



CITY COUNCIL AGENDA REPORT

DATE: January 6, 2022

AGENDA OF: January 11, 2022

DEPARTMENT: Finance

SUBJECT: Quarterly Financial Report for the Period Ending December 31, 2021

RECOMMENDATION:

Accept FY 2022 First 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 First Quarter FY 2022 Financial Report is from October 1st thru December 31, 2021 and represents 25% of the fiscal year.


<u>1st Quarter Revenue</u>		<u>1st Quarter Expenditures</u>	
General Fund	16.26%	General Fund	23.02%
Utility Fund	16.98%	Utility Fund	16.85%
Airport Fund	27.53%	Airport Fund	22.62%

Revenues and expenditures should be at 25% at the end of the first quarter. For this period, the revenues in the General Fund are gradually coming in. The City should see the majority of the property tax revenue come in this month. Sales tax collections are approximately 18.69% collected. Revenues in the Utility Fund are on target with Utility sales over 16%. Revenues for the Airport Fund are steady. Fuel sales are slightly at 28% collected.

FISCAL IMPACT/SOURCE OF FUNDING:

Fiscal Year Budget

Submitted and Approved by:


Finance Director

ATTACHMENTS/ADDITIONAL INFORMATION:

FY 2022 1st Quarter Financial Report

General Fund Revenue Expense Report

As of December 31, 2021

Portion of the Year Expired 25%

	FY 2022 Budget	FY 2022 YTD	% of Budget	
REVENUES				
Sales Tax	\$ 1,364,663	\$ 255,084	18.69%	
Property Tax	1,179,600	163,392	13.85%	
Municipal Court	217,330	27,749	12.77%	
Parks & Recreation	225,500	43,330	19.21%	
Other Revenue	175,650	51,421	29.27%	
Transfer In	368,772	33,231	9.01%	
	\$ 3,531,515	\$ 574,207	16.26%	
EXPENDITURES				
City Council				
Personnel Services	\$ 5,491	\$ 2,123	38.66%	Payroll (meeting attendance)
Supplies	2,500	-	0.00%	
Education & Training	7,500	-	0.00%	
Miscellaneous	22,750	10,990	48.31%	Misc. Christmas Decorations
	\$ 38,241	\$ 13,113	34.29%	
City Administration				
Personnel Services	\$ 54,841	\$ 20,693	37.73%	Salaries and Benefits
Supplies	3,600	413	11.47%	
Purchased Services	6,000	1,485	24.75%	
Contracted Services	45,000	1,511	3.36%	
Education & Training	5,200	1,179	22.66%	
Technology	1,600	1,575	98.44%	Purchase of a new Laptop
Repairs & Maintenance	20,200	177	0.87%	
Miscellaneous	5,100	625	12.26%	
	\$ 141,541	\$ 27,657	19.54%	
Finance				
Personnel Services	\$ 100,325	\$ 37,932	37.81%	Salaries and Benefits
Supplies	6,987	2,260	32.35%	21-22 Budget Books (printed), Check stock reorder
Contracted Services	43,713	27,412	62.71%	Paid in Full - Pro Rata Share (Medina County Appraisal)
Education & Training	9,350	3,349	35.81%	Bond for Leroy Vidales, Dues for TML/GFOAT
Technology	1,000	-	0.00%	
Miscellaneous	4,000	-	0.00%	
	\$ 165,375	\$ 70,953	42.90%	

General Fund Revenue Expense Report

As of December 31, 2021

Portion of the Year Expired 25%

	FY 2022 Budget	FY 2022 YTD	% of Budget	
Library				
Personnel Services	\$ 152,356	\$ 35,800	23.50%	
Supplies	40,927	9,031	22.07%	
Purchased Services	13,100	2,530	19.31%	
Contracted Services	8,000	1,552	19.39%	
Education & Training	1,473	70	4.75%	
Technology	2,500	927	37.09%	Samsung TV for Library, Adobe Acrobat Subscription
Repairs & Maintenance	8,300	316	3.81%	
Miscellaneous	2,500	921	36.82%	Misc. items for Library Projects
	229,156	51,146	22.32%	
Police				
Personnel Services	\$ 845,219	\$ 185,331	21.93%	
Supplies	52,418	12,757	24.34%	
Purchased Services	41,200	7,909	19.20%	
Contracted Services	9,377	1,502	16.01%	
Education & Training	9,250	243	2.63%	
Technology	13,200	8,632	65.39%	Annual Copsync Software Renewal
Repairs & Maintenance	43,250	4,725	10.92%	
Miscellaneous	12,750	1,364	10.70%	
	\$ 1,026,664	\$ 222,462	21.67%	
Municipal Court				
Personnel Services	\$ 99,850	\$ 22,250	22.28%	
Supplies	2,600	323	12.44%	
Purchased Services	800	185	23.15%	
Contracted Services	18,500	980	5.30%	
Education & Training	1,000	-	0.00%	
Miscellaneous	1,000	85	8.51%	
Capital Outlay	1,500	-	0.00%	
	\$ 125,250	\$ 23,823	19.02%	
Community Development				
Personnel Services	\$ 153,882	\$ 34,974	22.73%	
Supplies	2,100	385	18.33%	
Purchased Services	7,150	1,013	14.17%	
Contracted Services	100,000	9,011	9.01%	
Education & Training	2,300	-	0.00%	
Technology	2,700	-	0.00%	
Repairs & Maintenance	180	8	4.44%	
Miscellaneous	450	419	93.04%	Overpayment of a permit - Refund issued
	\$ 268,762	\$ 45,809	17.04%	

General Fund Revenue Expense Report

As of December 31, 2021

Portion of the Year Expired 25%

	FY 2022 Budget	FY 2022 YTD	% of Budget	
Public Services				
Personnel Services	\$ 165,605	\$ 33,723	20.36%	
Supplies	133,000	34,528	25.96%	Supplies, Chemicals, Fuel
Purchased Services	4,500	781	17.35%	
Contracted Services	15,000	19,043	126.96%	Engineering Services (Streets Project)
Education & Training	1,500	-	0.00%	
Repairs & Maintenance	120,000	18,528	15.44%	
Miscellaneous	5,000	-	0.00%	
	\$ 444,605	\$ 106,603	23.98%	
Parks & Recreation				
Personnel Services	\$ 199,669	\$ 59,283	29.69%	Salaries and Benefits
Supplies	50,100	7,597	15.16%	
Purchased Services	13,661	3,236	23.69%	
Contracted Services	6,500	6,779	104.30%	EMC Services (Parks Grant)
Education & Training	2,000	-	0.00%	
Technology	1,400	-	0.00%	
Repairs & Maintenance	24,450	3,488	14.27%	
Miscellaneous	5,100	1,830	35.87%	Park Reimbursements (Cleaning Deposits)
Capital Outlay	-	10,800	#DIV/0!	CIP Project: Cemetary Renovations
	\$ 302,880	\$ 93,014	30.71%	
Animal Control				
Personnel Services	\$ 58,655	\$ 13,805	23.54%	
Supplies	4,450	481	10.82%	
Purchased Services	3,855	460	11.94%	
Education & Training	1,500	764	50.92%	Texas Animal Control Conference (Registration/Hotel)
Repairs & Maintenance	6,540	428	6.55%	
Miscellaneous	100	-	0.00%	
Capital Outlay	-	2,580	#DIV/0!	CIP Project: Metal Building for Anmial Control)
	\$ 75,100	\$ 18,519	24.66%	
Swimming Pool				
Personnel Services	\$ 110,893	\$ 5,221	4.71%	
Supplies	35,650	4,793	13.45%	
Purchased Services	900	135	14.97%	
Contracted Services	2,400	105	4.38%	
Education & Training	1,000	-	0.00%	
Technology	1,500	-	0.00%	
Repairs & Maintenance	13,000	-	0.00%	
Miscellaneous	1,000	150	15.00%	
	\$ 166,343	\$ 10,404	6.25%	

General Fund Revenue Expense Report
As of December 31, 2021
Portion of the Year Expired 25%

	FY 2022 Budget	FY 2022 YTD	% of Budget	
City Secretary				
Personnel Services	\$ 67,489	\$ 17,766	26.32%	Salaries and Benefits
Supplies	20,900	1,419	6.79%	
Purchased Services	6,900	250	3.62%	
Education & Training	3,300	-	0.00%	
Repairs & Maintenance	200	-	0.00%	
Miscellaneous	200	-	0.00%	
	\$ 98,989	\$ 19,434	19.63%	
RV Park				
Supplies	26,500	7,049	26.60%	Utilities Expense
Purchased Services	1,700	477	28.06%	Telecommunications (Internet, Cell Phone)
Contracted Services	2,700	-	0.00%	
Education & Training	1,500	-	0.00%	
Repairs & Maintenance	3,600	83	2.32%	
Miscellaneous	5,000	875	17.50%	
	\$ 41,000	\$ 8,484	20.69%	
Information Technology				
Purchased Services	\$ 19,000	\$ 2,806	14.77%	
Contracted Services	60,000	12,822	21.37%	
Technology	80,000	33,322	41.65%	Incode Annual Software Renewal
	\$ 159,000	\$ 48,951	30.79%	
Emergency Management				
Supplies	\$ 6,000	\$ -	0.00%	
	\$ 6,000	\$ -	0.00%	
Non-Departmental				
Personnel Services	\$ 3,000	\$ -	0.00%	
Supplies	16,000	3,073	19.20%	
Purchased Services	84,876	17,977	21.18%	
Miscellaneous	3,000	-	0.00%	
	\$ 106,876	\$ 21,050	19.70%	
Transfer Out				
Transfer Out	\$ 21,223	\$ 5,306	25.00%	
	\$ 21,223	\$ 5,306	25.00%	
Total Expenditures	\$ 3,417,005	\$ 786,729	23.02%	
REVENUE OVER EXPENDITURES	\$ 114,510	\$ (212,522)		

Utility Fund Revenue Expense Report
As of December 31, 2021
Portion of the Year Expired 25%

	FY 2022 Budget	FY 2022 YTD	% of Budget
REVENUES			
Utility Sales	\$ 7,029,417	\$ 1,159,124	16.49%
Utility Services	85,000	9,932	11.68%
Other Services	72,967	51,589	70.70%
	\$ 7,187,384	\$ 1,220,645	16.98%
EXPENDITURES			
Utility Administration			
Employee Distribution	\$ 1,031,933	\$ 207,517	20.11%
Supplies	26,100	6,511	24.95%
Purchased Services	78,852	15,552	19.72%
Contracted Services	46,200	5,137	11.12%
Education & Training	9,200	2,269	24.66%
Technology	27,350	1,235	4.52%
Repairs & Maintenance	14,680	2,238	15.24%
Miscellaneous	7,500	5	0.07%
Transfers Out	138,783	-	0.00%
	\$ 1,380,598	\$ 240,463	17.42%
Gas			
Supplies	\$ 202,775	\$ 46,754	23.06%
Contracted Services	134,666	32,105	23.84%
Education and Training	1,700	-	0.00%
Repairs & Maintenance	2,200	-	0.00%
Transfer Out	90,693	7,558	8.33%
	\$ 432,034	\$ 86,417	20.00%
Sewer			
Employee Distribution	\$ 217,216	\$ 51,189	23.57%
Supplies	209,250	46,284	22.12%
Purchased Services	5,200	252	4.84%
Contracted Services	265,500	18,179	6.85%
Education & Training	4,000	375	0.00%
Repairs & Maintenance	111,000	3,975	3.58%
Transfer Out	725,957	12,855	1.77%
	\$ 1,538,123	\$ 133,108	8.65%
Electric			
Employee Distribution	\$ 311,694	\$ 36,682	11.77%
Supplies	1,798,660	264,300	14.69%
Purchased Services	6,263	372	5.94%
Contracted Services	65,000	28,754	44.24%
Education & Training	5,000	139	2.79%
Repairs & Maintenance	67,500	938	1.39%
Capital Outlay	-	137,007	#DIV/0!
Transfer Out	90,693	2,261	2.49%
	\$ 2,344,810	\$ 470,453	20.06%

Tree Trimming, Rate Study, Engineering Services

CIP Project: 2021 Ford Bucket Truck (this was budgeted last fiscal year (2021) but did not receive bucket truck until new fiscal year 21-22)

**Utility Fund Revenue Expense Report
As of December 31, 2021
Portion of the Year Expired 25%**

	FY 2022 Budget	FY 2022 YTD	% of Budget
Water			
Employee Distribution	\$ 297,675	\$ 49,375	16.59%
Supplies	118,150	46,240	39.14%
Purchased Services	14,000	9,008	64.34%
Contracted Services	91,300	35,439	38.82%
Education & Training	5,330	2,129	39.94%
Repairs & Maintenance	83,000	28,120	33.88%
Miscellaneous	1,000	-	0.00%
Capital Outlay	205,000	-	0.00%
Transfer Out	152,364	7,558	4.96%
	\$ 967,819	\$ 177,868	18.38%
Refuse			
Contracted Services	\$ 524,000	\$ 102,500	19.56%
	\$ 524,000	\$ 102,500	19.56%
Total Expenditures	\$ 7,187,384	\$ 1,210,809	16.85%
REVENUE OVER EXPENDITURES	\$ -	\$ 9,836	

TCEQ Fees, Utilities Expense, Benchstock, Fuel
Water Lease - Water Aquisition Fund
Concrete work at Lions Park, Misc. Repairs, Rate Study
Training for Department, Texas Water Utility Association
Misc. Repairs @ Riverbluff, Concrete Work (Well)

Airport Fund Revenue Expense Report
As of December 31, 2021
Portion of the Year Expired 25%

	FY 2022 Budget	FY 2022 YTD	% of Budget	Explanation of Overages
REVENUES				
Facility Rentals	\$ 298,963	\$ 64,075	21.43%	
Fuel Sales	178,000	49,822	27.99%	
Other Revenue	55,042	32,551	59.14%	
	\$ 532,005	\$ 146,447	27.53%	
EXPENDITURES				
Personnel Services	\$ 150,937	\$ 32,431	21.49%	
Supplies	183,520	64,034	34.89%	Misc. Office Supplies, Aviation Fuel, Dues TML Insurance, AWOS Line Attorney Fees, AWOS Maint., Lease Refueler
Purchased Services	20,578	6,010	29.21%	
Contracted Services	32,030	15,458	48.26%	
Education & Training	2,000	250	12.50%	
Technology	2,000	18	0.91%	
Repairs & Maintenance	136,250	1,273	0.93%	
Miscellaneous	1,400	-	0.00%	
Transfer Out	6,000	1,500	25.00%	
Total Expenditures	\$ 534,715	\$ 120,974	22.62%	
REVENUE OVER EXPENDITURES	\$ (2,710.00)	\$ 25,473.64		