



AGENDA MEMORANDUM – MAY 12, 2025

ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

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

BACKGROUND INFORMATION:

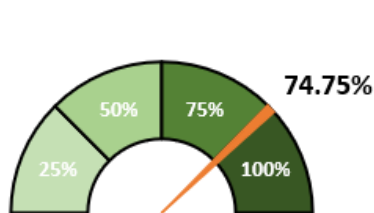
The information provided is for the FY 2024-2025 budget period, month ending March 31, 2025. This summary highlights several key points related to the current month's activity for the General Fund and for the Water and Sewer Enterprise Fund. The attached report is unaudited, and this month may include corrections from prior months.

DISCUSSION:

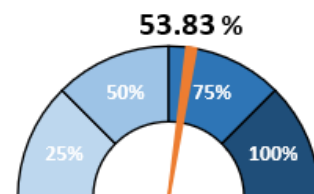
Attached is the budget report for March 2025, which is the sixth month of Fiscal Year 2025. 50% of the year has passed. The report reflects the original budget as approved for FY25 as well as the revised budget reflecting all budget amendments approved by council since the original budget was approved. *This budget report is a preliminary report reflecting current year-to-date figures that are unaudited and may be adjusted at a future time.*

10-General Fund

As of March 31, 2025, General Fund revenues total \$2,740,572. General Fund expenditures total \$1,871,24.



General Fund Revenue as % of Budget



General Fund Expenditures as % of Budget

Revenue (GF)

Total Revenue collected in the General fund is 74.75% of budget projection.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of January is \$2,186,312, 90.61% 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 March was earned in January. 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. Therefore, we have four month of Sales Tax revenue showing. We are ahead of last year by approximately \$33,000 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				0.00
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				0.00
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				0.00
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				0.00
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				0.00
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				0.00
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				0.00
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	244,774.81	61,193.71	61,370.57	367,339.09

- Permits and Licenses revenues total \$5,209 this month for a total of \$47,469. This is compared to \$35,916 collected at this time last year.
- Inspection fees collected are \$18,100 year to date. Of this amount, \$12,920 has been paid to Safebuilt for inspections.
- Municipal Court revenue for the month of March is \$12,095, \$40,660 to date. This compares to \$45,257 at this time last year.
- Interest revenue is \$5,787 this month for a total of \$30,113 year to date.
- The Ambulance fee collected year to date is \$50,612.

Expenditures (GF)

Expenditures in the General Fund are currently shown at \$1,871,241, 53.83% of budget. We have two line items that are over budget. City Maintenance and Repair is over \$40,604. This is due to the City Hall roof. A portion may be reimbursed by FEMA. Emergency/Disaster is \$47,855 over budget. A portion of this is set for reimbursement or has been reimbursed by FEMA. Any remaining overages at year end will be included in a Budget Amendment.

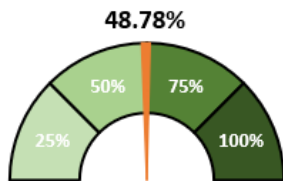


Transfers (GF)

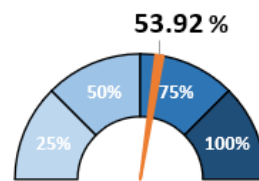
Interfund transfers have been completed. The budget shows additional transfers coming from the General Fund fund balance, but this is not a transfer that happens until year end.

30-Water, Sewer, and Solid Waste Fund

Operating Revenues in March total \$1,496,237 year to date. Operating expenses are \$1,283,853.



Enterprise Fund Revenue as % of Budget



Enterprise Fund Operating Expense as % of Budget

- There have been two Water Impact fees collected this year for a total of \$12,114. All Impact Fees are posted to Fund 32 Utility Capital Improvements and do not show in this budget report.
- 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 to approve March 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 -03/31/2025							
10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue	50% of year						
Taxes	2,367,986.69	119,508.25	2,514,806.30	3,258,935.00	3,258,935.00	744,128.70	77.17%
Property taxes, including delinquent & penalties	2,070,098.34	64,603.39	2,186,311.89	2,412,935.00	2,412,935.00		90.61%
Franchise Taxes	86,479.85	0.00	83,719.60	196,000.00	196,000.00		42.71%
Sales Tax	211,408.50	54,904.86	244,774.81	650,000.00	650,000.00		37.66%
Licenses and permits	35,916.40	5,209.24	47,468.68	75,150.00	75,150.00	27,681.32	63.17%
Intergovernmental revenue	8,372.68	0.00	8,671.72	10,000.00	10,000.00	1,328.28	86.72%
Charges for services - Municipal Bldg Rental	3,960.00	475.00	4,300.00	7,000.00	7,000.00	2,700.00	61.43%
Municipal Court Revenue	45,256.64	12,094.96	40,659.52	110,000.00	110,000.00	69,340.48	36.96%
Special Revenues	4,862.00	0.00	5,200.25	1,050.00	1,050.00	(4,150.25)	Ahead of Budget
Interest	43,020.44	5,787.11	30,113.06	55,000.00	55,000.00	24,886.94	54.75%
Miscellaneous revenue	80,645.08	13,667.50	89,352.60	149,400.00	149,400.00	60,047.40	59.81%
Inspection Fees	18,495.00	3,140.00	18,100.00	30,000.00	30,000.00		
Miscellaneous Income	9,164.08	2,110.00	20,290.57	13,000.00	13,000.00		
Parks & Recreation - Park Pavillion Rentals	1,825.00	0.00	(150.00)	3,500.00	3,500.00		
Parks & Recreation - Sports Field Rental	600.00	0.00	500.00	1,400.00	1,400.00		
Ambulance Fee Revenue	50,561.00	8,417.50	50,612.03	101,500.00	101,500.00		
Total Revenue	2,590,019.93	156,742.06	2,740,572.13	3,666,535.00	3,666,535.00	925,962.87	74.75%
Expenditures							
General Government Administration							
Personnel & Benefits	279,032.69	46,205.59	290,858.56	599,119.00	599,119.00	308,260.44	48.55%
Supplies	6,457.78	314.48	7,397.31	19,500.00	19,500.00	12,102.69	37.93%
Maintenance & Repair	3,105.24	419.99	12,315.64	16,480.00	16,480.00	4,164.36	74.73%
Utilities	7,823.73	1,368.68	10,891.19	15,300.00	15,300.00	4,408.81	71.18%
Professional Services	118,297.68	20,222.36	158,194.29	402,062.00	402,062.00	243,867.71	39.35%
Other Services	42,529.53	2,417.97	43,935.66	107,351.00	107,351.00	63,415.34	40.93%
Capital Equipment	3,531.55	221.95	2,093.00	7,155.00	7,155.00	5,062.00	29.25%
Total Administration	460,778.20	71,171.02	525,685.65	1,166,967.00	1,166,967.00	641,281.35	45.05%
Judicial							
Personnel & Benefits	38,066.29	958.36	6,125.72	10,501.00	10,501.00	4,375.28	58.33%
Supplies	0.00	0.00	(0.44)	300.00	300.00	300.44	-0.15%
Professional Services	12,210.00	472.50	11,555.00	18,950.00	18,950.00	7,395.00	60.98%
Other Services	55.00	75.00	185.00	500.00	500.00	315.00	37.00%
Total Judicial	50,331.29	1,505.86	17,865.28	30,251.00	30,251.00	12,385.72	59.06%
Permitting & Inspections							
Personnel & Benefits	15,483.00	2,975.00	12,920.00	35,000.00	35,000.00	22,080.00	36.91%
Supplies	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Total Permitting & Inspections	15,483.00	2,975.00	12,920.00	36,000.00	36,000.00	23,080.00	35.89%
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	527,087.49	75,651.88	556,895.93	1,234,718.00	1,234,718.00	677,822.07	45.10%
Public Safety							
Police Department							
Personnel & Benefits	420,910.98	68,659.54	457,271.24	960,447.00	960,447.00	503,175.76	47.61%
Supplies	23,798.93	2,673.68	24,429.19	46,700.00	46,700.00	22,270.81	52.31%
Maintenance & Repair	18,411.85	903.28	24,176.04	24,100.00	24,100.00	(76.04)	Over Budget
Utilities	10,715.65	641.97	4,012.44	19,500.00	19,500.00	15,487.56	20.58%
Professional Services	71,753.87	0.00	140,324.71	228,716.00	228,716.00	88,391.29	61.35%
Other Services	15,131.76	0.00	14,392.86	15,213.00	15,213.00	820.14	94.61%
Capital Equipment	6,063.10	491.64	2,168.54	1,827.00	1,827.00	(341.54)	Over Budget
Total Police Department	566,786.14	73,370.11	666,775.02	1,296,503.00	1,296,503.00	629,727.98	51.43%
Fire Department							
Personnel & Benefits	11,398.00	7,644.00	22,305.50	42,200.00	42,200.00	19,894.50	52.86%
Supplies	4,471.03	577.95	4,186.21	18,000.00	18,000.00	13,813.79	23.26%
Maintenance & Repair	20,652.01	0.00	16,499.97	47,000.00	47,000.00	30,500.03	35.11%
Utilities	3,029.53	554.38	3,284.04	6,150.00	6,150.00	2,865.96	53.40%
Professional Services	38,746.00	40,000.00	125,120.00	160,000.00	160,000.00	34,880.00	78.20%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Other Services	20,394.72	0.00	21,061.70	50,646.00	50,646.00	29,584.30	41.59%
Capital Equipment	32,954.89	0.00	32,712.17	59,712.00	59,712.00	26,999.83	54.78%
Total Fire Department	131,646.18	48,776.33	225,169.59	383,708.00	383,708.00	158,538.41	58.68%
Code Enforcement							
Personnel & Benefits	35,760.91	6,278.07	38,672.86	82,559.00	82,559.00	43,886.14	46.84%
Supplies	1,425.56	57.78	699.24	6,200.00	6,200.00	5,500.76	11.28%
Maintenance & Repair	35.75	0.00	10.25	1,000.00	1,000.00		
Professional Services	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Other Services	607.97	70.00	642.59	809.00	809.00	166.41	79.43%
Total Code Enforcement	37,830.19	6,405.85	40,024.94	91,568.00	91,568.00	50,553.31	43.71%
Total Public Safety	736,262.51	128,552.29	931,969.55	1,771,779.00	1,771,779.00	839,809.45	52.60%
Public Works							
City Maintenance							
Personnel & Benefits	61,382.27	18,986.40	108,418.43	209,482.00	209,482.00	101,063.57	51.76%
Supplies	7,880.75	694.86	7,727.60	21,700.00	21,700.00	13,972.40	35.61%
Maintenance & Repair	45,174.63	(21,869.00)	97,464.30	56,860.00	56,860.00	(40,604.30)	Over Budget
Utilities	20,337.44	3,610.76	23,481.62	42,130.00	42,130.00	18,648.38	55.74%
Other Services	5,897.96	0.00	6,801.80	19,774.00	19,774.00	12,972.20	34.40%
Capital Equipment	185,781.80	0.00	60,635.16	65,000.00	65,000.00	4,364.84	93.28%*
Total City Maintenance	326,454.85	1,423.02	304,528.91	414,946.00	414,946.00	110,417.09	73.39%
Parks and Recreation							
Supplies	1,637.93	175.05	2,969.26	4,800.00	4,800.00	1,830.74	61.86%
Maintenance & Repair	15,188.26	4,148.49	17,291.18	27,000.00	27,000.00	9,708.82	64.04%
Utilities	1,696.68	255.56	1,542.26	3,600.00	3,600.00	2,057.74	42.84%
Other Services	6,838.03	806.98	8,189.70	19,568.00	19,568.00	11,378.30	41.85%
Total Parks and Recreation	25,360.90	5,386.08	29,992.40	54,968.00	54,968.00	24,975.60	54.56%
Emergency/Disaster							
Personnel & Benefits	0.00	0.00	9,000.00	0.00	0.00	(9,000.00)	
Supplies	0.00	0.00	3,825.00	0.00	0.00	(3,825.00)	
Maintenance & Repair	0.00	0.00	32,129.53	0.00	0.00	(32,129.53)	
Professional Services	0.00	0.00	2,900.00	0.00	0.00	(2,900.00)	
Total Emergency/Disaster	0.00	0.00	47,854.53	0.00	0.00	(47,854.53)	Over Budget
Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	1,615,165.75	211,013.27	1,871,241.32	3,476,411.00	3,476,411.00	1,605,169.68	53.83%
Other Financing Sources and Uses							
Sources							
Transfers In	25,000.00	0.00	75,500.00	980,000.00	980,000.00	904,500.00	100.00%
Total Sources	25,000.00	0.00	75,500.00	980,000.00	980,000.00	904,500.00	7.70%
Uses							
Transfers Out	334,000.00	0.00	395,000.00	1,095,000.00	1,095,000.00	700,000.00	36.07%
Total Uses	334,000.00	0.00	395,000.00	1,095,000.00	1,095,000.00	700,000.00	36.07%
Total Other Financing Sources and Uses	(309,000.00)	0.00	(319,500.00)	(115,000.00)	(115,000.00)	204,500.00	
Total - 10 GENERAL FUND	665,854.18	(54,271.21)	549,830.81	75,124.00	75,124.00	(474,706.81)	

City of Richwood Operational Budget Report 10/1/2024 -03/31/2025							
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							50% of year
Sewer Department	502,630.79	81,115.02	509,295.66	1,049,551.00	1,049,551.00	540,255.34	48.53%
Water Department	756,325.17	126,843.63	785,562.59	1,617,799.00	1,617,799.00	832,236.41	48.56%
Solid Waste Department	183,126.80	33,361.50	198,378.71	394,000.00	394,000.00	195,621.29	50.35%
Total Operating income	1,442,082.76	241,320.15	1,493,236.96	3,061,350.00	3,061,350.00	1,568,113.04	48.78%
Operating expense							
Sewer Department							
Personnel & Benefits	75,930.08	11,846.25	103,172.87	210,174.00	210,174.00	107,001.13	49.09%
Supplies	4,086.80	638.19	3,941.54	9,800.00	9,800.00	5,858.46	40.22%
Maintenance & Repair	11,385.65	2,598.02	152,980.32	66,040.00	66,040.00	(86,940.32)	Over Budget
Professional Services	179,314.05	38,025.00	279,218.25	485,000.00	485,000.00	205,781.75	57.57%
Other Services (insurance)	13,303.36	0.00	5,742.35	5,802.00	5,802.00	59.65	98.97%
Total Sewer Department	284,019.94	53,107.46	545,055.33	776,816.00	776,816.00	231,760.67	70.17%
Water Department							
Personnel & Benefits	135,646.34	27,413.85	164,909.47	344,731.00	344,731.00	179,821.53	47.84%
Supplies	19,736.95	1,663.86	23,034.98	38,500.00	38,500.00	15,465.02	59.83%
Maintenance & Repair	97,061.07	19,263.42	50,837.42	133,220.00	133,220.00	82,382.58	38.16%
Utilities	46,834.63	8,075.70	53,852.46	77,683.00	77,683.00	23,830.54	69.32%
Professional Services	20,049.30	1,311.25	39,067.48	85,500.00	85,500.00	46,432.52	45.69%
Other Services	182,249.32	34,119.52	226,033.41	544,824.00	544,824.00	318,790.59	41.49%
Capital Equipment	1,804.62	605.31	3,651.86	3,655.00	3,655.00	3.14	99.91%
Total Water Department	503,382.23	92,452.91	561,387.08	1,228,113.00	1,228,113.00	666,725.92	45.71%
Solid Waste Department							
Professional Services	171,549.49	29,730.51	177,411.06	376,000.00	376,000.00	198,480.94	47.18%
Total Solid Waste Department	171,549.49	29,730.51	177,411.06	376,000.00	376,000.00	198,588.94	47.18%
Total Operating expense	958,951.66	175,290.88	1,283,853.47	2,380,929.00	2,380,929.00	1,097,075.53	53.92%
Total Net Operating Income (Loss)	483,131.10	66,029.27	209,383.49	680,421.00	680,421.00	471,037.51	30.77%
Non-Operating Items							
Non-operating income							
Interest income	1,459.70	1,368.51	9,852.65	0.00	0.00	(9,852.65)	Ahead of Budget
Other income	1,288.26	18.50	366.25	2,412.00	2,412.00	2,045.75	15.18%
Transfers In	70,000.00	0.00	0.00	0.00	0.00	0.00	At Budget
Total Non-operating income	72,747.96	1,387.01	10,218.90	2,412.00	2,412.00	7,806.90	423.67%
Non-operating expense							
Debt Service	184,754.81	0.00	112,172.50	360,405.00	360,405.00	248,232.50	31.12%
Transfers Out	56,000.00	0.00	275.00	56,000.00	56,000.00	55,725.00	0.49%
Total Non-operating expense	240,754.81	0.00	112,447.50	416,405.00	416,405.00	303,957.50	27.00%
Depreciation Expense	0.00	0.00	0.00	325,000.00	325,000.00	325,000.00	0.00%
Total Non-Operating Items	(168,006.85)	1,387.01	(102,228.60)	(738,993.00)	(738,993.00)	636,764.40	Ahead of Budget
Total - 30 Water & Sewer Enterprise Fund	315,124.25	67,416.28	107,154.89	(58,572.00)	(58,572.00)	165,726.89	Ahead of Budget

Budget Amendments: