

**VILLAGE OF BARTLETT**

**COMMITTEE AGENDA**

**DECEMBER 15, 2015**

**FINANCE & GOLF**

2015-16 Six Month Budget Review

**PUBLIC WORKS**

Overhead Sewers



# Agenda Item Executive Summary

Item Name 2015/16 Six Month Budget Review Committee or Board Committee

## BUDGET IMPACT

Amount:	N/A	Budgeted	N/A
List what fund	General, Water, Sewer, Parking, Golf		

## EXECUTIVE SUMMARY

Six month review of the Village's five operating funds.

## ATTACHMENTS (PLEASE LIST)

Finance Department Memo 2015-42

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion
- 

Staff: Jeff Martynowicz, Finance Director Date: 12/9/2015

**Village of Bartlett**  
**Finance Department Memo**  
**15-42**

DATE: December 8, 2015

TO: Valerie L. Salmons, Village Administrator

FROM: Jeff Martynowicz, Finance Director

SUBJECT: Six-Month Budget Review

Attached are the updated projections for our major operating funds based upon actual activity through October 2015. Below is a highlight of the funds:

**General Fund**

Overall, the General Fund is now projected to have an operating surplus at year-end of \$19,185 compared with a deficit budget of \$390,807. The budget included a reduction in revenue of \$300,000 in the electric utility tax. The budget also included funding for the continued tree replacements from the emerald ash borer removal program. We continue to monitor expenditures in the General Fund and are anticipated to be under budget significantly. This trend is contributing to the General Funds expected surplus.

Revenues in total are expected to be under budget by \$177,689. Revenues that are doing particularly well in the General Fund include:

- State Income Tax - 2% ahead of budget
- Real Estate Transfer Tax - 14% ahead of budget
- Antenna License Fees – 31% ahead of budget
- Plan Review Fees – 5% ahead of budget

Revenues that are slumping at this point include:

- Telecommunication Tax – 6% below budget
- Building Permits – 10% below budget
- Garbage Franchise Fees – 13% below budget
- Cable TV Franchise Fees – 3% below budget

State shared revenues which include State Income Tax and Local Use Sales Tax continue to meet budget expectations as estimated by the Illinois Municipal League. The Local Use Sales Tax allotments from the State will begin again shortly.

Expenditures are projected to be \$587,681 under budget. This is indicative of the careful monitoring of the budget that all departments undertake. We continue to hold open positions periodically and the savings in personnel costs is contributing to reduction in spending in the General Fund.

**Water Fund**

The Water Fund is projected to have an operating surplus of \$199,705 based on the first six months of activity. Water sales are about 3% below budget at this time. Water consumption this past spring and summer declined 2%. Expenditures are projected to be under budget by \$436,760. Elgin water purchases are coming under budget by 3% due to Elgin not increasing their rates again in 2015. Electricity costs are below budget by 8% as we are not running our well pumps to full capacity.

**Sewer Fund**

The Sewer Fund is projected to finish the year with an operating surplus of approximately \$85,135. The budget included capital outlay expenses of \$180,000 to continue improving the sewer system.

**Parking Fund**

The Parking Fund is projected to be slightly ahead of budget, ending with an operating surplus of approximately \$22,332. Capital outlay that was budgeted for in previous years has been completed. The Parking Fund daily parking rate continues to be sufficient to pay for the funds operating expenses.

**Golf Fund**

The Golf Fund is projected to end the year with an operating surplus of \$92,473. Revenues for the Restaurant, Banquet and Midway are projected to meet budget. Revenues at the Golf Course are projected to be slightly under budget by \$30,750. However, the mild fall and hopes of a mild spring may generate additional revenue to meet the budgeted amounts.

Operating expenses in all divisions of the Golf Course remain under budget. In total, expenses are projected to be under budget by \$108,592.

JM/



# Agenda Item Executive Summary

Item Name Overhead Sewer Program Committee or Board Committee

## BUDGET IMPACT

Amount: NA Budgeted \$50,000

List what fund Sewer Fund

## EXECUTIVE SUMMARY

At the November 3<sup>rd</sup> Committee meeting we discussed Trustee Deyne's request to include rental units in the overhead sewer program. After the discussion, staff was tasked with determining the number of rental units that would be eligible for the overhead sewer program. With the help of the Community Development Department's GIS staff we were able to determine that there are approximately 664 single family homes and 415 multi-family homes within the older section of town. We estimate that of the 664 single family homes, 129 of them are rental units. Our records show that we have completed at least 122 overhead sewers since the program was established in the 1990's.

The cost to convert a service to an overhead service varies per household depending on the number of fixtures and basement layout. The cost over the past year has ranged from \$8,500 - \$11,200 per household.

## ATTACHMENTS (PLEASE LIST)

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## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion
- 

## MOTION:

Staff: Dan Dinges, Director of Public Works Date: 12/4/2015

# PUBLIC WORKS MEMO



DATE: December 4, 2015

TO: Valerie Salmons  
Village Administrator

FROM: Dan Dinges, PE  
Director of Public Works

SUBJECT: Overhead Sewer Program

As we discussed at the November 3<sup>rd</sup> Committee meeting, the overhead sewer program specifies that only owner occupied, single-family homes that have experienced sanitary sewer backups are eligible. Commercial, industrial, and multi-family & rental residential properties are not included. Multi-family buildings were not included because many of them only had one sanitary service serving the multi-units therefore it made it difficult to have all units agree to have the overhead system installed since one unit would be responsible for the ejector pump. Residential rental properties were not included because they were considered “commercial” since the landlords were profiting on the rental property therefore, they should pay for the conversion themselves.

Trustee Deyne requested we include rental units in the overhead sewer program. After the discussion, staff was tasked with determining the number of rental units that would be eligible for the overhead sewer program. With the help of the Community Development Department’s GIS staff we were able to determine that there are approximately 664 single family homes and 415 multi-family homes within the older section of town. We estimate that of the 664 single family homes, 129 of them are rental units. Our records show that we have completed at least 122 overhead sewers since the program was established in the 1990’s.

The cost to convert a service to an overhead service varies per household depending on the number of fixtures and basement layout. The cost over the past year has ranged from \$8,500 – \$11,200 per household.