



## AGENDA MEMORANDUM – JULY 14, 2025

### ITEM # CONSENT

**CONTACT:** Patricia Ditto, Finance Director

**SUBJECT:** Monthly Budget Summary Report

**SUMMARY:** Receive and/or approve the May 2025 Budget Report

#### BACKGROUND INFORMATION:

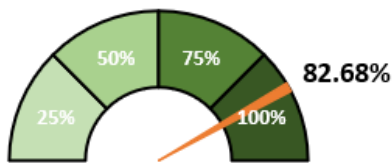
The information provided is for the FY 2024-2025 budget period, month ending May 31, 2025. This summary highlights several key points related to the current month's activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include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

#### DISCUSSION:

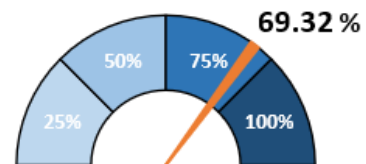
Attached is the budget report for May 2025, which is the eighth month of Fiscal Year 2025. 66.6% of the year has passed. The report reflects the original budget as approved for FY25 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved. *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 May 31, 2025, General Fund revenues total \$3,031,540. General Fund expenditures total \$2,409,706.



General Fund Revenue as % of Budget



General Fund Expenditures as % of Budget

#### Revenue (GF)

Total Revenue collected in the General fund is 82.68% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of May is \$2,243,086, 92.96% 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 May was earned in March. 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 six month of Sales Tax revenue showing. We are ahead of last year by approximately \$33,600 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				0.00
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				0.00
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	359,142.56	89,785.65	88,856.68	537,784.89

- Permits and Licenses revenues total \$1,675 this month for a total of \$55,463. This is compared to \$46,608 collected at this time last year.
- Inspection fees collected are \$23,900 year to date. Of this amount, \$19,460 has been paid to Safebuilt for inspections.
- Municipal Court revenue for the month of May is \$11,123, \$60,767 to date. This compares to \$60,039 at this time last year.
- Interest revenue is \$5,848 this month for a total of \$59,471 to date.
- The Ambulance fee collected year to date is \$67,542.

### Expenditures (GF)

Expenditures in the General Fund are currently shown at \$2,409,706, 69.32% of budget. We have two line items that are over budget. City Maintenance and Repair is over \$40,604. This is due to the City Hall roof. A portion may be reimbursed by FEMA. Parks and Recreation Maintenance and Repair is over \$2,847. This is due to the repair to the Ellis Park pavilion, which has been reimbursed by FEMA. Emergency/Disaster is \$47,855 over budget. A portion of this is set for reimbursement or has been reimbursed by FEMA. Any remaining overages at year end will be included in a Budget Amendment.

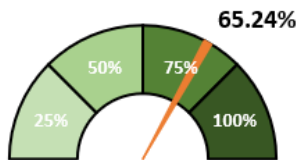


### Transfers (GF)

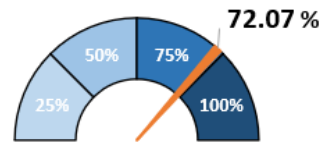
Interfund transfers have been completed. The budget shows additional transfers coming from the General Fund fund balance, but this is not a transfer that happens until year end.

### 30-Water, Sewer, and Solid Waste Fund

Operating Revenues in May total \$1,739,901 year to date. Operating expenses are \$1,422,422.



Enterprise Fund Revenue as % of Budget



Enterprise Fund Operating Expense as % of Budget

- There have been two Water Impact fees collected this year for a total of \$12,114. All Impact Fees are posted to Fund 32 Utility Capital Improvements and do not show in this budget report. I am in the process of moving the Impact fees to a separate fund for easier tracking.
- 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 to approve May 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 -05/31/2025							
10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							66.6% of year
Taxes	2,559,496.52	143,525.91	2,734,030.45	3,258,935.00	3,258,935.00	524,904.55	83.89%
Property taxes, including delinquent & penalties	2,096,977.64	45,186.27	2,243,085.99	2,412,935.00	2,412,935.00		92.96%
Franchise Taxes	137,011.76	37,337.29	131,801.90	196,000.00	196,000.00		67.25%
Sales Tax	325,507.12	61,002.35	359,142.56	650,000.00	650,000.00		55.25%
Licenses and permits	46,607.64	1,675.00	55,462.76	75,150.00	75,150.00	19,687.24	73.80%
Intergovernmental revenue	11,568.92	12.75	11,556.91	10,000.00	10,000.00	(1,556.91)	Ahead of Budget
Charges for services - Municipal Bldg Rental	5,335.00	675.00	5,450.00	7,000.00	7,000.00	1,550.00	77.86%
Municipal Court Revenue	60,038.71	11,123.09	60,767.21	110,000.00	110,000.00	49,232.79	55.24%
Special Revenues	6,977.00	0.00	5,400.95	1,050.00	1,050.00	(4,350.95)	Ahead of Budget
Interest	59,471.00	5,848.09	41,569.94	55,000.00	55,000.00	13,430.06	75.58%
Miscellaneous revenue	107,805.30	12,878.00	117,302.26	149,400.00	149,400.00	32,097.74	78.52%
Inspection Fees	24,140.00	3,205.00	23,900.00	30,000.00	30,000.00		
Miscellaneous Income	12,418.20	185.00	24,485.73	13,000.00	13,000.00		
Parks & Recreation - Park Pavillion Rentals	3,050.00	1,025.00	875.00	3,500.00	3,500.00		
Parks & Recreation - Sports Field Rental	700.00	0.00	500.00	1,400.00	1,400.00		
Ambulance Fee Revenue	67,497.10	8,463.00	67,541.53	101,500.00	101,500.00		
Total Revenue	2,857,300.09	175,737.84	3,031,540.48	3,666,535.00	3,666,535.00	634,994.52	82.68%
Expenditures							
General Government Administration							
Personnel & Benefits	365,123.52	47,293.33	384,674.42	599,119.00	599,119.00	214,444.58	64.21%
Supplies	9,590.90	601.65	8,756.87	19,500.00	19,500.00	10,743.13	44.91%
Maintenance & Repair	4,278.70	39.99	12,830.12	16,480.00	16,480.00	3,649.88	77.85%
Utilities	9,848.40	1,314.73	13,123.60	15,300.00	15,300.00	2,176.40	85.78%
Professional Services	130,505.37	28,951.39	199,889.24	402,062.00	402,062.00	202,172.76	49.72%
Other Services	48,675.04	43,443.73	87,954.60	107,351.00	107,351.00	19,396.40	81.93%
Capital Equipment	4,213.51	221.95	2,536.90	7,155.00	7,155.00	4,618.10	35.46%
Total Administration	572,235.44	121,866.77	709,765.75	1,166,967.00	1,166,967.00	457,201.25	60.82%
Judicial							
Personnel & Benefits	50,797.97	666.66	7,459.04	10,501.00	10,501.00	3,041.96	71.03%
Supplies	0.00	0.00	230.24	300.00	300.00	69.76	76.75%
Professional Services	13,350.00	862.50	12,617.50	18,950.00	18,950.00	6,332.50	66.58%
Other Services	55.00	0.00	185.00	500.00	500.00	315.00	37.00%
Total Judicial	64,202.97	1,529.16	20,491.78	30,251.00	30,251.00	9,759.22	67.74%
Permitting & Inspections							
Personnel & Benefits	20,708.00	2,790.00	19,460.00	35,000.00	35,000.00	15,540.00	55.60%
Supplies	55.50	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Total Permitting & Inspections	20,763.50	2,790.00	19,460.00	36,000.00	36,000.00	16,540.00	54.06%
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	657,696.91	126,185.93	750,142.53	1,234,718.00	1,234,718.00	484,575.47	60.75%
Public Safety							
Police Department							
Personnel & Benefits	542,932.45	68,903.74	598,321.85	960,447.00	960,447.00	362,125.15	62.30%
Supplies	31,521.26	2,831.95	30,913.05	46,700.00	46,700.00	15,786.95	66.19%
Maintenance & Repair	25,377.05	2,207.53	29,321.64	24,100.00	24,100.00	(5,221.64)	Over Budget
Utilities	12,894.84	531.59	5,675.64	19,500.00	19,500.00	13,824.36	29.11%
Professional Services	124,020.03	18.67	180,397.45	228,716.00	228,716.00	48,318.55	78.87%
Other Services	15,131.76	0.00	14,392.86	15,213.00	15,213.00	820.14	94.61%
Capital Equipment	6,437.30	471.64	3,111.82	1,827.00	1,827.00	(1,284.82)	Over Budget
Total Police Department	758,314.69	74,965.12	862,134.31	1,296,503.00	1,296,503.00	434,368.69	66.50%
Fire Department							
Personnel & Benefits	11,398.00	661.84	24,468.14	42,200.00	42,200.00	17,731.86	57.98%
Supplies	5,325.26	1,741.79	6,433.81	18,000.00	18,000.00	11,566.19	35.74%
Maintenance & Repair	21,976.83	565.25	19,750.32	47,000.00	47,000.00	27,249.68	42.02%
Utilities	3,933.51	490.82	4,396.46	6,150.00	6,150.00	1,753.54	71.49%
Professional Services	38,746.00	0.00	125,120.00	160,000.00	160,000.00	34,880.00	78.20%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Other Services	24,216.72	17,659.82	41,743.52	50,646.00	50,646.00	8,902.48	82.42%
Capital Equipment	32,954.89	0.00	32,712.17	59,712.00	59,712.00	26,999.83	54.78%
<b>Total Fire Department</b>	<b>138,551.21</b>	<b>21,119.52</b>	<b>254,624.42</b>	<b>383,708.00</b>	<b>383,708.00</b>	<b>129,083.58</b>	<b>66.36%</b>
<b>Code Enforcement</b>							
Personnel & Benefits	47,713.66	6,278.07	51,229.00	82,559.00	82,559.00	31,330.00	62.05%
Supplies	1,821.91	470.14	1,391.33	6,200.00	6,200.00	4,808.67	22.44%
Maintenance & Repair	60.75	0.00	10.25	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	60.00	702.59	809.00	809.00	106.41	86.85%
<b>Total Code Enforcement</b>	<b>50,939.29</b>	<b>6,808.21</b>	<b>53,333.17</b>	<b>91,568.00</b>	<b>91,568.00</b>	<b>37,245.08</b>	<b>58.24%</b>
<b>Total Public Safety</b>	<b>947,805.19</b>	<b>102,892.85</b>	<b>1,170,091.90</b>	<b>1,771,779.00</b>	<b>1,771,779.00</b>	<b>601,687.10</b>	<b>66.04%</b>
<b>Public Works</b>							
<b>City Maintenance</b>							
Personnel & Benefits	82,077.35	15,107.74	136,526.02	209,482.00	209,482.00	72,955.98	65.17%
Supplies	14,036.38	1,910.23	10,666.58	21,700.00	21,700.00	11,033.42	49.15%
Maintenance & Repair	63,083.79	4,103.21	106,383.38	56,860.00	56,860.00	(49,523.38)	Over Budget
Utilities	27,561.29	3,407.05	30,545.74	42,130.00	42,130.00	11,584.26	72.50%
Other Services	6,037.46	8,342.26	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%
<b>Total City Maintenance</b>	<b>463,893.07</b>	<b>32,870.49</b>	<b>361,473.66</b>	<b>414,946.00</b>	<b>414,946.00</b>	<b>53,472.34</b>	<b>87.11%</b>
<b>Parks and Recreation</b>							
Supplies	3,865.30	680.68	4,087.26	4,800.00	4,800.00	712.74	85.15%
Maintenance & Repair	24,416.22	1,001.75	29,846.77	27,000.00	27,000.00	(2,846.77)	Over Budget
Utilities	2,244.45	355.53	2,126.48	3,600.00	3,600.00	1,473.52	59.07%
Other Services	6,588.03	6,571.56	14,799.15	19,568.00	19,568.00	4,768.85	75.63%
<b>Total Parks and Recreation</b>	<b>37,114.00</b>	<b>8,609.52</b>	<b>50,859.66</b>	<b>54,968.00</b>	<b>54,968.00</b>	<b>4,108.34</b>	<b>92.53%</b>
<b>Emergency/Disaster</b>							
Personnel & Benefits	0.00	0.00	9,000.00	0.00	0.00	(9,000.00)	
Supplies	0.00	0.00	3,825.00	0.00	0.00	(3,825.00)	
Maintenance & Repair	0.00	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)	
<b>Total Emergency/Disaster</b>	<b>0.00</b>	<b>0.00</b>	<b>77,138.57</b>	<b>0.00</b>	<b>0.00</b>	<b>(77,138.57)</b>	Over Budget
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Expenditures</b>	<b>2,106,509.17</b>	<b>270,558.79</b>	<b>2,409,706.32</b>	<b>3,476,411.00</b>	<b>3,476,411.00</b>	<b>1,066,704.68</b>	<b>69.32%</b>
<b>Other Financing Sources and Uses</b>							
<b>Sources</b>							
Transfers In	25,000.00	0.00	75,500.00	980,000.00	980,000.00	904,500.00	100.00%
<b>Total Sources</b>	<b>25,000.00</b>	<b>0.00</b>	<b>75,500.00</b>	<b>980,000.00</b>	<b>980,000.00</b>	<b>904,500.00</b>	<b>7.70%</b>
<b>Uses</b>							
Transfers Out	334,000.00	0.00	395,000.00	1,095,000.00	1,095,000.00	700,000.00	36.07%
<b>Total Uses</b>	<b>334,000.00</b>	<b>0.00</b>	<b>395,000.00</b>	<b>1,095,000.00</b>	<b>1,095,000.00</b>	<b>700,000.00</b>	<b>36.07%</b>
<b>Total Other Financing Sources and Uses</b>	<b>(309,000.00)</b>	<b>0.00</b>	<b>(319,500.00)</b>	<b>(115,000.00)</b>	<b>(115,000.00)</b>	<b>204,500.00</b>	
<b>Total - 10 GENERAL FUND</b>	<b>441,790.92</b>	<b>(94,820.95)</b>	<b>302,334.16</b>	<b>75,124.00</b>	<b>75,124.00</b>	<b>(227,210.16)</b>	

City of Richwood Operational Budget Report 10/1/2024 -05/31/2025							
25 Transportation Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							
404126 Sales Tax - Streets	79,774.92	15,245.56	81,376.79	160,000.00	160,000.00	78,623.21	50.86%
404125 Transportation Fee	95,030.00	12,075.00	96,029.49	142,500.00	142,500.00	46,470.51	67.39%
404110 Interest Earnings	17,911.44	1,037.53	15,267.41	2,000.00	2,000.00	-13,267.41	Ahead of Budget
Total Revenue	192,716.36	28,358.09	192,673.69	304,500.00	304,500.00	111,826.31	63.28%
Expenditures							
Maintenance & Repair							
405380 Streets M&R	141,218.68	0.00	47,024.41	207,500.00	207,500.00	160,475.59	22.66%
405382 Sidewalks M&R	3,615.00	0.00	0.00	47,500.00	47,500.00	47,500.00	0.00%
405385 Drainage M&R	48,405.01	1,024.20	13,026.77	47,500.00	47,500.00	34,473.23	27.42%
Total Maintenance & Repair	193,238.69	1,024.20	60,051.18	302,500.00	302,500.00	242,448.82	19.85%
Capital Improvements*							
405915 Capital Expenditures - Streets	330,469.34	0.00	264,989.43				
405916 Capital Expenditures - Sidewalks	336,894.30	0.00	0.00				
405917 Capital Expenditures - Drainage	323,847.76	120.00	120.00				
Total Capital Improvements	991,211.40	120.00	265,109.43				
Total Expenditures	1,184,450.09	1,144.20	325,160.61	302,500.00	302,500.00	242,448.82	
Other Financing Sources and Uses							
Sources							
Transfers In							
404128 Transfer from Bond Fund	245,749.00	0.00	0.00	0.00	0.00	0.00	
Total Transfers In	245,749.00	0.00	0.00	0.00	0.00	0.00	
Total Sources	245,749.00	0.00	0.00	0.00	0.00	0.00	
Total Other Financing Sources and Uses	245,749.00	0.00	0.00	0.00	0.00	0.00	
Total - 25 Transportation	-745,984.73	27,213.89	-132,486.92	2,000.00	2,000.00	-130,622.51	

\*Presented to council 2/13/23

FY23 Transfer from bond fund to bring remaining amount into transportation fund for additional projects:

Streets	245,749.00	
Sidewalks	118,670.00	
Drainage	122,077.97	
Interest (unallocated)	60,091.00	
		546,587.97
Project Estimates		
Streets	750,000.00	
Sidewalks	402,055.00	
Drainage	424,411.00	
		1,576,466.00
Remaining amount required		-1,029,878.03
Transfer from General Fund	50,000.00	
Remaining amount from Tranporation Fund Balance		-979,878.03
Change in fund balance FY23	-571,046.00	