



AGENDA MEMORANDUM – MARCH 14, 2022

ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

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

BACKGROUND INFORMATION:

The information provided is for the FY 2021-2022 budget period, month ending January 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 January may include corrections from prior months.

DISCUSSION:

Attached is the budget report for January 2022, which is the fourth month of Fiscal Year 22. 33.3% of the year has passed. The report reflects the original budget as approved for FY22 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 January 31, 2022, General Fund revenues total \$1,856,404, 60.23% of projection. General Fund expenditures total \$1,200,852, 47.19% of budget.

Revenue (GF)

Total Revenue collected in the General fund is at 60.23% of projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of January is \$1,621,010, 84.58% of projection. The majority of property tax revenue is realized in December – January.
- Sales Tax revenue received in January, earned in November, is \$56,126. CCPD received \$13,926 and for Transportation fund the amount is 14,032.
- Permits and Licenses revenues total \$5,677 for January, \$18,390 year to date. Inspection fees collected year to date are \$10,120.

Impact fees on new construction are posted to Fund 32 Utility Capital Improvements. To date, we have collected \$7,242 for 3 Water Impact Fees. No impact fees have been collected this year for sewer.

- Court revenue for January is \$7,720 for a YTD total of \$27,548.



Expenditures (GF)

Expenditures in the General Fund are 47.19% of budget. Our largest expenditure to date is the debris removal following Hurricane Nicholas. Due to this large expenditure, our budget % is high but will even out as the year progresses.

30-Water, Sewer and Solid Waste Fund

Operating Revenues received through January total \$781,563, 31.94% of projection for the year. Total operating expense through January is \$667,350, 34.69% of budget.

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

City of Richwood Operational Budget Report 10/1/2021 - 01/31/2022							
10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							33% of year
Taxes	1,607,735.18	784,856.20	1,789,545.99	2,786,463.00	2,786,463.00	996,917.01	64.22%
Property taxes, including delinquent & penalties	1,452,518.68	728,730.08	1,621,010.25	1,916,463.00	1,916,463.00		84.58%
Franchise Taxes	55,372.71	0.00	58,842.31	190,000.00	190,000.00		30.97%
Sales Tax	99,843.79	56,126.12	109,693.43	680,000.00	680,000.00		16.13%
Licenses and permits	22,343.34	5,677.00	18,389.92	96,100.00	96,100.00	77,710.08	19.14%
Intergovernmental revenue	10,966.08	0.00	7,000.00	1,000.00	1,000.00	(6,000.00)	Ahead of Budget
Charges for services	100.00	300.00	2,440.00	10,000.00	10,000.00	7,560.00	24.40%
Fines and forfeitures	15,217.91	7,720.27	27,547.87	140,000.00	140,000.00	112,452.13	19.68%
Special Revenues	81.01	9.64	(109.36)	1,500.00	1,500.00	1,609.36	-7.29%
Interest	749.13	61.23	312.18	1,200.00	1,200.00	887.82	26.02%
Miscellaneous revenue	14,100.38	3,177.63	11,277.15	46,000.00	46,000.00	34,722.85	24.52%
Inspection Fees	10,095.00	2,530.00	10,120.00	30,000.00	30,000.00		
Miscellaneous Income	3,580.38	347.63	757.15	10,000.00	10,000.00		
Parks & Recreation - Park Pavillion Rentals	425.00	300.00	400.00	6,000.00	6,000.00		
Total Revenue	1,671,293.03	801,801.97	1,856,403.75	3,082,263.00	3,082,263.00	1,225,859.25	60.23%
Expenditures							
General Government							
Administration							
Personnel & Benefits	130,476.96	52,086.45	157,989.64	445,617.00	445,617.00	287,627.36	35.45%
Supplies	5,024.75	1,334.49	3,999.80	18,700.00	18,700.00	14,700.20	21.39%
Maintenance & Repair	589.88	39.24	1,005.13	5,000.00	5,000.00	3,994.87	20.10%
Utilities	4,801.16	1,517.68	4,942.27	14,000.00	14,000.00	9,057.73	35.30%
Professional Services	114,148.49	6,413.94	74,979.23	128,300.00	128,300.00	53,320.77	58.44%
Other Services	17,803.22	36.36	15,734.27	62,680.00	62,680.00	46,945.73	25.10%
Capital Equipment	6,235.03	681.96	1,635.23	5,100.00	5,100.00	3,464.77	32.06%
Total Administration	279,079.49	62,110.12	260,285.57	679,397.00	679,397.00	419,111.43	38.31%
Judicial							
Personnel & Benefits	19,946.39	7,746.46	23,053.26	70,402.00	70,402.00	47,348.74	32.75%
Supplies	599.62	0.00	252.67	2,300.00	2,300.00	2,047.33	10.99%
Professional Services	8,582.00	0.00	10,722.00	18,350.00	18,350.00	7,628.00	58.43%
Other Services	3,259.52	0.00	75.00	1,000.00	1,000.00	925.00	7.50%
Total Judicial	32,387.53	7,746.46	34,102.93	92,052.00	92,052.00	57,949.07	37.05%
Permitting & Inspections							
Personnel & Benefits	11,460.00	2,175.00	9,075.00	68,100.00	68,100.00	59,025.00	13.33%
Supplies	175.00	0.00	178.10	5,000.00	5,000.00	4,821.90	3.56%
Professional Services	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Permitting & Inspections	11,635.00	2,175.00	9,253.10	74,600.00	74,600.00	65,346.90	12.40%
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	323,102.02	72,031.58	303,641.60	847,549.00	847,549.00	543,907.40	35.83%
Public Safety							
Police Department							
Personnel & Benefits	298,347.26	95,647.46	268,572.26	870,078.00	870,078.00	601,505.74	30.87%
Supplies	5,984.56	8,649.68	17,310.70	32,000.00	32,000.00	14,689.30	54.10%
Maintenance & Repair	15,043.17	1,653.05	11,387.78	31,400.00	31,400.00	20,012.22	36.27%
Utilities	4,581.20	970.90	4,030.79	13,000.00	13,000.00	8,969.21	31.01%
Professional Services	15,336.56	89,410.00	119,720.06	146,028.00	146,028.00	26,307.94	81.98%
Other Services	14,851.35	50.00	16,118.93	14,600.00	14,600.00	(1,518.93)	Over Budget
Capital Equipment	3,124.40	374.20	3,462.81	4,625.00	4,625.00	1,162.19	74.87%
Total Police Department	357,268.50	196,755.29	440,603.33	1,111,731.00	1,111,731.00	671,127.67	39.63%
Fire Department							
Personnel & Benefits	3,407.30	0.00	7,873.60	31,934.00	31,934.00	24,060.40	24.66%
Supplies	1,091.27	663.39	2,566.19	16,400.00	16,400.00	13,833.81	15.65%
Maintenance & Repair	390.78	0.00	2,053.00	21,100.00	21,100.00	19,047.00	9.73%
Utilities	1,221.87	589.25	1,548.00	5,100.00	5,100.00	3,552.00	30.35%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Professional Services	52,500.00	38,311.00	65,093.75	110,000.00	110,000.00	44,906.25	59.18%
Other Services	10,294.06	948.00	13,905.28	15,450.00	15,450.00	1,544.72	90.00%
Capital Equipment	34,428.84	2,063.70	34,786.37	64,712.00	64,712.00	29,925.63	53.76%
Total Fire Department	103,334.12	42,575.34	127,826.19	264,696.00	264,696.00	136,869.81	48.29%
Code Enforcement							
Personnel & Benefits	(254.00)	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Professional Services	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Other Services	736.00	0.00	0.00	800.00	800.00	800.00	0.00%
Total Code Enforcement	482.00	0.00	0.00	2,800.00	2,800.00	2,800.00	0.00%
Total Public Safety	461,084.62	239,330.63	568,429.52	1,379,227.00	1,379,227.00	810,797.48	41.21%
Public Works							
City Maintenance							
Personnel & Benefits	32,439.23	11,781.17	35,387.82	101,555.00	101,555.00	66,167.18	34.85%
Supplies	4,304.85	1,371.16	4,531.19	17,000.00	17,000.00	12,468.81	26.65%
Maintenance & Repair	9,702.13	2,882.15	17,349.14	43,500.00	43,500.00	26,150.86	39.88%
Utilities	7,151.78	2,441.11	7,380.53	35,900.00	35,900.00	28,519.47	20.56%
Other Services	2,540.73	0.00	2,621.36	6,300.00	6,300.00	3,678.64	41.61%
Capital Equipment	2,125.86	33,240.00	33,240.00	60,000.00	60,000.00	26,760.00	55.40%
Total City Maintenance	58,264.58	51,715.59	100,510.04	264,255.00	264,255.00	163,744.96	38.04%
Parks and Recreation							
Supplies	511.47	0.00	1,084.28	2,800.00	2,800.00	1,715.72	38.72%
Maintenance & Repair	17,277.68	2,833.99	7,953.19	25,000.00	25,000.00	17,046.81	31.81%
Utilities	626.08	255.16	566.48	2,700.00	2,700.00	2,133.52	20.98%
Other Services	6,044.75	0.00	2,739.74	16,300.00	16,300.00	13,560.26	16.81%
Total Parks and Recreation	24,459.98	3,089.15	12,343.69	46,800.00	46,800.00	34,456.31	26.38%
Emergency/Disaster							
Contract Labor	0.00	0.00	215,926.90	0.00	312,500.00	96,573.10	69.10%
Total Emergency/Disaster	0.00	0.00	215,926.90	0.00	312,500.00	96,573.10	0.00%
Miscellaneous	38,208.00	0.00	0.00	7,000.00	7,000.00	7,000.00	0.00%
Development Agreements	0	0	0	7,000.00	7,000.00	7,000.00	0.00%
Total Expenditures	905,119.20	366,166.95	1,200,851.75	2,544,831.00	2,857,331.00	1,656,479.25	47.19%
Other Financing Sources and Uses							
Sources							
Transfers In	0.00	67,500.00	67,500.00	127,500.00	127,500.00	60,000.00	52.94%
Total Sources	0.00	67,500.00	67,500.00	127,500.00	127,500.00	60,000.00	52.94%
Uses							
Transfers Out	317,000.00	0.00	454,128.00	454,128.00	454,128.00	0.00	100.00%
Total Uses	317,000.00	0.00	454,128.00	454,128.00	454,128.00	0.00	100.00%
Total Other Financing Sources and Uses	(317,000.00)	67,500.00	(386,628.00)	(326,628.00)	(326,628.00)	60,000.00	118.37%
Total - 10 GENERAL FUND	449,173.83	503,135.02	268,924.00	210,804.00	(101,696.00)	370,620.00	Ahead of Budget

City of Richwood Operational Budget Report 10/1/2021 - 01/31/2022							
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							33% of year
Sewer Department	290,898.74	76,207.21	296,401.17	907,100.00	907,100.00	610,698.83	32.68%
Water Department	384,257.40	95,808.44	378,671.82	1,230,000.00	1,230,000.00	851,328.18	30.79%
Solid Waste Department	105,229.90	27,702.98	106,489.88	310,000.00	310,000.00	203,510.12	34.35%
Total Operating income	780,386.04	199,718.63	781,562.87	2,447,100.00	2,447,100.00	1,665,537.13	31.94%
Operating expense							
Sewer Department							
Personnel & Benefits	50,025.33	17,149.07	55,265.05	180,056.00	180,056.00	124,790.95	30.69%
Supplies	1,654.90	1,239.35	2,581.60	11,500.00	11,500.00	8,918.40	22.45%
Maintenance & Repair	7,635.66	5,817.80	33,197.09	59,950.00	59,950.00	26,752.91	55.37%
Utilities	0.00	0.00	0.00	25,000.00	25,000.00	25,000.00	0.00%
Professional Services	249,378.95	168,829.29	263,728.44	574,580.00	574,580.00	310,851.56	45.90%
Other Services	5,358.66	0.00	5,122.09	5,100.00	5,100.00	(22.09)	Ahead of Budget
Total Sewer Department	314,053.50	193,035.51	359,894.27	856,186.00	856,186.00	496,291.73	42.03%
Water Department							
Personnel & Benefits	45,351.66	19,368.21	56,265.05	205,579.00	205,579.00	149,313.95	27.37%
Supplies	13,463.37	1,851.87	5,471.84	21,300.00	21,300.00	15,828.16	25.69%
Maintenance & Repair	29,486.80	13,135.16	30,947.10	78,010.00	78,010.00	47,062.90	39.67%
Utilities	17,358.77	5,065.18	15,000.80	84,500.00	84,500.00	69,499.20	17.75%
Professional Services	10,201.36	9,720.92	40,714.76	51,500.00	51,500.00	10,785.24	79.06%
Other Services	109,460.63	0.00	89,403.96	343,000.00	343,000.00	253,596.04	26.07%
Capital Equipment	1,203.08	601.54	1,203.08	3,610.00	3,610.00	2,406.92	33.33%
Total Water Department	226,525.67	49,742.88	239,006.59	787,499.00	787,499.00	548,492.41	30.35%
Solid Waste Department							
Professional Services	65,873.00	23,227.81	68,449.37	280,000.00	280,000.00	211,442.63	24.45%
Total Solid Waste Department	65,873.00	23,227.81	68,449.37	280,000.00	280,000.00	211,550.63	24.45%
Total Operating expense	606,452.17	266,006.20	667,350.23	1,923,685.00	1,923,685.00	1,256,334.77	34.69%
Total Net Operating Income (Loss)	173,933.87	(66,287.57)	114,212.64	523,415.00	523,415.00	409,202.36	21.82%
Non-Operating Items							
Non-operating income							
Interest income	328.47	23.35	99.31	1,000.00	1,000.00	900.69	9.93%
Grants	21,460.80	0.00	0.00	0.00	0.00	0.00	At Budget
Other income	1,132.24	16.71	55.68	0.00	0.00	(55.68)	not budgeted
Transfers In	80,000.00	0.00	10,000.00	10,000.00	10,000.00	0.00	At Budget
Total Non-operating income	102,921.51	40.06	10,154.99	11,000.00	11,000.00	845.01	92.32%
Non-operating expense							
Debt Service	0.00	0.00	0.00	336,949.00	336,949.00	336,949.00	0.00%
Transfers Out	56,000.00	0.00	56,000.00	56,000.00	56,000.00	0.00	At Budget
Total Non-operating expense	56,000.00	0.00	56,000.00	392,949.00	392,949.00	336,949.00	14.25%
Depreciation Expense	0.00	0.00	0.00	300,000.00	300,000.00	300,000.00	0.00%
Total Non-Operating Items	46,921.51	40.06	(45,845.01)	(681,949.00)	(681,949.00)	636,103.99	Ahead of Budget
Total - 30 Water & Sewer Enterprise Fund	220,855.38	(66,247.51)	68,367.63	(158,534.00)	(158,534.00)	226,901.63	Ahead of Budget