

FINANCE DEPARTMENT

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INTERNAL AUDIT MANAGER

TO:

J. Dudley Watts, Jr., County Manager

FROM:

Paul L. Fulton, Jr., Chief Financial Officer

DATE:

April 21, 2017

RE:

QUARTERLY FINANCIAL REPORT as of MARCH 31, 2017

GENERAL FUND RESULTS OF OPERATIONS

Revenue and expenditure reports as of March 31, 2017 follow the departmental discussion.

Revenues Total General Fund revenues for the first three quarters of the fiscal year totaled \$328.4 million, \$6.5 million, or 2.0% higher than the previous year.

- Property tax collections are \$4.8 million higher than this time last year with only 96.8% of budgeted revenue collected through 03-31-2017, compared to 97.2% in the prior year. Collection of current year taxes is up \$5.5 million while prior years' taxes collected are \$768,000 behind last year's mark.
- Sales tax revenue is \$730,000, or 2.4%, higher than a year ago. The County has actually paid a higher amount of refunds to date than a year ago by \$1.3 million, or 17.6%; however, the collections for our entire County at large (County plus municipal revenue) is higher than the previous year by \$2.1 million, or 3.9%. This is mainly attributable to the gradual economic growth in the area in concert with the legislative base expansion.
- Intergovernmental revenues are \$2.6 million higher than this time a year ago. This higher level of revenue is attributed primarily to an increase in SSBG services revenue (\$3.4 million) which was only partially offset by a decline in Pregnancy Care Management revenue (\$730,000).
- Charges for services revenues are down just over \$1 million from this time last year. This decrease was largely caused by a \$1.4 million decline in pharmacy revenue which was only partially offset by a \$305,000 increase in emergency medical services fees.
- Other revenues decreased \$1 million from the first nine months of last year. This decrease is attributed to a \$712,000 drop in KBR grant revenue and \$300,000 decline claims proceeds.

Transfers from other funds were \$851,000 higher than the prior year due primarily from lottery proceeds received sooner in the current year than in the prior year.

Expenditures Total General Fund expenditures for the first three quarters of the fiscal year totaled \$283.8 million, \$1.9 million, or .7% higher than the previous year.

- Personal services costs increased by \$4.0 million due primarily to increases in salaries for social services (\$1.1 million), health insurance costs (\$2.4 million) and retirement contributions (\$463,000).
- Professional & technical services costs increased \$891,000. Medical fees for the sheriff (\$443,000) and public health (\$176,000) departments increased, as well as security services fees paid by general services (\$174,000).
- Other purchased service costs increased \$416,000. Contributing to this increase were increases in food services costs (\$37,000), youth detention care services (\$104,000), software licensing and maintenance costs for the Library (\$46,000) and MapForsyth (\$63,000), and other contractual services expenditures for Court Services (\$65,000) and tax administration (\$80,000).
- Materials & supplies costs decreased by \$932,000. Decreased spending for small equipment
 for the Sheriff (\$65,000), Emergency Services (\$101,000), Library (\$73,000) and Management
 Information Services (\$331,000), and decreased electricity costs (\$216,000) account for this
 decline.
- Debt service decreased \$2.1 million as a result of decreased general obligation bond principal (\$675,000) and interest (\$892,000), and interest on other debt (\$594,000) costs.
- Payments to agencies decreased by \$672,000. This decrease is attributed primarily to the elimination of payments to CenterPoint and delay in payments to Cardinal Health (\$4.3 million) which has been largely offset by increased funding to WSFCS (\$2.35 million), FTCC (\$225,000), City of Winston-Salem (\$325,000), WSBI/Union Cross (\$290,000), Herbalife (\$269,000), and Deere-Hitachi (\$180,000).

Transfers to other funds were \$4.6 million higher than last year at this time. This increase is attributed to the \$2.8 million transfer to the 2016 Pay-Go CPO and \$1.7 million transfer to the 2014 Schools Capital Maintenance CPO. (A similar \$1.7 million transfer to the 2014 Schools Capital Maintenance CPO was made in FYE 2016, but not until the fourth quarter.)

Summary In summary, through the first nine months of the fiscal year, the gap between revenues and other financing sources and expenditures and other financing uses is a positive \$41.7 million. This is an increase of \$755,000, or 1.8%, over a year ago.

The **Education Debt Leveling Plan** (EDLP) comprises the use of lottery proceeds, federal interest credits, and designated ad valorem tax revenues to service certain education debt. Effective with the levy for the 2007 tax year, revenues generated by \$0.03 of each year's tax rate have been designated for debt service on the November 2006 debt authorizations ("2006 EDLP"), and effective with the levy for the 2009 tax year, revenues generated by \$0.011 of each year's tax rate have been designated for debt service on the November 2008 debt authorizations ("2008 EDLP"). (In fiscal year 2014, as a result of the County's revaluation these rates were adjusted to \$.0330 and \$.0121 for the 2006 and 2008 EDLP, respectively).

In the current fiscal year, \$10.6 million in tax revenue and \$124,600 in interest earnings have accrued for application to debt authorized by the 2006 referendum, and \$8.3 million has been applied to debt service, net of federal interest subsidies and lottery proceeds. Also in the current fiscal year, \$3.9 million in tax revenue and \$5,800 in interest earnings have accrued for application to debt authorized by the 2008 referendum, and \$2.6 million has been applied to debt service, net of federal interest subsidies. As of March 31, 2017, the accumulated unapplied balance of tax-generated revenues designated for the 2006 EDLP is \$26.0 million and for the 2008 EDLP, \$1.1 million.

The Library Debt Leveling Plan ("2014 LDLP") comprises the use of designated ad valorem tax revenues to service library debt. Effective with the levy for the 2015 tax year, revenues generated by

\$0.006 of each year's tax rate have been designated for debt service on the November 2010 debt authorizations.

In the current fiscal year, \$1.9 million in tax revenue and \$18,700 in interest earnings have accrued for application to debt authorized by the 2010 referendum, and \$588,000 million has been applied to debt service. As of March 31, 2017, the accumulated unapplied balance of tax-generated revenues designated for the 2014 LDLP is \$4.1 million.

Projection for the fiscal year's end The County adopted a conservative budget for the current year and revenues and expenditures are generally in line with the budget. It is possible that General Fund revenues may exceed expenditures by \$1.0-\$2.0 million, resulting in a fund balance increase, depending on final sales tax and property tax collections for the year. This does not include the use of EDLP reserves which will affect overall fund balance utilization as planned in the budget.

INVESTMENT MANAGEMENT

The cash and investment portfolio balance at March 31, 2017 is \$214.9 million, \$4.2 million more than a year ago. The average daily invested balance for the first nine months of fiscal year 2017 is \$176.0 million, \$1.6 million higher than at this time last year. Investment earnings for all funds outpaced the previous year by \$379,149. The Federal Open Markets Committee (FOMC) raised their federal funds target rate twice in the current fiscal year, December 2016 and March 2017. These two increases fueled the gradual rise of short term investment rates. As a result, our average portfolio maturity shortened by one and one half months as we kept more of our cash in short term investments, but our earnings still grew by over 70 percent. Comparative data for the cash and investment portfolio (all funds except restricted bond accounts) follows.

	Mar '17	<u>Mar '16</u>	<u>Change</u>
Portfolio Balance	214,870,347	210,635,304	4,235,043
Avg Daily Balance (YTD)	176,034,408	174,454,130	1,580,277
Net Earnings (YTD)	902,643	523,493	379,149
Net Earnings Yield (YTD)	0.683%	0.400%	0.283%
NCCMT Cash Yield	0.56%	0.37%	0.19%

The priorities for managing the County's investment portfolio remain safety, liquidity and yield, in that order. The investment strategy will continue to be investment in safe, short-term investments like the North Carolina Capital Management Trust (NCCMT) Cash and Term accounts, our Wells Fargo banking account, and commercial paper. The County continues to keep only a small portion of its portfolio in long-term investments as we evaluate the proper strategy for investing in a gradually increasing rate environment. At the moment, long term rates do not provide enough yield to warrant investing more in lengthier maturities. Therefore, we continue to monitor FOMC rate increases and other market indicators.

ECONOMIC REVIEW

Current estimates show 174,777 workers are employed in Forsyth County as of February 28, 2017, 1,924 more than the same period a year ago. The number of unemployed workers in the County decreased by 1,085 over the same time period. Thus, we see a significant drop in the unemployment rate for the County to 4.8% from 5.4% a year ago. The state and national unemployment rates for the same period are 5.1% (0.1% higher than a year ago) and 4.7% (0.2% higher than a year ago), respectively.

RISK MANAGEMENT

Claims During the time period July 1, 2016, through March 31, 2017, expenditures for property, liability, and workers' compensation claims totaled \$643,941 excluding administrative fees. The total amount listed above reflects all claims expenditures made during this period regardless of the year in which the claims occurred, but does not include reserve amounts. Detailed information on departmental losses for both the current year and prior years is available upon request.

Safety and Loss Control During the period July 1, 2016, through March 31, 2017, Risk Management presented Risk Management policies and procedures to all new employees during the weekly New Employee Orientation. In addition, specific training was performed on Risk Management policies and procedures for the Department of Social Services and General Services' supervisors. We coordinated 360 hearing tests for employees as part of Forsyth County's Hearing Conservation Program. Four CPR /AED training classes were arranged for Forsyth County employees. Forsyth County's AED inventory was updated and an AED inspection checklist was developed. The AED program was updated and distributed to all AED coordinators.

Job Hazard Analysis training was conducted for Tanglewood Park, Triad Park, General Services and the Public Library. Research was conducted on confined space permits for the Fire Department. An unannounced fire drill was conducted for the Government Center and the Hall of Justice. Annual Safety Training was performed for Tanglewood Park and Triad Park. Safety/Risk Management Training was performed for Public Health. Research was conducted for an emergency push notification system. Safety training recommendations were made for the Construction Division of General Services. Pallet jack training was conducted for General Services. A Life Preserver Policy was developed for the Sheriff's Office.

Risk Management participated in the Risk Assessment Task Force and is writing the Forsyth County Workplace Violence Policy. Extensive research was conducted regarding the Zika virus and written guidelines were developed for the protection of county employees. We developed a Vehicle Passenger Policy for Tanglewood's Festival of Lights. We developed a policy for driver training for the Department of Social Services' Posse Unit. We reviewed the Hearing Protection Policy for the firing range used by the Sheriff's Office and updated the training procedures.

INTERNAL AUDIT ACTIVITES

During the third quarter fiscal year 2017, Internal Audit completed their comprehensive departmental review of Public Health. Internal Audit also completed special reports on a DPH-Dental Clinic Cash Drawer Shortage, and Terminated Employee Receiving Holiday Pay.

Forsyth County, North Carolina - General Fund Operating Results Compared with Prior Year as of March 31, 2017

Executive Summary

Current Year	Prior Year	\$ Change	% Change
328,418,013	321,951,881	6,466,132	2.0%
81.82%	81.58%	, ,,,=	
3,161,481	2,430,306	731,175	30.1%
9.03%	7.25%		
331,579,494	324,382,187	7,197,307	2.2%
75.98%	75.76%		
283,821,691	281,941,564	1,880,127	0.7%
65.96%	72.11%		
300,812,759	295,610,558	5,202,201	1.8%
69.91%	70.02%		
6,075,081	1,513,000	4,562,081	•
0.00%	0.00%		
306,887,840	297,123,558	9,764,282	3.3%
70.33%	69.39%		
41.682.722	40 927 623	755 099	1.8%
	328,418,013 81.82% 3,161,481 9.03% 331,579,494 75.98% 283,821,691 65.96% 300,812,759 69.91% 6,075,081 0.00%	328,418,013 81.82% 3,161,481 9.03% 324,382,187 75.98% 324,382,187 75.98% 324,382,187 75.76% 283,821,691 65.96% 295,610,558 69.91% 70.02% 6,075,081 0.00% 1,513,000 0.00% 306,887,840 297,123,558 70.33% 69.39%	328,418,013 321,951,881 6,466,132 81,82% 81,58% 3,161,481 2,430,306 731,175 9.03% 7.25% 331,579,494 324,382,187 7,197,307 75,98% 75,76% 283,821,691 281,941,564 1,880,127 65,96% 72,11% 300,812,759 295,610,558 5,202,201 69,91% 70,02% 6,075,081 1,513,000 4,562,081 0.00% 0.00% 306,887,840 297,123,558 9,764,282 70,33% 69,39%

Forsyth County, North Carolina - General Fund Comparison of Actual to Estimated Revenues as of March 31, 2017 with Prior Year Comparisons

CURRENT YEAR PRIOR YEAR Year Year Amended Year to Date % Final Final Year to Date % to Date to Date Budget Actual Budget Budget Actual Actual Budget \$ Change % Change Revenues: Taxes: Property 243,478,894 \$ 235,729,599 96.8% 237,652,866 241,750,508 230,910,040 97.2% 4,819,559 2.1% Sales 61,874,310 31,438,503 50.8% 59,745,794 60,164,591 30,708,082 51.4% 730,421 2.4% Occupancy Tax 625,000 496,351 79.4% 625,000 747,342 470,498 75.3% 25,853 5.5% Gross Receipts 355,000 291,143 82.0% 355,000 430,692 260,521 73.4% 30,622 11.8% Total taxes 306,333,204 267.955.596 87.5% 298,378,660 303,093,133 262,349,141 87.9% 5,606,455 2.1% Licenses and permits 930,853 623,094 66.9% 829,084 885.379 669,557 80.8% (46,463)-6.9% Intergovernmental 57,818,413 37,801,831 65.4% 57,796,429 53,220,536 35,169,183 60.9% 2,632,648 7.5% Charges for services 23,587,335 15,017,840 63.7% 24,280,475 23,112,588 16,056,776 66.1% (1,038,936)-6.5% Investment earnings 567,100 705,958 812,905 143.3% 428,100 484,094 113.1% 328,811 67.9% Other revenues 12,141,317 6,206,747 51.1% 12,952,828 10.309.883 7,223,130 55.8% (1,016,383)-14.1% Total revenues 401,378,222 328,418,013 81.8% 394,665,576 391,327,477 321,951,881 81.6% 6,466,132 2.0% Other financing sources: Transfers from other funds 5,717,114 3,161,481 55.3% 5,756,280 6.599,293 2,310,706 40.1% 850,775 36.8% Net refunding proceeds 119,600 119,600 (119,600)Fund balance used 27,760,851 29,284,004 0.0% 0.0% Total other financing sources 35,001,118 3,161,481 9.0% 33,517,131 6,718,893 2,430,306 7.3% 731,175 30.1% Total revenues and other financing sources 436,379,340 331,579,494 76.0% 428,182,707 398,046,370 324,382,187 75.8% 7,197,307 2.2%

Forsyth County, North Carolina - General Fund Comparison of Actual to Budgeted Expenditures - Object of Expenditure Level as of March 31, 2017 With Prior Year Comparisons

CURRENT YEAR PRIOR YEAR Year Year Year % Year Year Year Amended to Date % to Date % Final Final to Date Final to Date % to Date to Date Budget Actual Budget Obligated Budget Budget Actual Actual Accual Obligated Budget \$ Change % Change Personal services Salaries and wages 92,291,662 64,680,132 70.1% 64,680,132 70.1% 90,794,298 86,152,933 63,675,014 73.9% 63,675,014 70.1% 1,005,118 1.6% Other compensation 34,053 27,857 81.8% 27,857 81.8% 31,644 39,738 30,442 76.6% 30,442 96.2% (2,585)-8.5% Employee benefits 47,500,001 32,105,600 67.6% 32,105,600 67.6% 42,040,810 38,323,913 29.125.152 76.0% 29,132,152 69.3% 2,980,448 10.2% Board compensation 19,590 12,399 63.3% 12,399 63.3% 19.590 16,511 12,452 75.4% 12,452 63.6% (53)-0.4% 139,845,306 96,825,988 69.2% 96,825,988 69.2% 132,886,342 124,533,095 92,843,060 74.6% 92,850,060 69.9% 3,982,928 4.3% Professional & tech. services Professional & tech. fees 9,469,898 5,760,124 60.8% 8,251,152 87.1% 9,238,366 8,230,238 4,868,690 59.2% 8,234,983 89.1% 891,434 18.3% Purchased property services Maintenance 3,742,876 2,309,929 61.7% 2,965,607 79.2% 3,396,690 3,083,165 2,265,099 73.5% 2.823.228 83.1% 44,830 2.0% Rent 1.503,452 984,011 65.5% 1,212,416 80.6% 1,326,464 1,182,271 915,487 77.4% 1.131.371 85.3% 68,524 7.5% Utilities 534,898 335,356 62.7% 335,356 62.7% 516,432 485,799 336,756 69.3% 336,756 65.2% (1,400)-0.4% Construction 64,653 31,625 43,820 48.9% 67.8% 111,883 39,920 12.807 32.1% 15,390 13.8% 18.818 146.9% 5,845,879 3,660,921 62.6% 4,557,199 78.0% 5,351,469 4,791,155 3,530,149 4,306,745 73.7% 80.5% 130,772 3.7% Other purchased services Communications 1,358,587 922,966 67.9% 944,923 69.6% 1,223,765 1,237,635 900,850 72.8% 926,297 75.7% 22,116 2.5% Other purchased services 11,330,370 5,780,339 51.0% 8,527,880 75.3% 10,308,692 8,152,759 5,367,415 65.8% 8,412,154 81.6% 412,924 7.7% Insurance premiums 1,060,400 778,650 73.4% 778,650 73.4% 941.070 917,831 797,667 86.9% 797,667 84.8% (19,017)-2.4% 13,749,357 7,481,955 54.4% 10,251,453 74.6% 12,473,527 10,308,225 7,065,932 68.5% 10,136,118 81.3% 416,023 5.9% Travel 816,854 383,100 46.9% 383,881 47.0% 803,889 569,044 389,218 68.4% 389,218 48.4% (6,118)-1.6% Materials/supplies General supplies 4,323,522 1,723,722 39.9% 2.072.815 47.9% 5,333,175 4.011.564 2,328,971 58.1% 3,110,394 58.3% (605, 249)-26.0% Energy 4,068,033 2,389,236 58.7% 2,552,893 62.8% 4,284,252 3,710,696 2,584,481 69.6% 2,774,515 64.8% (195,245)-7.6% Operating 5,150,115 3,161,600 61.4% 3,454,654 67.1% 5,271,428 4,652,323 3,234,329 69.5% 3,530,402 67.0% (72,729)-2.2% Inventories 3,217,580 1,843,143 57.3% 2,199,127 68.3% 3,426,330 2,726,554 1,901,501 69.7% 2,244,175 65.5% (58,358)-3.1% 16,759,250 9,117,701 54.4% 10.279,489 61.3% 18,315,185 15,101,137 10,049,282 66.5% 11,659,486 63.7% (931,581) -9.3%

Forsyth County, North Carolina - General Fund Comparison of Actual to Budgeted Expenditures - Object of Expenditure Level as of March 31, 2017 With Prior Year Comparisons

Year to Date 2 % Change
to Date
% Change
. A Change
0 1.9%
•
•
•
-
- ⁷) -2.3%
•
301.5%
2.3%
557 557 557 557 557 557 557 557 557 557

Forsyth County, North Carolina - General Fund Comparison of Budget to Actual (Expenditures and Other Uses) and Obligated (Actual Plus Encumbrances)

As of March 31, 2017

PERCENT OF FISCAL YEAR CO	ERCENT OF FISCAL YEAR COMPLETED		75.0%			75.0%
	_	Budget	Actual	%	Obligated	%
Debt		58,613,944	38,071,866	65.0%	38,071,866	65.0%
Animal Control		2,150,475	1,370,570	63.7%	1,403,489	65.3%
Emergency Management		382,110	190,055	49.7%	190,055	49.7%
Interagency Communications		1,285,953	883,012	68.7%	1,070,939	83.3%
Sheriff		47,802,341	31,908,978	66.8%	34,877,742	73.0%
Emergency Services		19,446,577	12,598,430	64.8%	13,100,698	67.4%
Court Services		529,600	255,299	48.2%	526,680	99.4%
Environmental Affairs		2,492,381	1,562,835	62.7%	1,680,905	67.4%
Inspections		307,270	187,209	60.9%	187,209	60.9%
Medical Examiner		304,950	185,200	60.7%	185,200	60.7%
CenterPoint Human Services		5,888,860	*	0.0%	3,766,831	64.0%
Public Health		24,294,477	15,175,834	62.5%	15,990,660	65.8%
Social Services		56,322,478	38,848,487	69.0%	40,751,916	72.4%
Aging Services		624,630	300,672	48.1%	582,374	93.2%
Youth Services		1,008,641	659,592	65.4%	873,155	86.6%
NC Cooperative Extension Svc		1,112,144	614,295	55.2%	760,719	68.4%
Forsyth Technical Com. College		10,273,431	7,825,000	76.2%	7,825,000	76.2%
Winston-Salem/Forsyth Schools		121,401,074	91,484,548	75.4%	91,484,548	75.4%
Library		7,895,107	5,109,161	64.7%	5,364,451	67.9%
Parks and Recreation		7,985,911	5,266,272	65.9%	5,587,459	70.0%
Housing		654,558	416,521	63.6%	437,819	66.9%
Budget & Management		568,491	337,196	59.3%	345,046	60.7%
Management Information Svcs		6,903,113	3,733,837	54.1%	4,035,090	58.5%
Finance		2,610,753	1,777,673	68.1%	1,893,028	72.5%
General Services		13,806,282	8,912,889	64.6%	9,585,770	69.4%
Human Resources		970,828	666,008	68.6%	736,241	75.8%
Planning		1,490,250	745,125	50.0%	745,125	50.0%
Purchasing		108,890	54,445	50.0%	54,445	50.0%
MapForsyth		855,699	572,684	66.9%	624,853	73.0%
Economic Development		8,120,271	2,183,768	26.9%	2,318,559	28.6%
Attorney		1,469,633	1,078,320	73.4%	1,085,034	73.8%
Board of Elections		1,418,627	1,359,247	95.8%	1,359,247	95.8%
County Commisioners & Manager		1,129,269	814,165	72.1%	829,077	73.4%
Register of Deeds		1,327,278	995,791	75.0%	1,001,082	75.4%
Tax Administration		7,872,003	4,189,426	53.2%	6,104,664	77.5%
Special Appropriations		2,206,520	389,020	17.6%	2,206,520	100.0%
Non-Departmental		14,744,522	9,173,343	62.2%	9,244,343	62.7%
Total	\$	436,379,340	289,896,772	66.4%	306,887,840	70.3%
Total	\$	436,379,340	289,896,772	66.4%	306,887,840	