

# City of Bowling Green, Kentucky

## MONTHLY FINANCIAL MEMORANDUM

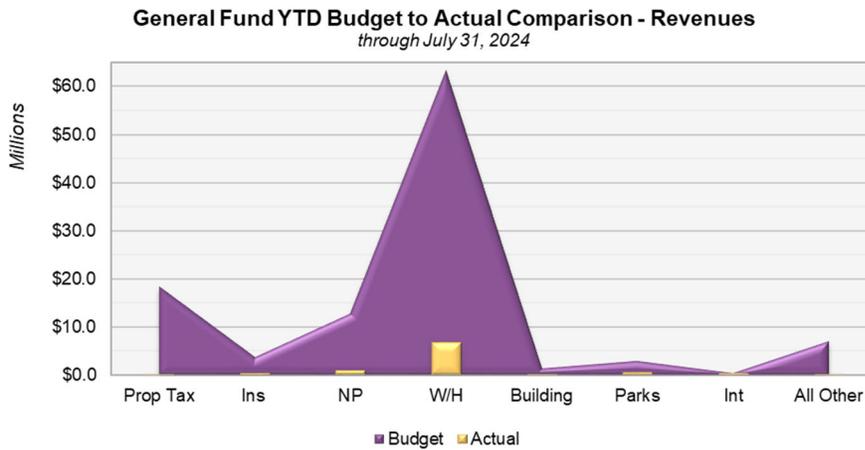
For month ending July 31, 2024

*NOTE: The Monthly Financial memorandum is prepared each month and is utilized to analyze and assess the current financial condition of the City's General Fund and other select funds. The information found in this report is drawn from the City's general ledger as of the last day of each month, and occasional anomalies may occur. This report should be used for informational purposes only.*

### Assistant City Manager/CFO Commentary

#### Revenue Highlights:

The total FY2025 amended General Fund revenue budget is \$109,543,000. Through July, \$9,097,000 has been collected, or 8.3% of the amended revenue budget. The FY2025 adopted revenue budget was increased by +9.7% over the FY2024 adopted budget, aligning with business growth and expansion as well as a full year incorporation of the new 2.0% tax rate for both withholding fees and net profits. The most significant components of the revenue budget include withholding fees, net profits, and property taxes. Property taxes and the all other category, show a negative or nominal decrease for July FY2025 vs. July FY2024. The other categories reflect increases over the prior year.

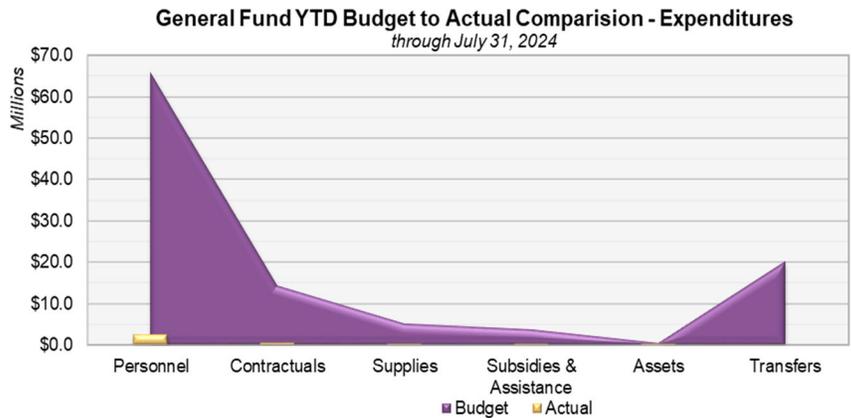


FY2025 YTD	
Compared to July 2023	
<b>Total Revenues:</b> +\$848,000 (+10.3%)	▲
<b>Wage Withholding Fees:</b> +\$1,401,000 (+26.8%)	▲
<b>Total Expenses:</b> -\$150,000 (-4.4%)	▼
<b>Personnel Expenses:</b> +\$7,000 (+0.3%)	▲

#### Expenditure Highlights:

The total amended FY2025 General Fund expenditure budget is \$112,134,000, which includes carryover projects and purchase orders from the prior fiscal year and approved current year budget amendments. The FY2025 amended expenditure budget is \$12,219,000, or 12.2%, more than the FY2025 amended budget through the current month of the fiscal year. The increase in the General Fund amended budget impacts the Personnel (+11.4%), Contractual (+18.1%), Supplies (+42.5%), Assets (+169.9%), and Transfers (+4.7%) expenditure categories.

The Employee Health Care Trust Fund as a whole includes a budgetary increase of \$960,000, or 11.3%, over the prior year. The largest expenses of the fund are claims for medical, dental, vision, and prescription costs. These costs are also budgeted to increase by \$952,000, or 14.8%, to fully cover rising costs to operate the on-site health clinic and the City's self-funded employee health insurance program.



*Katie Schaller-Ward*

Assistant City Manager/Chief Financial Officer



COMMUNITY.  
SERVICE.  
GROWTH.

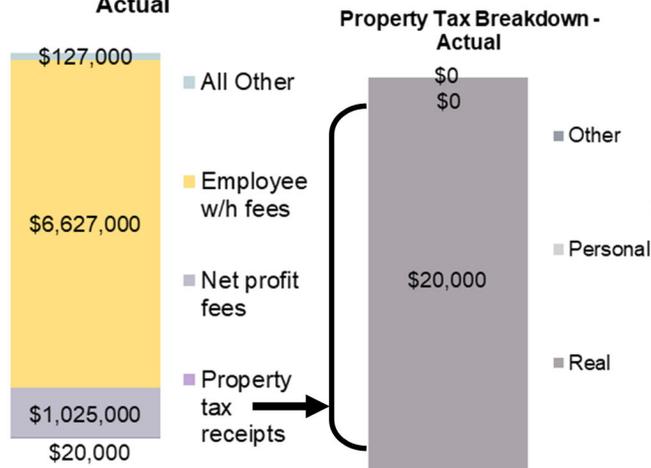
This financial report is designed to provide a general overview of the City of Bowling Green's finances. Questions or requests for information should be addressed to the Assistant City Manager/CFO at City Hall Annex, Department of Finance, 1017 College Street, Bowling Green, KY 42101; or (270)393-3000; or [accounting@bakv.org](mailto:accounting@bakv.org).

# GENERAL FUND REVENUE ANALYSIS

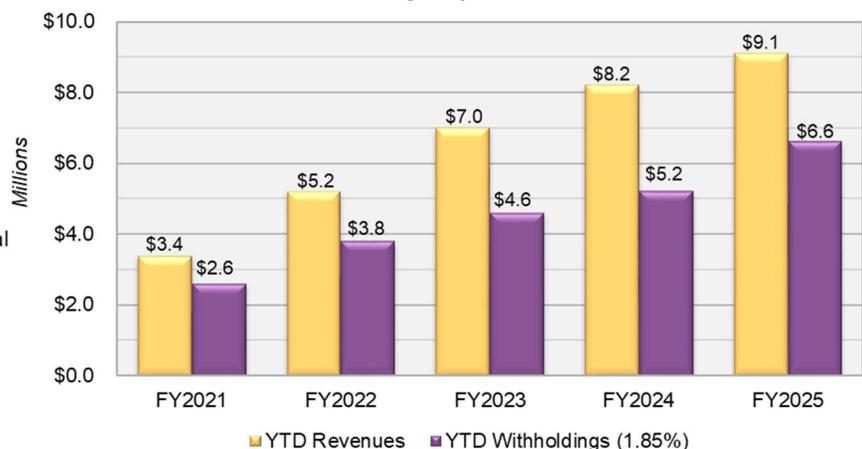
For month ending July 31, 2024

FY2024 YTD		FY2025 YTD		CHANGE (\$)	CHANGE (%)
\$8,249,000		\$9,097,000		+\$848,000	+10.3%
Revenue Category	FY2025 Amended Budget	FY2025 Actual	% Collected	Change compared to 7/31/2023	Highlights
Property Taxes	\$18,305,000	\$20,000	0.1%	-\$27,000 (-57.4%)	The property tax revenue source includes real and personal property, motor vehicle & boat, franchise and payments in-lieu-of taxes. Typically, invoices for the new Property tax year are mailed in early October, but will be delayed until at least November due to the City School's proposed rate election.
Insurance Premium Taxes	3,600,000	385,000	10.7%	+\$128,000 (+49.8%)	This self-reported tax is collected in both the General Fund and Fire Improvement Fund; five year totals are presented on page four.
Net Profit Fees	12,753,000	1,025,000	8.0%	+\$486,000 (+90.2%)	The FY2025 budget was increased 8.9% from FY2024 to match the current business environment evidenced by lean and nimble operations as well as a full year at the new 2.0% net profit rate. CY2023 extensions are due October 2024.
Employee WH Fees	63,306,000	6,627,000	10.5%	+\$1,401,000 (+26.8%)	The FY2025 budget for this revenue source was increased by +13.9% compared to FY2024 budget and 8.7% compared to actual FY24 collections to reflect the job growth related to new business announcements and natural growth as well as a full year at the new 2.0% employee withholding rate. July returns showing June wages posted an increase of +26.8% vs. the same period last year. June 2023 had five Fridays and 2024 had four Fridays reported in July, resulting in an uneven overall comparison.
Building Fees	1,370,000	176,000	12.8%	+\$37,000 (+26.6%)	The FY2025 budget increased +5.2% vs. FY2024 actual collections due to the next phase in a number of large revenue generating projects carrying over into FY25. Two of the three revenue accounts show increases through July.
Parks & Rec Receipts	2,840,500	470,000	16.5%	+\$30,000 (+6.8%)	Hobson Golf Course & Driving Range produced +\$700 more in collections this July vs. FY2024. Overall, Golf operating receipts are up +\$20,000 and Aquatics receipts are up +\$3,000 compared to last fiscal year. Cemetery collections are up +\$2,000.
Interest Earnings	416,000	267,000	64.2%	+\$257,000 (+2,570.0%)	Interest earnings include both bank balance earnings and investments. The City is taking advantage of good interest rates using a sweep account for some of its operating funds.
All Other	6,952,500	127,000	1.8%	-\$1,464,000 (-92.0%)	This category contains multiple General Fund grants including two COPS grants for Police personnel, Assistance to Firefighters, two Homeland Security grants for a Cybersecurity position, hardware & software to enhance Cybersecurity, an EPA grant, Parks Development distributions to Golf and an increase in the repayment by Fire Improvement fund to the General fund.
<b>Total</b>	<b>\$109,543,000</b>	<b>\$9,097,000</b>	<b>8.3%</b>	<b>+\$848,000 (+10.3%)</b>	The positive change for FY2025 thru July is attributable to growth with employee withholdings, net profits and interest earnings representing two of the top three largest revenue sources.

Top 4 Revenue Drivers - Actual



YTD General Fund Revenue Comparison through July 31, 2024



# GENERAL FUND EXPENDITURE ANALYSIS

For month ending July 31, 2024

FY2024 YTD		FY2025 YTD		CHANGE (\$)	CHANGE (%)
<b>\$3,392,000</b>		<b>\$3,242,000</b>		<b>-\$150,000</b>	<b>-4.4%</b>
Expense Category	FY2025 Amended Budget	FY2025 Actual	% Expended	Change compared to 7/31/2023	Highlights
Personnel	\$65,942,000	\$2,340,000	3.5%	+\$7,000 (+0.3%)	Personnel costs for July were \$2,340,000 and are up when compared to last year by \$7,000, which is comprised of: wages (+\$74,000), overtime & recall (-\$13,000), CERS (-\$46,000), and other fringe benefits (-\$8,000). See the charts below for trending information and a breakdown of personnel expenses.
Contractuals	14,457,000	456,000	3.2%	+\$1,000 (+0.2%)	Contractual service costs totaled \$456,000 in July and are up slightly compared to last year.
Supplies	5,189,000	127,000	2.4%	-\$326,000 (-72.1%)	Costs for the month totaled \$127,000. The year-to-date decrease is due to the timing of the payment for the third year of the Police Department in-car and body cameras replacement contract.
Subsidies & Assistance	3,700,000	318,000	8.6%	+\$165,000 (+109.5%)	Subsidy payments totaled \$318,000 during July. The increase compared to the prior year is due to budgeted increases for agency distributions.
Property & Assets	462,000	1,000	0.3%	+\$1,000 N/A	Asset costs were \$1,000 this month and reflect a slight increase for the fiscal year.
Fund Transfers	20,333,000	0	0.0%	\$0 N/A	Fund transfer costs during July were \$0.
<b>Total</b>	<b>\$110,083,000</b>	<b>\$3,242,000</b>	<b>2.9%</b>	<b>-\$150,000 (-4.4%)</b>	Total expenditures for the month were \$3,242,000 and are down compared to FY2024 due to timing of payments and accrued payroll costs through the current month.

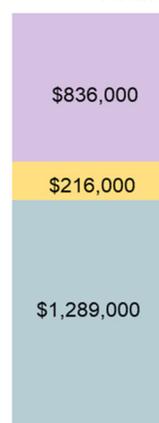
\* Remaining Contingency budget as of 7/31/2024 is \$2,051,632.

YTD General Fund Expenditure History

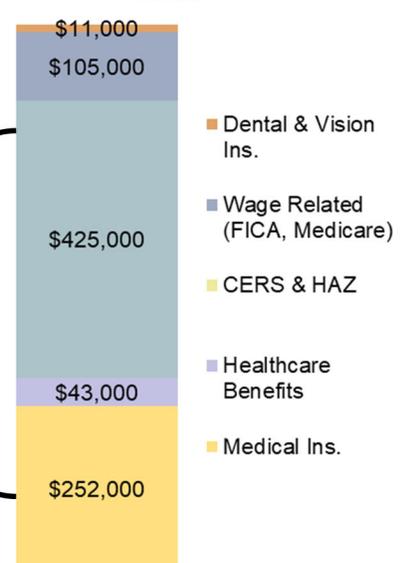
through July 31, 2024



Overall Personnel Detail - Actual



Fringe Benefits Detail - Actual

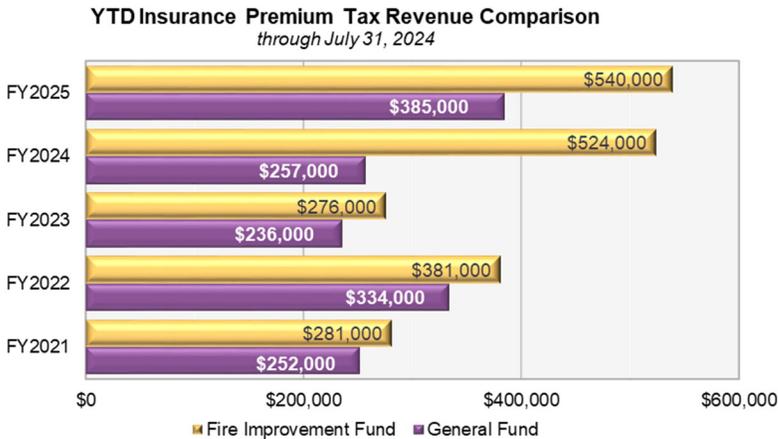


# A CLOSER LOOK

Additional detail on the City's Capital Improvement Program and the financial status of the Fire Improvement and Employee Health Care Funds

## INSURANCE PREMIUM TAXES

The below five year chart compares insurance premium tax receipts for the General Fund vs. Fire Improvement Fund through July. Through one month, FY2025 figures show an increase of +3.1% vs. FY2024 over the same period.



## EMPLOYEE HEALTH CARE FUND

A summary of paid claims through July 2024 and the comparison to the prior fiscal year is below:

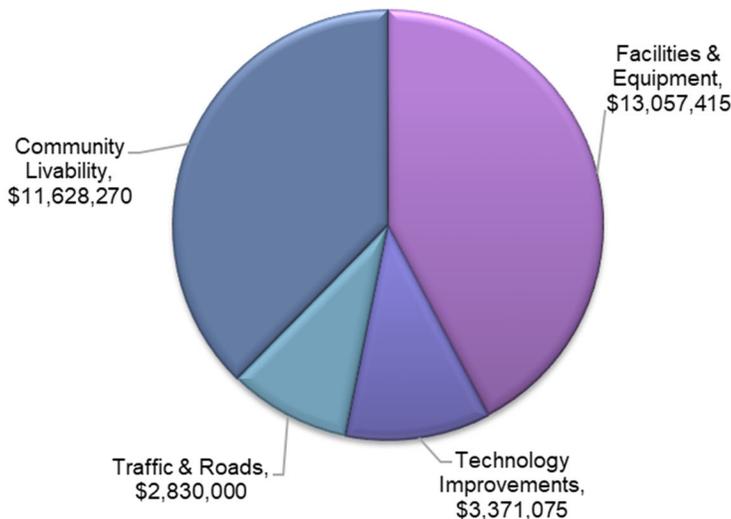
	FY2025 YTD Expenses	Change vs. FY2024
Medical claims	\$852,000	+\$361,000
Prescription claims	\$94,000	+\$7,000
Dental claims	\$43,000	+\$5,000
Vision claims	\$6,000	+\$1,000
<b>Total claims</b>	<b>\$995,000</b>	<b>+\$374,000</b>

Total claims are up **\$374,000** or +60.28%, compared to last July. Total Health Care Fund expenditures are \$1,106,000, which is up \$401,000, or +57.0%, compared to this point in FY2024. The Employee Health Care Fund budget through July is 11.7% spent.

## CAPITAL IMPROVEMENT PROGRAM

The FY2025 Adopted Capital Improvement Program (CIP) totals nearly \$30,887,000, excluding debt, for all City departments with over 53% of that amount represented by General Fund supported projects. CIP costs are defined as those costing over \$25,000 with an expected useful life of at least five years. The CIP is also categorized by the impact to the City, including: Community Livability, Facilities & Equipment, Technology Improvements, and Traffic & Roads. Multiple funding sources are utilized to provide the budget for CIPs, including from the General Fund, Special Revenue funds, Capital Project funds, and grants.

### Approved FY2025 CIP



### Featured Capital Project



High density mobile shelving is an approved FY2025 CIP that will increase the storage capacity within the BGPD Evidence Division. This is a two year project, with FY2024 being the first year of funding.