

# City of Bowling Green, Kentucky

## MONTHLY FINANCIAL MEMORANDUM

For month ending February 28, 2025

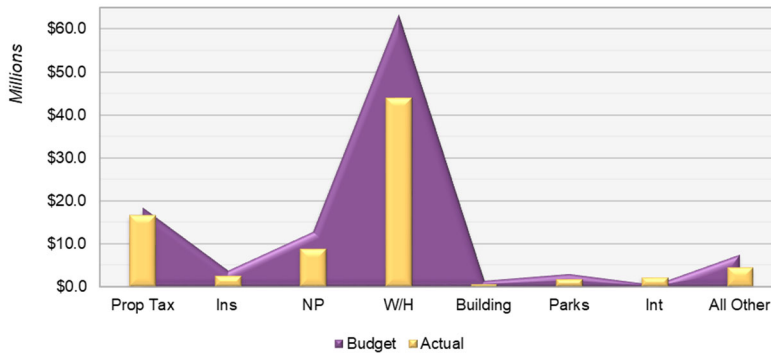
*NOTE: The Monthly Financial memorandum is prepared each month and is utilized to analyze and assess the current financial condition of the City's General Fund and other select funds. The information found in this report is drawn from the City's general ledger as of the last day of each month, and occasional 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 \$109,910,500. Through February, \$80,444,000 has been collected, or 73.2% 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, net profits, building fees, and parks & rec show a negative or nominal decrease for February FY2025 vs. FY2024. The other categories reflect increases over the prior year. **Please note that approximately 29% of the all other category is comprised of a net reversal of a prior year-end fair market value adjustment on investments; this is "book" only revenue and does not constitute actual cash collections. Additionally, net profit collections include \$4.9 million of deferred revenue for collections of estimated payments and extensions that will be converted to revenue when the filings actually occur, typically in April or October. The impact of this reduces net profit total collections to \$3.9M and total revenue through February to \$75.5M.**

General Fund YTD Budget to Actual Comparison - Revenues through February 28, 2025

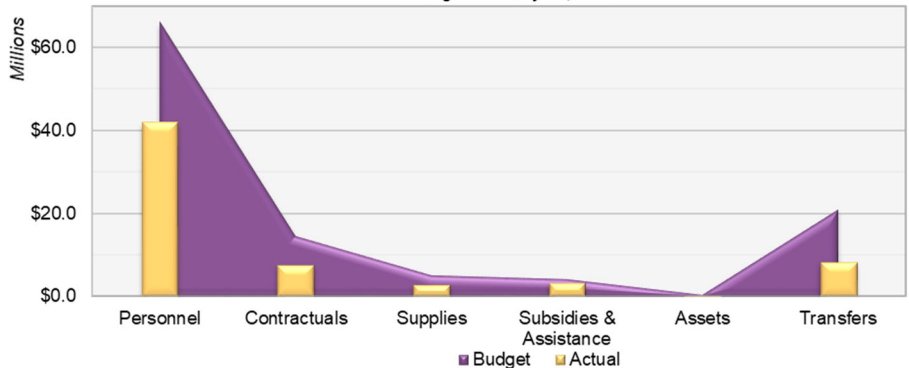


FY2025 YTD	
Compared to February 2024	
<b>Total Revenues:</b> +\$13,727,000 (+20.6%)	▲
<b>Wage Withholding Fees:</b> +\$6,376,000 (+17.1%)	▲
<b>Total Expenses:</b> +\$7,816,000 (+13.9%)	▲
<b>Personnel Expenses:</b> +\$4,619,000 (+12.4%)	▲

#### Expenditure Highlights:

The total amended FY2025 General Fund expenditure budget is \$113,784,000, which includes carryover projects and purchase orders from the prior fiscal year and approved current year budget amendments. The FY2025 amended expenditure budget is \$9,611,000, or 9.2%, more than the FY2024 amended budget through the current month of the fiscal year. The increase in the General Fund amended budget impacts the personnel (+8.1%), contractual (+11.1%), supply (+43.2%), subsidy (+7.7%), asset (+104.7%), and transfer-out (+3.2%) expenditure categories.

General Fund YTD Budget to Actual Comparison - Expenditures through February 28, 2025



The Employee Health Care Trust Fund as a whole includes a budgetary increase of \$450,000, or 5.1%, 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 \$400,000, or 5.7%, 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.

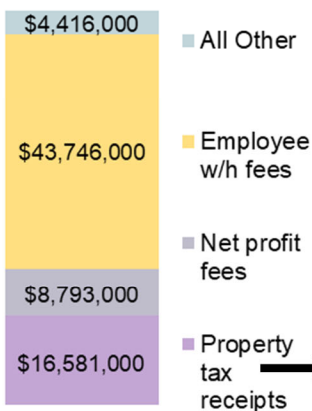
This financial report is designed to provide a general overview of the City of Bowling Green's finances. Questions or requests for information should be addressed to the Assistant City Manager/CFO at City Hall Annex, Department of Finance, 1017 College Street, Bowling Green, KY 42101; or (270)393-3000;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

# GENERAL FUND REVENUE ANALYSIS

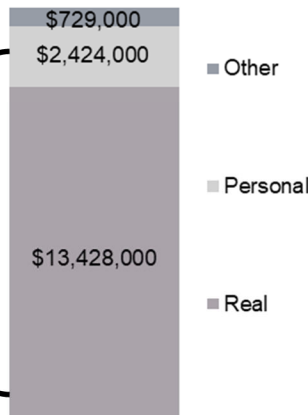
For month ending February 28, 2025

FY2024 YTD		FY2025 YTD		CHANGE (\$)	CHANGE (%)
\$66,717,000		\$80,444,000		+\$13,727,000	+20.6%
Revenue Category	FY2025 Amended Budget	FY2025 Actual	% Collected	Change compared to 2/28/2024	Highlights
Property Taxes	\$18,305,000	\$16,581,000	90.6%	+\$269,000 (+1.6%)	The property tax revenue source includes real and personal property, motor vehicle & boat, franchise and payments in-lieu-of taxes. 1,242 invoices remain unpaid from the 23k that were mailed in November. 0.5% interest is added each month starting Feb. 1st until paid.
Insurance Premium Taxes	3,600,000	2,553,000	70.9%	+\$190,000 (+8.0%)	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	8,793,000	68.9%	+\$5,188,000 (+143.9%)	The FY2025 budget was increased 8.9% from FY2024 to match the current business environment evidenced as well as a full year at the new 2.0% net profit rate. CY2024 filings are starting to be filed following the IRS deadline. \$4.9M is considered deferred revenue for estimated payments and extensions.
Employee WH Fees	63,306,000	43,746,000	69.1%	+\$6,376,000 (+17.1%)	The FY2025 budget for this revenue source was increased by +13.9% compared to FY2024 budget and 8.7% compared to actual FY2024 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. February returns showing January wages posted an increase of 34.5% vs. the same period last year. January 2024 had four Fridays and 2025 had five Fridays reported in February, when combined with the first seven months, an even overall comparison of Fridays exists.
Building Fees	1,370,000	551,000	40.2%	-\$186,000 (-25.2%)	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 FY2025. All three revenue accounts show decreases through February.
Parks & Rec Receipts	2,848,500	1,777,000	62.4%	+\$138,000 (+8.4%)	Hobson Golf Course & Driving Range produced -\$4,000 less collections this February vs. FY2024. Overall, Golf operating receipts are up +\$35,000 and Aquatics receipts are up +\$70,000 compared to last fiscal year. Cemetery collections are +\$18,000.
Interest Earnings	416,000	2,027,000	487.3%	+\$1,763,000 (+667.8%)	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	7,312,000	4,416,000	60.4%	-\$11,000 (-0.2%)	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, highway funds, Parks Development distributions to Golf and an increase in the repayment by Fire Improvement Fund to the General fund.
<b>Total</b>	<b>\$109,910,500</b>	<b>\$80,444,000</b>	<b>73.2%</b>	<b>+\$13,727,000 (+20.6%)</b>	The positive change for FY2025 thru February is attributable to growth with property taxes, employee withholdings, net profits and interest earnings.

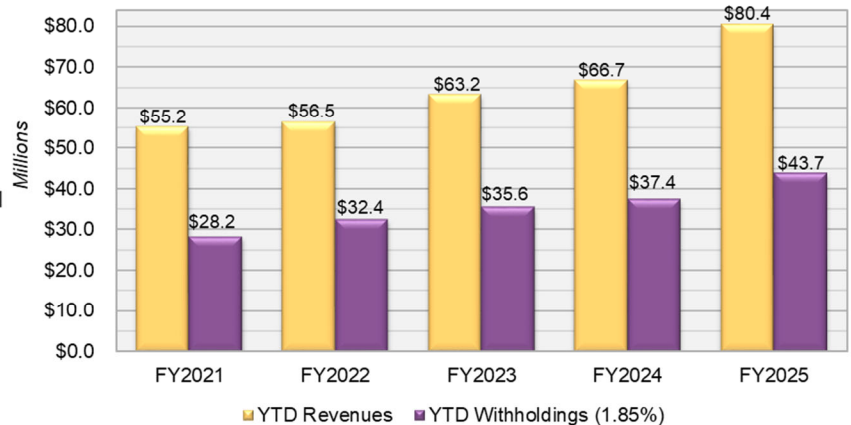
Top 4 Revenue Drivers - Actual



Property Tax Breakdown - Actual



YTD General Fund Revenue Comparison through February 28, 2025



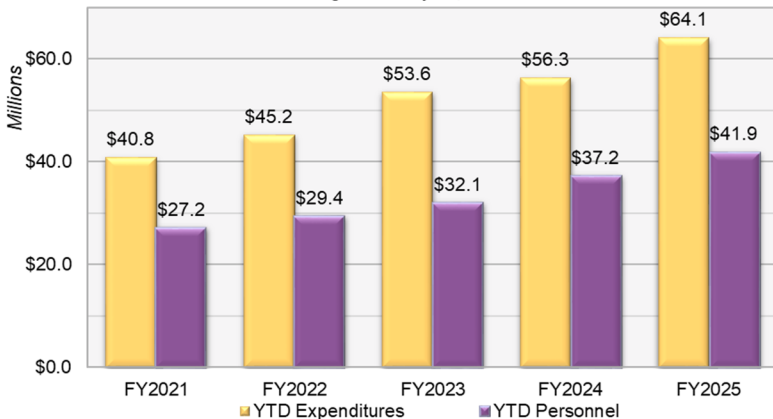
# GENERAL FUND EXPENDITURE ANALYSIS

For month ending February 28, 2025

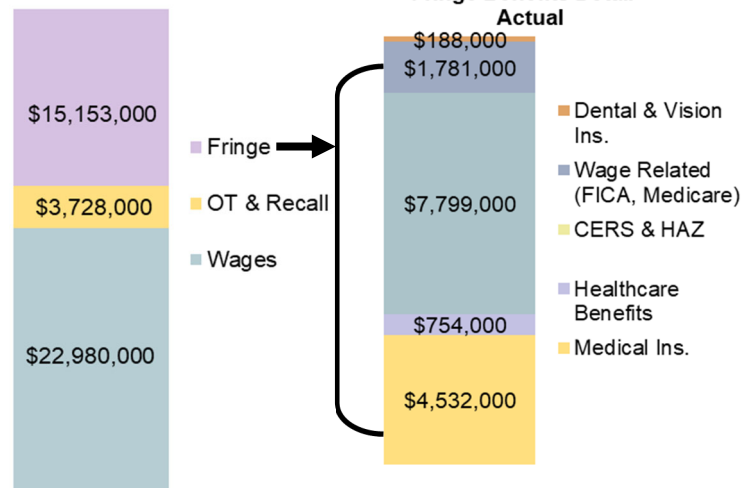
FY2024 YTD		FY2025 YTD		CHANGE (\$)	CHANGE (%)
\$56,295,000		\$64,111,000		+\$7,816,000	+13.9%
Expense Category	FY2025 Amended Budget	FY2025 Actual	% Expended	Change compared to 02/29/2024	Highlights
Personnel	\$66,266,000	\$41,861,000	63.2%	+\$4,619,000 (+12.4%)	Personnel costs for February were \$4,956,000 and are up when compared to last year by \$4,619,000, which is comprised of: wages (+\$3,049,000), overtime & recall (+\$565,000), CERS (-\$86,000), and other fringe benefits (+\$1,091,000). See the charts below for trending information and a breakdown of personnel expenses.
Contractuals	14,608,000	7,593,000	52.0%	+\$1,123,000 (+17.3%)	Contractual service costs totaled \$1,547,000 in February and are up compared to last year due to the budgeted increase for fleet maintenance rates and Jennings Creek Park construction.
Supplies	5,317,000	2,892,000	54.4%	+\$952,000 (+49.1%)	Costs for the month totaled \$183,000. The year-to-date increase is due to the purchase of replacement fitness equipment by the Parks and Recreation Department and portable radios by the Police Department.
Subsidies & Assistance	4,294,000	3,324,000	77.4%	+\$291,000 (+9.6%)	Subsidy payments totaled \$5,000 during February. The increase compared to the prior year is due to the current year TIF distribution.
Property & Assets	448,000	120,000	26.8%	+\$58,000 (92.5%)	Asset costs were \$0 this month and are up compared to last year due to the budgeted purchase of resistivity equipment for the Public Works Department.
Fund Transfers	21,186,000	8,321,000	39.3%	+\$773,000 (+10.2%)	Fund transfer costs during February were \$2,000,000.
<b>Total</b>	<b>\$112,119,000</b>	<b>\$64,111,000</b>	<b>56.3%</b>	<b>+\$7,816,000 (+19.1%)</b>	Total expenditures for the month were \$8,691,000 and are up compared to FY2024 due to budgeted personnel cost increases, and purchase of radios for the Police Department.

\* Remaining Contingency budget as of 02/28/2025 is \$1,664,976.

YTD General Fund Expenditure History through February 28, 2025



Overall Personnel Detail - Actual

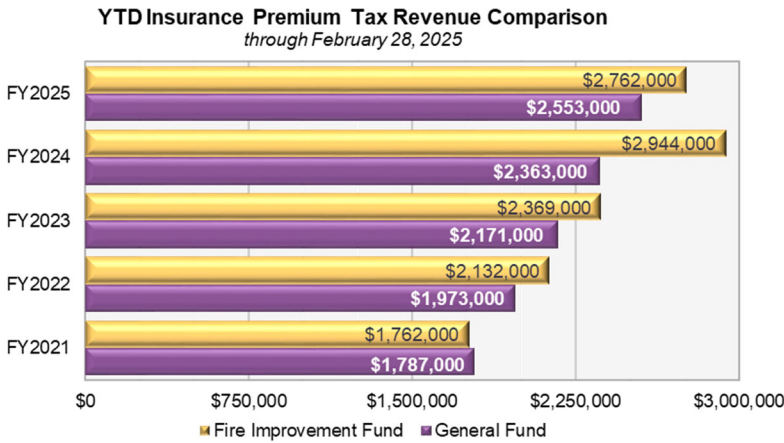


# A CLOSER LOOK

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 February. Through eight months, FY2025 figures show a decrease of -6.2% vs. FY2024 over the same period.



## EMPLOYEE HEALTH CARE FUND

A summary of paid claims through February 2025 and the comparison to the prior fiscal year is below:

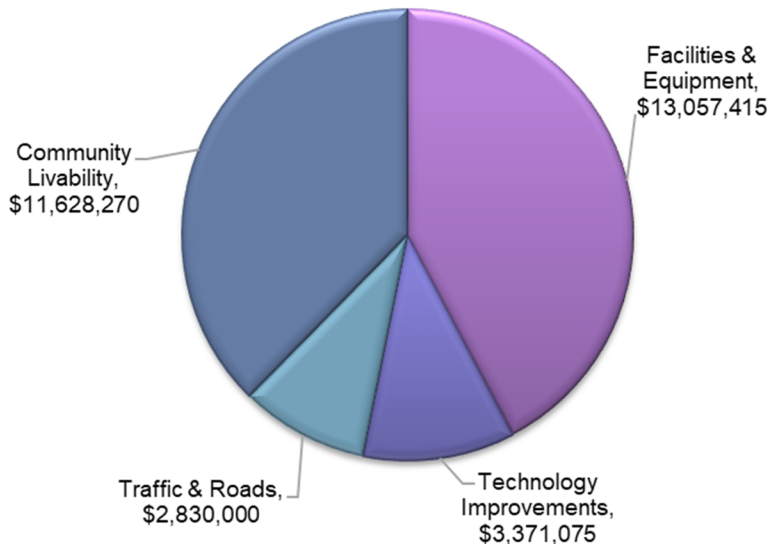
	FY2025 YTD Expenses	Change vs. FY2024
Medical claims	\$5,145,000	+\$395,000
Prescription claims	\$841,000	+\$232,000
Dental claims	\$337,000	+\$40,000
Vision claims	\$71,000	+\$4,000
<b>Total claims</b>	<b>\$6,394,000</b>	<b>+\$671,000</b>

Total claims are up **\$671,000** or +11.7%, compared to last February. Total Health Care Fund expenditures are \$7,661,000, which is up \$818,000, or +12.0%, compared to this point in FY2024. The Employee Health Care Fund budget through February is 81.1% spent.

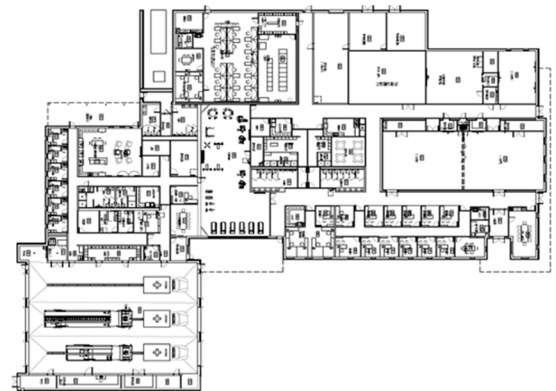
## CAPITAL IMPROVEMENT PROGRAM

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



The Northside Fire Station and Public Safety Training Center construction costs were initially funded in FY2023. The subsequent budgets in FY2024 and FY2025 included funding for IT network equipment and furnishings for both facilities and the alternate 911 backup disaster recovery site. Over \$2.8M has been allocated for furnishings and equipment.