

## AGENDA MEMORANDUM – AUGUST 14, 2023

### ITEM # CONSENT

**CONTACT:** Patricia Ditto, Finance Director

**SUBJECT:** Monthly Budget Summary Report

**SUMMARY:** Receive and/or approve the June 2023 Budget Report

**BACKGROUND INFORMATION:**

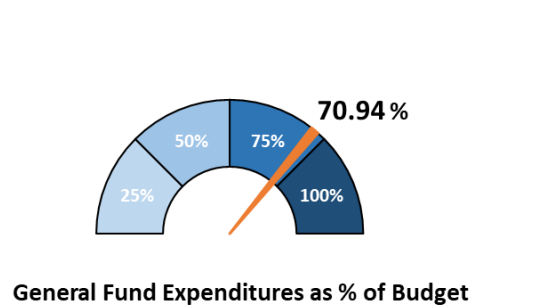
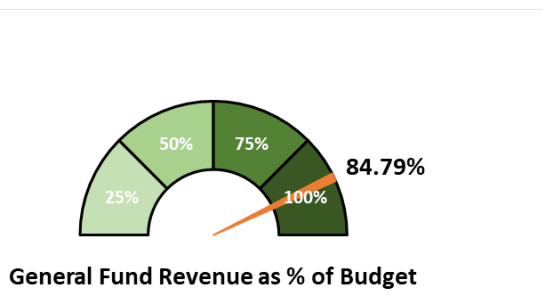
The information provided is for the FY 2022-2023 budget period, month ending June 30, 2023. This summary highlights several key points related to the current month’s activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include corrections from prior months.

**DISCUSSION:**

Attached is the budget report for June 2023, which is the eighth month of Fiscal Year 23. 75% 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 June 30, 2023, General Fund revenues total \$2,730,226. General Fund expenditures total \$2,084,468.



**Revenue (GF)**

Total Revenue collected in the General fund is at 84.79% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of June is \$1,947,745, 95.52% of projected property taxes for the year.
- Sales Tax revenue received in June was earned in April. The amount received in the General Fund is \$47,805 for a year-to-date total of \$366,905. \$11,490 was received within CCPD and \$11,951 within the Transportation Fund. Total sales tax received by two city funds city is \$458,631 and by CCPD is \$89,161, grand total \$547,792. The chart below compares FY23 sales tax revenue with FY22. We are

# City of Richwood

TEXAS

behind on collections this current year as compared to the end of June FY22 when we had collected \$607,413 total.

MONTH RECEIVED	FY 2022				FY 2023			
	GENERAL FUND	TRANS FUND	CCPD	TOTAL	GENERAL FUND	TRANS FUND	CCPD	TOTAL
DEC	53,567.31	13,391.83	13,217.46	<b>80,176.60</b>	44,369.52	11,092.39	10,760.96	<b>66,222.87</b>
JAN	56,126.12	14,031.53	13,925.95	<b>84,083.60</b>	52,644.29	13,161.07	12,957.41	<b>78,762.77</b>
FEB	57,614.76	14,403.69	14,521.54	<b>86,539.99</b>	55,858.64	13,964.65	13,634.73	<b>83,458.02</b>
MAR	50,637.08	12,659.27	12,646.82	<b>75,943.17</b>	56,308.72	14,077.18	13,767.76	<b>84,153.66</b>
APR	51,434.48	12,858.61	12,824.76	<b>77,117.85</b>	51,255.32	12,813.83	12,475.55	<b>76,544.70</b>
MAY	68,671.54	17,167.89	17,012.76	<b>102,852.19</b>	58,663.20	14,665.80	14,074.45	<b>87,403.45</b>
JUN	65,008.00	16,252.00	19,439.97	<b>100,699.97</b>	47,805.40	11,951.34	11,489.95	<b>71,246.69</b>
JUL	65,972.27	16,493.06	16,490.53	<b>98,955.86</b>	56,403.73	14,100.94	13,673.07	<b>84,177.74</b>
AUG	64,814.44	16,203.61	16,172.78	<b>97,190.83</b>				<b>0.00</b>
SEPT	54,061.24	13,515.30	13,440.49	<b>81,017.03</b>				<b>0.00</b>
OCT*	76,500.74	19,125.18	18,947.42	<b>114,573.34</b>				<b>0.00</b>
NOV*	65,732.13	16,502.16	16,433.03	<b>98,667.32</b>				<b>0.00</b>
YEAR TOTAL	730,140.11	182,604.13	185,073.51	<b>1,097,817.75</b>	423,308.82	105,827.20	102,833.88	<b>631,969.90</b>

\*Accrued in month earned to reflect in the proper fiscal year

- Permits and Licenses revenues total \$1,890 this month, year to date total of \$38,052. This is compared to \$67,400 collected at this time last year. Inspection fees collected are \$20,215 while fees paid for inspections are \$22,745 as of the end of June.

Water Impact fees collected this year total \$7,242, unchanged from last month. No Sewer impact fees have been collected. All Impact Fees are posted to Fund 32 Utility Capital Improvements and do not show on this budget report.

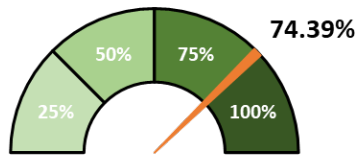
- Municipal Court revenue for the month of June is \$3,283, year to date totaling \$90,177 or 81.98% of projection. This compares to \$81,233 at this time last year.
- Interest revenue is at \$68,761 year to date, far ahead of budget projections, which were done very conservatively.

## Expenditures (GF)

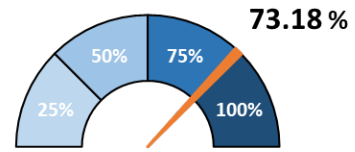
Expenditures in the General Fund are currently shown at \$2,084,468, 74.09% of budget. All departments are near or below expected levels for this time of year.

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

Operating Revenues received year-to-date through June total \$1,981,228. Operating expenses are \$1,529,672.



Enterprise Fund Revenue as % of Budget



Enterprise Fund Operating Expense as % of Budget

**RECOMMENDATION:** Council to approve June 2023 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

**City of Richwood**  
**Operational Budget Report**  
**10/1/2022 -06/30/2023**

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
<b>Revenue</b>							<b>75% of year</b>
Taxes	2,433,741.56	102,447.42	2,462,001.51	2,960,070.00	2,960,070.00	498,068.49	83.17%
Property taxes, including delinquent & penalties	1,879,059.79	33,570.14	1,947,744.70	2,039,070.00	2,039,070.00		95.52%
Franchise Taxes	151,622.48	21,071.88	147,351.72	196,000.00	196,000.00		75.18%
Sales Tax	403,059.29	47,805.40	366,905.09	725,000.00	725,000.00		50.61%
Licenses and permits	67,400.42	1,890.00	38,052.28	88,250.00	88,250.00	50,197.72	43.12%
Intergovernmental revenue	15,719.85	0.00	1,129.15	1,000.00	1,000.00	(129.15)	Ahead of Budget
Charges for services - Municipal Bldg Rental	5,140.00	275.00	7,000.00	7,000.00	7,000.00	0.00	100.00%
Municipal Court Revenue	81,233.07	3,283.42	90,176.89	110,000.00	110,000.00	19,823.11	81.98%
Special Revenues	41.51	3.00	8,020.73	1,350.00	1,350.00	(6,670.73)	Ahead of Budget
Interest	3,247.95	12,087.49	68,760.97	2,500.00	2,500.00	(66,260.97)	Ahead of Budget
Miscellaneous revenue	37,497.69	3,237.38	55,084.83	50,000.00	50,000.00	(5,084.83)	Ahead of Budget
Inspection Fees	22,770.00	2,530.00	22,745.00	35,000.00	35,000.00		
Miscellaneous Income	11,852.69	(642.62)	28,389.83	10,000.00	10,000.00		
Parks & Recreation - Park Pavillion Rentals	2,875.00	575.00	2,725.00	5,000.00	5,000.00		
Parks & Recreation - Sports Field Rental	0.00	775.00	1,225.00	0.00	0.00		
<b>Total Revenue</b>	<b>2,644,022.05</b>	<b>123,223.71</b>	<b>2,730,226.36</b>	<b>3,220,170.00</b>	<b>3,220,170.00</b>	<b>489,943.64</b>	<b>84.79%</b>
<b>Expenditures</b>							
<b>General Government Administration</b>							
Personnel & Benefits	340,903.49	37,095.90	338,661.94	471,868.00	471,868.00	133,206.06	71.77%
Supplies	8,716.82	(427.37)	13,224.69	18,900.00	18,900.00	5,675.31	69.97%
Maintenance & Repair	2,766.83	1,082.39	4,136.40	4,000.00	4,000.00	(136.40)	Over Budget
Utilities	9,389.43	1,117.50	8,098.04	14,700.00	14,700.00	6,601.96	55.09%
Professional Services	125,353.42	16,354.04	151,411.93	184,300.00	184,300.00	32,888.07	82.16%
Other Services	51,253.62	47,208.62	88,148.04	71,500.00	71,500.00	(16,648.04)	Over Budget
Capital Equipment	3,068.82	572.08	41,841.83	37,600.00	37,600.00	(4,241.83)	Over Budget
<b>Total Administration</b>	<b>541,452.43</b>	<b>103,003.16</b>	<b>645,522.87</b>	<b>802,868.00</b>	<b>802,868.00</b>	<b>157,345.13</b>	<b>80.40%</b>
<b>Judicial</b>							
Personnel & Benefits	49,834.24	5,482.18	52,141.04	73,735.00	73,735.00	21,593.96	70.71%
Supplies	252.67	0.00	0.00	2,300.00	2,300.00	2,300.00	0.00%
Professional Services	18,258.40	740.00	14,007.20	20,350.00	20,350.00	6,342.80	68.83%
Other Services	205.00	0.00	130.00	1,000.00	1,000.00	870.00	13.00%
<b>Total Judicial</b>	<b>68,550.31</b>	<b>6,222.18</b>	<b>66,278.24</b>	<b>97,385.00</b>	<b>97,385.00</b>	<b>31,106.76</b>	<b>68.06%</b>
<b>Permitting &amp; Inspections</b>							
Personnel & Benefits	26,817.50	0.00	22,055.00	40,000.00	40,000.00	17,945.00	55.14%
Supplies	531.20	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%
<b>Total Permitting &amp; Inspections</b>	<b>27,348.70</b>	<b>0.00</b>	<b>22,055.00</b>	<b>42,500.00</b>	<b>42,500.00</b>	<b>20,445.00</b>	<b>51.89%</b>
<b>Special Revenue Expenditures</b>							
Supplies	1,141.50	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
<b>Total Special Revenue Expenditures</b>	<b>1,141.50</b>	<b>0.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00%</b>
<b>Total General Government</b>	<b>638,492.94</b>	<b>109,225.34</b>	<b>733,856.11</b>	<b>944,253.00</b>	<b>944,253.00</b>	<b>210,396.89</b>	<b>77.72%</b>
<b>Public Safety</b>							
<b>Police Department</b>							
Personnel & Benefits	557,446.47	61,719.26	632,092.38	872,524.00	872,524.00	240,431.62	72.44%
Supplies	30,794.10	3,321.19	41,295.73	51,000.00	51,000.00	9,704.27	80.97%
Maintenance & Repair	23,085.40	5,471.88	25,660.37	28,350.00	28,350.00	2,689.63	90.51%
Utilities	11,533.90	1,629.99	14,301.51	14,500.00	14,500.00	198.49	98.63%
Professional Services	101,460.28	0.00	126,154.17	159,556.00	159,556.00	33,401.83	79.07%
Other Services	15,595.93	0.00	15,652.16	18,200.00	18,200.00	2,547.84	86.00%
Capital Equipment	4,059.90	69.67	1,566.47	10,625.00	10,625.00	9,058.53	14.74%
<b>Total Police Department</b>	<b>743,975.98</b>	<b>72,211.99</b>	<b>856,722.79</b>	<b>1,154,755.00</b>	<b>1,154,755.00</b>	<b>298,032.21</b>	<b>74.19%</b>
<b>Fire Department</b>							
Personnel & Benefits	16,354.60	296.01	16,511.23	38,461.00	38,461.00	21,949.77	42.93%
Supplies	5,618.38	323.49	13,264.60	19,000.00	19,000.00	5,735.40	69.81%
Maintenance & Repair	24,183.02	0.00	29,579.16	30,500.00	30,500.00	920.84	96.98%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Utilities	3,929.23	477.39	4,084.18	5,000.00	5,000.00	915.82	81.68%
Professional Services	69,893.75	0.00	100,357.00	160,907.00	160,907.00	60,550.00	62.37%
Other Services	24,972.62	12,019.27	33,038.51	27,000.00	27,000.00	(6,038.51)	Over Budget
Capital Equipment	49,025.63	0.00	37,828.44	64,712.00	64,712.00	26,883.56	58.46%
<b>Total Fire Department</b>	<b>193,977.23</b>	<b>13,116.16</b>	<b>234,663.12</b>	<b>345,580.00</b>	<b>345,580.00</b>	<b>110,916.88</b>	<b>67.90%</b>
<b>Code Enforcement</b>							
Personnel & Benefits	500.00	4,600.46	35,872.42	62,721.00	62,721.00	26,848.58	57.19%
Supplies	125.00	99.30	536.64	2,000.00	2,000.00	1,463.36	26.83%
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%
<b>Total Code Enforcement</b>	<b>625.00</b>	<b>4,699.76</b>	<b>36,409.06</b>	<b>67,221.00</b>	<b>67,221.00</b>	<b>30,811.94</b>	<b>54.16%</b>
<b>Total Public Safety</b>	<b>938,578.21</b>	<b>90,027.91</b>	<b>1,127,794.97</b>	<b>1,567,556.00</b>	<b>1,567,556.00</b>	<b>439,761.03</b>	<b>71.95%</b>
<b>Public Works</b>							
<b>City Maintenance</b>							
Personnel & Benefits	76,720.55	8,734.98	72,506.64	112,568.00	112,568.00	40,061.36	64.41%
Supplies	14,106.00	1,721.71	18,069.56	15,950.00	15,950.00	(2,119.56)	Over Budget
Maintenance & Repair	30,559.75	1,140.50	34,510.01	36,510.00	36,510.00	1,999.99	94.52%
Utilities	19,717.84	3,162.35	28,617.11	44,700.00	44,700.00	16,082.89	64.02%
Other Services	8,810.43	15,885.67	18,656.38	10,100.00	10,100.00	(8,556.38)	Over Budget
Capital Equipment	59,422.00	0.00	15,258.17	15,000.00	140,000.00	124,741.83	101.72%
<b>Total City Maintenance</b>	<b>209,336.57</b>	<b>30,645.21</b>	<b>187,617.87</b>	<b>234,828.00</b>	<b>359,828.00</b>	<b>172,210.13</b>	<b>79.90%</b>
<b>Parks and Recreation</b>							
Supplies	2,605.17	0.00	2,912.51	3,800.00	3,800.00	887.49	76.65%
Maintenance & Repair	25,549.52	1,532.11	15,612.26	31,000.00	31,000.00	15,387.74	50.36%
Utilities	1,801.72	249.92	2,256.14	4,000.00	4,000.00	1,743.86	56.40%
Other Services	9,735.47	7,687.28	14,418.63	18,050.00	18,050.00	3,631.37	79.88%
<b>Total Parks and Recreation</b>	<b>39,691.88</b>	<b>9,469.31</b>	<b>35,199.54</b>	<b>56,850.00</b>	<b>56,850.00</b>	<b>21,650.46</b>	<b>61.92%</b>
<b>Emergency/Disaster</b>							
Contract Labor	215,926.90	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total Emergency/Disaster</b>	<b>215,926.90</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
Miscellaneous	0.00	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%
<b>Total Expenditures</b>	<b>2,042,026.50</b>	<b>239,367.77</b>	<b>2,084,468.49</b>	<b>2,813,487.00</b>	<b>2,938,487.00</b>	<b>854,018.51</b>	<b>74.09%</b>
<b>Other Financing Sources and Uses</b>							
<b>Sources</b>							
Transfers In	127,218.50	0.00	15,000.00	590,000.00	590,000.00	575,000.00	2.54%
<b>Total Sources</b>	<b>127,218.50</b>	<b>0.00</b>	<b>15,000.00</b>	<b>590,000.00</b>	<b>590,000.00</b>	<b>575,000.00</b>	<b>2.54%</b>
<b>Uses</b>							
Transfers Out	454,128.00	11,338.96	373,990.57	904,000.00	904,000.00	530,009.43	41.37%
<b>Total Uses</b>	<b>454,128.00</b>	<b>11,338.96</b>	<b>373,990.57</b>	<b>904,000.00</b>	<b>904,000.00</b>	<b>530,009.43</b>	<b>41.37%</b>
<b>Total Other Financing Sources and Uses</b>	<b>(326,909.50)</b>	<b>(11,338.96)</b>	<b>(358,990.57)</b>	<b>(314,000.00)</b>	<b>(314,000.00)</b>	<b>44,990.57</b>	<b>114.33%</b>
<b>Total - 10 GENERAL FUND</b>	<b>275,086.05</b>	<b>(127,483.02)</b>	<b>286,767.30</b>	<b>92,683.00</b>	<b>(32,317.00)</b>	<b>319,084.30</b>	

City of Richwood Operational Budget Report 10/1/2022 -06/30/2023							
30 Water & Sewer Enterprise Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Revised Budget	Remaining Budget	% Earned/Used
<b>Net Operating Income (Loss)</b>							
<b>Operating income</b>							<b>75% of year</b>
Sewer Department	677,433.29	84,269.17	706,193.84	956,700.00	956,700.00	250,506.16	73.82%
Water Department	872,517.36	119,252.62	1,019,960.45	1,381,600.00	1,381,600.00	361,639.55	73.82%
Solid Waste Department	245,594.44	28,316.51	255,073.80	325,000.00	325,000.00	69,926.20	78.48%
<b>Total Operating income</b>	<b>1,795,545.09</b>	<b>231,838.30</b>	<b>1,981,228.09</b>	<b>2,663,300.00</b>	<b>2,663,300.00</b>	<b>682,071.91</b>	<b>74.39%</b>
<b>Operating expense</b>							
<b>Sewer Department</b>							
Personnel & Benefits	114,712.46	9,746.97	127,860.39	184,767.00	184,767.00	56,906.61	69.20%
Supplies	4,994.96	606.75	5,265.41	10,200.00	10,200.00	4,934.59	51.62%
Maintenance & Repair	61,571.68	16,496.15	61,282.37	73,940.00	73,940.00	12,657.63	82.88%
Professional Services	693,186.29	0.00	347,108.71	580,000.00	580,000.00	232,891.29	59.85%
Other Services	5,122.09	0.00	3,872.72	5,400.00	5,400.00	1,527.28	71.72%
<b>Total Sewer Department</b>	<b>879,587.48</b>	<b>26,849.87</b>	<b>545,389.60</b>	<b>854,307.00</b>	<b>854,307.00</b>	<b>308,917.40</b>	<b>63.84%</b>
<b>Water Department</b>							
Personnel & Benefits	137,032.11	18,385.77	171,069.81	221,306.00	221,306.00	50,236.19	77.30%
Supplies	13,376.33	1,360.97	19,498.50	24,500.00	24,500.00	5,001.50	79.59%
Maintenance & Repair	89,199.88	10,281.00	137,909.61	134,400.00	134,400.00	(3,509.61)	Over Budget
Utilities	40,171.45	6,634.75	48,111.31	71,900.00	71,900.00	23,788.69	66.91%
Professional Services	66,257.63	25,132.50	108,135.41	58,000.00	95,000.00	(13,135.41)	Over Budget <sup>1</sup>
Other Services	256,250.83	63,691.21	301,980.04	405,200.00	405,200.00	103,219.96	74.53%
Capital Equipment	2,706.93	187.10	2,593.26	3,610.00	3,610.00	1,016.74	71.84%
<b>Total Water Department</b>	<b>604,995.16</b>	<b>125,673.30</b>	<b>789,297.94</b>	<b>918,916.00</b>	<b>955,916.00</b>	<b>166,618.06</b>	<b>85.89%</b>
<b>Solid Waste Department</b>							
Professional Services	161,360.61	24,453.79	194,984.87	280,000.00	280,000.00	84,907.13	69.64%
<b>Total Solid Waste Department</b>	<b>161,360.61</b>	<b>24,453.79</b>	<b>194,984.87</b>	<b>280,000.00</b>	<b>280,000.00</b>	<b>85,015.13</b>	<b>69.64%</b>
<b>Total Operating expense</b>	<b>1,645,943.25</b>	<b>176,976.96</b>	<b>1,529,672.41</b>	<b>2,053,223.00</b>	<b>2,090,223.00</b>	<b>560,550.59</b>	<b>73.18%</b>
<b>Total Net Operating Income (Loss)</b>	<b>149,601.84</b>	<b>54,861.34</b>	<b>451,555.68</b>	<b>610,077.00</b>	<b>573,077.00</b>	<b>121,521.32</b>	<b>74.02%</b>
<b>Non-Operating Items</b>							
<b>Non-operating income</b>							
Interest income	245.52	527.33	891.20	500.00	500.00	(391.20)	Ahead of Budget
Grants	360,308.98	0.00	65,389.82	0.00	0.00	(65,389.82)	Ahead of Budget
Other income	730.54	9.46	2,938.59	1,000.00	1,000.00	(1,938.59)	Ahead of Budget
Transfers In	10,000.00	0.00	37,000.00	37,000.00	37,000.00	0.00	At Budget
<b>Total Non-operating income</b>	<b>371,285.04</b>	<b>536.79</b>	<b>106,219.61</b>	<b>38,500.00</b>	<b>38,500.00</b>	<b>67,719.61</b>	<b>275.90%</b>
<b>Non-operating expense</b>							
Debt Service	271,624.25	750.00	188,987.81	363,615.00	363,615.00	174,627.19	51.97%
Transfers Out	56,000.00	0.00	125,979.02	56,000.00	56,000.00	(69,979.02)	Over Budget
<b>Total Non-operating expense</b>	<b>327,624.25</b>	<b>750.00</b>	<b>314,966.83</b>	<b>419,615.00</b>	<b>419,615.00</b>	<b>104,648.17</b>	<b>75.06%</b>
Depreciation Expense	0.00	0.00	0.00	350,000.00	350,000.00	350,000.00	0.00%
<b>Total Non-Operating Items</b>	<b>43,660.79</b>	<b>(213.21)</b>	<b>(208,747.22)</b>	<b>(731,115.00)</b>	<b>(731,115.00)</b>	<b>522,367.78</b>	<b>Ahead of Budget</b>
<b>Total - 30 Water &amp; Sewer Enterprise Fund</b>	<b>193,262.63</b>	<b>54,648.13</b>	<b>242,808.46</b>	<b>(121,038.00)</b>	<b>(158,038.00)</b>	<b>400,846.46</b>	<b>Ahead of Budget</b>

**Budget Amendments:**

<sup>1</sup> Temporary ground storage - Water approved by CC 10/10/2022