

AGENDA MEMORANDUM – NOVEMBER 4, 2024 ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: Receive and/or approve the September 2024 Budget Report

BACKGROUND INFORMATION:

The information provided is for the FY 2023-2024 budget period, month ending September 30, 2024. 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.

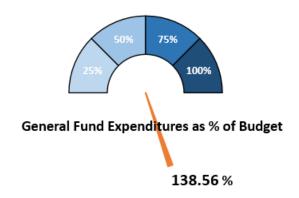
DISCUSSION:

Attached is the budget report for September 2024, which is the twelfth month of Fiscal Year 24. 100% of the year has passed. The report reflects the original budget as approved for FY24 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 September 30, 2024, General Fund revenues total \$3,376,158. General Fund expenditures total \$4,072,258.





Revenue (GF)

Total Revenue collected in the General fund is 98.15% of budget projection.

M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of September is \$2,170,077, 98.23% of projected property taxes for the year.

(979) 265 2082

City of Kichwood

Sales Tax revenue received in September was earned in July. Sales tax is received 2 months after it is earned. The revenue received in October and November 2023 was posted to revenue in FY23. Accordingly, the revenue earned in August and September 2024, will be posted as revenue for FY24 even though it will not be received by the city until October and November. The chart reflects the revenue when received, not earned. Total received on this date in FY23 was \$793,285. We are ahead of last year by just over \$83,000. September sales tax revenue received was the largest received ever.

	FY 2023				FY 2024				
MONTH RECEIVED	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	
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	
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	
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	
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	
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	
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	
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	
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	
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	
OCT*	67,678.00	16,919.00	16,418.00	101,015.00				0.00	
NOV*	43,116.91	10,779.23	10,341.29	64,237.43				0.00	
YEAR TOTAL	640,036.73	160,008.43	158,492.17	958,537.33	587,605.37	146,499.50	142,227.43	876,332.30	

- Permits and Licenses revenues total \$8,843 this month, year to date total of \$72,835. This is compared to \$89,523 collected at this time last year.
- Inspection fees collected are \$34,975 year to date. Of this amount, \$30,729 has been paid to Safebuilt for inspections.
- Municipal Court revenue for the month of September is \$5,060, for a total year to date of \$80,464. This compares to \$119,226 at this time last year.
- Interest revenue is at \$6,803 this month, \$94,856 year to date.
- The Ambulance fee collected year to date is \$101,335.
- Credit card fee revenue is currently being posted in the Enterprise fund due to limitations with Xpress Billpay.

Expenditures (GF)

Expenditures in the General Fund are currently shown at \$4,072,258, 138.56% of budget. As mentioned before, the City Maintenance department is currently showing as over budget due to equipment purchases, which were approved for FY23 but not made available until this current fiscal year. A budget amendment will be brought to council at the November meeting to bring the budget in line with the spending for this fiscal year.

(979) 265 2082

City of Kichwood

Emergency/Disaster costs from Hurricane Beryl were not budgeted. At year end, the total spent for this fiscal year will be brought to council as a budget amendment. We are reimbursing the General fund for all emergency spending with transfers from the Contingency fund. This spending will be included in the budget amendment, which will be prepared and brought to council in November.

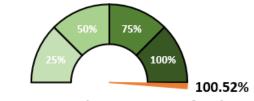
Transfers (GF)

All approved interfund transfers have been completed. Additional transfers from contingency fund have been made as needed to cover Emergency/Disaster costs.

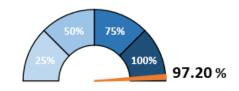
While this budget report does give a snapshot of where we stand in the General fund at year end, several adjustments will be made as the year is closed. Final numbers will not be available until the audit is completed and all entries have been made.

30-Water, Sewer, and Solid Waste Fund

Operating Revenues in September total \$2,897,344 year to date. Operating expenses are \$2,400,459.



Enterprise Fund Revenue as % of Budget



Enterprise Fund Operating Expense as % of Budget

- Credit Card Fee Revenue received year to date is \$18,937. Credit card fees charged to the city are \$21,020 in the Enterprise Fund and \$2,222 in the General Fund. Our intention when the decision was made to assess a fee on all card transactions was to cover our costs. We are currently realizing approximately 81.5% of our costs.
- There have been 12 Water Impact fees collected this year for a total of \$28,968. There was one water impact fee collected in September. All Impact Fees are posted to Fund 32 Utility Capital Improvements and do not show in this budget report.
- The Enterprise Fund is currently \$78,730 ahead of budget without including depreciation. This also includes \$290,987 shown for principal debt payments that do not affect net position as they are a reduction in liability.

RECOMMENDATION: Council to approve September 2024 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

City of Richwood
Fiscal Year 2024 Operational Budget Report
10/1/2023 -9/30/2024

		10/1/202	.3 -9/30/2024				
10 General Fund	Prior YTD	Current Period	Current YTD	Original	Revised	Remaining	% Earned/Used
Povonuo				Budget	Budget	Budget	100% of year
Revenue Taxes	2,811,797.68	97,204.54	2,932,628.85	3,045,188.00	3,045,188.00	112,559.15	100% of year 96.30%
Property taxes, including delinquent & penalties	1,974,926.06	13,428.96	2,170,076.68	2,209,188.00	2,209,188.00	112,339.13	98.23%
Franchise Taxes	196.835.72	0.00	174,926.42	196,000.00	196.000.00		89.25%
Sales Tax	640,035.90	83,775.58	587,625.75	640,000.00	640,000.00		91.82%
Licenses and permits	89,523.08	8,842.80	72,835.42	54,150.00	54,150.00	(18,685.42)	Ahead of Budget
Intergovernmental revenue	90,326.39	813.98	12,940.64	1,100.00	1,100.00	(11,840.64)	Ahead of Budget
Charges for services - Municipal Bldg Rental	8,950.00	150.00	7,385.00	9,000.00	9,000.00	1,615.00	82.06%
Municipal Court Revenue	119,225.91	5,060.20	80,464.08	130,000.00	130,000.00	49,535.92	61.90%
Special Revenues	8,023.73	0.00	8,185.75	1,050.00	1,050.00	(7,135.75)	
Interest	91,080.82	6,803.56	94,855.68	50,000.00	50,000.00	(44,855.68)	_
Miscellaneous revenue	65,238.93	12,298.00	166,862.12	149,152.00	149,152.00	(17,710.12)	-
Inspection Fees	30,335.00	2,595.00	34,975.00	30,000.00	30,000.00	, , - ,	
Miscellaneous Income	30,353.93	547.50	25,352.02	10,000.00	10,000.00		
Parks & Recreation - Park Pavillion Rentals	3,025.00	275.00	3,800.00	3,500.00	3,500.00		
Parks & Recreation - Sports Field Rental	1,525.00	400.00	1,400.00	3,600.00	3,600.00		
Credit Card Fee Revenue	0.00	0.00	0.00	1,000.00	1,000.00		
Ambulance Fee Revenue	0.00	8,480.50	101,335.10	101,052.00	101,052.00		
Total Revenue	3,284,166.54	131,173.08	3,376,157.54	3,439,640.00	3,439,640.00	63,482.46	98.15%
Expenditures	•	,		, ,	, ,	•	
General Government							
Administration							
Personnel & Benefits	476,193.84	54,423.56	585,778.60	528,232.00	528,232.00	(57,546.60)	Over Budget
Supplies	15,259.29	573.74	12,606.28	18,500.00	18,500.00	5,893.72	68.14%
Maintenance & Repair	5,226.49	(9.68)	5,264.12	5,900.00	5,900.00	635.88	89.22%
Utilities	12,340.02	1,347.64	15,276.17	11,550.00	11,550.00	(3,726.17)	Over Budget
Professional Services	172,305.98	13,701.91	182,230.51	152,800.00	152,800.00	(29,430.51)	Over Budget
Other Services	90,781.53	395.90	95,269.91	94,000.00	94,000.00	(1,269.91)	Over Budget
Capital Equipment	43,095.87	1,344.54	7,356.17	7,600.00	7,600.00	243.83	96.79%
Total Administration	815,203.02	71,777.61	903,781.76	818,582.00	818,582.00	(85,199.76)	Over Budget
Judicial							
Personnel & Benefits	72,274.66	523.08	55,255.17	79,311.00	79,311.00	24,055.83	69.67%
Supplies	0.00	0.00	0.00	1,300.00	1,300.00	1,300.00	0.00%
Professional Services	14,607.20	345.00	15,135.00	19,500.00	19,500.00	4,365.00	77.62%
Other Services	260.00	0.00	110.00	500.00	500.00	390.00	22.00%
Total Judicial	87,141.86	868.08	70,500.17	100,611.00	100,611.00	30,110.83	70.07%
Permitting & Inspections							
Personnel & Benefits	34,021.36	2,857.80	30,728.80	30,000.00	30,000.00	(728.80)	Over Budget
Supplies	387.09	0.00	232.57	1,000.00	1,000.00	767.43	23.26%
Professional Services	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Total Permitting & Inspections	34,408.45	2,857.80	30,961.37	32,000.00	32,000.00	1,038.63	96.75%
Special Revenue Expenditures							
Supplies	0.00	0.00	495.00	1,500.00	1,500.00	1,005.00	33.00%
Total Special Revenue Expenditures	0.00	0.00	495.00	1,500.00	1,500.00	1,005.00	33.00%
Total General Government	936,753.33	75,503.49	1,005,738.30	952,693.00	952,693.00	(53,045.30)	Over Budget
Public Safety							
Police Department							
Personnel & Benefits	856,572.30	78,016.87	822,747.71	929,557.00	929,557.00	106,809.29	88.51%
Supplies	53,936.92	1,877.27	43,723.65	52,000.00	52,000.00	8,276.35	84.08%
Maintenance & Repair	34,914.53	689.01	28,517.19	29,900.00	29,900.00	1,382.81	95.38%
Utilities	19,734.43	1,267.06	16,888.87	19,500.00	19,500.00	2,611.13	86.61%
Professional Services	196,587.41	0.00	156,166.19	198,085.00	198,085.00	41,918.81	78.84%
Other Services	15,652.16	0.00	15,131.76	20,200.00	20,200.00	5,068.24	74.91%
Capital Equipment	3,977.90	339.38	7,490.26	7,249.00	7,249.00	(241.26)	Over Budget
Total Police Department	1,181,375.65	82,189.59	1,090,665.63	1,256,491.00	1,256,491.00	165,825.37	86.80%
Fire Department							
Personnel & Benefits	26,898.99	7,309.99	29,661.41	35,200.00	35,200.00	5,538.59	84.27%
Supplies	28,106.61	14,931.85	39,842.54	17,500.00	17,500.00	(22,342.54)	Over Budget
Maintenance & Repair	48,202.39	2,334.39	24,697.58	34,500.00	34,500.00	9,802.42	71.59%
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10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised	Remaining Budget	% Earned/Used
Utilities	5,713.79	781.98	6,299.58	6,150.00	Budget 6,150.00	(149.58)	Over Budget
Professional Services	153,899.00	0.00	158,311.00	161,000.00	161,000.00	2,689.00	98.33%
Other Services	33,038.51	0.00	45,746.78	32,000.00	32,000.00	(13,746.78)	Over Budget
Capital Equipment	38,605.44	0.00	32,954.89	59,712.00	59,712.00	26,757.11	55.19%
Total Fire Department	334,464.73	25,358.21	337,513.78	346,062.00	346,062.00	8,548.22	97.53%
•	334,404.73	23,330.21	337,313.70	340,002.00	340,002.00	0,340.22	<i>37.33</i> /0
Code Enforcement	F3.640.00	7 226 40	75 400 07	60 424 00	60 424 00	(6,060,07)	Our a Budant
Personnel & Benefits	52,640.90	7,326.48	75,490.87	69,421.00	69,421.00	(6,069.87)	Over Budget
Supplies R Page 19	769.50	(772.34)	2,693.33	2,200.00	2,200.00	(493.33)	Over Budget
Maintenance & Repair	0.00	0.00	60.75	1,000.00	1,000.00	220.00	C0.000/
Professional Services Other Services	0.00	0.00	680.00 662.97	1,000.00 900.00	1,000.00	320.00	68.00% 73.66%
	0.00	0.00			900.00	237.03	
Total Code Enforcement	53,410.40	6,554.14	79,587.92	74,521.00	74,521.00	(6,006.17)	Over Budget
Total Public Safety	1,569,250.78	114,101.94	1,507,767.33	1,677,074.00	1,677,074.00	169,306.67	89.90%
Public Works City Maintenance							
Personnel & Benefits	102,887.42	18,045.60	136,046.90	121,689.00	121,689.00	(14,357.90)	Over Budget
Supplies	21,662.97	2,094.69	25,305.44	25,825.00	25,825.00	519.56	97.99%
Maintenance & Repair	49,991.81	1,948.60	73,365.99	29,860.00	29,860.00	(43,505.99)	Over Budget
Utilities	36,826.07	3,708.18	42,545.64	38,400.00	38,400.00	(4,145.64)	Over Budget
Other Services	18,656.38	0.00	15,832.62	22,800.00	22,800.00	6,967.38	69.44%
Capital Equipment	133,680.17	4,775.95	275,872.75	0.00	0.00	(275,872.75)	Over Budget
Total City Maintenance	363,704.82	30,573.02	568,969.34	238,574.00	238,574.00	(330,395.34)	Over Budget
Parks and Recreation							
Supplies	4,095.31	(46.25)	4,986.79	5,100.00	5,100.00	113.21	97.78%
Maintenance & Repair	21,742.18	575.16	27,660.55	32,000.00	32,000.00	4,339.45	86.44%
Utilities	2,936.40	147.50	3,226.23	3,500.00	3,500.00	273.77	92.18%
Other Services	15,712.48	0.00	13,546.81	17,100.00	17,100.00	3,553.19	79.22%
Total Parks and Recreation	44,486.37	676.41	49,420.38	57,700.00	57,700.00	8,279.62	85.65%
Emergency/Disaster							
Contract Labor	0.00	(250,766.36)	929,282.77	0.00	0.00	(929,282.77)	Over Budget
Supplies	0.00	(2,294.50)	5,010.35			(5,010.35)	<u>_</u>
Maintenance & Repair	0.00	1,407.38	5,718.07			(5,718.07)	
Professional Services	0.00	0.00	351.37			(351.37)	
Total Emergency/Disaster	0.00	(251,653.48)	940,362.56	0.00	0.00	(940,362.56)	Over Budget
Miscellaneous	0.00	0.00	0.00	12,960.00	12,960.00	12,960.00	0.00%
Development Agreements	0.00		0.00		12,960.00	12,960.00	0.00%
Total Expenditures	2,914,195.30	(30,798.62)	4,072,257.91	2,939,001.00	2,939,001.00	(1,133,256.91)	Over Budget
Other Financing Sources and Uses		(00)/00:02/	.,072,207102	_,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	_,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	(2)200)200102)	Oron Daugot
Sources	1						
Transfers In	15,000.00	511,342.26	907,774.16	25,000.00	25,000.00	(882,774.16)	100.00%
Total Sources	15,000.00	511,342.26	907,774.16	25,000.00	25,000.00	(882,774.16)	Over Budget
Uses							
Transfers Out	373,990.57	0.00	334,000.00	334,000.00	334,000.00	0.00	100.00%
Total Uses	373,990.57	0.00	334,000.00	334,000.00	334,000.00	0.00	100.00%
Total Other Financing Sources and Uses	(358,990.57)	-	573,774.16	(309,000.00)	(309,000.00)	(882,774.16)	
Total - 10 GENERAL FUND	10,980.67	673,313.96	(122,326.21)	191,639.00	191,639.00	(313,965.21)	

^{*}Capital equipment approved for purchase in FY23 was not available until FY24. A budget amendment will be forthcoming once all equipment purchases are complete.

[^] Emergency Management costs will be included in a budget amendment brought to council after year end. General Fund is expending the costs, with transfers to cover the costs transferred in from Contingency fund.

[#]Credit card fee revenue is posted to Fund 30 due to limitations with Xpress Bill Pay.

An entry will be made at year end to move an amount to the General Fund from Fund 30

City of Richwood **Operational Budget Report** 10/1/2023 -9/30/2024 Revised Remaining Current Prior YTD **Current YTD Annual Budget** % Earned/Used 30 Water & Sewer Enterprise Fund Period **Budget Budget Net Operating Income (Loss)** 100% of year Operating income 75.190.80 981.504.00 **Sewer Department** 951.009.20 1,002,011.47 981.504.00 (20,507.47)Ahead of Budget Water Department 1.408.353.37 118.779.13 1.521.989.83 1.519.867.00 1.519.867.00 (2.122.83)Ahead of Budget Solid Waste Department 340,643.10 31,807.42 373,342.81 381,000.00 381,000.00 7,657.19 97.99% 2,700,005.67 225,777.35 2,882,371.00 2,882,371.00 **Total Operating income** 2,897,344.11 (14,973.11) **Ahead of Budget Operating expense** Sewer Department 212,594.00 212,594.00 Personnel & Benefits 201,057.24 20,166.11 183,883.63 28,710.37 86.50% 8,500.00 Supplies 8,203.73 611.28 10,517.39 8,500.00 (2.017.39)Over Budget Maintenance & Repair 101,281.74 26,625.49 60,077.79 67,740.00 67,740.00 7,662.21 88.69% 715,000.00 715,000.00 **Professional Services** 332,323.87 0.00 552,996.64 162,003.36 77.34% Other Services (insurance) 3,872.72 0.00 13,303.36 4,650.00 4,650.00 (8,653.36)Over Budget **Total Sewer Department** 646.739.30 47.402.88 820.778.81 1.008.484.00 1.008.484.00 187.705.19 81.39% **Water Department** Personnel & Benefits 225,950.78 25,337.82 284,824.28 262,978.00 262,978.00 (21,846.28) Over Budget Supplies 25,271.69 4,700.77 40,705.52 27,600.00 27,600.00 (13,105.52)Over Budget Maintenance & Repair 177,097.95 20,390.11 196,664.68 146,720.00 146,720.00 (49,944.68)Over Budget Utilities 92,405.13 66,600.00 66,600.00 Over Budget 65,162.89 8,576.55 (25,805.13)230,500.00 49.40% **Professional Services** 56,064.19 4,283.75 113,866.55 230,500.00 116,633.45 Other Services 383,703.64 53,937.05 501,063.76 433,040.00 433,040.00 (68,023.76)Over Budget Capital Equipment 3,381.90 605.31 4,218.32 3,610.00 3,610.00 (608.32)Over Budget 1,171,048.00 **Total Water Department** 936,633.04 117,831.36 1,233,748.24 1,171,048.00 (62,700.24)**Over Budget Solid Waste Department Professional Services** 296,950.05 29,531.07 345,932.31 290,000.00 290,000.00 (56,040.31) Ahead of Budget **Total Solid Waste Department** 296,950.05 29,531.07 345,932.31 290,000.00 290,000.00 (55,932.31) **Ahead of Budget Total Operating expense** 1,880,322.39 194,765.31 2,400,459.36 2,469,532.00 2,469,532.00 69,072.64 97.20% 819,683.28 31,012.04 496,884.75 412,839.00 412,839.00 (84,045.75) **Ahead of Budget Total Net Operating Income (Loss) Non-Operating Items** Non-operating income Interest income 1,182.43 1,377.60 10,949.29 2,500.00 2,500.00 (8,449.29)Ahead of Budget Grants 10,515.82 0.00 0.00 0.00 0.00 0.00 At Budget 15.76 1,784.20 3,000.00 3,000.00 1,215.80 59.47% Other income 3,724.49 0.00 70,000.00 70,000.00 70,000.00 Transfers In 37,000.00 0.00 At Budget Total Non-operating income 52,422.74 1,393.36 75,500.00 75,500.00 7,233.49 109.58% 82,733.49 Non-operating expense 153,972.07 435,981.00 **Debt Service** 0.00 436,055.31 435.981.00 (74.31)Over Budget Transfers Out 125.979.02 0.00 64.832.50 56.000.00 56.000.00 (8.832.50)Over Budget 500.887.81 **Total Non-operating expense** 279.951.09 0.00 491.981.00 491.981.00 (8,906.81) **Ahead of Budget** 0.00 300,000.00 Depreciation Expense 310,128.29 0.00 300,000.00 300,000.00 0.00% **Total Non-Operating Items** (537,656.64) 1.393.36 (418,154.32) (716.481.00) (716.481.00) 298.326.68 **Ahead of Budget** Total - 30 Water & Sewer Enterprise Fund 282,026.64 32,405.40 78,730.43 (303,642.00) (303,642.00) 382,372.43 **Ahead of Budget**

Budget Amendments: