

City of Richwood TEXAS

AGENDA MEMORANDUM – NOVEMBER 10, 2025

ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: Receive and/or approve the September 2025 Budget Report

BACKGROUND INFORMATION:

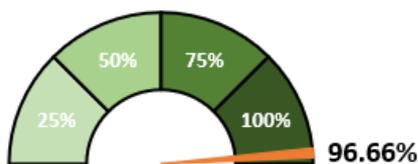
The information provided is for the FY 2024-2025 budget period, month ending September 30, 2025. This summary highlights several key points related to the current month's activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include corrections from prior months.

DISCUSSION:

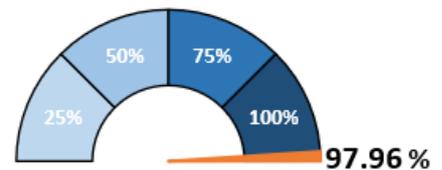
Attached is the budget report for September 2025, which is the twelfth month of Fiscal Year 2025. 100% of the year has passed. The report reflects the original budget as approved for FY25 as well as the revised budget reflecting all budget amendments approved by council since the original budget was 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 September 30, 2025, General Fund revenues total \$3,544,124. General Fund expenditures total \$3,405,350.



General Fund Revenue as % of Budget



General Fund Expenditures as % of Budget

Revenue (GF)

Total Revenue collected in the General fund is 93.12% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of September is \$2,317,240, 96.03% 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. The year ended with property tax revenue \$95,692 below projection.

City of Richwood

TEXAS

- Sales Tax revenue received in September was earned in June. Sales tax is received 2 months after it is earned. The revenue received in October and November 2024 was posted to revenue in FY24. Accordingly, the revenue earned in August and September 2025, will be posted as revenue for FY25 even though it will not be received by the city until October and November. When this report was completed, the October revenue had been received and booked as 9/30/2025 revenue, with a corresponding receivable, which will be reversed when the revenue is deposited in October. Therefore, we have eleven month of Sales Tax revenue showing. We are behind last year at the same time by about \$17,000 in General Fund.

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	15,454.48	84,085.56
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	13,582.00	13,210.00	81,119.00
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	70,223.09
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	13,468.69	13,822.33	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				0.00
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	634,617.42	144,196.55	156,505.92	935,319.89

- Permits and Licenses revenues total \$6,558 this month for a total of \$79,141. This is compared to \$72,835 collected at this time last year and ahead of projection by \$3,991.
- Inspection fees collected are \$35,455 year to date. Of this amount, \$31,130 has been paid to Safebuilt for inspections.
- Municipal Court revenue for the month of September is \$7,779, \$94,120 to date. This compares to \$78,482 at this time last year but is almost \$16,000 behind projection.
- Interest revenue is \$5,712 this month for a total of \$64,962 to date. Last year we received \$94,575. Projection for FY25 was \$55,000.
- The Ambulance fee collected year to date is \$101,387.

Expenditures (GF)

Expenditures in the General Fund are currently shown at \$3,405,350, 97.96% of budget. Any departments that are over budget or any line items with substantial overage will be addressed in the budget amendment to be presented to council at the 11/10/25 meeting.

Transfers (GF)

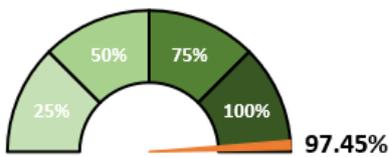
Interfund transfers have been completed.

25-Transportation Fund

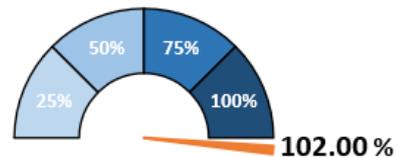
The Transportation Fund included a budget for Capital Expenditures – Streets for the reconstruction of Cypress Drive & Misty Court. \$700,000 was transferred from General Fund to cover this cost. However, at the time of this report, only \$189,163 has been expended. The remaining costs will be incurred in FY26. The funds will be held in Transportation Fund Balance until they are spent.

30-Water, Sewer, and Solid Waste Fund

Operating Revenues in September total \$2,983,336 year to date. Operating expenses are \$2,428,559.



Enterprise Fund Revenue as % of Budget



Enterprise Fund Operating Expense as % of Budget

- One water impact fee was collected during the month of September, totaling \$5,820, which is held in Fund 32 Utility Capital Improvement.
- There are some budget lines that are over what was allocated. Sewer Maintenance and Repair currently show as over budget due to the replacement of LS #6 Force Main. This was approved by council and will come as a budget amendment at year end.

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

City of Richwood
Fiscal Year 2025 Operational Budget Report
10/1/2024 -09/30/2025

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							100% of year
Taxes	3,040,117.98	59,570.67	3,127,043.69	3,258,935.00	3,258,935.00	131,891.31	95.95%
Property taxes, including delinquent & penalties	2,170,138.68	4,281.36	2,317,239.58	2,412,935.00	2,412,935.00		96.03%
Franchise Taxes	174,926.42	0.00	175,187.07	196,000.00	196,000.00		89.38%
Sales Tax	695,052.88	55,289.31	634,617.04	650,000.00	650,000.00		97.63%
Licenses and permits	72,835.42	6,557.72	79,140.96	75,150.00	75,150.00	(3,990.96)	Ahead of Budget
Intergovernmental revenue	12,940.64	157.36	11,714.27	10,000.00	10,000.00	(1,714.27)	Ahead of Budget
Charges for services - Municipal Bldg Rental	7,385.00	1,000.00	8,825.00	7,000.00	7,000.00	(1,825.00)	Ahead of Budget
Municipal Court Revenue	78,481.85	7,778.62	94,120.17	110,000.00	110,000.00	15,879.83	85.56%
Special Revenues	3,360.75	(5,190.00)	216.78	1,050.00	1,050.00	833.22	20.65%
Interest	94,575.20	5,712.37	64,961.69	55,000.00	55,000.00	(9,961.69)	Ahead of Budget
Miscellaneous revenue	166,858.62	4,792.52	158,101.48	149,400.00	149,400.00	(8,701.48)	Ahead of Budget
Inspection Fees	34,975.00	2,855.00	35,455.00	30,000.00	30,000.00		
Miscellaneous Income	25,352.02	(6,525.48)	18,784.95	13,000.00	13,000.00		
Parks & Recreation - Park Pavillion Rentals	3,800.00	0.00	1,975.00	3,500.00	3,500.00		
Parks & Recreation - Sports Field Rental	1,400.00	0.00	500.00	1,400.00	1,400.00		
Ambulance Fee Revenue	101,331.60	8,463.00	101,386.53	101,500.00	101,500.00		
Total Revenue	3,476,555.46	80,379.26	3,544,124.04	3,666,535.00	3,666,535.00	122,410.96	96.66%
Expenditures							
General Government Administration							
Personnel & Benefits	605,080.74	57,026.93	601,290.54	599,119.00	599,119.00	(2,171.54)	Over Budget
Supplies	13,894.22	422.39	11,748.21	19,500.00	19,500.00	7,751.79	60.25%
Maintenance & Repair	5,504.10	475.49	15,453.36	16,480.00	16,480.00	1,026.64	93.77%
Utilities	15,645.41	1,341.69	18,230.77	15,300.00	15,300.00	(2,930.77)	Over Budget
Professional Services	182,230.51	(1,549.10)	273,239.87	402,062.00	402,062.00	128,822.13	67.96%
Other Services	96,436.35	3,529.13	99,752.04	107,351.00	107,351.00	7,598.96	92.92%
Capital Equipment	7,356.17	329.22	5,389.61	7,155.00	7,155.00	1,765.39	75.33%
Total Administration	926,147.50	61,575.75	1,025,104.40	1,166,967.00	1,166,967.00	141,862.60	87.84%
Judicial							
Personnel & Benefits	59,340.17	596.91	11,274.18	10,501.00	10,501.00	(773.18)	Over Budget
Supplies	33.88	0.00	230.24	300.00	300.00	69.76	76.75%
Professional Services	15,135.00	1,102.50	18,157.50	18,950.00	18,950.00	792.50	95.82%
Other Services	110.00	0.00	224.50	500.00	500.00	275.50	44.90%
Total Judicial	74,619.05	1,699.41	29,886.42	30,251.00	30,251.00	364.58	98.79%
Permitting & Inspections							
Personnel & Benefits	30,728.80	3,255.00	31,130.00	35,000.00	35,000.00	3,870.00	88.94%
Supplies	232.57	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Total Permitting & Inspections	30,961.37	3,255.00	31,130.00	36,000.00	36,000.00	4,870.00	86.47%
Special Revenue Expenditures							
Supplies	495.00	0.00	425.00	1,500.00	1,500.00	1,075.00	28.33%
Total Special Revenue Expenditures	495.00	0.00	425.00	1,500.00	1,500.00	1,075.00	28.33%
Total General Government	1,032,222.92	66,530.16	1,086,545.82	1,234,718.00	1,234,718.00	148,172.18	88.00%
Public Safety							
Police Department							
Personnel & Benefits	857,219.71	87,472.09	931,287.02	960,447.00	960,447.00	29,159.98	96.96%
Supplies	45,449.55	(4,155.17)	38,245.82	46,700.00	46,700.00	8,454.18	81.90%
Maintenance & Repair	28,896.51	1,128.70	55,920.73	24,100.00	24,100.00	(31,820.73)	Over Budget
Utilities	16,888.87	806.24	8,904.63	19,500.00	19,500.00	10,595.37	45.66%
Professional Services	188,312.19	1,426.97	224,137.47	228,716.00	228,716.00	4,578.53	98.00%
Other Services	15,241.76	0.00	14,392.86	15,213.00	15,213.00	820.14	94.61%
Capital Equipment	7,490.26	(1,514.25)	2,191.83	1,827.00	1,827.00	(364.83)	Over Budget
Total Police Department	1,159,498.85	85,164.58	1,275,080.36	1,296,503.00	1,296,503.00	21,422.64	98.35%
Fire Department							
Personnel & Benefits	29,661.41	8,400.00	33,590.42	42,200.00	42,200.00	8,609.58	79.60%
Supplies	39,932.50	493.76	11,593.58	18,000.00	18,000.00	6,406.42	64.41%
Maintenance & Repair	28,952.71	8,079.20	33,230.85	47,000.00	47,000.00	13,769.15	70.70%
Utilities	6,299.58	534.79	6,518.38	6,150.00	6,150.00	(368.38)	Over Budget
Professional Services	158,311.00	0.00	165,120.00	160,000.00	160,000.00	(5,120.00)	Over Budget

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Other Services	46,731.78	612.00	42,426.52	50,646.00	50,646.00	8,219.48	83.77%
Capital Equipment	32,954.89	0.00	32,712.17	59,712.00	59,712.00	26,999.83	54.78%
Total Fire Department	342,843.87	18,119.75	325,191.92	383,708.00	383,708.00	58,516.08	84.75%
Code Enforcement							
Personnel & Benefits	78,799.87	7,537.81	80,266.68	82,559.00	82,559.00	2,292.32	97.22%
Supplies	3,104.99	171.74	1,934.10	6,200.00	6,200.00	4,265.90	31.20%
Maintenance & Repair	60.75	0.00	163.20	1,000.00	1,000.00		
Professional Services	680.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Other Services	662.97	25.45	728.04	809.00	809.00	80.96	89.99%
Total Code Enforcement	83,308.58	7,735.00	83,092.02	91,568.00	91,568.00	7,639.18	90.74%
Total Public Safety	1,585,651.30	111,019.33	1,683,364.30	1,771,779.00	1,771,779.00	88,414.70	95.01%
Public Works							
City Maintenance							
Personnel & Benefits	146,342.90	15,693.97	207,378.93	209,482.00	209,482.00	2,103.07	99.00%
Supplies	25,381.80	2,157.35	22,912.18	21,700.00	21,700.00	(1,212.18)	Over Budget
Maintenance & Repair	75,049.46	728.94	135,842.40	56,860.00	56,860.00	(78,982.40)	Over Budget
Utilities	42,545.64	3,412.78	44,076.60	42,130.00	42,130.00	(1,946.60)	Over Budget
Other Services	15,832.62	0.00	16,716.78	19,774.00	19,774.00	3,057.22	84.54%
Capital Equipment	275,872.75	0.00	60,635.16	65,000.00	65,000.00	4,364.84	93.28%
Total City Maintenance	581,025.17	21,993.04	487,562.05	414,946.00	414,946.00	(72,616.05)	Over Budget
Parks and Recreation							
Supplies	4,986.79	575.81	5,494.49	4,800.00	4,800.00	(694.49)	Over Budget
Maintenance & Repair	29,213.96	2,026.54	46,714.85	27,000.00	27,000.00	(19,714.85)	Over Budget
Utilities	3,226.23	264.82	3,730.80	3,600.00	3,600.00	(130.80)	Over Budget
Other Services	13,546.81	0.00	14,799.15	19,568.00	19,568.00	4,768.85	75.63%
Total Parks and Recreation	50,973.79	2,867.17	70,739.29	54,968.00	54,968.00	(15,771.29)	Over Budget
Emergency/Disaster							
Personnel & Benefits	1,004,444.02	0.00	9,000.00	0.00	0.00	(9,000.00)	
Supplies	5,010.35	0.00	3,825.00	0.00	0.00	(3,825.00)	
Maintenance & Repair	6,947.40	0.00	61,413.57	0.00	0.00	(61,413.57)	
Professional Services	300.00	0.00	2,900.00	0.00	0.00	(2,900.00)	
Total Emergency/Disaster	1,016,701.77	0.00	77,138.57	0.00	0.00	(77,138.57)	Over Budget
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	4,266,574.95	202,409.70	3,405,350.03	3,476,411.00	3,476,411.00	71,060.97	97.96%
Other Financing Sources and Uses							
Sources							
Transfers In	907,774.16	0.00	1,059,661.25	980,000.00	980,000.00	(79,661.25)	100.00%
Total Sources	907,774.16	0.00	1,059,661.25	980,000.00	980,000.00	(79,661.25)	Over Budget
Uses							
Transfers Out	334,000.00	700,000.00	1,095,000.00	1,095,000.00	1,095,000.00	0.00	100.00%
Total Uses	334,000.00	700,000.00	1,095,000.00	1,095,000.00	1,095,000.00	0.00	100.00%
Total Other Financing Sources and Uses	573,774.16	(700,000.00)	(35,338.75)	(115,000.00)	(115,000.00)	(79,661.25)	
Total - 10 GENERAL FUND	(216,245.33)	(822,030.44)	103,435.26	75,124.00	75,124.00	(28,311.26)	

Notes:

¹ Included in Budget Amendment to be presented at Council Meeting 11/10/2025

City Maintenance 104,873.00

Emergency/disaster 68,139.00

Parks & Recreation 18,702.00

191,714.00 will be added to expenditures budgeted when approved.

² Transfer from Fund Balance of \$900,000 will take place at yearend closeout. Shown here to demonstrate funds allocated.

City of Richwood
Operational Budget Report
10/1/2024 -09/30/2025

25 Transportation Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							
404126 Sales Tax - Streets	173,763.23	13,822.33	146,204.59	160,000.00	160,000.00	13,795.41	91.38%
404125 Transportation Fee	144,299.49	12,075.00	144,656.46	144,000.00	144,000.00	-656.46	Ahead of Budget
404110 Interest Earnings	13,450.69	854.49	9,841.91	18,000.00	18,000.00	8,158.09	54.68%
Total Revenue	331,513.41	26,751.82	300,702.96	322,000.00	322,000.00	21,297.04	93.39%
Expenditures							
Maintenance & Repair							
405380 Streets M&R	60,621.24	0.00	189,163.13	208,000.00	208,000.00	18,836.87	90.94%
405382 Sidewalks M&R	0.00	0.00	0.00	48,000.00	48,000.00	48,000.00	0.00%
405385 Drainage M&R	19,293.24	2,841.03	18,433.67	48,000.00	48,000.00	29,566.33	38.40%
Total Maintenance & Repair	79,914.48	2,841.03	207,596.80	304,000.00	304,000.00	96,403.20	68.29%
Capital Improvements*							
405915 Capital Expenditures - Streets	264,989.43	158,447.76	158,447.76	700,000.00	700,000.00	541,552.24	22.64%
405916 Capital Expenditures - Sidewalks	0.00	0.00	0.00				
405917 Capital Expenditures - Drainage	0.00	0.00	0.00				
Total Capital Improvements	264,989.43	158,447.76	158,447.76	700,000.00	700,000.00	541,552.24	22.64%
Total Expenditures	344,903.91	161,288.79	366,044.56	1,004,000.00	1,004,000.00	637,955.44	36.46%
Other Financing Sources and Uses							
Sources							
Transfers In							
404127 Transfer from General Fund	0.00	700,000.00	700,000.00	700,000.00	0.00	0.00	
Total Transfers In	0.00	700,000.00	700,000.00	700,000.00	0.00	0.00	
Total Sources	0.00	700,000.00	700,000.00	700,000.00	0.00	0.00	
Total Other Financing Sources and Uses	0.00	700,000.00	700,000.00	700,000.00	0.00	0.00	
Total - 25 Transportation	-13,390.50	565,463.03	634,658.40	18,000.00			

City of Richwood
Operational Budget Report
10/1/2024 -09/30/2025

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							100% of year
Sewer Department	1,002,011.47	81,488.97	1,015,798.06	1,049,551.00	1,049,551.00	33,752.94	96.78%
Water Department	1,521,938.53	133,223.93	1,568,376.70	1,617,799.00	1,617,799.00	49,422.30	96.95%
Solid Waste Department	373,320.91	33,441.00	399,161.71	394,000.00	394,000.00	(5,161.71)	Ahead of Budget
Total Operating income	2,897,270.91	248,153.90	2,983,336.47	3,061,350.00	3,061,350.00	78,013.53	97.45%
Operating expense							
Sewer Department							
Personnel & Benefits	189,250.63	23,500.37	213,554.87	210,174.00	210,174.00	(3,380.87)	Over Budget
Supplies	10,583.33	702.45	8,815.36	9,800.00	9,800.00	984.64	89.95%
Maintenance & Repair	69,568.37	1,828.43	198,000.97	66,040.00	66,040.00	(131,960.97)	Over Budget
Professional Services	766,667.64	0.00	414,158.43	485,000.00	485,000.00	70,841.57	85.39%
Other Services (insurance)	13,303.36	0.00	5,742.35	5,802.00	5,802.00	59.65	98.97%
Total Sewer Department	1,049,373.33	26,031.25	840,271.98	776,816.00	776,816.00	(63,455.98)	Ahead of Budget
Water Department							
Personnel & Benefits	296,910.44	33,572.83	344,639.26	344,731.00	344,731.00	91.74	99.97%
Supplies	40,961.22	1,415.89	39,717.04	38,500.00	38,500.00	(1,217.04)	Over Budget
Maintenance & Repair	200,169.24	23,681.87	111,371.84	133,220.00	133,220.00	21,848.16	83.60%
Utilities	92,405.13	7,996.88	102,407.12	77,683.00	77,683.00	(24,724.12)	Over Budget
Professional Services	88,733.55	8,235.00	107,669.79	85,500.00	85,500.00	(22,169.79)	Over Budget
Other Services	505,011.37	32,438.52	510,726.54	544,824.00	544,824.00	34,097.46	93.74%
Capital Equipment	4,218.32	(2,894.57)	2,600.76	3,655.00	3,655.00	1,054.24	71.16%
Total Water Department	1,228,409.27	104,446.42	1,219,132.35	1,228,113.00	1,228,113.00	8,980.65	99.27%
Solid Waste Department							
Professional Services	345,932.31	60,171.36	369,155.02	376,000.00	376,000.00	6,736.98	98.18%
Total Solid Waste Department	345,932.31	60,171.36	369,155.02	376,000.00	376,000.00	6,844.98	98.18%
Total Operating expense	2,623,714.91	190,649.03	2,428,559.35	2,380,929.00	2,380,929.00	(47,630.35)	Ahead of Budget
Total Net Operating Income (Loss)	273,556.00	57,504.87	554,777.12	680,421.00	680,421.00	125,643.88	81.53%
Non-Operating Items							
Non-operating income							
Interest income	10,949.29	1,320.68	18,045.53	0.00	0.00	(18,045.53)	Ahead of Budget
Other income	1,784.20	18.59	5,828.75	2,412.00	2,412.00	(3,416.75)	Ahead of Budget
Transfers In	70,000.00	0.00	0.00	0.00	0.00	0.00	
Total Non-operating income	82,733.49	1,339.27	23,874.28	2,412.00	2,412.00	(21,462.28)	Ahead of Budget
Non-operating expense							
Debt Service	147,192.31	(220,000.00)	143,205.00	360,405.00	360,405.00	217,200.00	39.73%
Transfers Out	65,107.22	0.00	56,275.00	56,000.00	56,000.00	(275.00)	Over Budget
Total Non-operating expense	212,299.53	(220,000.00)	199,480.00	416,405.00	416,405.00	216,925.00	47.91%
Depreciation Expense	293,646.17	0.00	0.00	325,000.00	325,000.00	325,000.00	0.00%
Total Non-Operating Items	(423,212.21)	221,339.27	(175,605.72)	(738,993.00)	(738,993.00)	563,387.28	Ahead of Budget
Total - 30 Water & Sewer Enterprise Fund	(149,656.21)	278,844.14	379,171.40	(58,572.00)	(58,572.00)	437,743.40	Ahead of Budget

Budget Amendments: