

VILLAGE OF ROUND LAKE

MARCH 2011



MONTHLY TREASURER'S REPORT

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**Village Board Agenda Item 7.3**

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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 eleven months ending March 31, 2011. For the month, actual results are a negative \$96,671 from the expected monthly deficit of \$309,188. For the eleven months ending March 31, 2011 actual results are a positive \$587,164 from the expected year-to-date budget deficit of \$110,554.

### 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	\$284,220	\$253,961	\$5,996,990	\$6,260,664	\$6,209,306	100.83%
Expenditures	\$593,408	\$659,820	\$6,107,544	\$5,784,054	\$6,568,320	88.06%
<b>Excess (Deficiency)</b>	<b>(\$309,188)</b>	<b>(\$405,859)</b>	<b>(\$110,554)</b>	<b>\$476,610</b>	<b>(\$359,014)</b>	

As a benchmark, for the eleventh month of the fiscal year, revenues and expenses should be close to 91.67% of the annual operating budget. Overall actual revenues are over the annual budget amount due to all major revenue sources in the General Fund above the year-to-date projections.

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 as a % of Annual Budget
Taxes	\$0	\$102	100.00%	\$3,176,992	\$3,205,781	0.91%	\$3,176,992	100.91%
Intergovernmental	\$196,823	\$175,569	(10.80%)	\$1,827,172	\$1,998,010	9.35%	\$1,946,250	102.66%
Licenses & Permits	\$16,026	\$4,864	(69.65%)	\$50,210	\$102,325	103.80%	\$72,136	141.85%
Charges for Services	\$44,933	\$47,135	4.90%	\$501,767	\$503,679	0.38%	\$546,700	92.13%
Fines & Forfeits	\$11,209	\$8,757	(21.88%)	\$130,250	\$155,006	19.01%	\$142,400	108.85%
Grants	\$2,500	\$0	(100.00%)	\$27,500	\$1,210	(95.60%)	\$30,000	4.03%
Investment Income	\$2,060	\$689	(66.56%)	\$22,655	\$10,860	(52.06%)	\$24,714	43.94%
Reimbursements	\$5,539	\$9,114	64.56%	\$44,308	\$45,322	2.29%	\$49,847	90.92%
Miscellaneous	\$5,131	\$7,732	50.69%	\$216,136	\$238,471	10.33%	\$220,267	108.26%
<b>Total Revenue</b>	<b>\$284,220</b>	<b>\$253,961</b>	<b>(10.65%)</b>	<b>\$5,996,990</b>	<b>\$6,260,664</b>	<b>4.40%</b>	<b>\$6,209,306</b>	<b>100.83%</b>

For the month actual revenues are \$30,259 lower than the budget projection but are \$263,674 higher than the year-to-date budget.

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**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	\$102	100.00%	\$3,176,992	\$3,205,781	0.91%	\$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	\$22,699	\$29,393	29.49%	\$184,284	\$210,355	14.15%	\$184,283	14.15%
Sales Tax	\$33,682	\$45,159	34.08%	\$354,338	\$393,487	11.05%	\$357,083	10.19%
State Income tax	\$139,342	\$99,819	(28.36%)	\$1,200,958	\$1,304,252	8.60%	\$1,001,219	30.27%

Although the village received an income tax payment in March, the State is still two months behind and owes the village \$254,434 as of March 31st. Of the twelve 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	\$2,250	\$3,660	62.66%	\$32,250	\$90,586	180.89%	\$80,442	12.61%

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.

**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	\$44,765	5.26%	\$467,821	\$474,645	1.46%	\$477,813	(0.66%)

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.

**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	\$9,010	\$7,172	(20.40%)	\$106,050	\$120,536	13.66%	\$101,260	19.04%

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In addition to the above, the village's fine revenue account is 29.81% over the year-to-date budget of \$22,000 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 \$35,583 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 \$13,351. However, miscellaneous receipts are \$4,545, 49.75% under the year-to-date budget of \$9,136.

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

<b>Major Revenue Summary</b>					
<u>Description</u>	<u>Annual Budget</u>	<u>Year-to-Date Budget</u>	<u>Year-to-Date Actual</u>	<u>Dollar Variance</u>	<u>Percent Variance</u>
Real Estate Taxes	\$3,176,992	\$3,176,992	\$3,205,781	\$28,789	0.91%
Road & Bridge Tax	\$71,000	\$71,000	\$71,338	\$338	0.48%
State Use Tax	\$198,864	\$184,284	\$210,355	\$26,071	14.15%
Sales Tax	\$380,000	\$354,338	\$393,487	\$39,149	11.05%
State Income tax	\$1,276,044	\$1,200,958	\$1,304,252	\$103,294	8.60%
Building Permits	\$37,500	\$32,250	\$90,586	\$58,336	180.89%
Garbage Fees	\$510,350	\$467,821	\$474,645	\$6,824	1.46%
Circuit Court Fines	\$116,000	\$106,050	\$120,536	\$14,486	13.66%
Cable/Video Franchise	\$166,700	\$166,700	\$181,047	\$14,347	8.61%
<b>Total Major Revenues</b>	<b>\$5,933,450</b>	<b>\$5,760,393</b>	<b>\$6,052,026</b>	<b>\$291,633</b>	<b>5.06%</b>
<b>All Other Revenues</b>	<b>\$275,856</b>	<b>\$236,597</b>	<b>\$208,638</b>	<b>(\$27,959)</b>	<b>(11.82%)</b>
<b>Total Revenues</b>	<b>\$6,209,306</b>	<b>\$5,996,990</b>	<b>\$6,260,664</b>	<b>\$263,674</b>	<b>4.40%</b>

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 \$66,412 higher than the expected monthly amount of \$593,408. For the eleven months ending March 31, 2011 actual expenditures are \$323,490 under the year-to-date budget of \$6,107,544. Expenses are at 88.06% of the annual budget, versus the March benchmark of 91.67%. 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	\$152,702	\$141,008	7.66%	\$1,777,211	\$1,524,698	14.21%	\$1,915,291	79.61%
Police Department	\$318,458	\$359,308	(12.83%)	\$2,818,152	\$2,717,019	3.59%	\$3,057,562	88.86%
Public Works	\$78,423	\$112,823	(43.86%)	\$766,654	\$809,813	(5.63%)	\$818,510	98.94%
Building Department	\$43,825	\$46,681	(6.52%)	\$370,526	\$357,523	3.51%	\$401,957	88.95%
Transfers Out	\$0	\$0	0.00%	\$375,000	\$375,000	0.00%	\$375,000	100.00%
<b>Total Expense</b>	<b>\$593,408</b>	<b>\$659,820</b>	<b>(11.19%)</b>	<b>\$6,107,544</b>	<b>\$5,784,054</b>	<b>5.30%</b>	<b>\$6,568,320</b>	<b>88.06%</b>

#### 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	\$4,333	10.24%	\$39,862	11.20%	81.87%
Taxes, Pen. & Ins.	(\$2,442)	(22.94%)	\$11,663	12.30%	80.74%
Personnel Related	\$774	95.09%	\$9,562	38.22%	59.84%
Professional Services	(\$4,410)	(60.38%)	\$8,450	8.40%	85.40%
Commodities	\$62	3.67%	\$10,020	53.70%	42.44%
Contractual Services	\$1,941	2.66%	\$32,470	3.33%	89.94%
Misc. Expense	\$1,697	84.97%	\$34,424	82.03%	17.15%
Building & Grounds	\$398	19.98%	\$7,688	35.09%	59.50%
Capital Outlay	\$355	75.09%	\$2,396	46.02%	49.49%
Utilities	(\$369)	(41.64%)	\$1,911	18.67%	74.85%
Technology	\$9,354	80.01%	\$94,066	73.14%	24.62%
<b>Total</b>	<b>\$11,694</b>	<b>7.66%</b>	<b>\$252,514</b>	<b>14.21%</b>	<b>79.61%</b>

Administration expenses are under our projection by 7.66% for the month and year-to-date by 14.21%. There are no categories over the year-to-date budget as of March 31, 2011, therefore, no comments.

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**Police Department**

<b>Police Department</b>	<b>Monthly Amount (Over) Under</b>	<b>Percent Variance (Over) Under</b>	<b>Year-to-Date (Over) Under</b>	<b>Percent Variance (Over) Under</b>	<b>Percent Expended of Annual Budget</b>
Payroll Expenses	\$68	0.03%	(\$31,146)	(1.82%)	93.98%
Taxes, Pen. & Ins.	(\$19,346)	(46.72%)	\$29,459	7.61%	84.97%
Personnel Related	(\$1,380)	(54.08%)	\$6,503	21.62%	72.25%
Professional Services	\$2,200	28.21%	\$44,051	51.34%	44.60%
Commodities	(\$522)	(17.31%)	\$12,526	37.76%	57.06%
Contractual Services	(\$20,559)	(86.73%)	(\$19,331)	(6.79%)	98.58%
Misc. Expense	\$648	34.43%	\$5,620	27.15%	66.78%
Building & Grounds	\$313	20.93%	\$4,990	30.30%	63.90%
Capital Outlay	(\$2,557)	(35.02%)	\$15,957	19.87%	73.45%
Utilities	(\$700)	(86.38%)	\$1,105	11.74%	81.26%
Vehicles & Equip.	(\$1,200)	(11.55%)	\$10,106	8.84%	83.56%
Technology	\$2,184	59.24%	\$21,293	52.50%	43.55%
<b>Total</b>	<b>(\$40,850)</b>	<b>(12.83%)</b>	<b>\$101,133</b>	<b>3.59%</b>	<b>88.86%</b>

Police Department expenses are over the projection by 12.83% for the month, but under budget 3.59% year-to-date. The following comments are for any category over the year-to-date budget as of March 31, 2011.

**Payroll Expenses**

- Regular salaries are \$63,649 over the year-to-date budget of \$1,600,435 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 \$32,503 under the year-to-date budget.

**Contractual Services**

- CENCOM is \$20,261 over the year-to-date budget as twelve payments have been made through the end of March.
- The Lake County MEG Membership was paid in the month of August in the amount of \$13,200; the amount budgeted for the year.
- The NIPAS emergency service team annual \$3,300 assessment was paid in the month February pushing this account over the annual budget of \$3,700 by \$323.

**Public Works**

<b>Public Works</b>	<b>Monthly Amount (Over) Under</b>	<b>Percent Variance (Over) Under</b>	<b>Year-to-Date (Over) Under</b>	<b>Percent Variance (Over) Under</b>	<b>Percent Expended of Annual Budget</b>
Payroll Expenses	\$3,141	9.27%	\$10,195	3.79%	89.14%
Taxes, Pen. & Ins.	(\$5,446)	(51.04%)	\$6,154	6.20%	86.27%
Personnel Related	\$252	67.70%	\$1,064	26.05%	67.79%
Professional Services	(\$2,777)	(160.21%)	(\$4,304)	(22.57%)	112.36%
Commodities	\$3,915	29.51%	(\$8,842)	(11.96%)	110.07%
Contractual Services	(\$1,515)	(127.53%)	(\$58,310)	(79.09%)	176.25%
Building & Grounds	\$808	28.97%	\$17,869	27.02%	70.02%
Capital Outlay	\$1,432	100.00%	\$11,348	71.08%	26.54%
Utilities	(\$847)	(11.79%)	\$6,247	7.86%	84.51%
Vehicles & Equip.	(\$26,605)	(705.32%)	(\$26,462)	(63.78%)	150.13%
Technology	\$250	100.00%	\$1,931	70.23%	27.29%
Infrastructure Maint.	(\$7,006)	(368.50%)	(\$49)	(0.23%)	92.23%
<b>Total</b>	<b>(\$34,400)</b>	<b>(43.86%)</b>	<b>(\$43,159)</b>	<b>(5.63%)</b>	<b>98.94%</b>

Public Works expenses are over the monthly projection by 43.86% and over the year-to-date budget by 5.63%. The following comments are for any category over the year-to-date budget as of March 31, 2011.

**Professional Services**

- Engineering services are \$2,571 over the annual budget of \$20,800 due to charges for items such as Long Lake STP application \$500, SMC issues \$4,736, FAU designations \$1,980, roadway services \$780, Chardon Road IGA \$1,691, ACE restrictor \$1,155, and general services of \$12,529.

**Commodities**

- The ice control account is \$20,102 over the \$60,000 annual budget as to-date 1,276 tons have been delivered at a price of \$62.10 per ton, which was budgeted at \$60 a ton with 1,000 tons to be delivered.

**Contractual Services**

- In the month of February contractor payments of \$66,178 were charged to a snow emergency account for snow removal efforts due to the blizzard in that month, pushing this category over budget for the fiscal year.

**Vehicles & Equipment**

- Vehicle repairs and equipment repairs were a combined \$25,649 over the monthly budget amount of \$1,636. Among the more significant charges, all related to the snow removal efforts, were three transmission repairs at \$7,300, backhoe repairs of \$9,386, and a differential replacement at \$3,194.

**Infrastructure Maintenance**

- The street light repairs account is \$59 over the \$20,915 year-to-date budget due to the purchase of three street light poles in the month of March at a cost of \$7,384.

**Building Department**

Building Department	Monthly		Percent		Percent Expended of Annual Budget
	Amount (Over) Under	Variance (Over) Under	Year-to-Date (Over) Under	Variance (Over) Under	
Payroll Expenses	\$21	0.07%	(\$590)	(0.24%)	92.52%
Taxes, Pen. & Ins.	(\$3,863)	(43.63%)	(\$150)	(0.19%)	92.22%
Personnel Related	\$136	56.03%	\$1,781	66.53%	30.68%
Professional Services	\$67	3.95%	\$6,164	33.06%	61.36%
Commodities	\$278	56.76%	\$4,413	81.95%	16.55%
Utilities	(\$125)	(64.59%)	\$282	13.25%	79.52%
Vehicles & Equip.	\$132	24.95%	\$1,380	23.71%	69.93%
Technology	\$497	100.00%	(\$276)	(5.05%)	96.30%
<b>Total</b>	<b>(\$2,856)</b>	<b>(6.52%)</b>	<b>\$13,003</b>	<b>3.51%</b>	<b>88.95%</b>

Building Department expenses are over the monthly projection by 6.52%, but 3.51% under the year-to-date budget. The following comments are for any category over the year-to-date budget as of March 31, 2011.

**Payroll Expenses**

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

**Taxes, Pension, & Insurance**

- The health insurance account is \$860 over the year-to-date budget due to changes in insurance selections during open enrollment versus the selections that were budgeted.

**Technology**

- IT equipment is \$281 over the year-to-date budget of \$4,583 due to the purchase of computers for the Building Department, budgeted at \$5,000 for the fiscal year.
- IT maintenance services is \$45 over the year-to-date budget of \$660 due to the annual service/support fee of \$705 in February for the Building Department software.

**Other Financing Uses**

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

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 eleven months ending March 31, 2011. For the month, actual results are a positive \$57,155 from the expected monthly deficit of \$32,159. For the eleven months ending March 31, 2011 actual results are a positive \$214,846 from the expected year-to-date budget deficit of \$361,589.

**Water and Sewer Fund Operating Results**

	Current	Current	Year-to-Date	Year-to-Date	Annual	Actual as a
	Month	Month				
	Budget	Actual	Budget	Actual	Budget	Budget
Revenues	\$355,889	\$314,422	\$3,837,382	\$3,264,041	\$4,183,060	78.03%
Expenditures	\$388,048	\$289,426	\$4,198,971	\$3,410,785	\$4,552,420	74.92%
<b>Excess (Deficiency)</b>	<b>(\$32,159)</b>	<b>\$24,996</b>	<b>(\$361,589)</b>	<b>(\$146,743)</b>	<b>(\$369,360)</b>	

As a benchmark, for the eleventh month of the fiscal year, revenues and expenses should be close to 91.67% of the annual operating budget. Actual revenues are lower than the 91.67% benchmark due to no reimbursement for the back-up well project budgeted year-to-date at \$628,833. 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	\$295,567	\$313,272	5.99%	\$3,173,843	\$3,192,472	0.59%	\$3,459,200	92.29%
Investment Income	\$2,988	\$1,064	(64.41%)	\$32,872	\$15,174	(53.84%)	\$35,860	42.32%
Reimbursements	\$57,167	\$0	(100.00%)	\$628,833	\$0	(100.00%)	\$686,000	0.00%
Miscellaneous	\$167	\$87	(48.07%)	\$1,833	\$7,295	297.92%	\$2,000	364.76%
<b>Total Revenue</b>	<b>\$355,889</b>	<b>\$314,422</b>	<b>(11.65%)</b>	<b>\$3,837,382</b>	<b>\$3,264,041</b>	<b>(14.94%)</b>	<b>\$4,183,060</b>	<b>78.03%</b>

For the month actual revenues are \$41,467 lower then the budget projection and \$573,341 lower then 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	\$103,709	\$125,549	21.06%	\$1,212,649	\$1,247,516	2.88%	\$1,212,313	2.90%
Water Fees	\$72,881	\$76,349	4.76%	\$794,864	\$813,881	2.39%	\$766,299	6.21%
Sewer Fees	\$112,544	\$103,797	(7.77%)	\$1,095,564	\$1,042,998	(4.80%)	\$1,017,963	2.46%
<b>Total</b>	<b>\$289,134</b>	<b>\$305,695</b>	<b>5.73%</b>	<b>\$3,103,077</b>	<b>\$3,104,395</b>	<b>0.04%</b>	<b>\$2,996,575</b>	<b>3.60%</b>

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 then those assumed in the budget process. Current rates are averaging less then 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 \$5,295 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 \$98,622 lower from the expected monthly amount of \$388,048. For the eleven months ending March 31, 2011 actual expenditures are \$788,186 under the year-to-date budget of \$4,198,971. Expenses are at 74.92% of the annual budget, versus the March benchmark of 91.67%.

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	\$49,458	\$42,860	13.34%	\$412,929	\$358,912	13.08%	\$446,240	80.43%
Taxes, Pen. & Ins.	\$15,183	\$18,566	(22.29%)	\$138,683	\$118,292	14.70%	\$150,718	78.49%
Personnel Related	\$375	\$140	62.64%	\$4,122	\$3,213	22.06%	\$4,497	71.44%
Professional Services	\$11,300	\$36,323	(221.44%)	\$131,050	\$340,337	(159.70%)	\$142,350	239.08%
Commodities	\$2,123	\$56	97.34%	\$43,359	\$36,303	16.27%	\$45,482	79.82%
Contractual Services	\$2,752	\$2,763	(0.39%)	\$83,744	\$72,988	12.84%	\$87,796	83.13%
Building & Grounds	\$440	\$2,430	(452.37%)	\$22,615	\$18,307	19.05%	\$24,464	74.83%
Capital Outlay	\$4,023	\$104	97.42%	\$44,257	\$37,353	15.60%	\$48,280	77.37%
Water & Sewer Improvements	\$78,544	\$3,186	95.94%	\$863,986	\$150,244	82.61%	\$942,530	15.94%
Utilities	\$211,360	\$173,372	17.97%	\$2,173,814	\$2,043,258	6.01%	\$2,367,160	86.32%
Vehicles & Equipment	\$4,704	\$4,635	1.47%	\$51,744	\$41,894	19.04%	\$56,448	74.22%
Charges for Services	\$1,960	\$1,426	27.25%	\$21,560	\$16,619	22.92%	\$23,520	70.66%
Technology	\$1,008	\$1,902	(88.60%)	\$11,092	\$3,365	69.66%	\$12,100	27.81%
Infrastructure Maintenance	\$4,817	\$1,663	65.46%	\$52,983	\$26,696	49.61%	\$57,800	46.19%
Debt Service	\$0	\$0	0.00%	\$143,035	\$143,003	0.02%	\$143,035	99.98%
<b>Total Expenses</b>	<b>\$388,048</b>	<b>\$289,426</b>	<b>25.41%</b>	<b>\$4,198,971</b>	<b>\$3,410,785</b>	<b>18.77%</b>	<b>\$4,552,420</b>	<b>74.92%</b>

The following comments are for any category over the year-to-date budget as of March 31, 2011.

### Professional Services

- Legal fees are \$208,558 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
<b>Special Revenue</b>									
Motor Fuel Tax	10	\$49,399	\$31,120	(37.00%)	\$547,353	\$628,156	14.76%	\$595,330	105.51%
SSA #1 Bright Meadows	16	\$35	\$35	0.17%	\$39,882	\$39,877	(0.01%)	\$39,917	99.90%
<b>Debt Service Funds</b>									
2003 Bonds Debt Service	22	\$35,889	\$37,754	5.20%	\$370,924	\$408,825	10.22%	\$422,006	96.88%
2005 Bonds Debt Service	24	\$24,736	\$20,714	(16.26%)	\$266,691	\$261,284	(2.03%)	\$291,336	89.68%
2010 Bonds Debt Service	26	\$4,911	\$4,963	1.06%	\$467,129	\$458,078	(1.94%)	\$485,115	94.43%
<b>Capital Project Funds</b>									
Capital Projects	35	\$7,823	\$381	(95.13%)	\$201,046	\$238,964	18.86%	\$311,377	76.74%
<b>Enterprise Funds</b>									
Commuter Parking	51	\$11,297	\$10,986	(2.76%)	\$109,808	\$95,486	(13.04%)	\$120,931	78.96%
<b>Agency Funds</b>									
Working Cash	81	\$9	\$1	(85.55%)	\$2,569	\$4,061	58.06%	\$2,578	157.54%
Builders Escrow	83	\$22	\$4	(79.63%)	\$239	\$111	(53.63%)	\$261	42.51%

**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	\$35,142	\$31,091	(11.53%)	\$390,523	\$385,677	(1.24%)	\$381,386	1.13%

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 then 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	\$32,528	\$35,807	10.08%	\$307,344	\$339,153	10.35%	\$341,980	(0.83%)
Gas	\$0	\$0	0.00%	\$153,334	\$223,333	45.65%	\$227,627	(1.89%)
Telephone	\$32,969	\$27,614	(16.24%)	\$355,453	\$348,190	(2.04%)	\$362,984	(4.08%)

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 last 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 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	Year-to-Date	Year-to-Date	Dollar	Percent
	Budget	Budget	Actual	Variance	Variance
Utility Tax Electric	\$334,000	\$307,344	\$339,153	\$31,809	10.35%
Utility Tax - Gas (1)	\$72,500	\$38,331	\$55,833	\$17,503	45.66%
Utility Tax Telephone	\$388,300	\$355,453	\$348,190	(\$7,263)	(2.04%)
Transfers In	\$403,180	\$403,180	\$384,231	(\$18,949)	(4.70%)
<b>Total Major Revenues</b>	\$1,197,980	\$1,104,307	\$1,127,406	\$23,099	2.09%
<b>All Other Revenues</b>	\$477	\$437	\$780	\$343	78.44%
<b>Total Revenues</b>	\$1,198,457	\$1,104,745	\$1,128,187	\$23,442	2.12%

- (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. Freemont 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	\$11,236	\$10,979	(2.29%)	\$108,938	\$95,346	(12.48%)	\$104,994	(9.19%)

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
<b>Special Revenue</b>									
Motor Fuel Tax	10	\$49,798	\$6,308	87.33%	\$562,173	\$507,426	9.74%	\$611,971	82.92%
SSA #1 Bright Meadows	16	\$21	\$0	100.00%	\$30,476	\$22,342	26.69%	\$34,275	65.19%
<b>Debt Service Funds</b>									
2007 Bonds Debt Service	20	\$0	\$0	0.00%	\$28,180	\$9,231	67.24%	\$28,180	32.76%
2003 Bonds Debt Service	22	\$0	\$0	0.00%	\$412,201	\$412,201	0.00%	\$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	\$990	(100.00%)	\$443,947	\$445,204	(0.28%)	\$444,497	100.16%
<b>Capital Project Funds</b>									
Capital Projects	35	\$41,254	\$6,111	85.19%	\$493,797	\$272,360	44.84%	\$535,050	50.90%
<b>Enterprise Funds</b>									
Commuter Parking	51	\$3,674	\$1,673	54.46%	\$52,123	\$67,383	(29.28%)	\$61,375	109.79%

**Special Revenue Funds**

Eighty-three percent of the annual budgeted Motor Fuel Tax Fund expenses relate to roadway improvements of which \$423,868 (Lawn Terrace & Hart Road Projects) has been spent through month end, budgeted year-to-date at \$463,199. 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 2003 and 2005 debt service funds are at budget as shown by the above schedule with no variance greater than 0.10%. The 2010 Debt Service Fund is slightly over the year-to-date budget due to the timing of the paying agent/registrar invoice fees.

**Capital Projects Funds**

Of the \$272,360 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	1.95%
Chardon Road	\$209,115	76.78%
Cedar Lake Road Extension	\$3,118	1.14%
Maple Lane	\$5,332	1.96%
Metra Beautification Project	\$35,102	12.89%
Tree Purchases	\$13,589	4.99%
Total Project Expenses Listed	<u>\$271,563</u>	<u>99.71%</u>
Total Y-T-D Expenses	<u>\$272,360</u>	

**Enterprise**

The following comments are for any category over the year-to-date budget in the Commuter Parking Lot Fund as of March 31, 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 \$14.3 million at the end of the month, with cash & investments changes since May 1<sup>st</sup> by fund listed on the next page. The Village's cash total cash position of \$14.3 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
<b>General Fund</b>	01	\$4,812,675	\$5,284,253	\$471,578
<b>Special Revenue</b>				
Motor Fuel Tax	10	\$367,624	\$488,354	\$120,731
SSA #1 Bright Meadows	16	\$84,701	\$102,236	\$17,534
<b>Debt Service Funds</b>				
2007 Bonds Debt Service	20	\$9,231	\$0	(\$9,231)
2003 Bonds Debt Service	22	\$46,284	\$42,908	(\$3,376)
2005 Bonds Debt Service	24	\$31,326	\$18,061	(\$13,265)
2010 Bonds Debt Service	26	\$18,670	\$31,543	\$12,874
<b>Capital Project Funds</b>				
Capital Projects	35	\$1,040,117	\$1,006,722	(\$33,396)
<b>Enterprise Funds</b>				
Water & Sewer Fund	50	\$7,199,649	\$7,062,161	(\$137,488)
Commuter Parking	51	\$146,840	\$174,943	\$28,104
<b>Agency Funds</b>				
Working Cash	81	\$20,693	\$24,754	\$4,061
Builders Escrow	83	\$49,342	\$51,927	\$2,585

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
<b>General Fund</b>	01	\$5,284,253	\$0	\$5,284,253	36.98%
<b>Special Revenue</b>					
Motor Fuel Tax	10	\$488,354	\$0	\$488,354	3.42%
SSA #1 Bright Meadows	16	\$102,236	\$0	\$102,236	0.72%
<b>Debt Service Funds</b>					
2007 Bonds Debt Service	20	\$0	\$0	\$0	0.00%
2003 Bonds Debt Service	22	\$42,908	\$0	\$42,908	0.30%
2005 Bonds Debt Service	24	\$18,061	\$0	\$18,061	0.13%
2010 Bonds Debt Service	26	\$31,543	\$0	\$31,543	0.22%
<b>Capital Project Funds</b>					
Capital Projects	35	\$1,006,722	\$0	\$1,006,722	7.05%
<b>Enterprise Funds</b>					
Water & Sewer Fund	50	\$7,062,161	\$0	\$7,062,161	49.43%
Commuter Parking	51	\$174,943	\$0	\$174,943	1.22%
<b>Agency Funds</b>					
Working Cash	81	\$24,754	\$0	\$24,754	0.17%
Builders Escrow	83	\$51,927	\$0	\$51,927	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	\$4,272,141	29.86%
Illinois Funds	Money Market	\$1,361,261	9.52%
PNC	Money Market	\$967,127	6.76%
Chase	Money Market	\$3,772,150	26.37%
First American	Money Market	\$754,374	5.27%
NorStates	Savings, NOW, MM	\$3,177,292	22.21%
	<b>Total Portfolio</b>	<b>\$14,305,544</b>	

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