



AGENDA MEMORANDUM – MARCH 14, 2022

ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: Receive and/or approve the February 2021 Budget Report

BACKGROUND INFORMATION:

The information provided is for the FY 2021-2022 budget period, month ending February 28, 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 February may include corrections from prior months.

DISCUSSION:

Attached is the budget report for February 2022, which is the fifth month of Fiscal Year 22. 41.2% 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 February 28, 2022, General Fund revenues total \$2,089,075. General Fund expenditures total \$1,304,454.

Revenue (GF)

Total Revenue collected in the General fund is at 67.78% of budget.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of February is \$1,744,574, 91.03% of projection.
- Sales Tax revenue received in February, earned in December, is \$57,615. CCPD received \$14,522 and for Transportation fund the amount is \$14,404.
- Permits and Licenses revenues total \$8,914 for February, \$27,304 year to date. Inspection fees collected year to date are \$12,650.

Impact fees on new construction are posted to Fund 32 Utility Capital Improvements. To date, we have collected \$12,070 for 5 Water Impact Fees. No impact fees have been collected this year for sewer.

- Court revenue for February is \$9,340 for a YTD total of \$36,888.



Expenditures (GF)

Expenditures in the General Fund are 51.26% of budget

30-Water, Sewer and Solid Waste Fund

Operating Revenues received through February total \$985,542, 40.27% of projection for the year. Total operating expense through February is \$802,487, 41.72% of budget.

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

City of Richwood Operational Budget Report 10/1/2021 - 02/28/2022							
10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							41% of year
Taxes	1,861,996.80	209,709.33	1,999,255.32	2,786,463.00	2,786,463.00	787,207.68	71.75%
Property taxes, including delinquent & penalties	1,630,414.83	123,564.11	1,744,574.36	1,916,463.00	1,916,463.00		91.03%
Franchise Taxes	82,728.97	28,530.46	87,372.77	190,000.00	190,000.00		45.99%
Sales Tax	148,853.00	57,614.76	167,308.19	680,000.00	680,000.00		24.60%
Licenses and permits	32,505.64	8,914.46	27,304.38	96,100.00	96,100.00	68,795.62	28.41%
Intergovernmental revenue	10,966.08	939.85	7,939.85	1,000.00	1,000.00	(6,939.85)	Ahead of Budget
Charges for services	100.00	650.00	3,090.00	10,000.00	10,000.00	6,910.00	30.90%
Fines and forfeitures	18,702.54	9,340.47	36,888.34	140,000.00	140,000.00	103,111.66	26.35%
Special Revenues	1,166.96	0.00	(109.36)	1,500.00	1,500.00	1,609.36	-7.29%
Interest	808.91	24.94	337.12	1,200.00	1,200.00	862.88	28.09%
Miscellaneous revenue	18,731.87	3,092.50	14,369.65	46,000.00	46,000.00	31,630.35	31.24%
Inspection Fees	12,625.00	2,530.00	12,650.00	30,000.00	30,000.00		
Miscellaneous Income	5,681.87	437.50	1,194.65	10,000.00	10,000.00		
Parks & Recreation - Park Pavillion Rentals	425.00	125.00	525.00	6,000.00	6,000.00		
Total Revenue	1,944,978.80	232,671.55	2,089,075.30	3,082,263.00	3,082,263.00	993,187.70	67.78%
Expenditures							
General Government							
Administration							
Personnel & Benefits	162,441.40	45,004.92	202,994.56	445,617.00	445,617.00	242,622.44	45.55%
Supplies	5,926.22	517.00	4,516.80	18,700.00	18,700.00	14,183.20	24.15%
Maintenance & Repair	747.16	344.55	1,349.68	5,000.00	5,000.00	3,650.32	26.99%
Utilities	6,120.52	1,473.92	6,416.19	14,000.00	14,000.00	7,583.81	45.83%
Professional Services	135,732.67	4,443.21	79,422.44	128,300.00	128,300.00	48,877.56	61.90%
Other Services	18,540.20	650.52	16,384.79	62,680.00	62,680.00	46,295.21	26.14%
Capital Equipment	6,304.70	69.67	1,704.90	5,100.00	5,100.00	3,395.10	33.43%
Total Administration	335,812.87	52,503.79	312,789.36	679,397.00	679,397.00	366,607.64	46.04%
Judicial							
Personnel & Benefits	25,112.19	5,277.62	28,330.88	70,402.00	70,402.00	42,071.12	40.24%
Supplies	699.75	0.00	252.67	2,300.00	2,300.00	2,047.33	10.99%
Professional Services	9,502.00	0.00	10,722.00	18,350.00	18,350.00	7,628.00	58.43%
Other Services	4,050.72	130.00	205.00	1,000.00	1,000.00	795.00	20.50%
Total Judicial	39,364.66	5,407.62	39,510.55	92,052.00	92,052.00	52,541.45	42.92%
Permitting & Inspections							
Personnel & Benefits	11,797.50	3,065.00	12,140.00	68,100.00	68,100.00	55,960.00	17.83%
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	11,972.50	3,065.00	12,318.10	74,600.00	74,600.00	62,281.90	16.51%
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	387,150.03	60,976.41	364,618.01	847,549.00	847,549.00	482,930.99	43.02%
Public Safety							
Police Department							
Personnel & Benefits	368,277.45	58,513.09	327,085.35	870,078.00	870,078.00	542,992.65	37.59%
Supplies	12,796.88	585.79	17,896.49	32,000.00	32,000.00	14,103.51	55.93%
Maintenance & Repair	17,023.80	1,045.05	12,432.83	31,400.00	31,400.00	18,967.17	39.60%
Utilities	5,758.01	1,280.31	5,311.10	13,000.00	13,000.00	7,688.90	40.85%
Professional Services	15,336.56	(35,764.00)	83,956.06	146,028.00	146,028.00	62,071.94	57.49%
Other Services	14,851.35	0.00	16,118.93	14,600.00	14,600.00	(1,518.93)	Over Budget
Capital Equipment	3,311.50	187.10	3,649.91	4,625.00	4,625.00	975.09	78.92%
Total Police Department	437,355.55	25,847.34	466,450.67	1,111,731.00	1,111,731.00	645,280.33	41.96%
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	0.00	2,566.19	16,400.00	16,400.00	13,833.81	15.65%
Maintenance & Repair	545.78	0.00	2,053.00	21,100.00	21,100.00	19,047.00	9.73%
Utilities	1,627.15	417.09	1,965.09	5,100.00	5,100.00	3,134.91	38.53%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Professional Services	52,500.00	0.00	65,093.75	110,000.00	110,000.00	44,906.25	59.18%
Other Services	10,294.06	0.00	13,905.28	15,450.00	15,450.00	1,544.72	90.00%
Capital Equipment	34,428.84	0.00	34,786.37	64,712.00	64,712.00	29,925.63	53.76%
Total Fire Department	103,894.40	417.09	128,243.28	264,696.00	264,696.00	136,452.72	48.45%
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	541,731.95	26,264.43	594,693.95	1,379,227.00	1,379,227.00	784,533.05	43.12%
Public Works							
City Maintenance							
Personnel & Benefits	40,231.85	8,917.10	44,304.92	101,555.00	101,555.00	57,250.08	43.63%
Supplies	13,130.58	932.52	5,463.71	17,000.00	17,000.00	11,536.29	32.14%
Maintenance & Repair	11,912.42	2,677.70	20,026.84	43,500.00	43,500.00	23,473.16	46.04%
Utilities	9,526.96	2,512.80	9,893.33	35,900.00	35,900.00	26,006.67	27.56%
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	0.00	33,240.00	60,000.00	60,000.00	26,760.00	55.40%
Total City Maintenance	79,468.40	15,040.12	115,550.16	264,255.00	264,255.00	148,704.84	43.73%
Parks and Recreation							
Supplies	571.46	434.86	1,519.14	2,800.00	2,800.00	1,280.86	54.26%
Maintenance & Repair	17,438.74	613.76	8,566.95	25,000.00	25,000.00	16,433.05	34.27%
Utilities	871.40	272.30	838.78	2,700.00	2,700.00	1,861.22	31.07%
Other Services	6,116.45	0.00	2,739.74	16,300.00	16,300.00	13,560.26	16.81%
Total Parks and Recreation	24,998.05	1,320.92	13,664.61	46,800.00	46,800.00	33,135.39	29.20%
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	1,071,556.43	103,601.88	1,304,453.63	2,544,831.00	2,857,331.00	1,552,877.37	51.26%
Other Financing Sources and Uses							
Sources							
Transfers In	0.00	59,718.50	127,218.50	127,500.00	127,500.00	281.50	99.78%
Total Sources	0.00	59,718.50	127,218.50	127,500.00	127,500.00	281.50	99.78%
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)	59,718.50	(326,909.50)	(326,628.00)	(326,628.00)	281.50	100.09%
Total - 10 GENERAL FUND	556,422.37	188,788.17	457,712.17	210,804.00	(101,696.00)	559,408.17	Ahead of Budget

City of Richwood Operational Budget Report 10/1/2021 - 02/28/2022							
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							41% of year
Sewer Department	362,780.34	77,425.09	373,826.26	907,100.00	907,100.00	533,273.74	41.21%
Water Department	478,059.44	98,979.88	477,651.70	1,230,000.00	1,230,000.00	752,348.30	38.83%
Solid Waste Department	131,365.30	27,573.67	134,063.55	310,000.00	310,000.00	175,936.45	43.25%
Total Operating income	972,205.08	203,978.64	985,541.51	2,447,100.00	2,447,100.00	1,461,558.49	40.27%
Operating expense							
Sewer Department							
Personnel & Benefits	61,483.51	12,434.67	67,699.72	180,056.00	180,056.00	112,356.28	37.60%
Supplies	2,415.54	218.42	2,800.02	11,500.00	11,500.00	8,699.98	24.35%
Maintenance & Repair	7,927.47	24,238.32	57,435.41	59,950.00	59,950.00	2,514.59	95.81%
Utilities	0.00	0.00	0.00	25,000.00	25,000.00	25,000.00	0.00%
Professional Services	252,165.28	0.00	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	329,350.46	36,891.41	396,785.68	856,186.00	856,186.00	459,400.32	46.34%
Water Department							
Personnel & Benefits	57,026.25	15,576.81	71,841.86	205,579.00	205,579.00	133,737.14	34.95%
Supplies	15,451.86	2,491.48	7,963.32	21,300.00	21,300.00	13,336.68	37.39%
Maintenance & Repair	33,838.92	5,048.19	35,995.29	78,010.00	78,010.00	42,014.71	46.14%
Utilities	23,302.98	5,014.25	20,015.05	84,500.00	84,500.00	64,484.95	23.69%
Professional Services	10,201.36	0.00	40,714.76	51,500.00	51,500.00	10,785.24	79.06%
Other Services	131,043.03	46,586.40	135,990.36	343,000.00	343,000.00	207,009.64	39.65%
Capital Equipment	1,503.85	300.77	1,503.85	3,610.00	3,610.00	2,106.15	41.66%
Total Water Department	272,368.25	75,017.90	314,024.49	787,499.00	787,499.00	473,474.51	39.88%
Solid Waste Department							
Professional Services	87,866.91	23,227.81	91,677.18	280,000.00	280,000.00	188,214.82	32.74%
Total Solid Waste Department	87,866.91	23,227.81	91,677.18	280,000.00	280,000.00	188,322.82	32.74%
Total Operating expense	689,585.62	135,137.12	802,487.35	1,923,685.00	1,923,685.00	1,121,197.65	41.72%
Total Net Operating Income (Loss)	282,619.46	68,841.52	183,054.16	523,415.00	523,415.00	340,360.84	34.97%
Non-Operating Items							
Non-operating income							
Interest income	328.56	0.00	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	1,146.37	210.43	266.11	0.00	0.00	(266.11)	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	102,935.73	210.43	10,365.42	11,000.00	11,000.00	634.58	94.23%
Non-operating expense							
Debt Service	114,622.50	117,374.25	117,374.25	336,949.00	336,949.00	219,574.75	34.83%
Transfers Out	56,000.00	0.00	56,000.00	56,000.00	56,000.00	0.00	At Budget
Total Non-operating expense	170,622.50	117,374.25	173,374.25	392,949.00	392,949.00	219,574.75	44.12%
Depreciation Expense	0.00	0.00	0.00	300,000.00	300,000.00	300,000.00	0.00%
Total Non-Operating Items	(67,686.77)	(117,163.82)	(163,008.83)	(681,949.00)	(681,949.00)	518,940.17	Ahead of Budget
Total - 30 Water & Sewer Enterprise Fund	214,932.69	(48,322.30)	20,045.33	(158,534.00)	(158,534.00)	178,579.33	Ahead of Budget