

VILLAGE OF ROUND LAKE

F E B R U A R Y 2 0 1 1



M O N T H L Y T R E A S U R E R ' S R E P O R T

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Finance Director

Village Board Agenda Item 7.4

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GENERAL FUND OPERATING RESULTS

GENERAL FUND SUMMARY

The table below shows the results of operations for the current month and the ten months ending February 28, 2011. For the month, actual results are a positive \$167,841 from the expected monthly deficit of \$207,607. For the ten months ending February 28, 2011 actual results are a positive \$683,835 from the expected year-to-date budget surplus of \$198,634.

General Fund Operating Results

	Current Month Budget	Current Month Actual	Year-to-Date Budget	Year-to-Date Actual	Annual Budget	Actual as a % of Annual Budget
Revenues	\$268,306	\$383,361	\$5,712,770	\$6,006,703	\$6,209,306	96.74%
Expenditures	\$475,913	\$423,126	\$5,514,135	\$5,124,234	\$6,568,320	78.01%
Excess (Deficiency)	(\$207,607)	(\$39,766)	\$198,634	\$882,469	(\$359,014)	

As a benchmark, for the tenth month of the fiscal year, revenues and expenses should be close to 83.33% of the annual operating budget. Revenues are higher than the 83.33% benchmark due to property tax receipts received year-to-date. Property tax receipts account for 53.37% of the actual year-to-date revenues and represent 51.17% of the overall General Fund revenues budgeted. In addition, all major revenue sources in the General Fund are above the year-to-date projection.

Overall expenses are under the benchmark, which shows that spending is below projections. Although the percentage can be at any time during the fiscal year slightly skewed due to one time charges that occur throughout the year, a comparison to a monthly benchmark provides a good indication of how revenues and expenses are tracking for the fiscal year.

GENERAL FUND REVENUES

The following is a summary of General Fund revenues by category. The detail that is included in each revenue category can be found in the attached revenue and expense report.

General Fund Revenue by Type

	Current Month's Budget	Current Month's Actual	Percent Variance	Year-to-Date Budget	Year-to-Date Actual	Percent Variance	Annual Budget	Actual of Annual Budget
Taxes	\$0	\$167	100.00%	\$3,176,992	\$3,205,679	0.90%	\$3,176,992	100.90%
Intergovernmental	\$153,560	\$262,653	71.04%	\$1,630,349	\$1,822,441	11.78%	\$1,946,250	93.64%
Licenses & Permits	\$1,108	\$3,257	193.87%	\$34,183	\$97,461	185.11%	\$72,136	135.11%
Charges for Services	\$44,933	\$44,317	(1.37%)	\$456,833	\$456,544	(0.06%)	\$546,700	83.51%
Fines & Forfeits	\$12,801	\$15,851	23.83%	\$119,041	\$146,249	22.86%	\$142,400	102.70%
Grants	\$2,500	\$0	(100.00%)	\$25,000	\$1,210	(95.16%)	\$30,000	4.03%
Investment Income	\$2,060	\$657	(68.09%)	\$20,595	\$10,171	(50.61%)	\$24,714	41.16%
Reimbursements	\$5,539	\$4,700	(15.14%)	\$38,770	\$36,208	(6.61%)	\$49,847	72.64%
Miscellaneous	\$45,806	\$51,759	13.00%	\$211,006	\$230,740	9.35%	\$220,267	104.75%
Total Revenue	\$268,306	\$383,361	42.88%	\$5,712,770	\$6,006,703	5.15%	\$6,209,306	96.74%

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For the month actual revenues are \$115,055 higher then the budget projection and \$293,933 higher then the year-to-date budget.

Taxes:

The one major revenue source in the category is shown in the table below:

<u>Description</u>	<u>Current Month</u>			<u>Year-to-Date</u>			<u>Prior Year</u>	
	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Actual</u>	<u>Variance</u>
Property Taxes	\$0	\$167	100.00%	\$3,176,992	\$3,205,679	0.90%	\$3,233,625	(0.86%)

Intergovernmental Revenue:

The table below lists the major intergovernmental revenues:

<u>Description</u>	<u>Current Month</u>			<u>Year-to-Date</u>			<u>Prior Year</u>	
	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Actual</u>	<u>Variance</u>
Road & Bridge Tax	\$0	\$0	0.00%	\$71,000	\$71,338	0.48%	\$71,136	0.28%
State Use Tax	\$15,831	\$18,671	17.94%	\$161,585	\$180,962	11.99%	\$161,077	12.34%
Sales Tax	\$30,095	\$33,796	12.29%	\$320,656	\$348,328	8.63%	\$322,684	7.95%
State Income tax	\$107,633	\$210,186	95.28%	\$1,061,616	\$1,204,433	13.45%	\$912,670	31.97%

Two income tax payments were received in February; however, the State is still two months behind and owes the village \$213,620 as of February 28th. Of the eleven income tax payments received to-date, \$332,258 should have been received in the prior fiscal year.

Licenses and Permits:

The one major revenue source in the category is shown in the table below:

<u>Description</u>	<u>Current Month</u>			<u>Year-to-Date</u>			<u>Prior Year</u>	
	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Actual</u>	<u>Variance</u>
Building Permits	\$750	\$3,107	314.27%	\$30,000	\$86,926	189.75%	\$79,082	9.92%

Budgeted building permits included only miscellaneous type permits; however, building permits were issued for the continued development of the Emerald Bay subdivision. Other minor revenues recorded in this category included business licenses, garage sale permits, and inspection fee receipts. All accounts are over the year-to-date budget with the exception of inspection fees.

Charges for Services:

The one major revenue source in the category is shown in the table below:

<u>Description</u>	<u>Current Month</u>			<u>Year-to-Date</u>			<u>Prior Year</u>	
	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Actual</u>	<u>Variance</u>
Garbage Fees	\$42,529	\$41,613	(2.15%)	\$425,292	\$429,880	1.08%	\$433,051	(0.73%)

All other accounts in this category are at or over the year-to-date budget with the exception of sale of publications, PUD filing fees, lien revenue, and reimbursement of administration fees.

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Fines and Forfeits:

The one major revenue source in the category is shown in the table below:

<u>Description</u>	<u>Current Month</u>			<u>Year-to-Date</u>			<u>Prior Year</u>	
	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Actual</u>	<u>Variance</u>
Circuit Court Fines	\$10,601	\$14,051	32.55%	\$97,041	\$113,364	16.82%	\$91,916	23.33%

In addition to the above, the village's fine revenue account is 34.86% over the year-to-date budget of \$20,000 due to more parking ticket revenue. Also, in the month of January false alarm fees of \$3,300 were received from one vendor and year-to-date there has been a total of \$4,350 received.

Grant Income:

In the month of October, a \$1,210 grant was received to conduct routine inspections on tobacco retailers to reduce youth access to tobacco products; however, the \$30,000 budgeted for a wireless grant has yet to be received.

Investment Income:

The lower monthly investment earnings is due to rates less than those assumed in the budget process. Current rates are averaging less than the budget assumption used of 0.50%.

Reimbursements:

The village received year-to-date \$36,208 for School Resource Officer payments and five insurance reimbursements totaling \$9,739.

Miscellaneous Income:

The one major revenue source in the category is shown in the table below:

<u>Description</u>	<u>Current Month</u>			<u>Year-to-Date</u>			<u>Prior Year</u>	
	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Actual</u>	<u>Variance</u>
Cable/Video Franchise	\$41,675	\$48,602	16.62%	\$166,700	\$181,047	8.61%	\$166,582	8.68%

Besides franchise fees, other accounts in this category include recycling fees and miscellaneous receipts. Recycling fees have already exceeded the \$4,000 annual budget by \$6,995. However, miscellaneous receipts are \$4,181, 50.33% under the year-to-date budget of \$8,306.

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Following is a summary of the major revenues in the General Fund:

Major Revenue Summary					
Description	Annual Budget	Year-to-Date Budget	Year-to-Date Actual	Dollar Variance	Percent Variance
Real Estate Taxes	\$3,176,992	\$3,176,992	\$3,205,679	\$28,687	0.90%
Road & Bridge Tax	\$71,000	\$71,000	\$71,338	\$338	0.48%
State Use Tax	\$198,864	\$161,585	\$180,962	\$19,377	11.99%
Sales Tax	\$380,000	\$320,656	\$348,328	\$27,672	8.63%
State Income tax	\$1,276,044	\$1,061,616	\$1,204,433	\$142,817	13.45%
Building Permits	\$37,500	\$30,000	\$86,926	\$56,926	189.75%
Garbage Fees	\$510,350	\$425,292	\$429,880	\$4,588	1.08%
Circuit Court Fines	\$116,000	\$97,041	\$113,364	\$16,323	16.82%
Cable/Video Franchise	\$166,700	\$166,700	\$181,047	\$14,347	8.61%
Total Major Revenues	\$5,933,450	\$5,510,882	\$5,821,956	\$311,074	5.64%
All Other Revenues	\$275,856	\$201,888	\$184,747	(\$17,141)	(8.49%)
Total Revenues	\$6,209,306	\$5,712,770	\$6,006,703	\$293,933	5.15%

The major revenues reported above account for ninety-five percent of the budgeted General Fund revenues.

GENERAL FUND EXPENDITURES

For the month, actual expenditures are \$52,787 lower than the expected monthly amount of \$475,913. For the ten months ending February 28, 2011 actual expenditures are \$389,901 under the year-to-date budget of \$5,514,135. Expenses are at 78.01% of the annual budget, versus the February benchmark of 83.33%. The detail included for each department can be found in the attached revenue and expense report.

General Fund Expenditures by Department

	Current Month's Budget	Current Month's Actual	Percent Variance	Year-to-Date Budget	Year-to-Date Actual	Percent Variance	Annual Budget	Actual as a % of Annual Budget
Administration	\$138,330	\$112,479	18.69%	\$1,624,509	\$1,383,690	14.82%	\$1,915,291	72.24%
Police Department	\$239,660	\$159,503	33.45%	\$2,499,694	\$2,357,712	5.68%	\$3,057,562	77.11%
Public Works	\$66,493	\$123,947	(86.41%)	\$688,230	\$696,990	(1.27%)	\$818,510	85.15%
Building Department	\$31,431	\$27,198	13.47%	\$326,701	\$310,842	4.85%	\$401,957	77.33%
Transfers Out	\$0	\$0	0.00%	\$375,000	\$375,000	0.00%	\$375,000	100.00%
Total Expense	\$475,913	\$423,126	11.09%	\$5,514,135	\$5,124,234	7.07%	\$6,568,320	78.01%

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Administration

Administration	Monthly Amount (Over) Under	Percent Variance (Over) Under	Year-to-Date (Over) Under	Percent Variance (Over) Under	Percent Expended of Annual Budget
Payroll Expenses	\$4,035	13.38%	\$35,530	11.33%	72.03%
Taxes, Pen. & Ins.	\$3,554	43.52%	\$14,105	16.76%	68.03%
Personnel Related	(\$816)	(100.16%)	\$8,787	36.30%	59.68%
Professional Services	\$1,247	17.08%	\$12,861	13.79%	74.54%
Commodities	\$1,052	62.03%	\$9,958	58.71%	34.41%
Contractual Services	\$1,946	2.67%	\$30,529	3.39%	83.16%
Misc. Expense	\$1,959	98.12%	\$32,728	81.89%	16.47%
Building & Grounds	\$856	42.98%	\$7,290	36.60%	52.83%
Capital Outlay	\$355	75.09%	\$2,041	43.11%	47.41%
Utilities	\$1,014	89.34%	\$2,280	24.38%	63.58%
Technology	\$10,647	91.06%	\$84,712	72.46%	22.95%
Total	\$25,851	18.69%	\$240,820	14.82%	72.24%

Administration expenses are under our projection by 18.69% for the month and year-to-date by 14.82%. There are no categories over the year-to-date budget as of February 28, 2011, therefore, no comments.

Police Department

Police Department	Monthly Amount (Over) Under	Percent Variance (Over) Under	Year-to-Date (Over) Under	Percent Variance (Over) Under	Percent Expended of Annual Budget
Payroll Expenses	\$7,121	4.98%	(\$31,214)	(2.08%)	82.45%
Taxes, Pen. & Ins.	\$23,195	68.56%	\$48,805	14.11%	70.54%
Personnel Related	\$2,338	91.60%	\$7,883	28.64%	60.19%
Professional Services	\$7,800	100.00%	\$41,851	53.65%	38.62%
Commodities	\$2,488	82.50%	\$13,048	43.26%	47.28%
Contractual Services	\$20,374	85.95%	\$1,229	0.47%	84.23%
Misc. Expense	\$1,266	67.29%	\$4,972	26.43%	61.31%
Building & Grounds	\$948	63.31%	\$4,677	31.23%	57.31%
Capital Outlay	\$7,300	100.00%	\$18,513	25.36%	62.20%
Utilities	\$1,060	100.00%	\$1,805	20.99%	66.49%
Vehicles & Equip.	\$3,193	30.74%	\$11,307	10.88%	74.26%
Technology	\$3,075	83.39%	\$19,109	51.82%	40.15%
Total	\$80,157	33.45%	\$141,983	5.68%	77.11%

Police Department expenses are under our projection by 33.45% for the month and 5.68% year-to-date. The following comments are for any category over the year-to-date budget as of February 28, 2011.

Payroll Expenses

- Regular salaries are \$60,061 over the year-to-date budget of \$1,400,381 due to Police Officer retro payments (not budgeted) made in December and a severance payout in January for an employee who resigned. The other two accounts in this category, part-time salaries and overtime, are a combined \$28,847 under the year-to-date budget.

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Public Works

Public Works	Monthly Amount (Over) Under	Percent Variance (Over) Under	Year-to-Date (Over) Under	Percent Variance (Over) Under	Percent Expended of Annual Budget
Payroll Expenses	(\$2,942)	(12.41%)	\$7,054	3.00%	78.55%
Taxes, Pen. & Ins.	\$5,048	58.36%	\$11,600	13.10%	71.33%
Personnel Related	\$302	81.16%	\$813	21.88%	65.10%
Professional Services	\$1,733	100.00%	(\$1,527)	(8.81%)	90.67%
Commodities	\$599	4.52%	(\$12,757)	(21.02%)	97.63%
Contractual Services	(\$65,838)	(5541.94%)	(\$56,795)	(78.30%)	172.64%
Building & Grounds	\$2,291	82.13%	\$17,061	26.94%	67.15%
Capital Outlay	\$1,432	100.00%	\$9,916	68.24%	26.54%
Utilities	\$86	1.15%	\$7,094	9.81%	75.25%
Vehicles & Equip.	(\$2,316)	(61.39%)	\$143	0.38%	83.02%
Technology	\$250	100.00%	\$1,681	67.26%	27.29%
Infrastructure Maint.	\$1,901	100.00%	\$6,957	34.74%	54.84%
Total	(\$57,454)	(86.41%)	(\$8,760)	(1.27%)	85.15%

Public Works expenses are over the monthly projection by 86.41% and over the year-to-date budget by 1.27%. The following comments are for any category over the year-to-date budget as of February 28, 2011.

Professional Services

- Although there were no charges in February, engineering services are \$1,527 over the year-to-date budget of \$17,333 due to charges for items such as Long Lake STP application \$500, SMC issues \$3,971, FAU designations \$1,980, roadway services \$780, Chardon Road IGA \$1,691, ACE restrictor \$1,155, and general services of \$8,783.

Commodities

- The ice control account is \$23,290 over the \$48,000 year-to-date budget due to the purchase of salt.

Contractual Services

- In the month of February contractor payments of \$66,178 was charged to the snow emergency account for snow removal efforts due to the blizzard at the beginning of the month.

Building Department

Building Department	Monthly Amount (Over) Under	Percent Variance (Over) Under	Year-to-Date (Over) Under	Percent Variance (Over) Under	Percent Expended of Annual Budget
Payroll Expenses	(\$798)	(3.82%)	(\$611)	(0.28%)	81.00%
Taxes, Pen. & Ins.	\$2,870	41.63%	\$3,713	5.24%	77.54%
Personnel Related	\$243	100.00%	\$1,644	67.58%	27.02%
Professional Services	\$1,240	73.16%	\$6,097	35.97%	53.36%
Commodities	\$490	100.00%	\$4,136	84.47%	12.94%
Utilities	\$193	100.00%	\$406	21.03%	65.81%
Vehicles & Equip.	\$203	38.36%	\$1,248	23.58%	63.68%
Technology	(\$208)	(41.71%)	(\$774)	(15.56%)	96.30%
Total	\$4,233	13.47%	\$15,859	4.85%	77.33%

Building Department expenses are under the monthly projection by 13.47% and 4.85% year-to-date.

The following comments are for any category over the year-to-date budget as of February 28, 2011.

Payroll Expenses

- The overtime account is \$569 over the annual budget due to Building Department staff plowing streets during/after the blizzard at the beginning of the month.

Technology

- IT equipment is \$697 over the year-to-date budget of \$4,167 due to the purchase of computers for the Building Department, budgeted at \$5,000 for the fiscal year.
- IT maintenance services is \$105 over the year-to-date budget of \$600 due to the annual service/support fee of \$705 in February for the Building Department software.

Other Financing Uses

Other Financing Uses	Monthly Amount (Over) Under	Percent Variance (Over) Under	Year-to-Date (Over) Under	Percent Variance (Over) Under	Percent Expended of Annual Budget
Transfers Out	\$0	0.00%	\$0	0.00%	0.00%
Total	\$0	0.00%	\$0	0.00%	0.00%

A total of \$375,000 is budgeted and was transferred to the 2010 Debt Service Fund in the month of December to cover the debt service payment due January 1st.

WATER & SEWER FUND OPERATING RESULTS

WATER AND SEWER FUND SUMMARY

The table below shows the results of operations for the current month and the ten months ending February 28, 2011. For the tenth month, actual results are a positive \$36,165 from the expected monthly deficit of \$12,902. For the ten months ending February 28, 2011 actual results are a positive \$157,691 from the expected year-to-date budget deficit of \$329,430.

Water and Sewer Fund Operating Results

	Current Month Budget	Current Month Actual	Year-to-Date Budget	Year-to-Date Actual	Annual Budget	Actual as a % of Annual Budget
Revenues	\$336,776	\$268,187	\$3,481,493	\$2,949,620	\$4,183,060	70.51%
Expenditures	\$349,677	\$244,924	\$3,810,923	\$3,121,359	\$4,552,420	68.56%
Excess (Deficiency)	(\$12,902)	\$23,263	(\$329,430)	(\$171,739)	(\$369,360)	

As a benchmark, for the tenth month of the fiscal year, revenues and expenses should be close to 83.33% of the annual operating budget. Actual revenues are lower than the 83.33% benchmark due to no reimbursement for the back-up well project budgeted year-to-date at \$571,667. Expenses are under the benchmark, which shows that spending through the current month in the fiscal year is below projections.

WATER AND SEWER FUND REVENUES

The following is a summary of Water & Sewer Fund revenues by category. The detail that is included in each revenue category can be found in the attached revenue and expense report.

Water & Sewer Fund Revenue by Type

Water/Sewer Fund	Current Month's Budget	Current Month's Actual	Percent Variance	Year-to-Date Budget	Year-to-Date Actual	Percent Variance	Annual Budget	Actual as a % of Annual Budget
Licenses & Permits	\$0	\$0	0.00%	\$0	\$49,100	100.00%	\$0	100.00%
Charges for Services	\$276,454	\$267,115	(3.38%)	\$2,878,276	\$2,879,200	0.03%	\$3,459,200	83.23%
Investment Income	\$2,988	\$965	(67.69%)	\$29,883	\$14,111	(52.78%)	\$35,860	39.35%
Reimbursements	\$57,167	\$0	(100.00%)	\$571,667	\$0	(100.00%)	\$686,000	0.00%
Miscellaneous	\$167	\$107	(36.10%)	\$1,667	\$7,209	332.52%	\$2,000	360.43%
Total Revenue	\$336,776	\$268,187	(20.37%)	\$3,481,493	\$2,949,620	(15.28%)	\$4,183,060	70.51%

For the month actual revenues are \$68,589 lower than the budget projection and are \$531,873 lower than the year-to-date budget mainly due to the reimbursement budgeted at \$686,000 related to a project that has not been started.

Licenses, Permits

Year-to-date \$49,100 has been received for developer permit fees related to the Emerald Bay subdivision, which was not budgeted.

Charges for Services:

The major revenue sources in this category are shown in the table below:

<u>Description</u>	Current Month			Year-to-Date			Prior Year	
	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Actual</u>	<u>Variance</u>
Village Fees	\$108,142	\$109,010	0.80%	\$1,108,940	\$1,121,968	1.17%	\$1,103,265	1.70%
Water Fees	\$62,283	\$63,869	2.55%	\$721,983	\$737,532	2.15%	\$696,114	5.95%
Sewer Fees	\$99,596	\$88,422	(11.22%)	\$983,020	\$939,201	(4.46%)	\$920,157	2.07%
Total	\$270,021	\$261,300	(3.23%)	\$2,813,943	\$2,798,701	(0.54%)	\$2,719,536	2.91%

In addition to the above, year-to-date \$8,522 LRSD connection fees were received related to permits issued for the Emerald Bay subdivision and \$7,131 of meter sales for the same (total meter sales is \$7,571). LRSD user fees are tracking above the projection along with water and sewer penalties.

Investment Income:

The lower year-to-date investment earnings are due to rates less than those assumed in the budget process. Current rates are averaging less than the budget assumption used of 0.50%.

Reimbursements:

Due to the project yet to be started related to this reimbursement, no reimbursement revenue has been received.

Miscellaneous Income:

Miscellaneous income is \$5,209 above the annual budget due to a \$5,769 check received as part of the 2003C Bond Series Refunding. The check represents an amount for accrued interest and contingency money that was not used as part of the refunding process.

WATER AND SEWER FUND EXPENDITURES

For the month, actual expenditures are \$104,753 lower from the expected monthly amount of \$349,677. For the ten months ending February 28, 2011 actual expenditures are \$689,564 under the year-to-date budget of \$3,810,923. Expenses are at 68.56% of the annual budget, versus the February benchmark of 83.33%.

The detail included for each category can be found in the attached revenue and expense report.

Water and Sewer Expenditures

Water/Sewer Fund	Current Month's Budget	Current Month's Actual	Percent Variance	Year-to-Date Budget	Year-to-Date Actual	Percent Variance	Annual Budget	Actual as a % of Annual Budget
Payroll Expenses	\$35,739	\$33,326	6.75%	\$363,471	\$316,052	13.05%	\$446,240	70.83%
Taxes, Pen. & Ins.	\$12,035	\$5,898	51.00%	\$123,500	\$99,726	19.25%	\$150,718	66.17%
Personnel Related	\$375	\$0	100.00%	\$3,748	\$3,073	18.01%	\$4,497	68.33%
Professional Services	\$11,300	\$9,719	13.99%	\$119,750	\$304,015	(153.87%)	\$142,350	213.57%
Commodities	\$7,123	\$5,450	23.49%	\$41,235	\$36,247	12.10%	\$45,482	79.70%
Contractual Services	\$2,752	\$1,487	45.97%	\$80,992	\$70,225	13.29%	\$87,796	79.99%
Building & Grounds	\$440	\$0	100.00%	\$22,175	\$15,877	28.40%	\$24,464	64.90%
Capital Outlay	\$4,023	\$0	100.00%	\$40,233	\$37,249	7.42%	\$48,280	77.15%
Water & Sewer Improvements	\$78,544	\$0	100.00%	\$785,442	\$147,058	81.28%	\$942,530	15.60%
Utilities	\$184,856	\$175,784	4.91%	\$1,962,453	\$1,869,886	4.72%	\$2,367,160	78.99%
Vehicles & Equipment	\$4,704	\$6,645	(41.26%)	\$47,040	\$37,259	20.79%	\$56,448	66.01%
Charges for Services	\$1,960	\$1,401	28.55%	\$19,600	\$15,194	22.48%	\$23,520	64.60%
Technology	\$1,008	\$0	100.00%	\$10,083	\$1,464	85.48%	\$12,100	12.10%
Infrastructure Maintenance	\$4,817	\$5,215	(8.27%)	\$48,167	\$25,032	48.03%	\$57,800	43.31%
Debt Service	\$0	\$0	0.00%	\$143,035	\$143,003	0.02%	\$143,035	99.98%
Total Expenses	\$349,677	\$244,924	29.96%	\$3,810,923	\$3,121,359	18.09%	\$4,552,420	68.56%

The following comments are for any category over the year-to-date budget as of February 28, 2011.

Professional Services

- Legal fees are already \$175,127 over the annual budget of \$105,600.

**OPERATING RESULTS OF OTHER FUNDS
REVENUES**

The table that follows are all other funds and the total budget and actual revenues for the month. The detail for each fund's revenue can be found in the attached revenue and expense report.

Funds	Fund #	Current Month's Budget	Current Month's Actual	Percent Variance	Year-to-Date Budget	Year-to-Date Actual	Percent Variance	Annual Budget	Actual as a % of Annual Budget
Special Revenue									
Motor Fuel Tax	10	\$52,519	\$38,642	(26.42%)	\$497,953	\$597,037	19.90%	\$595,330	100.29%
SSA #1 Bright Meadows	16	\$35	\$38	9.84%	\$39,848	\$39,842	(0.01%)	\$39,917	99.81%
Debt Service Funds									
2003 Bonds Debt Service	22	\$33,201	\$38,449	15.81%	\$335,034	\$371,071	10.76%	\$422,006	87.93%
2005 Bonds Debt Service	24	\$24,328	\$24,350	0.09%	\$241,955	\$240,570	(0.57%)	\$291,336	82.57%
2010 Bonds Debt Service	26	\$4,597	\$5,175	12.56%	\$462,218	\$453,114	(1.97%)	\$485,115	93.40%
Capital Project Funds									
Capital Projects	35	\$7,823	\$367	(95.31%)	\$193,223	\$238,583	23.48%	\$311,377	76.62%
Enterprise Funds									
Commuter Parking	51	\$9,457	\$5,664	(40.11%)	\$98,511	\$84,500	(14.22%)	\$120,931	69.87%
Agency Funds									
Working Cash	81	\$9	\$2	(82.17%)	\$2,561	\$4,060	58.54%	\$2,578	157.49%
Builders Escrow	83	\$22	\$8	(65.33%)	\$218	\$107	(51.03%)	\$261	40.81%

Special Revenue Funds

The one major revenue source in this fund category is shown in the table below:

<u>Description</u>	<u>Current Month</u>			<u>Year-to-Date</u>			<u>Prior Year</u>	
	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Actual</u>	<u>Variance</u>
Motor Fuel Tax	\$38,261	\$38,610	0.91%	\$355,381	\$354,586	(0.22%)	\$350,182	1.26%

In the month of October, the MFT special allotment came in at \$24,727, budgeted at \$24,000. In November the Village received a \$71,967 Illinois Jobs Now Program payment from the State and in December \$145,313 of CDBG revenues was received for the Lawn Terrace project. Interest income in the Motor Fuel Tax Fund is lower than the year-to-date budget due to rates not meeting the projection.

SSA #1 Bright Meadows property tax receipts of \$39,480 are slightly below the year-to-date budget of \$39,501, however, interest income is slightly above the year-to-date budget.

Debt Service Funds

The major revenue sources in this fund category are shown in the table below:

<u>Description</u>	<u>Current Month</u>			<u>Year-to-Date</u>			<u>Prior Year</u>	
	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Budget</u>	<u>Actual</u>	<u>% Variance</u>	<u>Actual</u>	<u>Variance</u>
Electric	\$29,661	\$35,498	19.68%	\$274,816	\$303,346	10.38%	\$314,177	(3.45%)
Gas	\$0	\$0	0.00%	\$153,334	\$223,333	45.65%	\$227,627	(1.89%)
Telephone	\$32,425	\$32,462	0.11%	\$322,484	\$320,576	(0.59%)	\$323,861	(1.01%)

The last quarterly gas utility tax receipt normally received in April was received in May at \$112,521, split between the 2003 Debt Service Fund, 2010 Debt Service Fund, and the Capital Improvements Fund, 15% 10% and 75% respectively. However, the three payments thereafter are a combined \$24,891 less then the \$153,334 projection. Electric utility tax is higher then the year-to-date projection due to warmer then usual weather this past summer.

Revenue in the 2003 Bonds Debt Service Fund is above the monthly projection due to the gas payment received as noted above. Revenue in the 2005 Bonds Debt Service Fund, mainly telephone utility tax is slightly below the year-to-date projection due to the receipts for the last two months lower then expected. The 2010 Debt Service Fund is under budget due to the transfer from the 2007 Debt Service Fund less then expected. The fiscal year end 2010 final cash balance in the 2007 Debt Service Fund was lower then projected as the gas utility tax receipt normally received in April was received in May.

Below is a summary of the major revenues that support all debt service payments in the three budgeted debt service funds. The four major revenues listed account for ninety-nine percent of the budgeted debt service funds revenue.

Debt Service Major Revenue Summary

Description	Annual Budget	Year-to-Date Budget	Year-to-Date Actual	Dollar Variance	Percent Variance
Utility Tax Electric	\$334,000	\$274,816	\$303,346	\$28,530	10.38%
Utility Tax - Gas (1)	\$72,500	\$38,331	\$55,833	\$17,503	45.66%
Utility Tax Telephone	\$388,300	\$322,484	\$320,576	(\$1,908)	(0.59%)
Transfers In	\$403,180	\$403,180	\$384,231	(\$18,949)	(4.70%)
Total Major Revenues	\$1,197,980	\$1,038,810	\$1,063,986	\$25,175	2.42%
All Other Revenues	\$477	\$398	\$770	\$372	93.71%
Total Revenues	\$1,198,457	\$1,039,208	\$1,064,756	\$25,548	2.46%

- (1) These amounts represent 25% of the gas tax receipts; the other 75% is recorded in the Capital Improvements Fund.

Capital Projects Funds

Revenue in the Capital Projects Fund is above the year-to-date projection due to the gas utility tax mentioned previously. In the fiscal year \$28,220 has been received for developer impact fees for the Emerald Bay subdivision, which was not budgeted, however, there has been no reimbursement revenue for the McGillis Bridge project as it has yet to be started. Fremont Township did reimburse the Village \$38,200 in December for their portion of the Chardon Road project.

Enterprise

The one major revenue source in this fund is shown in the table below:

Description	Current Month			Year-to-Date			Prior Year	
	Budget	Actual	% Variance	Budget	Actual	% Variance	Actual	Variance
Commuter Lot Revenue	\$9,196	\$5,652	(38.54%)	\$97,702	\$84,367	(13.65%)	\$92,824	(9.11%)

Interest income is also less then the year-to-date budget due to lower rates then what was projected.

Agency Funds

The Working Cash Fund has a positive year-to-date budget variance due to property tax receipts higher than the year-to-date budget. The Builders Escrow Fund has a negative year-to-date budget variance due to interest income less than budgeted due to lower rates than what was projected.

**OPERATING RESULTS OF OTHER FUNDS
EXPENDITURES**

The table that follows includes all other funds and the total budget and actual expenses for the month. The detail for each fund's expenses can be found in the attached revenue and expense report.

Funds	Fund #	Current Month's Budget	Current Month's Actual	Percent Variance	Year-to-Date Budget	Year-to-Date Actual	Percent Variance	Annual Budget	Actual as a % of Annual Budget
Special Revenue									
Motor Fuel Tax	10	\$50,098	\$2,083	95.84%	\$512,376	\$501,117	2.20%	\$611,971	81.89%
SSA #1 Bright Meadows	16	\$21	\$0	100.00%	\$30,456	\$22,342	26.64%	\$34,275	65.19%
Debt Service Funds									
2007 Bonds Debt Service	20	\$0	\$0	0.00%	\$28,180	\$9,231	67.24%	\$28,180	32.76%
2003 Bonds Debt Service	22	\$750	\$0	100.00%	\$412,498	\$412,201	0.07%	\$419,498	98.26%
2005 Bonds Debt Service	24	\$0	\$0	0.00%	\$274,816	\$274,548	0.10%	\$275,566	99.63%
2010 Bonds Debt Service	26	\$0	\$0	0.00%	\$443,947	\$444,214	(0.06%)	\$444,497	99.94%
Capital Project Funds									
Capital Projects	35	\$41,254	\$35,102	14.91%	\$452,542	\$266,249	41.17%	\$535,050	49.76%
Enterprise Funds									
Commuter Parking	51	\$3,674	\$1,079	70.65%	\$48,449	\$65,709	(35.63%)	\$61,375	107.06%

Special Revenue Funds

Eighty-three percent of the annual budgeted Motor Fuel Tax Fund expenses relate to roadway improvements of which \$423,534 (Lawn Terrace & Hart Road Projects) has been spent through month end, budgeted year-to-date at \$421,090. All other accounts in this fund are under budget except equipment rental and storm sewer maintenance. Equipment rental is \$119 over the \$605 annual budget due to the rental of a stump grinder on a number of occasions. Storm sewer maintenance is over the annual budget of \$1,604 mainly due to the purchase of storm sewer lids (\$516) and storm sewer frames in the amount of \$1,100.

Ninety-nine percent of the budgeted SSA #1 Bright Meadows expenses relate to landscaping charges of which \$21,957 was spent through month end, budgeted at \$30,222 year-to-date.

Debt Service Funds

The 2007 debt service amount of \$9,231 relates to a transfer out to the 2010 Debt Service Fund. The transfer was done to close out the 2007 Debt Service Fund. The amount is lower than the budget as cash was lower than projected due to the quarterly gas tax receipt typically received in April, recorded in May. The remaining debt service funds, 2003, 2005, and 2010 are at budget as shown by the above schedule with no variance greater than 0.10%.

Capital Projects Funds

Of the \$266,249 spent to-date, expenses mainly relate to the items listed below:

<u>Project Name</u>	<u>Dollar Amount</u>	<u>Percent of Total</u>
Nippersink/Fairfield Intersection	\$5,306	1.99%
Chardon Road	\$209,115	78.54%
Cedar Lake Road Extension	\$2,706	1.02%
Metra Beautification Project	\$35,102	13.18%
Tree Purchases	<u>\$13,579</u>	<u>5.10%</u>
 Total Project Expenses Listed	 <u>\$265,809</u>	 <u>99.83%</u>
 Total Y-T-D Expenses	 <u>\$266,249</u>	

Enterprise

The following comments are for any category over the year-to-date budget in the Commuter Parking Lot Fund as of February 28, 2011.

Land/Land Improvements

- The land/land improvements category has an annual budget of \$15,000, but is appropriated at \$111,500 due to Metra station improvements. To-date \$37,593 has been spent.

Agency Funds

There are no budgeted expenses for Agency Funds.

INVESTMENT ACTIVITY

The Village's cash and investment holdings totaled \$14.6 million at the end of the month, with cash & investments changes since May 1st by fund listed on the next page. The Village's cash total cash position of \$14.6 million at the end of the month does not include the Police Pension Fund investments, which are subject to the control and oversight by a separate board and the Lakewood Grove Special Service Area (SSA) Funds cash accounts as the village only acts as an agent for the property owners in the SSA's.

Change in Cash and Investments Balances

Funds	Fund #	May 1st Cash & Investments	Month End Cash & Investments	Change in Cash & Investments
General Fund	01	\$4,812,675	\$5,535,602	\$722,927
Special Revenue				
Motor Fuel Tax	10	\$367,624	\$463,543	\$95,919
SSA #1 Bright Meadows	16	\$84,701	\$102,201	\$17,500
Debt Service Funds				
2007 Bonds Debt Service	20	\$9,231	\$0	(\$9,231)
2003 Bonds Debt Service	22	\$46,284	\$102,154	\$55,870
2005 Bonds Debt Service	24	\$31,326	\$64,348	\$33,022
2010 Bonds Debt Service	26	\$18,670	\$22,570	\$3,900
Capital Project Funds				
Capital Projects	35	\$1,040,117	\$1,012,452	(\$27,665)
Enterprise Funds				
Water & Sewer Fund	50	\$7,199,649	\$7,033,318	(\$166,331)
Commuter Parking	51	\$146,840	\$165,631	\$18,791
Agency Funds				
Working Cash	81	\$20,693	\$24,753	\$4,060
Builders Escrow	83	\$49,342	\$52,977	\$3,635

Presently, all idle cash is held in short-term money market accounts. The table that follows lists the cash and cash equivalent balances per fund.

Summary of Cash and Investments by Fund

Funds	Fund #	Cash & Cash Equivalents	Investments	Total Cash and Investments	Percent of Overall Portfolio
General Fund	01	\$5,535,602	\$0	\$5,535,602	37.97%
Special Revenue					
Motor Fuel Tax	10	\$463,543	\$0	\$463,543	3.18%
SSA #1 Bright Meadows	16	\$102,201	\$0	\$102,201	0.70%
Debt Service Funds					
2007 Bonds Debt Service	20	\$0	\$0	\$0	0.00%
2003 Bonds Debt Service	22	\$102,154	\$0	\$102,154	0.70%
2005 Bonds Debt Service	24	\$64,348	\$0	\$64,348	0.44%
2010 Bonds Debt Service	26	\$22,570	\$0	\$22,570	0.15%
Capital Project Funds					
Capital Projects	35	\$1,012,452	\$0	\$1,012,452	6.94%
Enterprise Funds					
Water & Sewer Fund	50	\$7,033,318	\$0	\$7,033,318	48.24%
Commuter Parking	51	\$165,631	\$0	\$165,631	1.14%
Agency Funds					
Working Cash	81	\$24,753	\$0	\$24,753	0.17%
Builders Escrow	83	\$52,977	\$0	\$52,977	0.36%

The following are additional investment reporting schedules.

Investment Transactions For The Month

Fund	Institution	Type	Amount	Purchase Date	Maturity Date	Interest Rate
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----- None -----

Listing of Investments Held By Fund

Fund	Institution	Type	Amount	Purchase Date	Maturity Date	Interest Rate
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----- None -----

List of Investments by Maturity Date

Fund	Institution	Type	Amount	Purchase Date	Maturity Date	Interest Rate
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----- None -----

Portfolio Diversification

Institution	Type	Amount Held	% of Portfolio
Petty & Register Cash	Cash	\$1,200	0.01%
Charter One	Money Market	\$4,271,778	29.26%
Illinois Funds	Money Market	\$1,626,967	11.15%
PNC	Money Market	\$966,892	6.62%
Chase	Money Market	\$3,771,030	25.83%
First American	Money Market	\$754,165	5.17%
NorStates	Savings, NOW, MM	\$3,205,288	21.96%
	Total Portfolio	<u>\$14,597,321</u>	

Per the investment policy no financial institution shall hold more than 50% of the Village's portfolio. Illinois Funds shall not exceed 40% of portfolio.

Respectfully submitted,

Steven J. Shields

Steven J. Shields
 Finance Director/Treasurer