



CITY COUNCIL AGENDA REPORT

DATE: April 20, 2023

AGENDA OF: April 25, 2023

DEPARTMENT: Finance

SUBJECT: Quarterly Financial Report for the Period Ending March 31, 2023

RECOMMENDATION:

Accept FY 2023 Second Quarter Financial Reports

BACKGROUND:

The City's Financial Policy requires that City Council receive a financial report on a quarterly basis comparing expenditures and revenues to current budget, for the quarter and fiscal year-to-date, projecting expenditures, and revenues through the end of the fiscal year.

DISCUSSION:

The Second Quarter FY 2023 Financial Report is from January 1st thru March 31, 2023 and represents 50% of the fiscal year.

<u>2nd Quarter Revenue</u>		<u>2nd Quarter Expenditures</u>	
General Fund	58.45%	General Fund	45.10%
Utility Fund	46.21%	Utility Fund	40.87%
Airport Fund	49.16%	Airport Fund	37.32%

Revenues and expenditures should be at 50% at the end of the second quarter. For this period, the revenues in the General Fund are higher than expected due to property taxes collected with this quarter. Sales tax collections are approximately 66% collected. Revenues in the Utility Fund are on target with Utility sales over 44%. Revenues for the Airport Fund are steady. Fuel sales are increasing at 42% collected.

FISCAL IMPACT/SOURCE OF FUNDING:

Fiscal Year Budget

Submitted and Approved by:

Leroy Vidales Finance Director

ATTACHMENTS/ADDITIONAL INFORMATION:

FY 2023 2nd Quarter Financial Report

General Fund Revenue Expense Report
As of March 31, 2023
Portion of the Year Expired 50%

	FY 2023 Budget	FY 2023 YTD	% of Budget	
REVENUES				
Sales Tax	\$ 1,291,387	\$ 852,129	65.99%	
Property Tax	1,463,400	1,205,999	82.41%	
Municipal Court	187,330	75,116	40.10%	
Parks & Recreation	264,700	137,582	51.98%	
Other Revenue	611,617	200,316	32.75%	
Transfer In	385,580	184,388	47.82%	
Use of Fund Balance	338,957	-	0.00%	
	\$ 4,542,971	\$ 2,655,529	58.45%	
EXPENDITURES				
City Administration				
Personnel Services	\$ 55,630	\$ 26,996	48.53%	
Supplies	2,500	454	18.16%	
Contracted Services	221,400	62,990	28.45%	
Education & Training	6,000	2,145	35.75%	
Repairs & Maintenance	5,200	1,064	20.46%	
Miscellaneous	5,100	1,053	20.65%	
	\$ 295,830	\$ 94,702	32.01%	
Library				
Personnel Services	\$ 213,115	\$ 91,594	42.98%	
Supplies	48,700	22,649	46.51%	
Purchased Services	13,800	6,047	43.82%	
Contracted Services	9,000	3,399	37.77%	
Education & Training	1,500	2,074	138.23%	Misc. Mileage Reimbursements, Library Conference
Technology	4,200	2,499	59.49%	Credit Card Purchases - Technology
Repairs & Maintenance	3,400	3,834	112.75%	Window Replacement
Miscellaneous	3,000	1,428	47.59%	
	\$ 296,715	\$ 133,522	45.00%	
Police				
Personnel Services	\$ 941,046	\$ 467,332	49.66%	
Supplies	52,950	17,393	32.85%	
Purchased Services	41,500	11,595	27.94%	
Contracted Services	69,079	64,288	93.06%	Tyler Tech: IPADS for vehicles, Tar/Gravel Roof Repairs
Education & Training	12,000	5,502	45.85%	
Technology	12,700	7,306	57.53%	Ticket writers for IPADS
Repairs & Maintenance	44,825	29,911	66.73%	Installation AC (Mini Split), Plug/light install
Miscellaneous	12,750	3,556	27.89%	
	\$ 1,186,850	\$ 606,885	51.13%	

General Fund Revenue Expense Report
As of March 31, 2023
Portion of the Year Expired 50%

	FY 2023 Budget	FY 2023 YTD	% of Budget	
Municipal Court				
Personnel Services	\$ 94,194	\$ 47,640	50.58%	Salaries and Benefits
Supplies	2,850	201	7.06%	
Purchased Services	800	349	43.61%	
Contracted Services	18,500	5,418	29.28%	
Education & Training	1,000	357	35.71%	
Technology	2,100	-	0.00%	
Repairs & Maintenance	500	-	0.00%	
Miscellaneous	1,000	168	16.80%	
	120,944	54,132	44.76%	
Emergency Management				
Supplies	\$ 6,000	\$ -	0.00%	
	\$ 6,000	\$ -	0.00%	
Community Development				
Personnel Services	\$ 160,894	\$ 80,102	49.79%	
Supplies	2,050	804	39.23%	
Purchased Services	5,800	1,578	27.21%	
Contracted Services	100,000	62,737	62.74%	Bureau of Veritas, City Engineer
Education & Training	2,600	335	12.88%	
Technology	3,000	127	4.24%	
Repairs & Maintenance	100	632	631.72%	Vehicle Repair
Miscellaneous	450	-	0.00%	
	\$ 274,894	\$ 146,315	53.23%	
Public Services				
Personnel Services	\$ 248,157	\$ 89,887	36.22%	
Supplies	137,000	52,455	38.29%	
Purchased Services	3,500	3,000	85.70%	Uniform Expense
Contracted Services	10,000	4,493	44.93%	
Education & Training	1,000	468	46.83%	
Repairs & Maintenance	115,500	72,892	63.11%	Street Repairs & Maint., Incinerator (AACOG Grant)
Miscellaneous	4,000	964	24.09%	
	\$ 519,157	\$ 224,158	43.18%	
Parks and Recreation				
Personnel Services	\$ 247,531	\$ 141,793	57.28%	Salaries and Benefits
Supplies	46,500	18,834	40.50%	
Purchased Services	13,161	6,889	52.34%	Uniform Expense, 1-3 Quarter Payments to MVYBB Field
Contracted Services	6,500	1,755	27.00%	
Education & Training	2,000	802	40.08%	
Technology	1,400	-	0.00%	
Repairs & Maintenance	23,200	14,393	62.04%	Small Tools, Vehicle Repairs, Park Improvements
Miscellaneous	5,000	3,846	76.92%	Park Reimbursements (Cleaning Deposits)
	\$ 345,292	\$ 188,312	54.54%	

General Fund Revenue Expense Report
As of March 31, 2023
Portion of the Year Expired 50%

	FY 2023 Budget	FY 2023 YTD	% of Budget	
Animal Control				
Personnel Services	\$ 71,309	\$ 19,375	27.17%	
Supplies	4,400	1,586	36.05%	
Purchased Services	3,355	766	22.83%	
Education & Training	2,000	949	47.43%	
Repairs & Maintenance	5,900	624	10.57%	
Miscellaneous	100	100	100.00%	Employee Drug Testing
	\$ 87,064	\$ 23,399	26.88%	
RV Park				
Supplies	\$ 26,500	14,578	55.01%	Utility Expense
Purchased Services	1,700	906	53.28%	Internet/Fiber - Comm Zoom
Contracted Services	6,314	6,314		
Education & Training	1,500	-	0.00%	
Repairs & Maintenance	3,600	991	27.52%	
Miscellaneous	4,000	39,179	979.48%	RV Electric Rough In, Wiring, install 3 ton AC Unit
	\$ 43,614	\$ 61,968	142.08%	
Finance				
Personnel Services	\$ 116,642	\$ 53,264	45.66%	
Supplies	6,300	2,741	43.51%	
Contracted Services	52,005	45,397	87.29%	Medina County Apprs. Dist. - Pro Rata Share (paid in full)
Education & Training	19,000	12,215	64.29%	Prof. Dues, Employee Gift Cards for Thanksgiving/Christmas
Technology	1,000	130	12.99%	
Miscellaneous	1,500	2,500	166.67%	Tuition Reimbursement
	\$ 196,447	\$ 116,246	59.17%	
Swimming Pool				
Personnel Services	\$ 124,267	\$ 16,815	13.53%	
Supplies	58,550	16,824	28.73%	
Purchased Services	900	224	24.90%	
Contracted Services	2,400	82	3.42%	
Education & Training	1,000	-	0.00%	
Technology	1,500	-	0.00%	
Repairs & Maintenance	13,000	4,860	37.38%	
Miscellaneous	1,000	-	0.00%	
Capital Outlay	25,746	22,116	85.90%	Pool Heater (Maintenance and Operations)
	\$ 228,363	\$ 60,921	26.68%	

General Fund Revenue Expense Report
As of March 31, 2023
Portion of the Year Expired 50%

	FY 2023 Budget	FY 2023 YTD	% of Budget
City Council			
Personnel Services	\$ 10,430	\$ 2,987	28.64%
Supplies	1,700	30	1.76%
Contracted Services	6,000	1,946	32.43%
Education & Training	11,000	4,004	36.40%
Miscellaneous	25,000	7,036	28.15%
	\$ 54,130	\$ 16,004	29.57%
City Secretary			
Personnel Services	74,167	36,882	49.73%
Supplies	20,900	3,417	16.35%
Purchased Services	12,900	5,470	42.40%
Education & Training	3,300	1,181	35.79%
Repairs & Maintenance	200	-	0.00%
Miscellaneous	200	-	0.00%
	\$ 111,667	\$ 46,950	42.04%
Information Technology			
Purchased Services	\$ 12,000	\$ 5,954	49.62%
Contracted Services	95,909	74,744	77.93%
Technology	76,140	47,237	62.04%
	\$ 184,049	\$ 127,935	69.51%
Non-Departmental			
Personnel Services	\$ 3,000	\$ 1,310	43.66%
Supplies	16,000	4,087	25.54%
Purchased Services	122,509	69,535	56.76%
Contracted Services	-	103	
Miscellaneous	24,223	2,441	10.08%
	\$ 165,732	\$ 77,475	46.75%
Transfer Out			
Transfer Out	\$ 426,223	\$ 70,000	16.42%
	\$ 426,223	\$ 70,000	16.42%
Total Expenditures	\$ 4,542,971	\$ 2,048,927	45.10%
REVENUE OVER EXPENDITURES	\$ -	\$ 606,603	

IT Managed Services (Monthly)
 Incode Maintenance, City Mobile App

Postage Rental, Copier Leases, TML Insurance, ADP Serv. ADCOM

Utility Fund Revenue Expense Report
As of March 31, 2023
Portion of the Year Expired 50%

	FY 2023 Budget	FY 2023 YTD	% of Budget	
REVENUES				
Utility Sales	\$ 7,625,757	\$ 3,412,792	44.75%	
Utility Services	84,000	78,365	93.29%	
Other Services	(130,951)	11,010	-8.41%	
	\$ 7,578,806	\$ 3,502,167	46.21%	
EXPENDITURES				
Utility Administration				
Employee Distribution	\$ 1,104,109	\$ 545,517	49.41%	
Supplies	39,100	15,965	40.83%	
Purchased Services	108,519	43,729	40.30%	
Contracted Services	45,200	29,577	65.44%	City Attorney, Annual Audit, City Engineer, Employee Exam/Drug Screen
Education & Training	9,700	4,180	43.09%	
Technology	35,000	15,330	43.80%	
Repairs & Maintenance	11,600	2,616	22.55%	
Miscellaneous	24,209	253	1.05%	
Transfers Out	141,960	980	0.69%	
	\$ 1,519,397	\$ 658,147	43.32%	
Gas				
Supplies	\$ 384,500	\$ 160,799	41.82%	
Contracted Services	125,282	91,215	72.81%	CPS - Contracted Services, New Service Install, Misc. Repairs
Education and Training	1,500	4,226	281.77%	APGA Membership Dues
Repairs & Maintenance	700	-	0.00%	
Transfer Out	94,895	45,347	47.79%	
	\$ 606,877	\$ 301,587	49.69%	
Sewer				
Employee Distribution	\$ 237,040	\$ 119,197	50.29%	Salaries and Benefits
Supplies	166,750	59,652	35.77%	
Purchased Services	4,500	1,351	30.03%	
Contracted Services	132,000	56,830	43.05%	
Education & Training	3,000	843	0.00%	
Repairs & Maintenance	86,500	31,651	36.59%	
Transfer Out	738,302	152,002	20.59%	
	\$ 1,368,092	\$ 421,528	30.81%	
Electric				
Employee Distribution	\$ 334,642	\$ 176,346	52.70%	Salaries and Benefits
Supplies	1,772,500	746,438	42.11%	
Purchased Services	7,800	4,008	51.39%	Uniform Expense
Contracted Services	52,000	43,852	84.33%	Schnider Engineering Services
Education & Training	3,500	2,800	80.00%	Training and Tuition
Repairs & Maintenance	65,500	46,456	70.92%	Load break tool with case for small bucket truck
Transfer Out	94,895	45,347	47.79%	
	\$ 2,330,837	\$ 1,065,247	45.70%	

Utility Fund Revenue Expense Report
As of March 31, 2023
Portion of the Year Expired 50%

	FY 2023 Budget	FY 2023 YTD	% of Budget	
Water				
Employee Distribution	\$ 329,028	\$ 175,345	53.29%	Salaries and Benefits
Supplies	160,500	71,445	44.51%	
Purchased Services	17,614	11,156	63.33%	Water Lease
Contracted Services	166,000	116,564	70.22%	City Engineer, Water Testing/Sampling
Education & Training	7,300	2,645	36.24%	
Repairs & Maintenance	90,500	29,394	32.48%	
Capital Outlay	700	175	25.00%	
Transfer Out	338,341	97,176	28.72%	
	\$ 1,109,983	\$ 503,901	45.40%	
Refuse				
Contracted Services	\$ 679,193	\$ 161,443	23.77%	
	\$ 679,193	\$ 161,443	23.77%	
Total Expenditures	\$ 7,614,379	\$ 3,111,853	40.87%	
REVENUE OVER EXPENDITURES	\$ (35,573)	\$ 390,314		

Airport Fund Revenue Expense Report
As of March 31, 2023
Portion of the Year Expired 50%

	FY 2023 Budget	FY 2023 YTD	% of Budget	Explanation of Overages
REVENUES				
Facility Rentals	\$ 335,275	\$ 199,986	59.65%	
Fuel Sales	436,600	186,864	42.80%	
Other Revenue	55,300	19,801	35.81%	
	\$ 827,175	\$ 406,651	49.16%	
EXPENDITURES				
Personnel Services	\$ 104,784	\$ 52,006	49.63%	
Supplies	422,300	157,710	37.35%	
Purchased Services	23,050	12,980	56.31%	
Contracted Services	54,315	37,677	69.37%	TML Insurance, AWOS Line, Telecomm. City Attorney Fees, Misc. Contracted Serv. Texas Dept. of Transportation Fees
Education & Training	4,000	735	18.38%	
Technology	2,000	250	12.50%	
Repairs & Maintenance	134,500	33,539	24.94%	
Transfer Out	45,325	3	0.01%	
		-		
Total Expenditures	\$ 790,274	\$ 294,900	37.32%	
REVENUE OVER EXPENDITURES	\$ 36,901	\$ 111,751		