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**VILLAGE OF SUGAR GROVE  
BOARD REPORT**

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**TO:** VILLAGE PRESIDENT & BOARD OF TRUSTEES  
**FROM:** PAT CHAMBERLIN, FINANCE DIRECTOR  
**SUBJECT:** MONTHLY TREASURER'S REPORT  
**AGENDA:** APRIL 19, 2016 REGULAR BOARD MEETING  
**DATE:** APRIL 12, 2016

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**ISSUE**

Should the Village Board approve the March 2016 monthly Treasurer's report.

**DISCUSSION**

The Summarized Revenue & Expense Reports are attached (pages 1 – 8). At March 31, 2016, we are through 11 months of the year (91.7%).

The General Fund revenues and expenditures are at 99.0% and 87.8%, respectively. Revenues are higher than budget due to the receipt of property taxes. The following expenditures have budget or actual amounts over \$5,000 and are higher than budget by 10% or more:

		<u>Budget</u>	<u>Actual</u>	<u>% Spent</u>	
01-51-6104	Salaries – Part Time	145,677	205,395	140.9%	A
01-51-6301	Legal Services	78,400	86,231	109.9%	B
01-53-6204	Unemployment Comp.	290	10,556	3,640.0%	C
01-53-6301	Legal Services	1,000	5,948	594.7%	D
01-53-6303	Engineering Services	6,900	15,840	229.5%	E
01-53-6402	Rental	3,499	5,788	165.4%	F
01-53-6403	Repair, Maint. Serv. Eq.	3,697	5,964	161.3%	G
01-53-6407	Repair, Maint. Serv. Veh.	20,000	20,659	103.2%	H
01-54-6406	Repair & Maint- BLG	28,770	47,096	163.7%	I
01-55-6104	Salaries – Part-Time	5,175	7,350	142.0%	J
01-55-6301	Legal Services	56,400	90,930	161.2%	K

- A Pol – Overage is due to Special Event details including Corn Boil and Palmer Cup and two full-time officers out on worker comp injuries.  
B Pol – This is due to ongoing collective bargaining negotiations.  
C Str – Unemployment claim for terminated employee was not budgeted.

- D Str – This is due to ongoing legal reviews of various street matters. The account will continue to be over budget for the remainder of the fiscal year.
- E Str – This is due to engineering work related to Right-of-Way Permits. This is an unbudgeted item and the account is expected to exceed budget for the fiscal year.
- F Str – Overage is due to emergency in-house patching of various Village streets. Unbudgeted costs include material and equipment rental. This account will remain over budget.
- G Str – Overage is due to unanticipated loader and plow repairs. This account will remain over budget.
- H Str – This is due to ongoing repairs to the Village’s fleet, account will remain over budget for the remainder of the fiscal year.
- I BM- Costs are related to repair of the Salt Storage structure, unexpected gutter repair, and A/C maintenance at Village Hall. This account will be over budget.
- J CD – This is due to the increase in permit inspections. This expense is offset by permit fee revenues.
- K CD – This account is over budget due to ongoing development litigation. This account will remain over budget.

Please note engineering invoices are paid approximately 2 months after services are provided. Therefore, engineering services accounts in the General Fund, Infrastructure Capital Projects Fund, and Waterworks and Sewerage Fund will reflect a 2 month lag.

The General Capital Projects Fund revenues are at 128.4% and expenditures are at 35.3%. High revenues are attributed to the permit issuance for the Sugar Grove Senior Living complex. The expenditures are low due to the postponement of the 140 Municipal Drive build out project.

The Industrial TIF #1 Fund revenues are at 95.2% and expenditures are at 3,156.9%. Expenditures are high due to the unexpected engineering costs related to the Dugan Rd LAFO project.

The Industrial TIF #2 Fund expenditures are at 64.8%.

The Infrastructure Capital Projects Fund revenues are at 98.8% and expenditures are 68.3%. Revenues are high due to the receipt of grant funds from the State and the Settler’s Ridge Settlement.

The Debt Service Fund revenues are at 91.7% and the expenditures are at 100.0%. Expenditures are high due to the timing of debt service payments.

The Waterworks and Sewerage Fund operating revenues and operating expenses are at 87.4% and 79.7%, respectively. The capital revenues and expenses are at 78.9% and 34.8%, respectively. The following expenses have budget or actual amounts over \$5,000 and are higher than budget by 10% or more:

		<u>Budget</u>	<u>Actual</u>	<u>% Spent</u>	
50-59-6403	Repair, Maint. Serv. Equip.	4,838	6,777	140.0%	L
50-65-6612	Equipment Parts	3,000	15,696	523.2%	M
50-71-7003	Building Improvements	0	58,700	100.0%	N

L PW – This is due to unexpected backhoe repairs. This account is will remain over budget.

M Sewer Op. – This is due to unexpected repairs at lift station 7. Account will remain over budget.

N Water Cap. – This is related to an insurance claim for the roof replacement at Well 10 and has a revenue offset.

The Refuse Fund revenues and expenses are at 83.8% and 79.6%, respectively. The expenses are below expectations due to the timing of payments being made to Waste Management.

Staff projected and included 50 residential and 3 commercial permits in the fiscal year 2015 – 2016 budget approved by the Village Board, which we will track throughout the fiscal year and report on. As of April 14, 2016, 34 residential and 6 commercial permits have been issued. The following accounts will be included in each Treasurer's Report to reflect the revenues from building activity:

		<u>Budget</u>	<u>Actual</u>	<u>% Earned</u>
01-00-3310	Building Permits	75,525	86,253	114.2%
01-00-3320	Cert of Occupancy Fees	5,300	4,400	83.1%
01-00-3330	Plan Review Fees	5,645	6,136	108.6%
01-00-3340	Reinspection Fees	3,472	8,447	243.2%
01-00-3350	Transition Fees	0	18,985	100.0%
01-00-3740	Zoning and Filing Fees	16,000	3,050	19.1%
01-00-3760	Review and Dev. Fees	109,420	91,502	83.7%
30-00-3850	Improvement Donations	120,456	234,565	194.7%
30-00-3851	Emerg Warn Device Fee	300	0	0.0%
30-00-3852	Life Safety-Police	3,458	2,050	59.3%
30-00-3853	Life Safety-Streets	3,458	2,210	64.0%
35-00-3855	Road Impact Fee	194,720	261,508	134.3%
50-00-3310	Meter Reinspections	728	255	35.1%
50-00-3670	Meter Sales	28,925	16,516	57.1%
50-01-3651	Water Tap-On Fees	178,310	112,898	63.4%
50-01-3652	Sewer Tap-On Fees	21,683	15,609	72.0%
50-01-3791	Fire Suppr Tap-On Fee	8,702	11,602	133.3%

## **COST**

There are no direct costs associated with the monthly Treasurer's report.

**RECOMMENDATION**

That the Board approve the March 2016 monthly Treasurer's reports.