

AGENDA MEMORANDUM

To: Mayor Bruce Adams and the Board of Trustees

From: Mark A. Pries, Finance Director/Treasurer

Date: October 19, 2016

RE: June, 2016 Treasurer's Report Analysis

The two month budget comparison report continues to show a misleading financial picture for the Village. It appears as though minimal revenues were coming in to the General Fund. However, this is not the case. Due to the timing of receiving revenues, most of the monies received in May and June were applied to the prior fiscal year. Receipts of Sales, Local Use and Income Taxes as well as other miscellaneous revenues that were realized in May and June and applied to the prior fiscal year totaled \$1,645,740. Applying these receipts against the two month deficit in the General Fund of \$1,239,930 yields a surplus of \$405,810 so it is important to remember the lag in receiving revenues in the General Fund has the largest impact at the start of each fiscal year.

On the expenditure side, all departments in the General Fund are running at or below budget since 16.7% is where the budget is expected to be after two months. Overall, the General Fund budget is 12.57% expended after two months. All other funds are at or under budget. Most projects were either just beginning or had not started by June so the low expenditures in some of the funds are due to timing rather than changes to what was planned.

On the revenue side, since all Income, Sales and Local Use taxes applied to FY 15-16, the General Administration area of the General Fund budget is low. However, other departments - Village Clerk, Public Benefit, Public Property and Building Standards - are doing better than budget with all other areas of the General Fund and the other funds running as expected. The Police Pension Fund has started FY 16-17 very well, due primarily to the stock market volatility seen in late 2015 and early 2016 subsiding and market value gains increasing. The Fire Pension Fund is just slightly below budget but the influx of property taxes over the next few months will have a significant positive impact on the revenues of the fund.

As of the end of June, the Sewer Fund ran a deficit of \$110,003. The fund's cash on hand was \$220,546 at the end of June, up from \$197,259 at the end of May. Staff will continue to monitor the fund's activity and report it to the Board.

If any members of the Board have any questions about this or any other fiscal matter for the Village, please contact me at your convenience. Thank you.

MAYOR
BRUCE ADAMS

CLERK
MICHAEL J. LAGESSE

BOARD OF TRUSTEES
JERRY BALTHAZOR
ROBERT REDMOND
LORI GADBOIS
ERIC CYR
MELISSA CARRICO
MICHAEL WATSON

VILLAGE OF BRADLEY
Fiscal Year 16/17 Budget

TWO MONTH BUDGET COMPARISON

| <u>REVENUES</u> | <u>FY 16/17 ACTUAL</u> | <u>FY 16/17 BUDGET</u> | <u>PERCENT COLLECTED</u> |
|-----------------------------------|----------------------------|----------------------------|------------------------------|
| General Corporate Fund | | | |
| General Administration | 269,448 | 11,655,973 | 2.31% |
| Village President | 1,200 | 60,825 | 1.97% |
| Village Clerk | 16,580 | 21,150 | 78.39% |
| Public Benefit | 2,316 | 11,050 | 20.96% |
| Police Department | 39,801 | 366,250 | 10.87% |
| Fire Department | 41,377 | 633,924 | 6.53% |
| Public Property | 2,400 | 15,550 | 15.43% |
| Public Works | 969 | 11,750 | 8.25% |
| Building Standards | <u>47,310</u> | <u>206,000</u> | 22.97% |
| Totals | 421,402 | 12,982,472 | 3.25% |
| | | | |
| Capital Projects Fund | 29 | 196,100 | 0.02% |
| | | | |
| Cell Tower Rent Fund | 6,509 | 33,000 | 19.72% |
| | | | |
| Retirement Separation Fund | 18 | 100 | 18.49% |
| | | | |
| Retirement Insurance Fund | 309 | 501,000 | 0.06% |
| | | | |
| Revolving Loan Fund | 1,212 | 4,504 | 26.91% |
| | | | |
| Rt. 50 TIF | 264,946 | 1,101,300 | 24.06% |
| | | | |
| Motor Fuel Tax Fund | 36,242 | 429,880 | 8.43% |
| | | | |
| Police Pension Fund | 481,802 | 1,525,887 | 31.58% |
| | | | |
| Fire Pension Fund | 25,271 | 167,078 | 15.13% |
| | | | |
| Sewer Fund | <u>300,303</u> | <u>2,097,008</u> | 14.32% |
| | | | |
| Total Fund Revenues | 1,538,044 | 19,038,329 | 8.08% |

VILLAGE OF BRADLEY
Fiscal Year 16/17 Budget

TWO MONTH BUDGET COMPARISON

| <u>EXPENDITURES</u> | <u>FY 16/17 ACTUAL</u> | <u>FY 16/17 BUDGET</u> | <u>PERCENT EXPENDED</u> |
|--------------------------------------|----------------------------|----------------------------|-----------------------------|
| General Corporate Fund | | | |
| General Administration | 47,258 | 964,560 | 4.90% |
| Benefits | 9,122 | 247,935 | 3.68% |
| Board of Trustees | 5,264 | 37,004 | 14.23% |
| Village President | 4,600 | 26,126 | 17.61% |
| Village Administrator | 22,341 | 135,954 | 16.43% |
| Legal | 41,127 | 251,257 | 16.37% |
| Village Clerk | 1,346 | 20,874 | 6.45% |
| Village Treasurer | 29,541 | 211,927 | 13.94% |
| Public Benefit | 182,843 | 1,299,432 | 14.07% |
| Police Department | 826,291 | 4,941,765 | 16.72% |
| Fire and Police Commission | 888 | 20,257 | 4.39% |
| Fire Department | 163,558 | 1,514,465 | 10.80% |
| Public Works | 199,262 | 2,152,648 | 9.26% |
| Building Standards | 98,953 | 733,885 | 13.48% |
| Information Technology | <u>28,937</u> | <u>163,182</u> | 17.73% |
| Department Totals | 1,661,333 | 12,721,271 | 13.06% |
| Transfer - Retirement Insurance Fund | <u>0</u> | <u>500,000</u> | 0.00% |
| Total General Fund | 1,661,333 | 13,221,271 | 12.57% |
| Capital Projects Fund | 0 | 183,000 | 0.00% |
| Cell Tower Rent Fund | 3,337 | 65,000 | 5.13% |
| Retirement Separation Fund | 0 | 12,500 | 0.00% |
| Retirement Insurance Fund | 59,442 | 375,418 | 15.83% |
| Rt. 50 TIF | 0 | 1,560,800 | 0.00% |
| Motor Fuel Tax Fund | 3,126 | 414,000 | 0.76% |
| Police Pension Fund | 167,076 | 1,107,171 | 15.09% |
| Fire Pension Fund | 1,022 | 9,195 | 11.11% |
| Sewer Fund | <u>410,306</u> | <u>3,472,922</u> | 11.81% |
| Total Fund Expenditures | 2,305,641 | 20,421,277 | 11.29% |

VILLAGE OF BRADLEY
Fiscal Year 16/17 Budget

FUND BALANCE ANALYSIS

| FUND BALANCE | Beginning Fund Balance | Fiscal Year Activity | Ending Fund Balance |
|-----------------------------------|---------------------------|-------------------------|------------------------|
| General Corporate Fund | 7,337,541 | | |
| Revenues | | 421,402 | |
| Expenditures | | <u>1,661,333</u> | |
| Net Activity | | (1,239,930) | 6,097,610 |
| Capital Projects Fund | 127,374 | | |
| Revenues | | 29 | |
| Expenditures | | <u>0</u> | |
| Net Activity | | 29 | 127,404 |
| Retirement Separation Fund | 156,781 | | |
| Revenues | | 18 | |
| Expenditures | | <u>0</u> | |
| Net Activity | | 18 | 156,799 |
| Retirement Insurance Fund | 2,212,880 | | |
| Revenues | | 309 | |
| Expenditures | | <u>59,442</u> | |
| Net Activity | | (59,133) | 2,153,747 |
| Revolving Loan Fund | 1,999,215 | | |
| Revenues | | 1,212 | |
| Expenditures | | <u>0</u> | |
| Net Activity | | 1,212 | 2,000,427 |
| Rt. 50 TIF | 1,705,559 | | |
| Revenues | | 264,946 | |
| Expenditures | | <u>0</u> | |
| Net Activity | | 264,946 | 1,970,505 |
| Motor Fuel Tax Fund | 564,049 | | |
| Revenues | | 36,242 | |
| Expenditures | | <u>3,126</u> | |
| Net Activity | | 33,116 | 597,166 |
| Police Pension Fund | 14,493,674 | | |
| Revenues | | 481,802 | |
| Expenditures | | <u>167,076</u> | |
| Net Activity | | 314,726 | 14,808,400 |
| Fire Pension Fund | 723,557 | | |
| Revenues | | 25,271 | |
| Expenditures | | <u>1,022</u> | |
| Net Activity | | 24,249 | 747,806 |
| Sewer Fund | 1,726,285 | | |
| Revenues | | 300,303 | |
| Expenses | | <u>410,306</u> | |
| Net Activity | | (110,003) | 1,616,282 |