



## AGENDA MEMORANDUM – SEPTEMBER 12, 2022

### ITEM # CONSENT

**CONTACT:** Patricia Ditto, Finance Director

**SUBJECT:** Monthly Budget Summary Report

**SUMMARY:** Receive and/or approve the August 2022 Budget Report

#### BACKGROUND INFORMATION:

The information provided is for the FY 2021-2022 budget period, month ending August 31, 2022. 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 August 2022, which is the eleventh month of Fiscal Year 22. 91.7% of the year has passed. The report reflects the original budget as approved for FY22 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 August 31, 2022, General Fund revenues total \$2,886,547. General Fund expenditures total \$2,503,143.

#### Revenue (GF)

Total Revenue collected in the General fund is at 92.92% of budget.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of August is \$1,913,304, 99.84% of projection for the year.
- Sales Tax revenue received in August, earned in June, is \$64,814. CCPD received \$16,173 and for Transportation fund the amount is \$16,204. Sales tax is 9.5% ahead of FY21 at this same time with a total of \$533,846 in general fund revenue, \$136,253 in CCPD revenue and \$133,461 in Transportation Fund revenue. This represents sales tax revenue earned October – June (9 months). Sales tax revenue is reflected when earned, not collected. Therefore, we currently show 9 months of revenue, or 75% of the year. We are ahead of budget with 78.51% of budget collected.
- Permits and Licenses revenues total \$9,511 for August, \$80,436 year to date. Inspection fees collected, year to date are \$27,830 while fees paid for inspections to date are \$26,818.

Impact fees on new construction are posted to Fund 32 Utility Capital Improvements. To date, we have collected \$36,210 for 15 Water Impact Fees. No impact fees have been collected this year for sewer.

- Court revenue for August is \$7,294 for a YTD total of \$98,319, or 70.23 % of projection. While we are behind for the year as a percentage of projection, we are \$14,472 ahead of this time last year.



### **Expenditures (GF)**

Expenditures in the General Fund are 98.36% of budget.

Note: A budget amendment will come to council in October for certain items that have exceeded the original budget. The largest overage exists in the Fire Department in Professional Services for ambulance services. At the time the FY22 budget was prepared, the new contract had not been negotiated. Billing is based on usage and has exceeded budget. More information regarding the budget amendment will come to council prior to the October meeting after the fiscal year has ended.

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

Operating Revenues received through August total \$2,248,900, 91.9% of projection for the year. Total operating expense through August is \$1,635,780, 85.03% of budget.

**RECOMMENDATION:** Council to approve August 2022 Budget Summary Report for General Fund and the Water & Sewer Enterprise Fund.

City of Richwood Operational Budget Report 10/1/2021 - 08/31/2022							
10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
<b>Revenue</b>							<b>91.7% of year</b>
Taxes	2,445,864.21	108,233.27	2,636,484.73	2,786,463.00	2,786,463.00	149,978.27	94.62%
Property taxes, including delinquent & penalties	1,778,439.26	15,267.02	1,913,304.26	1,916,463.00	1,916,463.00		99.84%
Franchise Taxes	180,015.73	28,151.81	189,334.47	190,000.00	190,000.00		99.65%
Sales Tax	487,409.22	64,814.44	533,846.00	680,000.00	680,000.00		78.51%
Licenses and permits	76,171.89	9,510.52	80,435.94	96,100.00	96,100.00	15,664.06	83.70%
Intergovernmental revenue	218,239.72	0.00	15,719.85	1,000.00	1,000.00	(14,719.85)	Ahead of Budget
Charges for services	4,371.50	1,200.00	6,719.88	10,000.00	10,000.00	3,280.12	67.20%
Fines and forfeitures	83,847.06	7,294.04	98,318.94	140,000.00	140,000.00	41,681.06	70.23%
Special Revenues	1,185.37	19.14	60.65	1,500.00	1,500.00	1,439.35	4.04%
Interest	1,572.98	20.20	4,959.11	1,200.00	1,200.00	(3,759.11)	Ahead of Budget
Miscellaneous revenue	39,428.50	3,085.00	43,848.22	46,000.00	46,000.00	2,151.78	95.32%
Inspection Fees	27,805.00	2,530.00	27,830.00	30,000.00	30,000.00		
Miscellaneous Income	7,973.50	280.00	12,443.22	10,000.00	10,000.00		
Parks & Recreation - Park Pavillion Rentals	3,650.00	275.00	3,575.00	6,000.00	6,000.00		
<b>Total Revenue</b>	<b>2,870,681.23</b>	<b>129,362.17</b>	<b>2,886,547.32</b>	<b>3,082,263.00</b>	<b>3,082,263.00</b>	<b>195,715.68</b>	<b>93.65%</b>
<b>Expenditures</b>							
<b>General Government</b>							
<b>Administration</b>							
Personnel & Benefits	394,433.14	36,474.66	412,251.52	445,617.00	445,617.00	33,365.48	92.51%
Supplies	8,361.51	5.12	10,411.53	18,700.00	18,700.00	8,288.47	55.68%
Maintenance & Repair	3,517.57	214.25	4,447.00	5,000.00	5,000.00	553.00	88.94%
Utilities	14,612.55	2,911.65	13,558.22	14,000.00	14,000.00	441.78	96.84%
Professional Services	215,107.56	0.00	133,375.22	128,300.00	128,300.00	(5,075.22)	Over Budget
Other Services	48,621.06	301.76	53,804.17	62,680.00	62,680.00	8,875.83	85.84%
Capital Equipment	6,994.03	(201.64)	3,479.47	5,100.00	5,100.00	1,620.53	68.22%
<b>Total Administration</b>	<b>691,647.42</b>	<b>39,705.80</b>	<b>631,327.13</b>	<b>679,397.00</b>	<b>679,397.00</b>	<b>48,069.87</b>	<b>92.92%</b>
<b>Judicial</b>							
Personnel & Benefits	59,019.43	7,380.69	62,382.75	70,402.00	70,402.00	8,019.25	88.61%
Supplies	1,658.81	0.00	330.35	2,300.00	2,300.00	1,969.65	14.36%
Professional Services	17,795.68	0.00	18,978.40	18,350.00	18,350.00	(628.40)	Over Budget
Other Services	280.00	0.00	205.00	1,000.00	1,000.00	795.00	20.50%
<b>Total Judicial</b>	<b>78,753.92</b>	<b>7,380.69</b>	<b>81,896.50</b>	<b>92,052.00</b>	<b>92,052.00</b>	<b>10,155.50</b>	<b>88.97%</b>
<b>Permitting &amp; Inspections</b>							
Personnel & Benefits	28,045.50	0.00	26,817.50	68,100.00	68,100.00	41,282.50	39.38%
Supplies	761.43	0.00	1,304.20	5,000.00	5,000.00	3,695.80	26.08%
Professional Services	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
<b>Total Permitting &amp; Inspections</b>	<b>28,806.93</b>	<b>0.00</b>	<b>28,121.70</b>	<b>74,600.00</b>	<b>74,600.00</b>	<b>46,478.30</b>	<b>37.70%</b>
<b>Special Revenue Expenditures</b>							
Supplies	5,573.00	0.00	1,141.50	1,500.00	1,500.00	358.50	76.10%
<b>Total Special Revenue Expenditures</b>	<b>5,573.00</b>	<b>0.00</b>	<b>1,141.50</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>358.50</b>	<b>76.10%</b>
<b>Total General Government</b>	<b>804,781.27</b>	<b>47,086.49</b>	<b>742,486.83</b>	<b>847,549.00</b>	<b>847,549.00</b>	<b>105,062.17</b>	<b>87.60%</b>
<b>Public Safety</b>							
<b>Police Department</b>							
Personnel & Benefits	795,280.03	87,760.88	706,136.55	870,078.00	870,078.00	163,941.45	81.16%
Supplies	32,908.38	65.66	43,913.25	32,000.00	32,000.00	(11,913.25)	Over Budget
Maintenance & Repair	31,224.11	390.31	28,486.69	31,400.00	31,400.00	2,913.31	90.72%
Utilities	12,931.06	1,610.12	14,714.19	13,000.00	13,000.00	(1,714.19)	Over Budget
Professional Services	37,917.08	37,000.57	144,521.85	146,028.00	152,028.00	7,506.15	95.06%
Other Services	17,698.35	0.00	15,595.93	14,600.00	14,600.00	(995.93)	Over Budget
Capital Equipment	9,516.45	187.10	4,434.10	4,625.00	4,625.00	190.90	95.87%
<b>Total Police Department</b>	<b>937,475.46</b>	<b>127,014.64</b>	<b>957,802.56</b>	<b>1,111,731.00</b>	<b>1,117,731.00</b>	<b>159,928.44</b>	<b>86.15%</b>
<b>Fire Department</b>							
Personnel & Benefits	10,267.85	5,988.80	22,343.40	31,934.00	31,934.00	9,590.60	69.97%
Supplies	14,943.45	568.00	8,416.07	16,400.00	16,400.00	7,983.93	51.32%
Maintenance & Repair	35,004.95	3,044.85	31,666.69	21,100.00	21,100.00	(10,566.69)	Over Budget
Utilities	4,016.35	717.11	5,122.84	5,100.00	5,100.00	(22.84)	Over Budget

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Professional Services	105,000.00	0.00	146,515.75	110,000.00	110,000.00	(36,515.75)	Over Budget
Other Services	18,115.88	0.00	22,992.62	15,450.00	15,450.00	(7,542.62)	Over Budget
Capital Equipment	61,043.75	6,261.00	55,286.63	64,712.00	64,712.00	9,425.37	85.43%
<b>Total Fire Department</b>	<b>248,392.23</b>	<b>16,579.76</b>	<b>292,344.00</b>	<b>264,696.00</b>	<b>264,696.00</b>	<b>(27,648.00)</b>	<b>Over Budget</b>
<b>Code Enforcement</b>							
Personnel & Benefits	(254.00)	0.00	500.00	1,000.00	1,000.00	500.00	50.00%
Supplies	139.07	0.00	125.00	0.00	0.00	(125.00)	Over Budget
Professional Services	0.00	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
Other Services	736.00	0.00	0.00	800.00	800.00	800.00	0.00%
<b>Total Code Enforcement</b>	<b>621.07</b>	<b>0.00</b>	<b>625.00</b>	<b>2,800.00</b>	<b>2,800.00</b>	<b>2,175.00</b>	<b>22.32%</b>
<b>Total Public Safety</b>	<b>1,186,488.76</b>	<b>143,594.40</b>	<b>1,250,771.56</b>	<b>1,379,227.00</b>	<b>1,385,227.00</b>	<b>134,455.44</b>	<b>90.69%</b>
<b>Public Works</b>							
<b>City Maintenance</b>							
Personnel & Benefits	92,666.68	10,829.68	96,742.89	101,555.00	101,555.00	4,812.11	95.26%
Supplies	16,154.37	244.23	15,981.34	17,000.00	17,000.00	1,018.66	94.01%
Maintenance & Repair	21,090.30	5,361.32	43,670.34	43,500.00	43,500.00	(170.34)	Over Budget
Utilities	24,131.16	2,523.76	22,643.26	35,900.00	35,900.00	13,256.74	63.07%
Other Services	8,825.79	0.00	8,943.73	6,300.00	6,300.00	(2,643.73)	Over Budget
Capital Equipment	2,125.86	0.00	59,422.00	60,000.00	60,000.00	578.00	99.04%
<b>Total City Maintenance</b>	<b>164,994.16</b>	<b>18,958.99</b>	<b>247,403.56</b>	<b>264,255.00</b>	<b>264,255.00</b>	<b>16,851.44</b>	<b>93.62%</b>
<b>Parks and Recreation</b>							
Supplies	2,541.01	0.00	2,704.78	2,800.00	2,800.00	95.22	96.60%
Maintenance & Repair	25,669.26	1,425.01	31,099.19	25,000.00	25,000.00	(6,099.19)	Over Budget
Utilities	1,829.98	424.01	2,414.83	2,700.00	2,700.00	285.17	89.44%
Other Services	10,634.53	600.00	10,335.47	16,300.00	16,300.00	5,964.53	63.41%
<b>Total Parks and Recreation</b>	<b>40,674.78</b>	<b>2,449.02</b>	<b>46,554.27</b>	<b>46,800.00</b>	<b>46,800.00</b>	<b>245.73</b>	<b>99.47%</b>
<b>Emergency/Disaster</b>							
Contract Labor	0.00	0.00	215,926.90	0.00	312,500.00	96,573.10	69.10%
<b>Total Emergency/Disaster</b>	<b>0.00</b>	<b>0.00</b>	<b>215,926.90</b>	<b>0.00</b>	<b>312,500.00</b>	<b>96,573.10</b>	<b>0.00%</b>
Miscellaneous	38,208.36	0.00	0.00	7,000.00	7,000.00	7,000.00	0.00%
Development Agreements	0	0	0	7,000.00	7,000.00	7,000.00	0.00%
<b>Total Expenditures</b>	<b>2,235,147.33</b>	<b>212,088.90</b>	<b>2,503,143.12</b>	<b>2,544,831.00</b>	<b>2,863,331.00</b>	<b>360,187.88</b>	<b>98.36%</b>
<b>Other Financing Sources and Uses</b>							
<b>Sources</b>							
Transfers In	0.00	0.00	134,218.50	127,500.00	134,500.00	281.50	99.79%
<b>Total Sources</b>	<b>0.00</b>	<b>0.00</b>	<b>134,218.50</b>	<b>127,500.00</b>	<b>134,500.00</b>	<b>281.50</b>	<b>99.79%</b>
<b>Uses</b>							
Transfers Out	317,000.00	0.00	454,128.00	454,128.00	454,128.00	0.00	100.00%
<b>Total Uses</b>	<b>317,000.00</b>	<b>0.00</b>	<b>454,128.00</b>	<b>454,128.00</b>	<b>454,128.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>Total Other Financing Sources and Uses</b>	<b>(317,000.00)</b>	<b>0.00</b>	<b>(319,909.50)</b>	<b>(326,628.00)</b>	<b>(319,628.00)</b>	<b>281.50</b>	<b>97.94%</b>
<b>Total - 10 GENERAL FUND</b>	<b>318,533.90</b>	<b>(82,726.73)</b>	<b>63,494.70</b>	<b>210,804.00</b>	<b>(100,696.00)</b>	<b>164,190.70</b>	<b>Ahead of Budget</b>

City of Richwood Operational Budget Report 10/1/2021 - 08/31/2022							
30 Water & Sewer Enterprise Fund	Prior YTD	Current Period	Current YTD	Annual Budget	Revised Budget	Remaining Budget	% Earned/Used
<b>Net Operating Income (Loss)</b>							
<b>Operating income</b>							<b>91.7% of year</b>
Sewer Department	797,058.46	81,031.65	849,575.55	907,100.00	907,100.00	57,524.45	93.66%
Water Department	1,056,603.25	107,628.39	1,097,391.34	1,230,000.00	1,230,000.00	132,608.66	89.22%
Solid Waste Department	289,351.85	28,118.02	301,933.16	310,000.00	310,000.00	8,066.84	97.40%
<b>Total Operating income</b>	<b>2,143,013.56</b>	<b>216,778.06</b>	<b>2,248,900.05</b>	<b>2,447,100.00</b>	<b>2,447,100.00</b>	<b>198,199.95</b>	<b>91.90%</b>
<b>Operating expense</b>							
Sewer Department							
Personnel & Benefits	141,209.73	30,989.34	157,974.44	180,056.00	180,056.00	22,081.56	87.74%
Supplies	9,303.13	0.00	6,777.91	11,500.00	11,500.00	4,722.09	58.94%
Maintenance & Repair	41,813.64	587.81	67,059.73	59,950.00	59,950.00	(7,109.73)	Ahead of Budget
Utilities	7.99	0.00	0.00	25,000.00	25,000.00	25,000.00	0.00%
Professional Services	512,360.89	0.00	479,143.18	574,580.00	574,580.00	95,436.82	83.39%
Other Services	8,831.46	0.00	5,122.09	5,100.00	5,100.00	(22.09)	Ahead of Budget
<b>Total Sewer Department</b>	<b>713,526.84</b>	<b>31,577.15</b>	<b>716,077.35</b>	<b>856,186.00</b>	<b>856,186.00</b>	<b>140,108.65</b>	<b>83.64%</b>
<b>Water Department</b>							
Personnel & Benefits	139,645.74	22,420.19	176,633.64	205,579.00	205,579.00	28,945.36	85.92%
Supplies	27,465.96	105.76	17,133.48	21,300.00	21,300.00	4,166.52	80.44%
Maintenance & Repair	106,713.24	15,445.06	109,651.87	78,010.00	78,010.00	(31,641.87)	Ahead of Budget
Utilities	74,565.48	8,827.95	55,466.05	84,500.00	84,500.00	29,033.95	65.64%
Professional Services	81,430.78	0.00	48,869.63	51,500.00	51,500.00	2,630.37	94.89%
Other Services	311,048.16	0.00	300,823.27	343,000.00	343,000.00	42,176.73	87.70%
Capital Equipment	3,684.60	300.77	3,308.47	3,610.00	3,610.00	301.53	91.65%
<b>Total Water Department</b>	<b>744,553.96</b>	<b>47,099.73</b>	<b>711,886.41</b>	<b>787,499.00</b>	<b>787,499.00</b>	<b>75,612.59</b>	<b>90.40%</b>
<b>Solid Waste Department</b>							
Professional Services	219,829.41	0.00	207,816.23	280,000.00	280,000.00	72,075.77	74.22%
<b>Total Solid Waste Department</b>	<b>219,829.41</b>	<b>0.00</b>	<b>207,816.23</b>	<b>280,000.00</b>	<b>280,000.00</b>	<b>72,183.77</b>	<b>74.22%</b>
<b>Total Operating expense</b>	<b>1,677,910.21</b>	<b>78,676.88</b>	<b>1,635,779.99</b>	<b>1,923,685.00</b>	<b>1,923,685.00</b>	<b>287,905.01</b>	<b>85.03%</b>
<b>Total Net Operating Income (Loss)</b>	<b>465,103.35</b>	<b>138,101.18</b>	<b>613,120.06</b>	<b>523,415.00</b>	<b>523,415.00</b>	<b>(89,705.06)</b>	<b>Ahead of Budget</b>
<b>Non-Operating Items</b>							
<b>Non-operating income</b>							
Interest income	789.62	0.00	261.62	1,000.00	1,000.00	738.38	26.16%
Grants	37,513.60	0.00	0.00	0.00	0.00	0.00	At Budget
Other income	2,784.36	685.71	1,426.18	0.00	0.00	(1,426.18)	not budgeted
Transfers In	80,000.00	0.00	10,000.00	10,000.00	10,000.00	0.00	At Budget
<b>Total Non-operating income</b>	<b>121,087.58</b>	<b>685.71</b>	<b>11,687.80</b>	<b>11,000.00</b>	<b>11,000.00</b>	<b>687.80</b>	<b>106.25%</b>
<b>Non-operating expense</b>							
Debt Service	283,427.50	(3,608.75)	319,277.25	336,949.00	336,949.00	17,671.75	94.76%
Transfers Out	81,752.25	0.00	56,000.00	56,000.00	56,000.00	0.00	At Budget
<b>Total Non-operating expense</b>	<b>365,179.75</b>	<b>(3,608.75)</b>	<b>375,277.25</b>	<b>392,949.00</b>	<b>392,949.00</b>	<b>17,671.75</b>	<b>95.50%</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>(244,092.17)</b>	<b>4,294.46</b>	<b>(363,589.45)</b>	<b>(681,949.00)</b>	<b>(681,949.00)</b>	<b>318,359.55</b>	<b>Ahead of Budget</b>
<b>Total - 30 Water &amp; Sewer Enterprise Fund</b>	<b>221,011.18</b>	<b>142,395.64</b>	<b>249,530.61</b>	<b>(158,534.00)</b>	<b>(158,534.00)</b>	<b>408,064.61</b>	<b>Ahead of Budget</b>