

AGENDA MEMORANDUM – JUNE 19, 2023

ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: Receive and/or approve the May 2023 Budget Report

BACKGROUND INFORMATION:

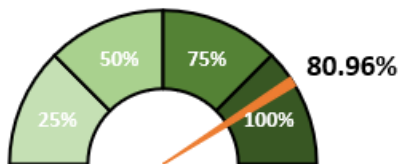
The information provided is for the FY 2022-2023 budget period, month ending May 31, 2023. This summary highlights several key points related to the current month's activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include corrections from prior months.

DISCUSSION:

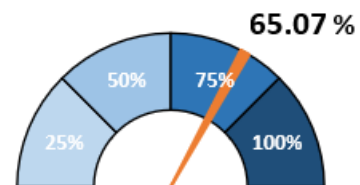
Attached is the budget report for May 2023, which is the eighth month of Fiscal Year 23. 66.7% of the year has passed. The report reflects the original budget as approved for FY23 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved. *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 May 31, 2023, General Fund revenues total \$2,607,003. General Fund expenditures total \$1,830,742.



General Fund Revenue as % of Budget



General Fund Expenditures as % of Budget

Revenue (GF)

Total Revenue collected in the General fund is at 80.96% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of May is \$1,914,175, 93.87% of projected property taxes for the year.
- Sales Tax revenue received in May was earned in March. The amount received in the General Fund is \$58,663 for a year-to-date total of 319,100. \$11,951 was received within CCPD and \$11,490 within the Transportation Fund. Total sales tax received by two city funds city is \$384,209 and by CCPD is \$79,775, grand total \$463,984. The chart below compares FY23 sales tax revenue with FY22. We are

City of Richwood

TEXAS

behind on collections this current year as compared to end of May FY22 when we had collected \$506,713 total.

MONTH RECEIVED	FY 2022				FY 2023			
	GENERAL FUND	TRANS FUND	CCPD	TOTAL	GENERAL FUND	TRANS FUND	CCPD	TOTAL
DEC	53,567.31	13,391.83	13,217.46	80,176.60	44,369.52	11,092.39	10,760.96	66,222.87
JAN	56,126.12	14,031.53	13,925.95	84,083.60	52,644.29	13,161.07	12,957.41	78,762.77
FEB	57,614.76	14,403.69	14,521.54	86,539.99	55,858.64	13,964.65	13,634.73	83,458.02
MAR	50,637.08	12,659.27	12,646.82	75,943.17	56,308.72	14,077.18	13,767.76	84,153.66
APR	51,434.48	12,858.61	12,824.76	77,117.85	51,255.32	12,813.83	12,475.55	76,544.70
MAY	68,671.54	17,167.89	17,012.76	102,852.19	58,663.20	14,665.80	14,074.45	87,403.45
JUN	65,008.00	16,252.00	19,439.97	100,699.97	47,805.40	11,951.34	11,489.95	71,246.69
JUL	65,972.27	16,493.06	16,490.53	98,955.86				0.00
AUG	64,814.44	16,203.61	16,172.78	97,190.83				0.00
SEPT	54,061.24	13,515.30	13,440.49	81,017.03				0.00
OCT*	76,500.74	19,125.18	18,947.42	114,573.34				0.00
NOV*	65,732.13	16,502.16	16,433.03	98,667.32				0.00
YEAR TOTAL	730,140.11	182,604.13	185,073.51	1,097,817.75	366,905.09	91,726.26	89,160.81	547,792.16

*Accrued in month earned to reflect in the proper fiscal year

- Permits and Licenses revenues total \$7,545 this month, year to date total of \$36,162. This is compared to \$58,245 collected at this time last year. Inspection fees collected are \$20,215 while fees paid for inspections are \$22,055 as of the end of May.

Water Impact fees collected this year total \$7,242, unchanged from last month. No Sewer impact fees have been collected. All Impact Fees are posted to Fund 32 Utility Capital Improvements and do not show on this budget report.

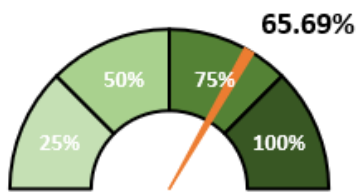
- Municipal Court revenue for the month of May is \$10,617, year to date totaling \$86,893 or 78.99% of projection. This compares to \$70,897 at this time last year.
- Interest revenue is at \$56,673 year to date, far ahead of budget projections, which were done very conservatively.

Expenditures (GF)

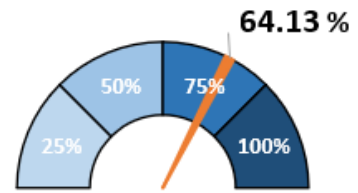
Expenditures in the General Fund are currently shown at \$1,830,742, 65.07% of budget. All departments are near or below expected levels for this time of year.

30-Water, Sewer, and Solid Waste Fund

Operating Revenues received year-to-date through May total \$1,749,486. Operating expenses are \$1,340,396.



Enterprise Fund Revenue as % of Budget



Enterprise Fund Operating Expense as % of Budget

RECOMMENDATION: Council to approve May 2023 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

**City of Richwood
Operational Budget Report
10/1/2022 -05/31/2023**

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							66.7% of year
Taxes	2,320,879.23	115,415.65	2,359,554.09	2,960,070.00	2,960,070.00	600,515.91	79.71%
Property taxes, including delinquent & penalties	1,841,535.55	25,211.04	1,914,174.56	2,039,070.00	2,039,070.00		93.87%
Franchise Taxes	141,292.39	31,541.41	126,279.84	196,000.00	196,000.00		64.43%
Sales Tax	338,051.29	58,663.20	319,099.69	725,000.00	725,000.00		44.01%
Licenses and permits	58,245.06	7,545.00	36,162.28	88,250.00	88,250.00	52,087.72	40.98%
Intergovernmental revenue	15,719.85	1,129.15	1,129.15	1,000.00	1,000.00	(129.15)	Ahead of Budget
Charges for services - Municipal Bldg Rental	4,490.00	825.00	6,725.00	7,000.00	7,000.00	275.00	96.07%
Municipal Court Revenue	70,897.16	10,617.31	86,893.47	110,000.00	110,000.00	23,106.53	78.99%
Special Revenues	40.51	0.00	8,017.73	1,350.00	1,350.00	(6,667.73)	Ahead of Budget
Interest	468.92	11,390.00	56,673.48	2,500.00	2,500.00	(54,173.48)	Ahead of Budget
Miscellaneous revenue	31,355.07	4,213.54	51,847.45	50,000.00	50,000.00	(1,847.45)	Ahead of Budget
Inspection Fees	20,240.00	2,530.00	20,215.00	35,000.00	35,000.00		
Miscellaneous Income	8,515.07	1,183.54	29,032.45	10,000.00	10,000.00		
Parks & Recreation - Park Pavillion Rentals	2,600.00	500.00	2,150.00	5,000.00	5,000.00		
Parks & Recreation - Sports Field Rental	0.00	0.00	450.00	0.00	0.00		
Total Revenue	2,502,095.80	151,135.65	2,607,002.65	3,220,170.00	3,220,170.00	613,167.35	80.96%
Expenditures							
General Government Administration							
Personnel & Benefits	305,411.16	35,962.16	300,471.22	471,868.00	471,868.00	171,396.78	63.68%
Supplies	7,329.06	58.23	13,100.46	18,900.00	18,900.00	5,799.54	69.31%
Maintenance & Repair	2,195.31	183.00	3,010.89	4,000.00	4,000.00	989.11	75.27%
Utilities	9,022.31	312.08	7,005.38	14,700.00	14,700.00	7,694.62	47.66%
Professional Services	110,236.36	6,141.10	132,222.89	184,300.00	184,300.00	52,077.11	71.74%
Other Services	48,419.98	734.05	37,496.82	71,500.00	71,500.00	34,003.18	52.44%
Capital Equipment	2,727.84	69.67	41,269.75	37,600.00	37,600.00	(3,669.75)	Over Budget
Total Administration	485,342.02	43,460.29	534,577.41	802,868.00	802,868.00	268,290.59	66.58%
Judicial							
Personnel & Benefits	44,284.48	5,482.18	46,658.86	73,735.00	73,735.00	27,076.14	63.28%
Supplies	252.67	0.00	0.00	2,300.00	2,300.00	2,300.00	0.00%
Professional Services	18,258.40	0.00	12,647.20	20,350.00	20,350.00	7,702.80	62.15%
Other Services	205.00	0.00	130.00	1,000.00	1,000.00	870.00	13.00%
Total Judicial	63,000.55	5,482.18	59,436.06	97,385.00	97,385.00	37,948.94	61.03%
Permitting & Inspections							
Personnel & Benefits	24,052.50	3,985.00	22,055.00	40,000.00	40,000.00	17,945.00	55.14%
Supplies	353.10	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Professional Services	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Permitting & Inspections	24,405.60	3,985.00	22,055.00	42,500.00	42,500.00	20,445.00	51.89%
Special Revenue Expenditures							
Supplies	1,141.50	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Special Revenue Expenditures	1,141.50	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total General Government	573,889.67	52,927.47	616,068.47	944,253.00	944,253.00	328,184.53	65.24%
Public Safety							
Police Department							
Personnel & Benefits	497,398.86	56,050.28	570,373.12	872,524.00	872,524.00	302,150.88	65.37%
Supplies	25,839.00	3,054.42	37,434.12	51,000.00	51,000.00	13,565.88	73.40%
Maintenance & Repair	19,977.59	1,049.58	20,059.31	28,350.00	28,350.00	8,290.69	70.76%
Utilities	9,983.64	1,629.99	12,671.52	14,500.00	14,500.00	1,828.48	87.39%
Professional Services	101,197.77	0.00	125,445.94	159,556.00	159,556.00	34,110.06	78.62%
Other Services	15,595.93	0.00	15,652.16	18,200.00	18,200.00	2,547.84	86.00%
Capital Equipment	3,872.80	187.10	1,496.80	10,625.00	10,625.00	9,128.20	14.09%
Total Police Department	673,865.59	61,971.37	783,132.97	1,154,755.00	1,154,755.00	371,622.03	67.82%
Fire Department							
Personnel & Benefits	13,813.60	0.00	13,777.23	38,461.00	38,461.00	24,683.77	35.82%
Supplies	5,128.23	345.33	12,941.11	19,000.00	19,000.00	6,058.89	68.11%
Maintenance & Repair	19,824.02	10,014.40	28,285.56	30,500.00	30,500.00	2,214.44	92.74%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Utilities	3,270.36	493.50	3,673.14	5,000.00	5,000.00	1,326.86	73.46%
Professional Services	65,093.75	0.00	100,357.00	160,907.00	160,907.00	60,550.00	62.37%
Other Services	22,992.62	3,022.00	21,019.24	27,000.00	27,000.00	5,980.76	77.85%
Capital Equipment	48,797.63	0.00	37,828.44	64,712.00	64,712.00	26,883.56	58.46%
Total Fire Department	178,920.21	13,875.23	217,881.72	345,580.00	345,580.00	127,698.28	63.05%
Code Enforcement							
Personnel & Benefits	500.00	4,827.12	31,193.96	62,721.00	62,721.00	31,527.04	49.73%
Supplies	0.00	52.00	302.39	2,000.00	2,000.00	1,697.61	15.12%
Professional Services	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Other Services	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Code Enforcement	500.00	4,879.12	31,496.35	67,221.00	67,221.00	35,724.65	46.85%
Total Public Safety	853,285.80	80,725.72	1,032,511.04	1,567,556.00	1,567,556.00	535,044.96	65.87%
Public Works							
City Maintenance							
Personnel & Benefits	68,292.67	8,256.98	63,771.66	112,568.00	112,568.00	48,796.34	56.65%
Supplies	10,785.43	502.57	16,168.63	15,950.00	15,950.00	(218.63)	Over Budget
Maintenance & Repair	26,353.62	4,397.80	33,369.51	36,510.00	36,510.00	3,140.49	91.40%
Utilities	17,209.75	779.92	25,454.76	44,700.00	44,700.00	19,245.24	56.95%
Other Services	8,810.43	0.00	2,770.71	10,100.00	10,100.00	7,329.29	27.43%
Capital Equipment	59,422.00	0.00	15,258.17	15,000.00	15,000.00	(258.17)	Over Budget
Total City Maintenance	190,873.90	13,937.27	156,793.44	234,828.00	234,828.00	78,034.56	66.77%
Parks and Recreation							
Supplies	2,190.92	395.97	2,839.53	3,800.00	3,800.00	960.47	74.72%
Maintenance & Repair	25,227.75	1,228.49	11,882.98	31,000.00	31,000.00	19,117.02	38.33%
Utilities	1,586.67	0.00	3,915.03	4,000.00	4,000.00	84.97	97.88%
Other Services	9,302.02	0.00	6,731.35	18,050.00	18,050.00	11,318.65	37.29%
Total Parks and Recreation	38,307.36	1,624.46	25,368.89	56,850.00	56,850.00	31,481.11	44.62%
Emergency/Disaster							
Contract Labor	215,926.90	0.00	0.00	0.00	0.00	0.00	0.00%
Total Emergency/Disaster	215,926.90	0.00	0.00	0.00	0.00	0.00	0.00%
Miscellaneous	0.00	0.00	0.00	10,000.00	10,000.00	10,000.00	0.00%
Development Agreements	0	0	0	10,000.00	10,000.00	10,000.00	0.00%
Total Expenditures	1,872,283.63	149,214.92	1,830,741.84	2,813,487.00	2,813,487.00	982,745.16	65.07%
Other Financing Sources and Uses							
Sources							
Transfers In	127,218.50	0.00	15,000.00	590,000.00	590,000.00	575,000.00	2.54%
Total Sources	127,218.50	0.00	15,000.00	590,000.00	590,000.00	575,000.00	2.54%
Uses							
Transfers Out	454,128.00	0.00	362,651.61	904,000.00	904,000.00	541,348.39	40.12%
Total Uses	454,128.00	0.00	362,651.61	904,000.00	904,000.00	541,348.39	40.12%
Total Other Financing Sources and Uses	(326,909.50)	0.00	(347,651.61)	(314,000.00)	(314,000.00)	33,651.61	110.72%
Total - 10 GENERAL FUND	302,902.67	1,920.73	428,609.20	92,683.00	92,683.00	(335,926.20)	

City of Richwood Operational Budget Report 10/1/2022 -05/31/2023							
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							66.7% of year
Sewer Department	597,698.88	77,366.04	621,957.81	956,700.00	956,700.00	334,742.19	65.01%
Water Department	767,880.57	112,782.88	900,751.26	1,381,600.00	1,381,600.00	480,848.74	65.20%
Solid Waste Department	217,535.11	28,417.18	226,777.20	325,000.00	325,000.00	98,222.80	69.78%
Total Operating income	1,583,114.56	218,566.10	1,749,486.27	2,663,300.00	2,663,300.00	913,813.73	65.69%
Operating expense							
Sewer Department							
Personnel & Benefits	102,899.21	13,895.66	118,113.42	184,767.00	184,767.00	66,653.58	63.93%
Supplies	4,244.60	701.93	4,658.66	10,200.00	10,200.00	5,541.34	45.67%
Maintenance & Repair	61,110.12	3,766.95	32,660.70	73,940.00	73,940.00	41,279.30	44.17%
Professional Services	693,186.29	0.00	347,108.71	580,000.00	580,000.00	232,891.29	59.85%
Other Services	5,122.09	0.00	3,872.72	5,400.00	5,400.00	1,527.28	71.72%
Total Sewer Department	866,562.31	18,364.54	506,414.21	854,307.00	854,307.00	347,892.79	59.28%
Water Department							
Personnel & Benefits	121,265.47	17,404.92	152,655.04	221,306.00	221,306.00	68,650.96	68.98%
Supplies	10,822.56	3,017.37	17,992.78	24,500.00	24,500.00	6,507.22	73.44%
Maintenance & Repair	77,936.42	3,596.66	127,628.61	134,400.00	134,400.00	6,771.39	94.96%
Utilities	34,379.29	1,961.79	41,476.56	71,900.00	71,900.00	30,423.44	57.69%
Professional Services	66,257.63	0.00	83,002.91	58,000.00	95,000.00	11,997.09	87.37%
Other Services	232,562.83	27,537.30	238,288.83	405,200.00	405,200.00	166,911.17	58.81%
Capital Equipment	2,406.16	300.77	2,406.16	3,610.00	3,610.00	1,203.84	66.65%
Total Water Department	545,630.36	53,818.81	663,450.89	918,916.00	955,916.00	292,465.11	72.20%
Solid Waste Department							
Professional Services	161,360.61	24,430.22	170,531.08	280,000.00	280,000.00	109,360.92	60.90%
Total Solid Waste Department	161,360.61	24,430.22	170,531.08	280,000.00	280,000.00	109,468.92	60.90%
Total Operating expense	1,573,553.28	96,613.57	1,340,396.18	2,053,223.00	2,090,223.00	749,826.82	64.13%
Total Net Operating Income (Loss)	9,561.28	121,952.53	409,090.09	610,077.00	573,077.00	163,986.91	67.06%
Non-Operating Items							
Non-operating income							
Interest income	235.94	0.00	363.87	500.00	500.00	136.13	72.77%
Grants	360,308.98	0.00	65,389.82	0.00	0.00	(65,389.82)	Ahead of Budget
Other income	721.92	210.28	2,919.58	1,000.00	1,000.00	(1,919.58)	Ahead of Budget
Transfers In	10,000.00	0.00	37,000.00	37,000.00	37,000.00	0.00	At Budget
Total Non-operating income	371,266.84	210.28	105,673.27	38,500.00	38,500.00	67,173.27	274.48%
Non-operating expense							
Debt Service	117,374.25	0.00	188,237.81	363,615.00	363,615.00	175,377.19	51.77%
Transfers Out	56,000.00	0.00	103,979.02	56,000.00	56,000.00	(47,979.02)	Over Budget
Total Non-operating expense	173,374.25	0.00	292,216.83	419,615.00	419,615.00	127,398.17	69.64%
Depreciation Expense	0.00	0.00	0.00	350,000.00	350,000.00	350,000.00	0.00%
Total Non-Operating Items	197,892.59	210.28	(186,543.56)	(731,115.00)	(731,115.00)	544,571.44	Ahead of Budget
Total - 30 Water & Sewer Enterprise Fund	207,453.87	122,162.81	222,546.53	(121,038.00)	(158,038.00)	380,584.53	Ahead of Budget

Budget Amendments:

¹ Temporary ground storage - Water approved by CC 10/10/2022