



AGENDA MEMORANDUM – APRIL 11, 2022

ITEM # CONSENT

CONTACT: Patricia Ditto, Finance Director

SUBJECT: Monthly Budget Summary Report

SUMMARY: Receive and/or approve the March 2022 Budget Report

BACKGROUND INFORMATION:

The information provided is for the FY 2021-2022 budget period, month ending March 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 February may include corrections from prior months.

DISCUSSION:

Attached is the budget report for March 2022, which is the fifth month of Fiscal Year 22. 50% 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 March 31, 2022, General Fund revenues total \$2,222,648. General Fund expenditures total \$1,500,058.

Revenue (GF)

Total Revenue collected in the General fund is at 72.08% of budget.

- M & O (Maintenance and Operations) Property tax (including current, delinquent and penalties) received through the end of February is \$1,791,271, 93.47% of projection.
- Sales Tax revenue received in March, earned in January, is \$50,637. CCPD received \$12,647 and for Transportation fund the amount is \$12,659. Sales tax is 13.3% ahead of FY21 at this same time with a total of \$217,945 in general fund revenue, \$54,312 in CCPD revenue and \$54,486 in Transportation Fund revenue. This represents sales tax revenue earned October – January (4 months). Sales tax revenue is reflected when earned, not collected. Therefore, we currently show 4 months of revenue, or 33% of the year.
- Permits and Licenses revenues total \$7,317 for March, \$34,622 year to date. Inspection fees collected year to date are \$15,180 while fees paid for inspections to date are \$14,185.

Impact fees on new construction are posted to Fund 32 Utility Capital Improvements. To date, we have collected \$14,484 for 6 Water Impact Fees. No impact fees have been collected this year for sewer.

- Court revenue for March is \$13,196 for a YTD total of \$50,084.



Expenditures (GF)

Expenditures in the General Fund are 58.95% of budget.

30-Water, Sewer and Solid Waste Fund

Operating Revenues received through March total \$1,180,012, 48.22% of projection for the year. Total operating expense through March is \$867,185, 45.08% of budget.

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

City of Richwood Operational Budget Report 10/1/2021 - 03/31/2022							
10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Revenue							50% of year
Taxes	1,964,888.60	107,664.24	2,106,919.56	2,786,463.00	2,786,463.00	679,543.44	75.61%
Property taxes, including delinquent & penalties	1,680,145.18	46,697.07	1,791,271.43	1,916,463.00	1,916,463.00		93.47%
Franchise Taxes	92,528.38	10,330.09	97,702.86	190,000.00	190,000.00		51.42%
Sales Tax	192,215.04	50,637.08	217,945.27	680,000.00	680,000.00		32.05%
Licenses and permits	39,701.49	7,317.36	34,621.74	96,100.00	96,100.00	61,478.26	36.03%
Intergovernmental revenue	10,966.08	0.00	7,939.85	1,000.00	1,000.00	(6,939.85)	Ahead of Budget
Charges for services	1,025.00	650.00	3,740.00	10,000.00	10,000.00	6,260.00	37.40%
Fines and forfeitures	31,593.17	13,195.79	50,084.13	140,000.00	140,000.00	89,915.87	35.77%
Special Revenues	1,166.96	119.00	9.64	1,500.00	1,500.00	1,490.36	0.64%
Interest	935.39	22.88	360.00	1,200.00	1,200.00	840.00	30.00%
Miscellaneous revenue	22,500.87	3,603.06	17,972.71	46,000.00	46,000.00	28,027.29	39.07%
Inspection Fees	15,155.00	2,530.00	15,180.00	30,000.00	30,000.00		
Miscellaneous Income	6,145.87	448.06	1,642.71	10,000.00	10,000.00		
Parks & Recreation - Park Pavillion Rentals	1,200.00	625.00	1,150.00	6,000.00	6,000.00		
Total Revenue	2,072,777.56	132,572.33	2,221,647.63	3,082,263.00	3,082,263.00	860,615.37	72.08%
Expenditures							
General Government							
Administration							
Personnel & Benefits	211,245.27	34,189.91	237,184.47	445,617.00	445,617.00	208,432.53	53.23%
Supplies	5,780.86	241.66	4,905.13	18,700.00	18,700.00	13,794.87	26.23%
Maintenance & Repair	2,264.12	303.30	1,652.98	5,000.00	5,000.00	3,347.02	33.06%
Utilities	6,551.33	757.40	7,173.59	14,000.00	14,000.00	6,826.41	51.24%
Professional Services	150,335.19	14,567.47	98,324.91	128,300.00	128,300.00	29,975.09	76.64%
Other Services	18,977.74	65.02	16,449.81	62,680.00	62,680.00	46,230.19	26.24%
Capital Equipment	6,374.37	69.67	1,774.57	5,100.00	5,100.00	3,325.43	34.80%
Total Administration	401,528.88	50,194.43	367,465.46	679,397.00	679,397.00	311,931.54	54.09%
Judicial							
Personnel & Benefits	32,286.68	5,198.24	33,529.12	70,402.00	70,402.00	36,872.88	47.63%
Supplies	899.38	90.43	343.10	2,300.00	2,300.00	1,956.90	14.92%
Professional Services	9,762.00	0.00	12,082.00	18,350.00	18,350.00	6,268.00	65.84%
Other Services	4,946.89	0.00	205.00	1,000.00	1,000.00	795.00	20.50%
Total Judicial	47,894.95	5,288.67	46,159.22	92,052.00	92,052.00	45,892.78	50.14%
Permitting & Inspections							
Personnel & Benefits	13,520.50	2,045.00	14,185.00	68,100.00	68,100.00	53,915.00	20.83%
Supplies	175.00	0.00	178.10	5,000.00	5,000.00	4,821.90	3.56%
Professional Services	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00	0.00%
Total Permitting & Inspections	13,695.50	2,045.00	14,363.10	74,600.00	74,600.00	60,236.90	19.25%
Special Revenue Expenditures							
Supplies	0.00	119.00	119.00	1,500.00	1,500.00	1,381.00	7.93%
Total Special Revenue Expenditures	0.00	119.00	119.00	1,500.00	1,500.00	1,381.00	7.93%
Total General Government	463,119.33	57,647.10	428,106.78	847,549.00	847,549.00	419,442.22	50.51%
Public Safety							
Police Department							
Personnel & Benefits	455,470.11	54,690.33	381,775.68	870,078.00	870,078.00	488,302.32	43.88%
Supplies	16,243.19	(2,624.73)	18,398.39	32,000.00	32,000.00	13,601.61	57.49%
Maintenance & Repair	17,807.05	928.22	13,688.05	31,400.00	31,400.00	17,711.95	43.59%
Utilities	6,931.14	1,550.02	6,861.12	13,000.00	13,000.00	6,138.88	52.78%
Professional Services	14,961.56	16,718.00	100,674.06	146,028.00	146,028.00	45,353.94	68.94%
Other Services	16,249.35	(575.00)	15,595.93	14,600.00	14,600.00	(995.93)	Over Budget
Capital Equipment	3,498.60	(151.31)	3,498.60	4,625.00	4,625.00	1,126.40	75.65%
Total Police Department	531,161.00	70,535.53	540,491.83	1,111,731.00	1,111,731.00	571,239.17	48.62%
Fire Department							
Personnel & Benefits	9,347.30	11,880.00	19,753.60	31,934.00	31,934.00	12,180.40	61.86%
Supplies	1,638.79	0.00	3,770.81	16,400.00	16,400.00	12,629.19	22.99%
Maintenance & Repair	545.78	159.28	2,987.78	21,100.00	21,100.00	18,112.22	14.16%
Utilities	1,916.08	497.02	2,462.11	5,100.00	5,100.00	2,637.89	48.28%

10 General Fund	Prior YTD	Current Period	Current YTD	Original Budget	Revised Budget	Remaining Budget	% Earned/Used
Professional Services	52,500.00	0.00	65,093.75	110,000.00	110,000.00	44,906.25	59.18%
Other Services	10,294.06	0.00	13,905.28	15,450.00	15,450.00	1,544.72	90.00%
Capital Equipment	47,671.48	0.00	35,177.83	64,712.00	64,712.00	29,534.17	54.36%
Total Fire Department	123,913.49	12,536.30	143,151.16	264,696.00	264,696.00	121,544.84	54.08%
Code Enforcement							
Personnel & Benefits	(254.00)	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00%
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%
Total Code Enforcement	482.00	0.00	0.00	2,800.00	2,800.00	2,800.00	0.00%
Total Public Safety	655,556.49	83,071.83	683,642.99	1,379,227.00	1,379,227.00	695,584.01	49.57%
Public Works							
City Maintenance							
Personnel & Benefits	52,016.54	7,895.31	52,200.23	101,555.00	101,555.00	49,354.77	51.40%
Supplies	7,863.41	358.13	6,194.60	17,000.00	17,000.00	10,805.40	36.44%
Maintenance & Repair	13,796.50	3,212.75	23,288.58	43,500.00	43,500.00	20,211.42	53.54%
Utilities	9,682.48	2,428.90	12,322.23	35,900.00	35,900.00	23,577.77	34.32%
Other Services	2,540.73	0.00	2,621.36	6,300.00	6,300.00	3,678.64	41.61%
Capital Equipment	2,125.86	0.00	59,422.00	60,000.00	60,000.00	578.00	99.04%
Total City Maintenance	88,025.52	13,895.09	156,049.00	264,255.00	264,255.00	108,206.00	59.05%
Parks and Recreation							
Supplies	1,181.40	21.44	1,540.58	2,800.00	2,800.00	1,259.42	55.02%
Maintenance & Repair	20,524.65	2,387.87	10,954.82	25,000.00	25,000.00	14,045.18	43.82%
Utilities	871.40	258.14	1,096.92	2,700.00	2,700.00	1,603.08	40.63%
Other Services	6,120.70	0.00	2,739.74	16,300.00	16,300.00	13,560.26	16.81%
Total Parks and Recreation	28,698.15	2,667.45	16,332.06	46,800.00	46,800.00	30,467.94	34.90%
Emergency/Disaster							
Contract Labor	0.00	0.00	215,926.90	0.00	312,500.00	96,573.10	69.10%
Total Emergency/Disaster	0.00	0.00	215,926.90	0.00	312,500.00	96,573.10	0.00%
Miscellaneous	38,208.00	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%
Total Expenditures	1,273,607.49	157,281.47	1,500,057.73	2,544,831.00	2,857,331.00	1,357,273.27	58.95%
Other Financing Sources and Uses							
Sources							
Transfers In	0.00	59,718.50	127,218.50	127,500.00	127,500.00	281.50	99.78%
Total Sources	0.00	59,718.50	127,218.50	127,500.00	127,500.00	281.50	99.78%
Uses							
Transfers Out	317,000.00	0.00	454,128.00	454,128.00	454,128.00	0.00	100.00%
Total Uses	317,000.00	0.00	454,128.00	454,128.00	454,128.00	0.00	100.00%
Total Other Financing Sources and Uses	(317,000.00)	59,718.50	(326,909.50)	(326,628.00)	(326,628.00)	281.50	100.09%
Total - 10 GENERAL FUND	482,170.07	35,009.36	394,680.40	210,804.00	(101,696.00)	496,376.40	Ahead of Budget

City of Richwood Operational Budget Report 10/1/2021 - 03/31/2022							
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	437,706.76	73,320.49	446,811.53	907,100.00	907,100.00	460,288.47	49.26%
Water Department	577,625.21	93,901.26	571,420.42	1,230,000.00	1,230,000.00	658,579.58	46.46%
Solid Waste Department	157,736.90	27,775.80	161,779.62	310,000.00	310,000.00	148,220.38	52.19%
Total Operating income	1,173,068.87	194,997.55	1,180,011.57	2,447,100.00	2,447,100.00	1,267,088.43	48.22%
Operating expense							
Sewer Department							
Personnel & Benefits	79,099.30	11,369.32	79,069.04	180,056.00	180,056.00	100,986.96	43.91%
Supplies	2,834.48	0.00	2,800.02	11,500.00	11,500.00	8,699.98	24.35%
Maintenance & Repair	8,613.47	666.07	58,101.48	59,950.00	59,950.00	1,848.52	96.92%
Utilities	0.00	0.00	0.00	25,000.00	25,000.00	25,000.00	0.00%
Professional Services	252,165.28	0.00	263,728.44	574,580.00	574,580.00	310,851.56	45.90%
Other Services	5,358.66	0.00	5,122.09	5,100.00	5,100.00	(22.09)	Ahead of Budget
Total Sewer Department	348,071.19	12,035.39	408,821.07	856,186.00	856,186.00	447,364.93	47.75%
Water Department							
Personnel & Benefits	74,753.08	15,952.47	87,794.33	205,579.00	205,579.00	117,784.67	42.71%
Supplies	17,708.30	90.45	8,776.01	21,300.00	21,300.00	12,523.99	41.20%
Maintenance & Repair	50,648.92	7,893.91	43,889.20	78,010.00	78,010.00	34,120.80	56.26%
Utilities	26,776.77	4,474.62	24,489.67	84,500.00	84,500.00	60,010.33	28.98%
Professional Services	10,201.36	0.00	40,714.76	51,500.00	51,500.00	10,785.24	79.06%
Other Services	154,937.83	0.00	135,990.36	343,000.00	343,000.00	207,009.64	39.65%
Capital Equipment	1,804.62	300.77	1,804.62	3,610.00	3,610.00	1,805.38	49.99%
Total Water Department	336,830.88	28,712.22	343,458.95	787,499.00	787,499.00	444,040.05	43.61%
Solid Waste Department							
Professional Services	109,860.66	23,227.81	114,904.99	280,000.00	280,000.00	164,987.01	41.04%
Total Solid Waste Department	109,860.66	23,227.81	114,904.99	280,000.00	280,000.00	165,095.01	41.04%
Total Operating expense	794,762.73	63,975.42	867,185.01	1,923,685.00	1,923,685.00	1,056,499.99	45.08%
Total Net Operating Income (Loss)	378,306.14	131,022.13	312,826.56	523,415.00	523,415.00	210,588.44	59.77%
Non-Operating Items							
Non-operating income							
Interest income	460.83	0.00	99.31	1,000.00	1,000.00	900.69	9.93%
Grants	37,513.60	0.00	0.00	0.00	0.00	0.00	At Budget
Other income	1,160.35	200.70	466.81	0.00	0.00	(466.81)	not budgeted
Transfers In	80,000.00	0.00	10,000.00	10,000.00	10,000.00	0.00	At Budget
Total Non-operating income	119,134.78	200.70	10,566.12	11,000.00	11,000.00	433.88	96.06%
Non-operating expense							
Debt Service	114,622.50	0.00	117,374.25	336,949.00	336,949.00	219,574.75	34.83%
Transfers Out	56,000.00	0.00	56,000.00	56,000.00	56,000.00	0.00	At Budget
Total Non-operating expense	170,622.50	0.00	173,374.25	392,949.00	392,949.00	219,574.75	44.12%
Depreciation Expense	0.00	0.00	0.00	300,000.00	300,000.00	300,000.00	0.00%
Total Non-Operating Items	(51,487.72)	200.70	(162,808.13)	(681,949.00)	(681,949.00)	519,140.87	Ahead of Budget
Total - 30 Water & Sewer Enterprise Fund	326,818.42	131,222.83	150,018.43	(158,534.00)	(158,534.00)	308,552.43	Ahead of Budget