



CITY COUNCIL AGENDA REPORT

DATE: January 20, 2023

AGENDA OF: January 24, 2023

DEPARTMENT: Finance

SUBJECT: Quarterly Financial Report for the Period Ending December 31, 2022

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, 2022 and represents 25% of the fiscal year.

<u>1st Quarter Revenue</u>	
General Fund	25.83%
Utility Fund	23.03%
Airport Fund	23.23%

<u>1st Quarter Expenditures</u>	
General Fund	24.11%
Utility Fund	19.90%
Airport Fund	20.97%

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 31.19% collected. Revenues in the Utility Fund are on target with Utility sales over 23%. Revenues for the Airport Fund are steady. Fuel sales are above at 18% collected.

FISCAL IMPACT/SOURCE OF FUNDING:

Fiscal Year Budget

Submitted and Approved by:

Leroy Vidales Finance Director

ATTACHMENTS/ADDITIONAL INFORMATION:

FY 2022 1st Quarter Financial Report

General Fund Revenue Expense Report
As of December 31, 2022
Portion of the Year Expired 25%

	FY 2023 Budget	FY 2023 YTD	% of Budget
REVENUES			
Sales Tax	\$ 1,291,387	\$ 402,750	31.19%
Property Tax	1,463,400	397,197	27.14%
Municipal Court	187,330	30,874	16.48%
Parks & Recreation	264,700	52,130	19.69%
Other Revenue	611,617	110,635	18.09%
Transfer In	385,580	92,197	23.91%
	\$ 4,204,014	\$ 1,085,782	25.83%
EXPENDITURES			
City Administration			
Personnel Services	\$ 55,630	\$ 13,536	24.33%
Supplies	2,500	131	5.22%
Contracted Services	46,500	54,089	116.32%
Education & Training	6,000	276	4.60%
Repairs & Maintenance	5,200	37	0.70%
Miscellaneous	5,100	134	2.63%
	\$ 120,930	\$ 68,202	56.40%
Library			
Personnel Services	\$ 213,115	\$ 47,374	22.23%
Supplies	48,700	10,540	21.64%
Purchased Services	13,800	3,570	25.87%
Contracted Services	9,000	1,513	16.81%
Education & Training	1,500	735	48.97%
Technology	4,200	343	8.16%
Repairs & Maintenance	3,400	1,946	57.24%
Miscellaneous	3,000	790	26.34%
	\$ 296,715	\$ 66,810	22.52%
Police			
Personnel Services	\$ 941,046	\$ 230,603	24.50%
Supplies	52,950	8,533	16.11%
Purchased Services	41,500	6,087	14.67%
Contracted Services	31,940	33,081	103.57%
Education & Training	12,000	2,532	21.10%
Technology	12,700	5,101	40.16%
Repairs & Maintenance	43,400	18,381	42.35%
Miscellaneous	12,750	2,925	22.94%
	\$ 1,148,286	\$ 307,244	26.76%

General Fund Revenue Expense Report
As of December 31, 2022
Portion of the Year Expired 25%

	FY 2023 Budget	FY 2023 YTD	% of Budget	
Municipal Court				
Personnel Services	\$ 94,194	\$ 25,961	27.56%	Salaries and Benefits
Supplies	2,850	50	1.75%	
Purchased Services	800	142	17.77%	
Contracted Services	18,500	2,970	16.05%	
Education & Training	1,000	-	0.00%	
Technology	2,100	-	0.00%	
Repairs & Maintenance	500	-	0.00%	
Miscellaneous	1,000	157	15.69%	
	120,944	29,279	24.21%	
Emergency Management				
Supplies	\$ 6,000	\$ -	0.00%	
	\$ 6,000	\$ -	0.00%	
Community Development				
Personnel Services	\$ 160,894	\$ 42,126	26.18%	Salaries and Benefits
Supplies	2,050	390	19.02%	
Purchased Services	5,800	793	13.67%	
Contracted Services	100,000	18,202	18.20%	
Education & Training	2,600	60	2.31%	
Technology	3,000	-	0.00%	
Repairs & Maintenance	100	8	7.50%	
Miscellaneous	450	-	0.00%	
	\$ 274,894	\$ 61,579	22.40%	
Public Services				
Personnel Services	\$ 248,157	\$ 58,429	23.55%	
Supplies	137,000	26,831	19.58%	
Purchased Services	3,500	1,135	32.42%	Uniform Expense
Contracted Services	10,000	4,198	41.98%	Concrete work at new building
Education & Training	1,000	-	0.00%	
Repairs & Maintenance	115,500	22,395	19.39%	
Miscellaneous	4,000	593	14.81%	
	\$ 519,157	\$ 113,580	21.88%	
Parks and Recreation				
Personnel Services	\$ 247,531	\$ 65,878	26.61%	Salaries and Benefits
Supplies	46,500	5,548	11.93%	
Purchased Services	13,161	3,241	24.63%	
Contracted Services	6,500	1,243	19.13%	
Education & Training	2,000	301	15.07%	
Technology	1,400	-	0.00%	
Repairs & Maintenance	23,200	5,111	22.03%	
Miscellaneous	5,000	2,235	44.70%	Park Reimbursements (Cleaning Deposits)
	\$ 345,292	\$ 83,558	24.20%	

General Fund Revenue Expense Report
As of December 31, 2022
Portion of the Year Expired 25%

	FY 2023 Budget	FY 2023 YTD	% of Budget	
Animal Control				
Personnel Services	\$ 71,309	\$ 8,187	11.48%	
Supplies	4,400	684	15.54%	
Purchased Services	3,355	200	5.96%	
Education & Training	2,000	-	0.00%	
Repairs & Maintenance	5,900	-	0.00%	
Miscellaneous	100	100	100.00%	Employee Drug Testing
	\$ 87,064	\$ 9,171	10.53%	
RV Park				
Supplies	\$ 26,500	8,269	31.20%	Utility Expense
Purchased Services	1,700	453	26.64%	Internet/Fiber - Comm Zoom
Education & Training	1,500	-	0.00%	
Repairs & Maintenance	3,600	872	24.21%	
Miscellaneous	4,000	837	20.93%	
	\$ 37,300	\$ 10,431	27.97%	
Finance				
Personnel Services	\$ 116,642	\$ 29,144	24.99%	
Supplies	6,300	1,083	17.18%	
Contracted Services	52,005	30,295	58.25%	Medina County Apprs. Dist. - Pro Rata Share (paid in full)
Education & Training	19,000	2,310	12.16%	
Technology	1,000	-	0.00%	
Miscellaneous	1,500	-	0.00%	
	\$ 196,447	\$ 62,832	31.98%	
Swimming Pool				
Personnel Services	\$ 100,767	\$ 13,061	12.96%	
Supplies	35,050	10,408	29.70%	Pool Chemicals, Utility Expenses
Purchased Services	900	78	8.62%	
Contracted Services	2,400	-	0.00%	
Education & Training	1,000	-	0.00%	
Technology	1,500	-	0.00%	
Repairs & Maintenance	13,000	2,811	21.63%	
Miscellaneous	1,000	-	0.00%	
Capital Outlay	-	18,486	#DIV/0!	
	\$ 155,617	\$ 44,845	28.82%	

General Fund Revenue Expense Report
As of December 31, 2022
Portion of the Year Expired 25%

	FY 2023 Budget	FY 2023 YTD	% of Budget	
City Council				
Personnel Services	\$ 10,430	\$ 8	0.08%	
Supplies	1,700	-	0.00%	
Contracted Services	6,000	-	0.00%	
Education & Training	11,000	775	7.05%	
Miscellaneous	25,000	350	1.40%	
	\$ 54,130	\$ 1,133	2.09%	
City Secretary				
Personnel Services	74,167	20,077	27.07%	Salaries and Benefits
Supplies	20,900	2,066	9.88%	
Purchased Services	12,900	1,769	13.71%	
Education & Training	3,300	-	0.00%	
Repairs & Maintenance	200	-	0.00%	
Miscellaneous	200	-	0.00%	
	\$ 111,667	\$ 23,911	21.41%	
Information Technology				
Purchased Services	\$ 12,000	\$ 2,871	23.93%	
Contracted Services	62,617	21,094	33.69%	IT Managed Services (Monthly)
Technology	63,000	32,566	51.69%	
	\$ 137,617	\$ 56,531	41.08%	
Non-Departmental				
Personnel Services	\$ 3,000	\$ -	0.00%	
Supplies	16,000	1,931	12.07%	
Purchased Services	122,509	36,442	29.75%	IT Incode Software Annual Maintenance
Miscellaneous	24,223	1,201	4.96%	
	\$ 165,732	\$ 39,574	23.88%	
Transfer Out				
Transfer Out	\$ 426,223	\$ 35,000	8.21%	
	\$ 426,223	\$ 35,000	8.21%	
Total Expenditures	\$ 4,204,015	\$ 1,013,680	24.11%	
REVENUE OVER EXPENDITURES	\$ (1)	\$ 72,102		

Utility Fund Revenue Expense Report

As of December 31, 2022

Portion of the Year Expired 25%

	FY 2023 Budget	FY 2023 YTD	% of Budget
REVENUES			
Utility Sales	\$ 7,625,757	\$ 1,756,256	23.03%
Utility Services	84,000	22,598	26.90%
Other Services	35,040	4,593	13.11%
	\$ 7,744,797	\$ 1,783,448	23.03%
EXPENDITURES			
Utility Administration			
Employee Distribution	\$ 1,104,109	\$ 283,998	25.72%
Supplies	17,100	8,862	51.82%
Purchased Services	60,519	21,046	34.78%
Contracted Services	45,200	3,914	8.66%
Education & Training	9,700	3,630	37.42%
Technology	35,000	189	0.54%
Repairs & Maintenance	11,600	988	8.52%
Miscellaneous	500	163	32.64%
Transfers Out	141,960	-	0.00%
	\$ 1,425,688	\$ 322,789	22.64%
Gas			
Supplies	\$ 384,500	\$ 47,280	12.30%
Contracted Services	119,000	29,419	24.72%
Education and Training	1,500	748	49.90%
Repairs & Maintenance	700	-	0.00%
Transfer Out	94,895	22,673	23.89%
	\$ 600,595	\$ 100,121	16.67%
Sewer			
Employee Distribution	\$ 237,040	\$ 61,033	25.75%
Supplies	166,750	25,194	15.11%
Purchased Services	4,500	615	13.67%
Contracted Services	132,000	21,014	15.92%
Education & Training	3,000	180	0.00%
Repairs & Maintenance	86,500	12,581	14.54%
Transfer Out	738,302	22,673	3.07%
	\$ 1,368,092	\$ 143,290	10.47%
Electric			
Employee Distribution	\$ 334,642	\$ 89,130	26.63%
Supplies	1,772,500	423,282	23.88%
Purchased Services	7,800	2,287	29.32%
Contracted Services	52,000	29,054	55.87%
Education & Training	3,500	500	14.29%
Repairs & Maintenance	65,500	25,004	38.17%
Transfer Out	94,895	22,673	23.89%
	\$ 2,330,837	\$ 591,931	25.40%

APGA Membership Dues

Salaries and Benefits

Salaries and Benefits

Uniform Expense

Schnider Engineering Services

Load break tool with case for small bucket truck

Utility Fund Revenue Expense Report

As of December 31, 2022

Portion of the Year Expired 25%

	FY 2023 Budget	FY 2023 YTD	% of Budget	
Water				
Employee Distribution	\$ 329,028	\$ 93,832	28.52%	Salaries and Benefits
Supplies	160,500	39,636	24.70%	
Purchased Services	17,614	9,662	54.85%	Water Lease
Contracted Services	100,000	59,501	59.50%	City Engineer, Water Testing/Sampling
Education & Training	7,300	708	9.69%	
Repairs & Maintenance	90,500	16,832	18.60%	
Capital Outlay	700	-	0.00%	
Transfer Out	338,341	22,673	6.70%	
	\$ 1,043,983	\$ 242,844	23.26%	
Refuse				
Contracted Services	\$ 679,193	\$ 81,263	11.96%	
	\$ 679,193	\$ 81,263	11.96%	
Total Expenditures	\$ 7,448,388	\$ 1,482,238	19.90%	
REVENUE OVER EXPENDITURES	\$ 296,409	\$ 301,210		

Airport Fund Revenue Expense Report
As of December 31, 2022
Portion of the Year Expired 25%

	FY 2023	FY 2023	% of	Explanation of
	Budget	YTD	Budget	Overages
REVENUES				
Facility Rentals	\$ 335,275	\$ 102,027	30.43%	
Fuel Sales	436,600	81,442	18.65%	
Other Revenue	55,300	8,679	15.69%	
	\$ 827,175	\$ 192,149	23.23%	
EXPENDITURES				
Personnel Services	\$ 104,784	\$ 27,376	26.13%	Salaries and Benefits
Supplies	422,300	88,436	20.94%	
Purchased Services	23,050	6,366	27.62%	TML Insurance, AWOS Line, Telecomm. City Attorney Fees, Misc. Contracted Serv. Texas Dept. of Transportation Fees
Contracted Services	54,315	24,593	45.28%	
Education & Training	4,000	-	0.00%	
Technology	2,000	-	0.00%	
Repairs & Maintenance	134,500	18,926	14.07%	
Transfer Out	45,325	-	0.00%	
Total Expenditures	\$ 790,274	\$ 165,695	20.97%	
REVENUE OVER EXPENDITURES	\$ 36,901	\$ 26,453		