

**OFFICE OF CITY CONTROLLER**

**CITY OF HOUSTON  
INTER OFFICE CORRESPONDENCE**

<b>To</b>	Mayor Lee P. Brown City Council Members	<b>From</b>	Judy Gray Johnson City Controller
		<b>Date</b>	December 26, 2003
		<b>Subject</b>	<b>November 2003 Financial Report</b>

Attached is the Monthly Financial and Operations Report for the period ending November 30, 2003.

**GENERAL FUND – FY 2003**

Our estimate of the fiscal year 2003 ending Fund Balance has decreased from last month's projection by \$700 thousand to \$85.6 million. This decrease is due to the recording of \$49 thousand of adjustments to revenues, \$2.9 million of adjustments to accrued payroll expenditures, and a \$2.5 million reduction in miscellaneous other expenditures. We will continue to report any significant changes to that estimate until the annual audit process is completed.

**GENERAL FUND – FY 2004**

General Fund revenue and expenditure projections remain unchanged from last month when we recognized more than \$11 million of spending controls put in place by the administration. The most recent sales tax receipt in December was 2% more than last year. We will revise our projections again if there is continued improvement in sales tax receipts or additional changes in spending during the fiscal year.

We are still projecting a budget shortfall of approximately \$7.8 million.

Mayor Lee P. Brown  
 City Council Members  
 November 2003 Monthly Financial and Operations  
 Report

**HIGHLIGHTS OF THE BOND STATUS  
 REPORT**


<u>COMMERCIAL PAPER</u>	<u>Drawdowns FY04</u> (in millions)	<u>Drawdowns in Nov.</u> (in millions)	<u>Increased Authorization/ (Refunded)</u> (in millions)	<u>Amount Available to be Drawn</u> (in millions)	<u>Amount Outstanding</u> (in millions)
<b>General Obligation</b>					
<i>(Series A &amp; B)</i>					
<i>Public Improvement Bond</i>	\$ 22.00	\$ 6.00	\$ (69.00)	\$ 85.00	\$ 293.30
<i>(Series C)</i>					
<i>Equipment</i>	\$ 2.40	\$ 0.00	\$ (45.90)	\$ 0.00	\$ 0.00
<i>Storm &amp; Overlay</i>	\$ 3.10	\$ 0.00	\$ (19.10)	\$ 0.00	\$ 0.00
<i>(Series D)</i>					
	\$ 20.00	\$ 0.00	\$ 110.00	\$ 242.00	\$ 33.00
<i>(Series E)</i>					
<i>Downtown Streetscape</i>	\$ (0.50)	\$ 2.00	\$ 0.00	\$ 0.50	\$ 5.00
<i>Equipment</i>	\$ 8.50	\$ 1.00	\$ 17.00	\$ 78.00	\$ 8.50
<i>Metro Street Projects</i>	\$ 0.00	\$ 0.00	\$ 63.00	\$ 63.00	\$ 0.00
<b>Water and Sewer</b>	\$ 190.00	\$ 0.00	\$ 0.00	\$ 294.75	\$ 605.25
<i>(Series A &amp; B)</i>					
<b>Aviation</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	\$ 0.00
<i>(Series A, B, &amp; C)</i>					
<b>Convention &amp; Entertainment</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 52.50	\$ 22.50
<i>(Series A)</i>					

The City's practice has been to maintain no more than 20% to 25% of the total outstanding debt for each type of debt in a variable rate structure.

As of November 30, 2003 the ratio for each type of outstanding debt was

General Obligation	16.5%
Water and Sewer	15.0%
Aviation	16.0%
Convention & Entertainment	27.1%

Respectfully submitted,

  
 Judy Gray Johnson  
 City Controller