



AGENDA MEMORANDUM – SEPTEMBER 10, 2025

ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: Receive and/or approve the July 2025 Budget Report

BACKGROUND INFORMATION:

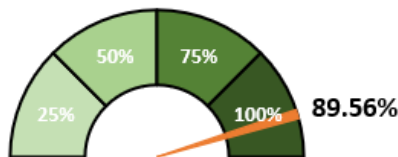
The information provided is for the FY 2024-2025 budget period, month ending July 31, 2025. This summary highlights several key points related to the current month's activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include corrections from prior months.

DISCUSSION:

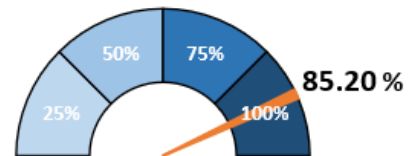
Attached is the budget report for July 2025, which is the tenth month of Fiscal Year 2025. 83.3% of the year has passed. The report reflects the original budget as approved for FY25 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved. *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 July 31, 2025, General Fund revenues total \$3,283,876. General Fund expenditures total \$2,962,062.



General Fund Revenue as % of Budget



General Fund Expenditures as % of Budget

Revenue (GF)

Total Revenue collected in the General fund is 89.56% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of July is \$2,307,350, 95.62% of projected property taxes for the year. Property tax revenue comes in throughout the year, but the majority comes in during the months of December and January.

City of Richwood

TEXAS

- Sales Tax revenue received in July was earned in May. Sales tax is received 2 months after it is earned. The revenue received in October and November 2024 was posted to revenue in FY24. Accordingly, the revenue earned in August and September 2025, will be posted as revenue for FY25 even though it will not be received by the city until October and November. Therefore, we have eight month of Sales Tax revenue showing. We are ahead of last year by \$29,550 in General Fund.

MONTH RECEIVED	FY 2023				FY 2024				FY 2025			
	GENERAL FUND	TRANS FUND	CCPD	TOTAL	GENERAL FUND	TRANS FUND	CCPD	TOTAL	GENERAL FUND	TRANS FUND	CCPD	TOTAL
DEC	44,369.52	11,092.39	10,760.96	66,222.87	50,390.06	12,597.52	12,174.92	75,162.50	63,965.34	15,991.34	15,454.48	95,411.16
JAN	52,644.29	13,161.07	12,957.41	78,762.77	51,357.01	12,839.25	12,379.34	76,575.60	60,852.21	15,213.05	14,755.29	90,820.55
FEB	55,858.64	13,964.65	13,634.73	83,458.02	62,500.92	15,625.23	15,222.16	93,348.31	65,052.40	16,263.10	15,706.32	97,021.82
MAR	56,308.72	14,077.18	13,767.76	84,153.66	47,160.51	11,383.28	11,790.13	70,333.92	54,904.86	13,726.22	15,454.48	84,085.56
APR	51,255.32	12,813.83	12,475.55	76,544.70	53,116.00	13,279.00	12,889.00	79,284.00	53,365.40	13,341.35	12,795.21	79,501.96
MAY	58,663.20	14,665.80	14,074.45	87,403.45	60,982.24	15,245.56	14,768.02	90,995.82	61,002.35	15,250.59	14,690.90	90,943.84
JUN	47,805.40	11,951.34	11,489.95	71,246.69	59,244.38	14,811.10	14,220.19	88,275.67	54,327.00	13,582.00	13,210.00	81,119.00
JUL	56,403.73	14,100.94	13,673.07	84,177.74	58,811.21	14,702.80	14,080.90	87,594.91	59,642.15	14,910.54	14,590.19	89,142.88
AUG	55,897.00	13,974.00	13,604.00	83,475.00	60,287.46	15,071.86	14,348.07	89,707.39				0.00
SEPT	50,036.00	12,509.00	15,295.00	77,840.00	83,755.58	20,943.90	20,354.70	125,054.18				0.00
OCT*	67,678.00	16,919.00	16,418.00	101,015.00	63,965.34	15,991.34	15,454.48	95,411.16				0.00
NOV*	43,116.91	10,779.23	10,341.29	64,237.43	60,852.21	15,213.05	14,755.29	90,820.55				0.00
YEAR TOTAL	640,036.73	160,008.43	158,492.17	958,537.33	712,422.92	177,703.89	172,437.20	1,062,564.01	473,111.71	118,278.19	116,656.87	708,046.77

- Permits and Licenses revenues total \$6,637 this month for a total of \$65,724. This is compared to \$58,446 collected at this time last year.
- Inspection fees collected are \$29,825 year to date. Of this amount, \$25,595 has been paid to Safebuilt for inspections.
- Municipal Court revenue for the month of July is \$10,861, \$76,235 to date. This compares to \$70,410 at this time last year.
- Interest revenue is \$6,026 this month for a total of \$53,259 to date.
- The Ambulance fee collected year to date is \$84,489.

Expenditures (GF)

Expenditures in the General Fund are currently shown at \$2,962,062, 85.20% of budget. There are line items showing as over budget. At year end, this will be analyzed, and any remaining overages will be included in a Budget Amendment. If a department has lines that are over, but their department is within allocations, there is no need to make a budget amendment for that department.

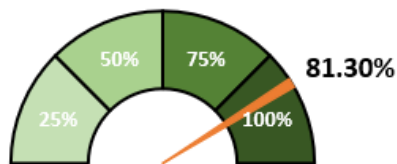


Transfers (GF)

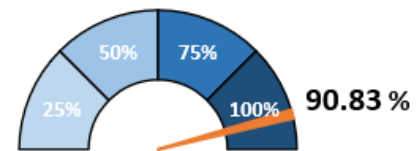
Interfund transfers have been completed. The budget shows additional transfers coming from the General Fund fund balance, but this is not a transfer that happens until year end.

30-Water, Sewer, and Solid Waste Fund

Operating Revenues in July total \$2,488,783 year to date. Operating expenses are \$2,162,508.



Enterprise Fund Revenue as % of Budget



**Enterprise Fund Operating Expense
as % of Budget**

- One water impact fee was collected during the month of July, in the amount of \$9.700, which is held in Fund 32 Utility Capital Improvement.
- Sewer Maintenance and Repair currently show as over budget due to the replacement of LS #6 Force Main. This was approved by council and will come as a budget amendment at year end.

RECOMMENDATION: Council approve July 2025 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

City of Richwood Fiscal Year 2025 Operational Budget Report 10/1/2024 -07/31/2025							
10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							83.3% of year
Taxes	2,737,622.22	92,226.33	2,922,794.84	3,258,935.00	3,258,935.00	336,140.16	89.69%
Property taxes, including delinquent & penalties	2,146,302.74	22,052.71	2,307,350.14	2,412,935.00	2,412,935.00		95.62%
Franchise Taxes	147,756.77	10,531.47	142,333.37	196,000.00	196,000.00		72.62%
Sales Tax	443,562.71	59,642.15	473,111.33	650,000.00	650,000.00		72.79%
Licenses and permits	58,446.14	6,636.52	65,724.28	75,150.00	75,150.00	9,425.72	87.46%
Intergovernmental revenue	11,568.92	0.00	11,556.91	10,000.00	10,000.00	(1,556.91)	Ahead of Budget
Charges for services - Municipal Bldg Rental	6,535.00	900.00	6,900.00	7,000.00	7,000.00	100.00	98.57%
Municipal Court Revenue	70,409.69	10,861.29	76,235.36	110,000.00	110,000.00	33,764.64	69.30%
Special Revenues	8,185.75	5.83	5,406.78	1,050.00	1,050.00	(4,356.78)	Ahead of Budget
Interest	79,471.23	6,025.66	53,259.29	55,000.00	55,000.00	1,740.71	96.84%
Miscellaneous revenue	132,857.92	12,203.45	141,998.96	149,400.00	149,400.00	7,401.04	95.05%
Inspection Fees	29,590.00	2,685.00	29,825.00	30,000.00	30,000.00		
Miscellaneous Income	14,491.32	605.45	25,485.43	13,000.00	13,000.00		
Parks & Recreation - Park Pavillion Rentals	3,350.00	450.00	1,700.00	3,500.00	3,500.00		
Parks & Recreation - Sports Field Rental	1,000.00	0.00	500.00	1,400.00	1,400.00		
Ambulance Fee Revenue	84,426.60	8,463.00	84,488.53	101,500.00	101,500.00		
Total Revenue	3,105,096.87	128,859.08	3,283,876.42	3,666,535.00	3,666,535.00	382,658.58	89.56%
Expenditures							
General Government Administration							
Personnel & Benefits	487,345.40	46,720.01	496,975.66	599,119.00	599,119.00	102,143.34	82.95%
Supplies	11,843.74	507.45	10,590.35	19,500.00	19,500.00	8,909.65	54.31%
Maintenance & Repair	4,991.46	199.00	14,050.06	16,480.00	16,480.00	2,429.94	85.26%
Utilities	12,384.83	1,438.76	15,404.00	15,300.00	15,300.00	(104.00)	Over Budget
Professional Services	158,135.15	18,531.91	228,150.15	402,062.00	402,062.00	173,911.85	56.75%
Other Services	94,668.66	7,300.21	95,795.59	107,351.00	107,351.00	11,555.41	89.24%
Capital Equipment	5,707.09	152.28	2,871.78	7,155.00	7,155.00	4,283.22	40.14%
Total Administration	775,076.33	74,849.62	863,837.59	1,166,967.00	1,166,967.00	303,129.41	74.02%
Judicial							
Personnel & Benefits	53,463.57	666.66	10,010.61	10,501.00	10,501.00	490.39	95.33%
Supplies	0.00	0.00	230.24	300.00	300.00	69.76	76.75%
Professional Services	14,550.00	2,910.00	15,927.50	18,950.00	18,950.00	3,022.50	84.05%
Other Services	110.00	0.00	224.50	500.00	500.00	275.50	44.90%
Total Judicial	68,123.57	3,576.66	26,392.85	30,251.00	30,251.00	3,858.15	87.25%
Permitting & Inspections							
Personnel & Benefits	24,538.00	2,580.00	25,595.00	35,000.00	35,000.00	9,405.00	73.13%
Supplies	232.57	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Total Permitting & Inspections	24,770.57	2,580.00	25,595.00	36,000.00	36,000.00	10,405.00	71.10%
Special Revenue Expenditures							
Supplies	495.00	0.00	425.00	1,500.00	1,500.00	1,075.00	28.33%
Total Special Revenue Expenditures	495.00	0.00	425.00	1,500.00	1,500.00	1,075.00	28.33%
Total General Government	868,465.47	81,006.28	916,250.44	1,234,718.00	1,234,718.00	318,467.56	74.21%
Public Safety							
Police Department							
Personnel & Benefits	693,228.86	69,807.03	771,567.72	960,447.00	960,447.00	188,879.28	80.33%
Supplies	37,779.72	0.00	35,475.16	46,700.00	46,700.00	11,224.84	75.96%
Maintenance & Repair	27,696.18	460.52	40,667.80	24,100.00	24,100.00	(16,567.80)	Over Budget
Utilities	14,698.63	806.15	7,292.15	19,500.00	19,500.00	12,207.85	37.40%
Professional Services	156,166.19	40,808.47	221,544.92	228,716.00	228,716.00	7,171.08	96.86%
Other Services	15,131.76	0.00	14,392.86	15,213.00	15,213.00	820.14	94.61%
Capital Equipment	6,998.60	304.54	3,553.80	1,827.00	1,827.00	(1,726.80)	Over Budget
Total Police Department	951,699.94	112,186.71	1,094,494.41	1,296,503.00	1,296,503.00	202,008.59	84.42%
Fire Department							
Personnel & Benefits	22,351.42	0.00	23,068.14	42,200.00	42,200.00	19,131.86	54.66%
Supplies	5,648.13	0.00	8,732.35	18,000.00	18,000.00	9,267.65	48.51%
Maintenance & Repair	23,749.62	2,563.99	23,006.65	47,000.00	47,000.00	23,993.35	48.95%
Utilities	4,888.72	649.06	5,478.49	6,150.00	6,150.00	671.51	89.08%
Professional Services	38,311.00	0.00	165,120.00	160,000.00	160,000.00	(5,120.00)	Over Budget

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Other Services	45,746.78	0.00	42,543.52	50,646.00	50,646.00	8,102.48	84.00%
Capital Equipment	32,954.89	0.00	32,712.17	59,712.00	59,712.00	26,999.83	54.78%
Total Fire Department	173,650.56	3,213.05	300,661.32	383,708.00	383,708.00	83,046.68	78.36%
Code Enforcement							
Personnel & Benefits	62,322.26	6,278.07	66,450.80	82,559.00	82,559.00	16,108.20	80.49%
Supplies	2,725.75	50.00	1,636.73	6,200.00	6,200.00	4,563.27	26.40%
Maintenance & Repair	60.75	152.95	163.20	1,000.00	1,000.00		
Professional Services	680.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Other Services	662.97	0.00	702.59	809.00	809.00	106.41	86.85%
Total Code Enforcement	66,451.73	6,481.02	68,953.32	91,568.00	91,568.00	21,777.88	75.30%
Total Public Safety	1,191,802.23	121,880.78	1,464,109.05	1,771,779.00	1,771,779.00	307,669.95	82.63%
Public Works							
City Maintenance							
Personnel & Benefits	106,201.72	17,416.20	176,185.55	209,482.00	209,482.00	33,296.45	84.11%
Supplies	21,819.72	1,153.43	18,962.54	21,700.00	21,700.00	2,737.46	87.38%
Maintenance & Repair	67,629.13	17,981.82	131,230.94	56,860.00	56,860.00	(74,370.94)	Over Budget
Utilities	35,110.70	3,348.55	37,499.68	42,130.00	42,130.00	4,630.32	89.01%
Other Services	15,551.64	0.00	16,716.78	19,774.00	19,774.00	3,057.22	84.54%
Capital Equipment	271,096.80	0.00	60,635.16	65,000.00	65,000.00	4,364.84	93.28% *
Total City Maintenance	517,409.71	39,900.00	441,230.65	414,946.00	414,946.00	(26,284.65)	Over Budget
Parks and Recreation							
Supplies	4,093.77	224.24	4,338.28	4,800.00	4,800.00	461.72	90.38%
Maintenance & Repair	25,834.51	842.07	41,086.87	27,000.00	27,000.00	(14,086.87)	Over Budget
Utilities	2,807.71	449.68	3,108.61	3,600.00	3,600.00	491.39	86.35%
Other Services	13,546.81	0.00	14,799.15	19,568.00	19,568.00	4,768.85	75.63%
Total Parks and Recreation	46,282.80	1,515.99	63,332.91	54,968.00	54,968.00	(8,364.91)	Over Budget
Emergency/Disaster							
Personnel & Benefits	26,112.50	0.00	9,000.00	0.00	0.00	(9,000.00)	
Supplies	1,764.37	0.00	3,825.00	0.00	0.00	(3,825.00)	
Maintenance & Repair	2,484.51	0.00	61,413.57	0.00	0.00	(61,413.57)	
Professional Services	0.00	0.00	2,900.00	0.00	0.00	(2,900.00)	
Total Emergency/Disaster	30,361.38	0.00	77,138.57	0.00	0.00	(77,138.57)	Over Budget
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	2,654,321.59	244,303.05	2,962,061.62	3,476,411.00	3,476,411.00	514,349.38	85.20%
Other Financing Sources and Uses							
Sources							
Transfers In	25,000.00	0.00	159,661.25	980,000.00	980,000.00	820,338.75	100.00%
Total Sources	25,000.00	0.00	159,661.25	980,000.00	980,000.00	820,338.75	16.29%
Uses							
Transfers Out	334,000.00	0.00	395,000.00	1,095,000.00	1,095,000.00	700,000.00	36.07%
Total Uses	334,000.00	0.00	395,000.00	1,095,000.00	1,095,000.00	700,000.00	36.07%
Total Other Financing Sources and Uses	(309,000.00)	0.00	(235,338.75)	(115,000.00)	(115,000.00)	120,338.75	
Total - 10 GENERAL FUND	141,775.28	(115,443.97)	86,476.05	75,124.00	75,124.00	(11,352.05)	

City of Richwood Operational Budget Report 10/1/2024 -07/31/2025							
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							83.3% of year
Sewer Department	834,586.00	81,593.75	849,260.92	1,049,551.00	1,049,551.00	200,290.08	80.92%
Water Department	1,263,753.81	116,889.25	1,307,103.53	1,617,799.00	1,617,799.00	310,695.47	80.80%
Solid Waste Department	310,100.63	33,363.00	332,418.71	394,000.00	394,000.00	61,581.29	84.37%
Total Operating income	2,408,440.44	231,846.00	2,488,783.16	3,061,350.00	3,061,350.00	572,566.84	81.30%
Operating expense							
Sewer Department							
Personnel & Benefits	148,588.15	12,301.83	171,773.68	210,174.00	210,174.00	38,400.32	81.73%
Supplies	8,534.86	19.05	6,557.98	9,800.00	9,800.00	3,242.02	66.92%
Maintenance & Repair	31,991.78	29,074.79	195,672.61	66,040.00	66,040.00	(129,632.61)	Over Budget
Professional Services	515,540.39	65,506.36	450,083.43	485,000.00	485,000.00	34,916.57	92.80%
Other Services (insurance)	13,303.36	0.00	5,742.35	5,802.00	5,802.00	59.65	98.97%
Total Sewer Department	717,958.54	106,902.03	829,830.05	776,816.00	776,816.00	(53,014.05)	Ahead of Budget
Water Department							
Personnel & Benefits	239,398.72	27,224.91	287,286.79	344,731.00	344,731.00	57,444.21	83.34%
Supplies	33,704.25	257.70	35,893.21	38,500.00	38,500.00	2,606.79	93.23%
Maintenance & Repair	170,684.81	(269.15)	84,841.27	133,220.00	133,220.00	48,378.73	63.69%
Utilities	76,366.70	8,014.99	86,508.63	77,683.00	77,683.00	(8,825.63)	Over Budget
Professional Services	77,187.80	42,758.03	91,291.04	85,500.00	85,500.00	(5,791.04)	Over Budget
Other Services	391,277.31	33,511.00	444,759.98	544,824.00	544,824.00	100,064.02	81.63%
Capital Equipment	3,308.47	304.54	5,190.79	3,655.00	3,655.00	(1,535.79)	Over Budget
Total Water Department	991,928.06	111,802.02	1,035,771.71	1,228,113.00	1,228,113.00	192,341.29	84.34%
Solid Waste Department							
Professional Services	287,834.95	30,079.47	296,906.40	376,000.00	376,000.00	78,985.60	78.96%
Total Solid Waste Department	287,834.95	30,079.47	296,906.40	376,000.00	376,000.00	79,093.60	78.96%
Total Operating expense	1,997,721.55	248,783.52	2,162,508.16	2,380,929.00	2,380,929.00	218,420.84	90.83%
Total Net Operating Income (Loss)	410,718.89	(16,937.52)	326,275.00	680,421.00	680,421.00	354,146.00	47.95%
Non-Operating Items							
Non-operating income							
Interest income	7,447.01	1,441.06	15,331.94	0.00	0.00	(15,331.94)	Ahead of Budget
Other income	1,752.74	219.36	5,189.48	2,412.00	2,412.00	(2,777.48)	Ahead of Budget
Transfers In	70,000.00	0.00	0.00	0.00	0.00	0.00	
Total Non-operating income	79,199.75	1,660.42	20,521.42	2,412.00	2,412.00	(18,109.42)	Ahead of Budget
Non-operating expense							
Debt Service	436,055.31	51,807.50	363,205.00	360,405.00	360,405.00	(2,800.00)	Over Budget
Transfers Out	64,832.50	0.00	56,275.00	56,000.00	56,000.00	(275.00)	Over Budget
Total Non-operating expense	500,887.81	51,807.50	419,480.00	416,405.00	416,405.00	(3,075.00)	Ahead of Budget
Depreciation Expense	0.00	0.00	0.00	325,000.00	325,000.00	325,000.00	0.00%
Total Non-Operating Items	(421,688.06)	(50,147.08)	(398,958.58)	(738,993.00)	(738,993.00)	340,034.42	Ahead of Budget
Total - 30 Water & Sewer Enterprise Fund	(10,969.17)	(67,084.60)	(72,683.58)	(58,572.00)	(58,572.00)	(14,111.58)	124.09%

Budget Amendments: