

## AGENDA MEMORANDUM – DECEMBER 8, 2025

### ITEM # CONSENT

**CONTACT:** Patricia Ditto, Finance Director

**SUBJECT:** Monthly Budget Summary Report

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

#### BACKGROUND INFORMATION:

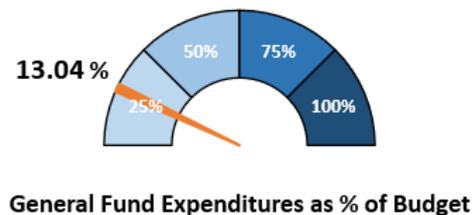
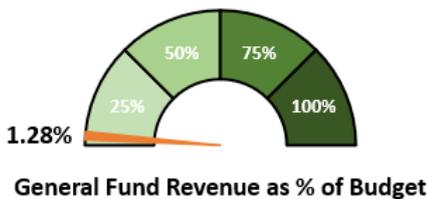
The information provided is for the FY 2025-2026 budget period, month ending October 31, 2025. This summary highlights several key points related to the current month’s activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include corrections from prior months.

#### DISCUSSION:

Attached is the budget report for October 2025, which is the first month of Fiscal Year 2026. 8.3% of the year has passed. The report reflects the original budget as approved for FY26 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.* Some year-end adjustments may have occurred before this report was completed. However, not all year-end adjustments have been made.

#### 10-General Fund

As of October 31, 2025, General Fund revenues total \$49,361. General Fund expenditures total \$446,366.



#### Revenue (GF)

Total Revenue collected in the General fund is 1.28% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of October is \$4,488, 0.18% 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 October was earned in August. Sales tax is received 2 months after it is earned. The revenue received in October and November 2025 will be posted to revenue in FY25. Accordingly, the revenue earned in August and September 2025, will be posted as revenue for FY26 even though it will not be received by the city until October and November. Sales tax revenue will not show until December, when the revenue earned in October is received.

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	13,212.84	81,843.92
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	13,581.65	13,209.66	81,118.31
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	56,417.70	14,104.42	13,805.39	84,327.51
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	55,289.31	13,822.33	13,468.69	82,580.33
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	49,798.70	12,449.67	12,221.33	74,469.70
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	57,108.76	14,277.19	14,173.32	85,559.27
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	691,726.18	172,931.45	168,083.62	1,032,741.25

We ended FY25 behind FY24 sales tax revenue but ahead of budgeted projections, as shown below:

	General Fund	Transportation Fund	CCPD
<b>Budget</b>	650,000	160,000	160,000
<b>Earned</b>	691,726	172,931	168,084
	41,726	12,931	8,084

- Permits and Licenses revenues total \$4,480 this month.
- Municipal Court revenue for the month of October is \$4,850.
- Interest revenue is \$1,999 this month.

## Expenditures (GF)

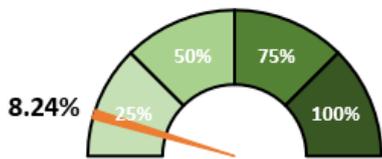
Expenditures in the General Fund are currently shown at \$446,366, 13.04% of budget.

## Transfers (GF)

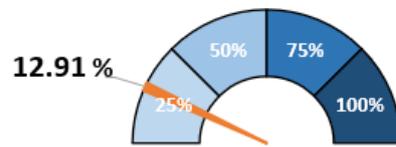
Interfund transfers have not yet been completed. They will be processed after we receive additional revenue.

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

Operating Revenues in October total \$259,178. Operating expenses are \$337,032.



Enterprise Fund Revenue as % of Budget



Enterprise Fund Operating Expense as % of Budget

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

**City of Richwood**  
**Fiscal Year 2025 Operational Budget Report**  
**10/1/2025 -09/30/2026**

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
<b>Revenue</b>							<b>8.3% of year</b>
Taxes	17,201.29	25,550.56	25,550.56	3,463,644.00	3,463,644.00	3,438,093.44	0.74%
Property taxes, including delinquent & penalties	6,444.16	4,487.62	4,487.62	2,557,644.00	2,557,644.00		0.18%
Franchise Taxes	10,757.13	21,062.94	21,062.94	196,000.00	196,000.00		10.75%
Sales Tax	0.00	0.00	0.00	710,000.00	710,000.00		0.00%
Licenses and permits	3,575.00	4,480.44	4,480.44	81,150.00	81,150.00	76,669.56	5.52%
Intergovernmental revenue	148.66	0.00	0.00	10,000.00	10,000.00	10,000.00	0.00%
Charges for services - Municipal Bldg Rental	1,125.00	825.00	825.00	8,000.00	8,000.00	7,175.00	10.31%
Municipal Court Revenue	5,178.38	4,849.76	4,849.76	95,000.00	95,000.00	90,150.24	5.11%
Special Revenues	0.00	12.42	12.42	0.00	0.00	(12.42)	Ahead of Budget
Interest	6,240.31	1,998.78	1,998.78	55,000.00	55,000.00	53,001.22	3.63%
Miscellaneous revenue	19,145.74	11,644.50	11,644.50	154,000.00	154,000.00	142,355.50	7.56%
Inspection Fees	2,920.00	2,530.00	2,530.00	35,000.00	35,000.00		
Miscellaneous Income	7,895.24	505.00	505.00	15,000.00	15,000.00		
Parks & Recreation - Park Pavillion Rentals	(150.00)	150.00	150.00	1,500.00	1,500.00		
Parks & Recreation - Sports Field Rental	0.00	0.00	0.00	1,000.00	1,000.00		
Ambulance Fee Revenue	8,480.50	8,459.50	8,459.50	101,500.00	101,500.00		
<b>Total Revenue</b>	<b>52,614.38</b>	<b>49,361.46</b>	<b>49,361.46</b>	<b>3,866,794.00</b>	<b>3,866,794.00</b>	<b>3,817,432.54</b>	<b>1.28%</b>
<b>Expenditures</b>							
<b>General Government</b>							
<b>Administration</b>							
Personnel & Benefits	38,447.75	83,506.56	83,506.56	626,171.00	626,171.00	542,664.44	13.34%
Supplies	705.03	551.19	551.19	15,500.00	15,500.00	14,948.81	3.56%
Maintenance & Repair	288.01	230.49	230.49	6,000.00	6,000.00	5,769.51	3.84%
Utilities	3,889.17	1,322.91	1,322.91	17,900.00	17,900.00	16,577.09	7.39%
Professional Services	12,817.71	22,783.12	22,783.12	232,515.00	232,515.00	209,731.88	9.80%
Other Services	33,697.61	36,028.67	36,028.67	95,019.00	95,019.00	58,990.33	37.92%
Capital Equipment	374.21	304.54	304.54	7,155.00	7,155.00	6,850.46	4.26%
<b>Total Administration</b>	<b>90,219.49</b>	<b>144,727.48</b>	<b>144,727.48</b>	<b>1,000,260.00</b>	<b>1,000,260.00</b>	<b>855,532.52</b>	<b>14.47%</b>
<b>Judicial</b>							
Personnel & Benefits	881.92	583.00	583.00	12,129.00	12,129.00	11,546.00	4.81%
Supplies	(0.44)	0.00	0.00	150.00	150.00	150.00	0.00%
Professional Services	9,170.00	307.50	307.50	18,150.00	18,150.00	17,842.50	1.69%
Other Services	0.00	75.00	75.00	500.00	500.00	425.00	15.00%
<b>Total Judicial</b>	<b>10,051.48</b>	<b>965.50</b>	<b>965.50</b>	<b>30,929.00</b>	<b>30,929.00</b>	<b>29,963.50</b>	<b>3.12%</b>
<b>Permitting &amp; Inspections</b>							
Personnel & Benefits	2,265.00	1,395.00	1,395.00	35,000.00	35,000.00	33,605.00	3.99%
Supplies	0.00	0.00	0.00	500.00	500.00	500.00	0.00%
<b>Total Permitting &amp; Inspections</b>	<b>2,265.00</b>	<b>1,395.00</b>	<b>1,395.00</b>	<b>35,500.00</b>	<b>35,500.00</b>	<b>34,105.00</b>	<b>3.93%</b>
<b>Special Revenue Expenditures</b>							
Supplies	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
<b>Total Special Revenue Expenditures</b>	<b>0.00</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>102,535.97</b>	<b>147,087.98</b>	<b>147,087.98</b>	<b>1,068,189.00</b>	<b>1,068,189.00</b>	<b>921,101.02</b>	<b>13.77%</b>
<b>Public Safety</b>							
<b>Police Department</b>							
Personnel & Benefits	58,808.59	79,064.60	79,064.60	1,064,732.00	1,064,732.00	985,667.40	7.43%
Supplies	2,501.76	2,330.82	2,330.82	41,650.00	41,650.00	39,319.18	5.60%
Maintenance & Repair	3,169.02	(2,093.09)	(2,093.09)	32,100.00	32,100.00	34,193.09	-6.52%
Utilities	709.80	812.40	812.40	6,600.00	6,600.00	5,787.60	12.31%
Professional Services	100,035.11	39,582.36	39,582.36	225,716.00	225,716.00	186,133.64	17.54%
Other Services	11,533.13	13,482.68	13,482.68	15,570.00	15,570.00	2,087.32	86.59%
Capital Equipment	339.38	152.28	152.28	3,654.00	3,654.00	3,501.72	4.17%
<b>Total Police Department</b>	<b>177,096.79</b>	<b>133,332.05</b>	<b>133,332.05</b>	<b>1,390,022.00</b>	<b>1,390,022.00</b>	<b>1,256,689.95</b>	<b>9.59%</b>
<b>Fire Department</b>							
Personnel & Benefits	5,113.00	2,323.00	2,323.00	41,323.00	41,323.00	39,000.00	5.62%
Supplies	294.20	230.22	230.22	15,500.00	15,500.00	15,269.78	1.49%
Maintenance & Repair	14,513.54	0.00	0.00	49,000.00	49,000.00	49,000.00	0.00%
Utilities	649.80	532.15	532.15	5,900.00	5,900.00	5,367.85	9.02%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Professional Services	45,120.00	42,384.00	42,384.00	177,569.00	177,569.00	135,185.00	23.87%
Other Services	19,598.48	21,308.04	21,308.04	44,460.00	44,460.00	23,151.96	47.93%
Capital Equipment	32,712.17	0.00	0.00	57,712.00	57,712.00	57,712.00	0.00%
<b>Total Fire Department</b>	<b>118,001.19</b>	<b>66,777.41</b>	<b>66,777.41</b>	<b>391,464.00</b>	<b>391,464.00</b>	<b>324,686.59</b>	<b>17.06%</b>
<b>Code Enforcement</b>							
Personnel & Benefits	4,959.13	5,615.55	5,615.55	87,222.00	87,222.00	81,606.45	6.44%
Supplies	49.17	148.73	148.73	3,900.00	3,900.00	3,751.27	3.81%
Maintenance & Repair	0.00	449.50	449.50	500.00	500.00		
Professional Services	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Other Services	510.98	433.94	433.94	811.00	811.00	377.06	53.51%
<b>Total Code Enforcement</b>	<b>5,519.28</b>	<b>6,647.72</b>	<b>6,647.72</b>	<b>93,433.00</b>	<b>93,433.00</b>	<b>86,734.78</b>	<b>7.11%</b>
<b>Total Public Safety</b>	<b>300,617.26</b>	<b>206,757.18</b>	<b>206,757.18</b>	<b>1,874,919.00</b>	<b>1,874,919.00</b>	<b>1,668,161.82</b>	<b>11.03%</b>
<b>Public Works</b>							
<b>City Maintenance</b>							
Personnel & Benefits	17,237.67	13,038.22	13,038.22	207,358.00	207,358.00	194,319.78	6.29%
Supplies	1,106.63	1,827.03	1,827.03	23,700.00	23,700.00	21,872.97	7.71%
Maintenance & Repair	5,255.14	3,016.05	3,016.05	57,860.00	57,860.00	54,843.95	5.21%
Utilities	5,618.42	3,405.91	3,405.91	45,050.00	45,050.00	41,644.09	7.56%
Other Services	6,482.80	6,602.54	6,602.54	16,855.00	16,855.00	10,252.46	39.17%
Capital Equipment	60,635.16	57,980.55	57,980.55	75,000.00	75,000.00	17,019.45	77.31%
<b>Total City Maintenance</b>	<b>96,335.82</b>	<b>85,870.30</b>	<b>85,870.30</b>	<b>425,823.00</b>	<b>425,823.00</b>	<b>339,952.70</b>	<b>20.17%</b>
<b>Parks and Recreation</b>							
Supplies	925.44	11.87	11.87	5,250.00	5,250.00	5,238.13	0.23%
Maintenance & Repair	3,137.71	1,231.50	1,231.50	27,000.00	27,000.00	25,768.50	4.56%
Utilities	386.12	223.33	223.33	3,200.00	3,200.00	2,976.67	6.98%
Other Services	6,467.43	5,183.34	5,183.34	17,588.00	17,588.00	12,404.66	29.47%
<b>Total Parks and Recreation</b>	<b>10,916.70</b>	<b>6,650.04</b>	<b>6,650.04</b>	<b>53,038.00</b>	<b>53,038.00</b>	<b>46,387.96</b>	<b>12.54%</b>
<b>Emergency/Disaster</b>							
Personnel & Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
Supplies	3,825.00	0.00	0.00	0.00	0.00	0.00	
Maintenance & Repair	2,129.53	0.00	0.00	0.00	0.00	0.00	
Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Total Emergency/Disaster</b>	<b>5,954.53</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	0.00	0.00	0.00	0.00%
<b>Total Expenditures</b>	<b>516,360.28</b>	<b>446,365.50</b>	<b>446,365.50</b>	<b>3,421,969.00</b>	<b>3,421,969.00</b>	<b>2,975,603.50</b>	<b>13.04%</b>
<b>Other Financing Sources and Uses</b>							
<b>Sources</b>							
Transfers In	60,500.00	0.00	0.00	90,000.00	90,000.00	90,000.00	100.00%
<b>Total Sources</b>	<b>60,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>90,000.00</b>	<b>90,000.00</b>	<b>90,000.00</b>	<b>0.00%</b>
<b>Uses</b>							
Transfers Out	0.00	0.00	0.00	434,825.00	434,825.00	434,825.00	0.00%
<b>Total Uses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>434,825.00</b>	<b>434,825.00</b>	<b>434,825.00</b>	<b>0.00%</b>
<b>Total Other Financing Sources and Uses</b>	<b>60,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(344,825.00)</b>	<b>(344,825.00)</b>	<b>(344,825.00)</b>	
<b>Total - 10 GENERAL FUND</b>	<b>(403,245.90)</b>	<b>(397,004.04)</b>	<b>(397,004.04)</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>(497,004.04)</b>	

Notes:

**City of Richwood  
Operational Budget Report  
10/1/2025 -09/30/2026**

<b>30 Water &amp; Sewer Enterprise Fund</b>	<b>Prior YTD</b>	<b>Current Period</b>	<b>Current YTD</b>	<b>Annual Budget</b>	<b>Revised Budget</b>	<b>Remaining Budget</b>	<b>% Earned/Used</b>
<b>Net Operating Income (Loss)</b>							
<b>Operating income</b>							<b>8.3% of year</b>
Sewer Department	83,277.42	89,727.90	89,727.90	1,047,118.00	1,047,118.00	957,390.10	8.57%
Water Department	128,065.14	136,171.89	136,171.89	1,698,999.00	1,698,999.00	1,562,827.11	8.01%
Solid Waste Department	31,783.86	33,278.50	33,278.50	398,000.00	398,000.00	364,721.50	8.36%
<b>Total Operating income</b>	<b>243,126.42</b>	<b>259,178.29</b>	<b>259,178.29</b>	<b>3,144,117.00</b>	<b>3,144,117.00</b>	<b>2,884,938.71</b>	<b>8.24%</b>
<b>Operating expense</b>							
<b>Sewer Department</b>							
Personnel & Benefits	16,480.92	18,186.35	18,186.35	224,768.00	224,768.00	206,581.65	8.09%
Supplies	566.49	1,156.02	1,156.02	9,000.00	9,000.00	7,843.98	12.84%
Maintenance & Repair	1,551.24	23,077.57	23,077.57	114,340.00	114,340.00	91,262.43	20.18%
Professional Services	1,531.25	136,975.20	136,975.20	485,000.00	485,000.00	348,024.80	28.24%
Other Services (insurance)	5,742.35	5,562.68	5,562.68	5,681.00	5,681.00	118.32	97.92%
<b>Total Sewer Department</b>	<b>25,872.25</b>	<b>184,957.82</b>	<b>184,957.82</b>	<b>838,789.00</b>	<b>838,789.00</b>	<b>653,831.18</b>	<b>22.05%</b>
<b>Water Department</b>							
Personnel & Benefits	18,905.26	29,460.46	29,460.46	365,866.00	365,866.00	336,405.54	8.05%
Supplies	7,291.71	3,753.27	3,753.27	33,900.00	33,900.00	30,146.73	11.07%
Maintenance & Repair	5,799.92	17,205.57	17,205.57	283,320.00	283,320.00	266,114.43	6.07%
Utilities	12,648.73	8,163.67	8,163.67	104,550.00	104,550.00	96,386.33	7.81%
Professional Services	5,561.78	19,605.53	19,605.53	95,500.00	95,500.00	75,894.47	20.53%
Other Services	55,744.81	56,578.51	56,578.51	525,141.00	525,141.00	468,562.49	10.77%
Capital Equipment	605.31	304.54	304.54	3,655.00	3,655.00	3,350.46	8.33%
<b>Total Water Department</b>	<b>106,557.52</b>	<b>135,071.55</b>	<b>135,071.55</b>	<b>1,411,932.00</b>	<b>1,411,932.00</b>	<b>1,276,860.45</b>	<b>9.57%</b>
<b>Solid Waste Department</b>							
Professional Services	11,447.89	17,002.67	17,002.67	360,000.00	360,000.00	342,997.33	4.72%
<b>Total Solid Waste Department</b>	<b>11,447.89</b>	<b>17,002.67</b>	<b>17,002.67</b>	<b>360,000.00</b>	<b>360,000.00</b>	<b>342,997.33</b>	<b>4.72%</b>
<b>Total Operating expense</b>	<b>143,877.66</b>	<b>337,032.04</b>	<b>337,032.04</b>	<b>2,610,721.00</b>	<b>2,610,721.00</b>	<b>2,273,688.96</b>	<b>12.91%</b>
<b>Total Net Operating Income (Loss)</b>	<b>99,248.76</b>	<b>(77,853.75)</b>	<b>(77,853.75)</b>	<b>533,396.00</b>	<b>533,396.00</b>	<b>611,249.75</b>	<b>-14.60%</b>
<b>Non-Operating Items</b>							
<b>Non-operating income</b>							
Interest income	1,704.69	1,334.63	1,334.63	12,000.00	12,000.00	10,665.37	11.12%
Other income	0.00	18.48	18.48	2,500.00	2,500.00	2,481.52	0.74%
Transfers In	0.00	0.00	0.00	177,000.00	177,000.00	0.00	
<b>Total Non-operating income</b>	<b>1,704.69</b>	<b>1,353.11</b>	<b>1,353.11</b>	<b>191,500.00</b>	<b>191,500.00</b>	<b>13,146.89</b>	<b>0.71%</b>
<b>Non-operating expense</b>							
Debt Service	0.00	0.00	0.00	319,615.00	360,405.00	319,615.00	0.00%
Transfers Out	275.00	0.00	0.00	56,000.00	56,000.00	56,000.00	0.00%
<b>Total Non-operating expense</b>	<b>275.00</b>	<b>0.00</b>	<b>0.00</b>	<b>375,615.00</b>	<b>416,405.00</b>	<b>416,405.00</b>	<b>0.00%</b>
Depreciation Expense	0.00	0.00	0.00	300,000.00	300,000.00	300,000.00	0.00%
<b>Total Non-Operating Items</b>	<b>1,429.69</b>	<b>1,353.11</b>	<b>1,353.11</b>	<b>(484,115.00)</b>	<b>(524,905.00)</b>	<b>526,258.11</b>	<b>Ahead of Budget</b>
<b>Total - 30 Water &amp; Sewer Enterprise Fund</b>	<b>100,678.45</b>	<b>(76,500.64)</b>	<b>(76,500.64)</b>	<b>49,281.00</b>	<b>8,491.00</b>	<b>84,991.64</b>	<b>Ahead of Budget</b>

Budget Amendments: