



AGENDA MEMORANDUM – DECEMBER 12, 2022

ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: Receive and/or approve the October 2022 Budget Report

BACKGROUND INFORMATION:

The information provided is for the FY 2022-2023 budget period, month ending October 31, 2022. This summary highlights several key points related to the current month’s activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include corrections from prior months.

DISCUSSION:

Attached is the budget report for October 2022, which is the first month of Fiscal Year 23. 8.3% of the year has passed. The report reflects the original budget as approved for FY23 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved. *This budget report is a preliminary report reflecting current year to date figures that are unaudited and may be adjusted at a future time.*

10-General Fund

As of October 31, 2022, General Fund revenues total \$33,321. General Fund expenditures total \$334,498.

Revenue (GF)

Total Revenue collected in the General fund is at 1.03% of budget.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of October is \$3,129. Property tax revenue is just beginning to come in for this fiscal year, which is normal. The majority of property tax revenue will be received between October and January.
- Sales Tax revenue received in October was earned in August. Therefore, it does not show on this budget report as it was included in FY22 revenue.
- Permits and Licenses revenues total \$13,965 this month. Inspection fees collected are \$2,530 while fees paid for inspections have not been paid as of the end of October.

No impact fees have been collected.

- Court revenue for the month is \$105,892.

Expenditures (GF)

Expenditures in the General Fund are currently shown \$9,181.



30-Water, Sewer and Solid Waste Fund

Operating Revenues received through FY23 total \$203,570. Operating expense is \$152,154. October billing included the utility price increase approved by council to take effect 10/1/2022.

RECOMMENDATION: Council to approve October 2022 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

City of Richwood
Operational Budget Report
10/1/2022 -10/31/2022

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							8.3% of year
Taxes	15,446.13	3,129.34	3,129.34	2,960,070.00	2,960,070.00	2,956,940.66	0.11%
Property taxes, including delinquent & penalties	5,116.04	3,129.34	3,129.34	2,039,070.00	2,039,070.00		0.15%
Franchise Taxes	10,330.09	0.00	0.00	196,000.00	196,000.00		0.00%
Sales Tax	0.00	0.00	0.00	725,000.00	725,000.00		0.00%
Licenses and permits	4,688.08	13,964.64	13,964.64	88,250.00	88,250.00	74,285.36	15.82%
Intergovernmental revenue	7,000.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Charges for services - Municipal Bldg Rental	540.00	475.00	475.00	7,000.00	7,000.00	6,525.00	6.79%
Fines and forfeitures	6,123.46	9,180.92	9,180.92	110,000.00	110,000.00	100,819.08	8.35%
Special Revenues	(119.00)	0.00	0.00	1,350.00	1,350.00	1,350.00	0.00%
Interest	21.35	3,396.78	3,396.78	2,500.00	2,500.00	(896.78)	Ahead of Budget
Miscellaneous revenue	2,530.53	3,173.96	3,173.96	50,000.00	50,000.00	46,826.04	6.35%
Inspection Fees	2,530.00	2,530.00	2,530.00	35,000.00	35,000.00		
Miscellaneous Income	0.53	143.96	143.96	10,000.00	10,000.00		
Parks & Recreation - Park Pavillion Rentals	0.00	500.00	500.00	5,000.00	5,000.00		
Total Revenue	36,230.55	33,320.64	33,320.64	3,220,170.00	3,220,170.00	3,186,849.36	1.03%
Expenditures							
General Government Administration							
Personnel & Benefits	30,706.89	30,858.72	30,858.72	471,868.00	471,868.00	441,009.28	6.54%
Supplies	674.76	2,246.43	2,246.43	18,900.00	18,900.00	16,653.57	11.89%
Maintenance & Repair	580.56	334.99	334.99	4,000.00	4,000.00	3,665.01	8.37%
Utilities	1,015.42	1,190.64	1,190.64	14,700.00	14,700.00	13,509.36	8.10%
Professional Services	21,428.69	33,237.61	33,237.61	184,300.00	184,300.00	151,062.39	18.03%
Other Services	13,449.87	19,386.50	19,386.50	71,500.00	71,500.00	52,113.50	27.11%
Capital Equipment	340.98	3,314.25	3,314.25	37,600.00	37,600.00	34,285.75	8.81%
Total Administration	68,197.17	90,569.14	90,569.14	802,868.00	802,868.00	712,298.86	11.28%
Judicial							
Personnel & Benefits	4,386.19	4,795.18	4,795.18	73,735.00	73,735.00	68,939.82	6.50%
Supplies	132.97	0.00	0.00	2,300.00	2,300.00	2,300.00	0.00%
Professional Services	7,680.00	8,260.00	8,260.00	20,350.00	20,350.00	12,090.00	40.59%
Other Services	75.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Total Judicial	12,274.16	13,055.18	13,055.18	97,385.00	97,385.00	84,329.82	13.41%
Permitting & Inspections							
Personnel & Benefits	2,760.00	0.00	0.00	40,000.00	40,000.00	40,000.00	0.00%
Supplies	178.10	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Professional Services	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Permitting & Inspections	2,938.10	0.00	0.00	42,500.00	42,500.00	42,500.00	0.00%
Special Revenue Expenditures							
Supplies	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Special Revenue Expenditures	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total General Government	83,409.43	103,624.32	103,624.32	944,253.00	944,253.00	840,628.68	10.97%
Public Safety							
Police Department							
Personnel & Benefits	53,951.87	67,890.53	67,890.53	872,524.00	872,524.00	804,633.47	7.78%
Supplies	591.93	3,347.73	3,347.73	51,000.00	51,000.00	47,652.27	6.56%
Maintenance & Repair	4,845.85	1,730.69	1,730.69	28,350.00	28,350.00	26,619.31	6.10%
Utilities	757.52	1,157.69	1,157.69	14,500.00	14,500.00	13,342.31	7.98%
Professional Services	5,855.04	5,866.96	5,866.96	159,556.00	159,556.00	153,689.04	3.68%
Other Services	12,928.93	14,232.16	14,232.16	18,200.00	18,200.00	3,967.84	78.20%
Capital Equipment	228.81	187.10	187.10	10,625.00	10,625.00	10,437.90	1.76%
Total Police Department	79,159.95	94,412.86	94,412.86	1,154,755.00	1,154,755.00	1,060,342.14	8.18%
Fire Department							
Personnel & Benefits	7,873.60	2,961.00	2,961.00	38,461.00	38,461.00	35,500.00	7.70%
Supplies	1,489.00	599.58	599.58	19,000.00	19,000.00	18,400.42	3.16%
Maintenance & Repair	2,673.50	0.00	0.00	30,500.00	30,500.00	30,500.00	0.00%
Utilities	76.66	295.51	295.51	5,000.00	5,000.00	4,704.49	5.91%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Professional Services	0.00	38,311.00	38,311.00	160,907.00	160,907.00	122,596.00	23.81%
Other Services	12,957.28	13,243.24	13,243.24	27,000.00	27,000.00	13,756.76	49.05%
Capital Equipment	32,712.17	32,712.17	32,712.17	64,712.00	64,712.00	31,999.83	50.55%
Total Fire Department	57,782.21	88,122.50	88,122.50	345,580.00	345,580.00	257,457.50	25.50%
Code Enforcement							
Personnel & Benefits	0.00	0.00	0.00	62,721.00	62,721.00	62,721.00	0.00%
Supplies	0.00	0.00	0.00	2,000.00	2,000.00	(125.00)	Over Budget
Professional Services	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Other Services	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Code Enforcement	0.00	0.00	0.00	67,221.00	67,221.00	65,096.00	0.00%
Total Public Safety	136,942.16	182,535.36	182,535.36	1,567,556.00	1,567,556.00	1,385,020.64	11.64%
Public Works							
City Maintenance							
Personnel & Benefits	8,118.10	5,351.99	5,351.99	112,568.00	112,568.00	107,216.01	4.75%
Supplies	755.85	1,749.82	1,749.82	15,950.00	15,950.00	14,200.18	10.97%
Maintenance & Repair	753.65	1,589.44	1,589.44	36,510.00	36,510.00	34,920.56	4.35%
Utilities	31.34	2,670.29	2,670.29	44,700.00	44,700.00	42,029.71	5.97%
Other Services	2,621.36	2,753.67	2,753.67	10,100.00	10,100.00	7,346.33	27.26%
Capital Equipment	0.00	29,212.00	29,212.00	15,000.00	15,000.00	(14,212.00)	Over Budget
Total City Maintenance	12,280.30	43,327.21	43,327.21	234,828.00	234,828.00	191,500.79	18.45%
Parks and Recreation							
Supplies	120.21	22.15	22.15	3,800.00	3,800.00	3,777.85	0.58%
Maintenance & Repair	1,242.48	889.28	889.28	31,000.00	31,000.00	30,110.72	2.87%
Utilities	0.00	310.89	310.89	4,000.00	4,000.00	3,689.11	7.77%
Other Services	2,343.78	3,788.82	3,788.82	18,050.00	18,050.00	14,261.18	20.99%
Total Parks and Recreation	3,706.47	5,011.14	5,011.14	56,850.00	56,850.00	51,838.86	8.81%
Emergency/Disaster							
Contract Labor	140,460.90	0.00	0.00	0.00	0.00	0.00	Over Budget
Total Emergency/Disaster	140,460.90	0.00	0.00	0.00	0.00	0.00	0.00%
Miscellaneous	38,208.36	0.00	0.00	10,000.00	10,000.00	10,000.00	0.00%
Development Agreements	0	0	0	10,000.00	10,000.00	10,000.00	0.00%
Total Expenditures	415,007.62	334,498.03	334,498.03	2,813,487.00	2,813,487.00	2,478,988.97	11.89%
Other Financing Sources and Uses							
Sources							
Transfers In	0.00	15,000.00	15,000.00	590,000.00	590,000.00	575,000.00	2.54%
Total Sources	0.00	15,000.00	15,000.00	590,000.00	590,000.00	575,000.00	2.54%
Uses							
Transfers Out	454,128.00	329,000.00	329,000.00	904,000.00	904,000.00	575,000.00	36.39%
Total Uses	454,128.00	329,000.00	329,000.00	904,000.00	904,000.00	575,000.00	36.39%
Total Other Financing Sources and Uses	(454,128.00)	(314,000.00)	(314,000.00)	(314,000.00)	(314,000.00)	0.00	100.00%
Total - 10 GENERAL FUND	(832,905.07)	(615,177.39)	(615,177.39)	92,683.00	92,683.00	707,860.39	Ahead of Budget

City of Richwood
Operational Budget Report
10/1/2022 -10/31/2022

30 Water & Sewer Enterprise Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Revised Budget	Remaining Budget	% Earned/Used
Net Operating Income (Loss)							
Operating income							8.3% of year
Sewer Department	70,566.10	76,104.93	76,104.93	956,700.00	956,700.00	880,595.07	7.95%
Water Department	92,942.66	99,227.63	99,227.63	1,381,600.00	1,381,600.00	1,282,372.37	7.18%
Solid Waste Department	26,307.90	28,236.96	28,236.96	325,000.00	325,000.00	296,763.04	8.69%
Total Operating income	189,816.66	203,569.52	203,569.52	2,663,300.00	2,663,300.00	2,459,730.48	7.64%
Operating expense							
Sewer Department							
Personnel & Benefits	13,262.04	12,801.64	12,801.64	184,767.00	184,767.00	171,965.36	6.93%
Supplies	278.71	566.11	566.11	10,200.00	10,200.00	9,633.89	5.55%
Maintenance & Repair	507.50	1,387.02	1,387.02	73,940.00	73,940.00	72,552.98	1.88%
Professional Services	10,730.40	0.00	0.00	580,000.00	580,000.00	580,000.00	0.00%
Other Services	3,936.79	3,872.72	3,872.72	5,400.00	5,400.00	1,527.28	71.72%
Total Sewer Department	28,715.44	18,627.49	18,627.49	854,307.00	854,307.00	835,679.51	2.18%
Water Department							
Personnel & Benefits	12,569.31	17,580.16	17,580.16	221,306.00	221,306.00	203,725.84	7.94%
Supplies	2,014.62	1,988.30	1,988.30	24,500.00	24,500.00	22,511.70	8.12%
Maintenance & Repair	3,739.64	23,169.66	23,169.66	134,400.00	134,400.00	111,230.34	17.24%
Utilities	1,296.84	5,208.63	5,208.63	71,900.00	71,900.00	66,691.37	7.24%
Professional Services	10,176.33	38,061.78	38,061.78	58,000.00	58,000.00	19,938.22	65.62%
Other Services	34,993.76	47,217.23	47,217.23	405,200.00	405,200.00	357,982.77	11.65%
Capital Equipment	300.77	300.77	300.77	3,610.00	3,610.00	3,309.23	8.33%
Total Water Department	65,091.27	133,526.53	133,526.53	918,916.00	918,916.00	785,389.47	14.53%
Solid Waste Department							
Professional Services	0.00	0.00	0.00	280,000.00	280,000.00	279,892.00	0.00%
Total Solid Waste Department	0.00	0.00	0.00	280,000.00	280,000.00	280,000.00	0.00%
Total Operating expense							
	93,806.71	152,154.02	152,154.02	2,053,223.00	2,053,223.00	1,901,068.98	7.41%
Total Net Operating Income (Loss)	96,009.95	51,415.50	51,415.50	610,077.00	610,077.00	558,661.50	8.43%
Non-Operating Items							
Non-operating income							
Interest income	0.00	7.26	7.26	500.00	500.00	492.74	1.45%
Grants	0.00	0.00	0.00	0.00	0.00	0.00	At Budget
Other income	14.06	220.52	220.52	1,000.00	1,000.00	779.48	not budgeted
Transfers In	10,000.00	0.00	0.00	37,000.00	37,000.00	37,000.00	0.00%
Total Non-operating income	10,014.06	227.78	227.78	38,500.00	38,500.00	38,272.22	0.59%
Non-operating expense							
Debt Service	0.00	0.00	0.00	363,615.00	363,615.00	363,615.00	0.00%
Transfers Out	56,000.00	0.00	0.00	56,000.00	56,000.00	56,000.00	0.00%
Total Non-operating expense	56,000.00	0.00	0.00	419,615.00	419,615.00	419,615.00	0.00%
Depreciation Expense	21,855.34	0.00	0.00	350,000.00	350,000.00	350,000.00	0.00%
Total Non-Operating Items	(67,841.28)	227.78	227.78	(731,115.00)	(731,115.00)	731,342.78	Ahead of Budget
Total - 30 Water & Sewer Enterprise Fund	28,168.67	51,643.28	51,643.28	(121,038.00)	(121,038.00)	172,681.28	Ahead of Budget

***Depreciation not yet calculated