

Village of Carol Stream

SPECIAL WORKSHOP MEETING

MONDAY, NOVEMBER 6, 2017

6:00 P.M.

CAROL STREAM FIRE PROTECTION DISTRICT

FIRE STATION 28

365 KUHN ROAD

CAROL STREAM, ILLINOIS 60188

TRAINING ROOM

AGENDA

1. CALL TO ORDER
2. ATTENDANCE
3. BUDGET WORKSHOP FISCAL YEAR 2017/2018
4. OTHER BUSINESS
5. ADJOURNMENT

Village of Carol Stream
General Corporate Fund

FY17/18 Budgeted Surplus		\$ 1,474,429
Projected Revenue Shortfall from Budget		
Sales Tax Shortfall	(1,814,000)	
Loss of Large Retailers		
State Taking 2% of Home Rule Sales Tax		
Sales Growth Less than Projected		
Income Tax Shortfall	(395,000)	
State Cut of 10% of our Income Tax		
All Other Categories	<u>(171,000)</u>	
Total Projected Revenue Shortfalls		<u>(2,380,000)</u>
Projected General Fund Deficit		\$ (905,571)
Estimated Expenditures Below Budget (See attached detailed list)		<u>921,308</u>
Revised Projected General Fund Surplus		\$ 15,737
Additional Expenditure Cuts Identified by Staff		<u>490,025</u>
Revised Projected General Fund Surplus		<u><u>\$ 505,762</u></u>

Village of Carol Stream General Corporate Fund

Description	Actual FY 16/17	Budget FY 17/18	EARLY ESTIMATE FY17/18	OVER/ (UNDER) Budget
Property Taxes				
Road and Bridge	\$215,816	\$196,000	\$202,000	6,000
Pers. Prop. Replacement Tax	104,940	86,000	82,000	(4,000)
Other Taxes				
* Sales Tax	7,688,493	8,400,000	7,353,000	(1,047,000)
Electricity Use Tax	1,884,848	1,870,000	1,790,000	(80,000)
* Income Tax (State Shared)	3,753,675	3,865,000	3,470,000	(395,000)
Amusement Tax	1,005	1,500	1,500	-
* Home Rule Sales Tax	4,533,481	4,872,000	4,105,000	(767,000)
Real Estate Transfer Tax	679,592	825,000	895,000	70,000
Natural Gas Use Tax	536,590	570,000	570,000	-
Telecommunications Tax	1,128,321	1,085,000	1,100,000	15,000
Auto Rental Tax	22,404	23,000	23,000	-
Local Use Tax (State Shared)	984,378	993,000	1,000,000	7,000
Hotel Tax	337,907	346,000	309,000	(37,000)
Video Gaming Tax	191,950	245,000	230,000	(15,000)
Total Taxes	\$22,063,400	\$23,377,500	\$21,130,500	(2,247,000)
Licenses and Permits				
Business/Misc. License	28,550	27,500	27,500	-
Dog License	2,321	2,200	2,200	-
Vehicle License	408,503	820,000	725,000	(95,000)
Liquor License	140,125	140,000	140,000	-
Vending Machine License	5,940	6,000	6,000	-
Game Room Fees	950	1,000	1,000	-
Building Permits	561,908	575,000	425,000	(150,000)
Rental Licensing Fees	78,513	90,000	85,000	(5,000)
Video Gaming Permit Fee	33,550	38,500	38,500	-
Tobacco License	4,099	4,000	4,000	-
Total Licenses and Permits	1,264,459	\$1,704,200	\$1,454,200	(\$250,000)
Charges for Services				
Legal & Planning Fees	183,339	60,000	85,000	25,000
Liquor Investigation Fees	9,750	10,000	15,000	5,000
Cable Franchise Fees	614,067	609,000	609,000	-

Village of Carol Stream

General Corporate Fund

Description	Actual FY 16/17	Budget FY 17/18	EARLY ESTIMATE FY17/18	OVER/ (UNDER) Budget
Service Fee - Developers	3,554	-	-	-
Public Hearing Fees	35,220	20,000	20,000	-
PEG Fees - Comcast	31,537	32,000	32,000	-
PEG Fees - AT&T	30,552	30,000	30,000	-
Passport Fees	9,732	9,000	7,500	(1,500)
Stormwater Plan Review Fees	116,556	146,000	100,000	(46,000)
Police Training Act Reimb.	10,653	50,000	50,000	-
Police Liaison	203,588	206,000	206,000	-
Municipal Service Charge	402,000	404,000	404,000	-
Gasoline Sales	3,804	-	-	-
Maint. & Rpr. Reimbursement	4,157	4,000	4,000	-
Police Reports	3,005	2,800	2,800	-
Mowing - DPC ROW	16,884	16,900	24,000	7,100
Reim Fee Based/DuMeg	108,144	100,000	100,000	-
Total Charges for Services	\$1,786,542	\$1,699,700	\$1,689,300	(\$10,400)
Fines and Forfeits				
Circuit Court Fines	312,325	325,000	330,000	5,000
Ordinance Forfeits	53,866	65,000	65,000	-
DUI Tech Funds	71,151	60,000	75,000	15,000
Court DUI Fines	213,107	250,000	250,000	-
Court Fines - Vehicles	27,250	30,000	27,000	(3,000)
False Alarms	12,050	12,000	15,000	3,000
Vehicle Forfeiture	0	15,000	0	(15,000)
Other Forfeiture	42,930	25,000	125,000	100,000
ATLE Fines	427,252	425,000	385,000	(40,000)
Towing Fee	241,125	250,000	260,000	10,000
Total Fines and Forfeits	\$1,401,056	\$1,457,000	\$1,532,000	\$75,000
Interest Income				
Interest Income	39,914	45,000	90,000	45,000
Other Revenues				
Miscellaneous Revenue	379,834	465,000	465,000	-
Insurance Reimbursements	78,513	90,000	90,000	-
Sale of Surplus Property	60,182	25,000	35,000	10,000

Village of Carol Stream
General Corporate Fund

Description	Actual FY 16/17	Budget FY 17/18	EARLY ESTIMATE FY17/18	OVER/ (UNDER) Budget
Donations & Contributions	18,733	18,000	18,000	-
Fees and Admissions	14,967	14,000	11,400	(2,600)
Total Other Operating	552,229	612,000	619,400	7,400
Total Operating Revenue	27,107,600	28,895,400	26,515,400	(2,380,000)
Non-Operating Revenue				
Intergovernmental Grants	101,658	122,600	122,600	-
Total Non-Operating Rev.	101,658	122,600	122,600	-
Total Revenue	27,209,258	29,018,000	26,638,000	(2,380,000)

* Projected shortfalls in sales taxes and State Income taxes make up 93% of total projected budget shortfall.

Village of Carol Stream
 FY18 General Fund Expenditure Budget Analysis
 November 6, 2017

<u>Department</u>	<u>Acct. No.</u>	<u>Account</u>	<u>Estimated Expenses Below Budget</u>	<u>Eliminate Reduce or Defer</u>	<u>Description</u>
Legisl. Board	01520000-52222	Meetings	1,100		Goal Setting Workshop and misc.
Legisl. Board	01520000-52234	Dues/Subscr.	1,900		DMMC and Others
Legisl. Board	01520000-52237	Audit Fees	3,200		No Single Audit Required in FY18
Legisl. Board	01520000-52240	Public Notices	400		
Legisl. Board	01520000-52240	Public Notices		1,100	Eliminate Chamber Ad
Legisl. Board	01520000-52274	Community Service Pgm.		10,000	DuPage Senior Citizens Council
Legisl. Board	01520000-53314	Office Supplies		400	General Cut-back
Legisl. Board	01520000-53324	Uniforms		420	Eliminate VB Shirts
Legisl. Board	01520000-54418	CATV/PEG Funds	17,000		
Village Clerk	01580000-52222	Meetings	175		
Village Clerk	01580000-52234	Dues/Subscr.	125		
Village Clerk	01580000-53314	Office Supplies		570	Archival Paper and misc.
Village Clerk	01580000-53315	Printed Materials	40		
Administration	01590000-52215	Insurance Deductibles	10,000		
Administration	01590000-52223	Training	2,100		ICMA Conference
Administration	01590000-52234	Dues/Subscr.	100	1,600	Manager ICMA Dues
Administration	01590000-53314	Office Supplies		250	General Cut-back
Administration	01590000-53315	Printed Materials		300	General Cut-back
Municipal Building	01680000-52219	TC Maintenance	17,000		TC Gazebo/Bridge paint. stain, etc.
Municipal Building	01680000-53319	Maintenance Supplies		3,500	Landscape Plantings
Municipal Building	01680000-53381	Town Center Supplies		550	General Cut-back
Municipal Building	01680000-53220	Water	6,000		Budgeted cost of Village Hall water not using
Municipal Building	01680000-55487	Facility Capital Improvement	(82,000)		At the time the FY18 budget was prepared, it was believed Village offices would move in mid-March 2017, thus there was no budget established in FY18. The move to 505 E. North did not occur until May, 2017.
Finance	01612900-52223	Training	3,000		
Finance	01612900-52253	Consultant	34,000		Did not use budgeted temp. for vehicle stickers
Finance	01612900-53350	Small Equipment		2,000	Replacement Check Scanner

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Human Resources	0160000-51115	Unemployment Expense	4,000		
Human Resources	0160000-52223	Training	755	6,000	Supervisor/Employee Training Programs
Human Resources	0160000-52225	Employment Physicals	500		
Human Resources	0160000-52228	Personnel Hiring	5,700		Fewer recruitments than planned
Human Resources	0160000-52242	Employee Recognition	900		
Human Resources	0160000-52273	Employee Services	500		
Human Resources	0160000-52340	Employee Wellness	6,400		Lower enrollment than expected
Engineering	0162****-52223	Training		3,735	National conference and various trainings
Engineering	01622200-52253	Consultant		2,800	Defer culvert inspections to FY19
Engineering	01622200-52253	Consultant		17,000	Reduce number of IMS assessment extractions
Engineering	01620600-52253	Consultant		8,000	Eliminate stormwater audit
Engineering	01622200-52255	Software Maintenance	30,000		Allocate portion of Caregraph license to W&S Fund
Engineering	01620600-52272	Property Maintenance		35,000	Cut annual Stream Maintenance Proj.
Engineering	01620600-52272	Property Maintenance	7,700		Pond Shoreline & Wetland Maint. Proj.
Community Dev.	01640100-52253	Consultant		16,000	80% reduction in microfilm digitizing
Community Dev.	01643700-52253	Consultant	35,000		B&F Inspections - lower activity than planned
Community Dev.	01642100-52253	Consultant		10,000	As-needed consulting for multi-family development
Community Dev.	01641800-52253	Consultant	25,000		Reduced cost w/ CMAP assist in Zoning Code update
Community Dev.	01641800-52223	Training		3,000	APA Conference cancel
Community Dev.	01643600-52246	Economic Development		27,500	Reduce funds available for incentives
Community Dev.	01643600-52253	Consultant		3,100	
Community Dev.	01643600-53315	Printed Materials		2,500	Promotional materials
Info. Technology	01652800-54412	Other Equipment		20,000	Offsite backup equipment and connectivity
Info. Technology	01652800-54412	Other Equipment		12,000	Scanners
Info. Technology	01652800-54412	Other Equipment		25,000	Edge Switching Equip. (PW, EOC)
Info. Technology	01652800-52253	Consultant		20,000	Network and Database Administration Consulting
Police	0166****-52223	Training	40,000		Tuition reimbursements less than planned
Police	54415	Vehicles		47,000	Defer replacement of squad #627
Police	51102	Salaries & Benefits		57,400	Freeze vacancy of Crime Free Housing Coordinator
Police	51102	Salaries & Benefits		22,800	Vacant PT Records Clerk not filled

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Police	51102	Salaries & Benefits	407,000		Police Officer Vacancies
Police	01662700-52245	DuComm	12,163		
Police	01662300-52298	ATLE	8,000		
Public Works	01670200-53335	Salt	150,000		Started year with full dome, won't need this
Public Works	01670500-54415	Vehicles	104,000		Defer 2 truck rehabs
Public Works	0167****-51102	Salaries & Benefits		40,000	Freeze hiring of Facilities Tech position
Public Works	0167****-51102	Salaries & Benefits	20,000		Estimate of short-term position vacancies
Public Works	0167****-51106	Seasonal Salaries	8,520		
Public Works	01670300-54415	Vehicles	25,000		Aerial Lift Truck below budget
Public Works	01670300-53344	Street Signs		50,000	Defer Entryway Signage
Public Works	01670400-52244	Maintenance & Repair		37,500	Defer PWC kitchen rehab.
Public Works	01670700-52268	Tree Maintenance		3,000	Defer Tub Grinding
Public Works	01670300-52272	Property Maintenance	14,500		Pavement Striping
Public Works	01696200-54412	Other Equipment	2,900		Mobile Lifts
Public Works	01670400-54412	Other Equipment	(1,370)		Utility Vehicle Over budget
			921,308	490,025	
GRAND TOTAL			\$	1,411,333	