CROSSING	8807 · UNSCHEDULED	-685.00
TOTAL					-925.00

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

CURRENT BILLING AS PER AVR:	2/10/2017	\$ 38,076.60
NET ACCOUNTS ADDED IN		<u>0</u>
NUMBER OF ACCOUNTS PAID TO PROGRESSIVE		1,066
WRITE OFFS:		\$ -
\$15.20 PER ACCOUNT PAID TO PROGRESSIVE	Feb-17	\$ 16,203.20
\$15.20 PER ACCOUNT PAID TO PROGRESSIVE	Mar-17	

VILLAGE OF THE HILLS
 INCOME / EXPENSE
 2016-2017 BUDGET

	FEBRUARY			YEAR TO DATE			ANNUAL		
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	BUDGET	BALANCE	
INCOME									
4300 · TRASH COLLECTION FEES	11,407.55	38,136.00	-26,728.45	87,443.75	114,300.00	-26,856.25	228,780.00	-141,336.25	
TOTAL INCOME	11,407.55	38,136.00	-26,728.45	87,443.75	114,300.00	-26,856.25	228,780.00	-141,336.25	
EXPENSES									
6100 · TRASH COLLECTION EXPENSE	16,203.20	16,218.40	-15.20	80,856.10	81,061.60	-205.50	194,681.60	113,825.50	
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	954.00	800.00	154.00	4,523.95	4,000.00	523.95	9,600.00	5,076.05	
6105 · DEAD ANIMAL PICK-UP	0.00	30.00	-30.00	0.00	150.00	-150.00	360.00	360.00	
6120 · BANK SRVC CHARGES	57.32	85.00	-27.68	369.36	425.00	-55.64	1,020.00	650.64	
6240 · MISCELLANEOUS	0.00	50.00	-50.00	529.80	250.00	279.80	600.00	70.20	
7100 · REIMBURSE GF PERSONNEL	750.00	750.00	0.00	3,750.00	3,750.00	0.00	9,000.00	5,250.00	
TOTAL EXPENSES	17,964.52	17,933.40	31.12	90,029.21	89,636.60	392.61	220,261.60	130,232.39	

7:39 AM
03/02/17

VILLAGE OF THE HILLS
SOLID WASTE - CHECK DETAIL
February 2017

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
ACH	02/17/2017	PLAINS CAPITAL	ACCOUNT ANALYSIS CHARGES-JANU...	
			ACCOUNT ANALYSIS CHARGES-JANUA...	-57.32
TOTAL				-57.32
TX...	02/06/2017	VILLAGE OF THE HILLS - GENERAL F...	SW PERSONNEL REIMBURSEMENT-JA...	
			SW PERSONNEL REIMBURSEMENT	-750.00
TOTAL				-750.00
1486	02/03/2017	LAWN N' HOUSE	123 CTH	
			CLEAN DOG STATIONS (JAN 2,6,9,13,16,2...	-720.00
TOTAL				-720.00
1487	02/10/2017	WC OF TEXAS	5150-005027979 INV# 1701663940	
			1066 ACCOUNTS @ 15.20 / HOUSE -TRAS...	-16,203.20
TOTAL				-16,203.20
1488	02/28/2017	DOG WASTE DEPOT	INV# 145052	
			30 ROLL CASE (6000 BAGS) DOGGIE BAGS	-234.00
TOTAL				-234.00

