



MANAGER'S REPORT FOR OCTOBER 20, 2017
GENERAL INFORMATION AND RESPONSES TO MAYOR & COMMISSIONER REQUESTS

Places to be this Week...

Coffee with the Council - Coffee with the Council will be held on **Saturday, October 21 at 9:00 a.m. to 10 a.m.** at Fire Station 2, 5420 Main Street

Village Council Meeting - The next Village Council meeting will be held on **November 7 at 7:00 p.m. in the Council Chambers** at Village Hall.

Future Calendar Reminders...

Village Council Meeting - The next Village Council meeting will be held on **November 14 at 7:00 p.m. in the Council Chambers** at Village Hall.

Main Street Station Floor Replacement Project

The floor replacement project at the Downers Grove Main Street Station will begin on Monday, October 23. The entire project is scheduled to last eight weeks and be completed in three phases. This will allow portions of the station, including access to restrooms, to remain open throughout the project. The ticket office will be closed during phase two, which is scheduled to begin on November 6. The ticket office is scheduled to reopen on November 20. The project has been coordinated with Metra and signage has been posted at the station this week notifying commuters about the upcoming work.

Fall Parkway Tree Planting

Parkway tree planting is planned to begin the week of October 23rd. A total of 295 trees will be planted representing 31 different tree species, including a variety of oaks such as swamp white oak, red oak, and chinkapin oak. Of the 295 trees, 27 are new tree locations, and the remaining 268 are replacements for trees removed due to EAB infestations, disease, decline or storm damage. Residents requested specific species for 136 of the trees, which improves resident satisfaction and increases the long term tree survival rate.

Walnut Avenue Sanitary Sewer Lining to Begin

The Downers Grove Sanitary District has notified the Village that a project to line a sanitary sewer on Walnut Avenue, from south of Maple Avenue to the treatment plant, is set to begin

early November. The majority of the work will occur underground, but there will be equipment operating within the roadway for approximately two weeks.

Carpenter Street Construction

Carpenter Street at Grove Street will be closed to traffic for approximately 2 weeks beginning Monday, October 30 to remove the permeable pavers and concrete headers and replace them with full-depth asphalt. The pavers on Grove Street will not be impacted. Signing is in place and staff will send notifications to adjacent property owners and work with affected bus operators.

Financial Statements

The September 2017 Financial Statements are attached for Council review.

Attachments

September 2017 Financial Statements

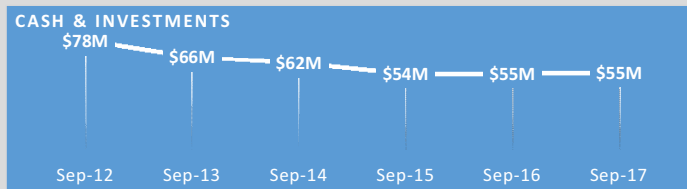
CASH AND INVESTMENTS BY FUND AND TYPE - for the Nine Months Ending 09/30/2017

HIGHLIGHTS

Referring to the trendline, \$35 million in bonds were issued in 2012 for infrastructure projects - \$25 million for road reconstruction and \$10 million for water projects. The Village refunded \$8 million in October 2013 and held that amount in escrow until January 1, 2014. Debt service payments are made from the Downtown TIF in January and July and property taxes are received in June and September.

CASH & INVESTMENTS BY FUND

General Fund	\$ 18,506,987
Water Fund	\$ 10,174,778
Capital Project Funds	\$ 5,743,670
Ogden Corridor TIF	\$ 5,647,368
Stormwater Fund	\$ 5,303,179
State & Federal Drug Forfeiture	\$ 2,026,728
Health Insurance	\$ 1,975,507
Parking Operations	\$ 1,728,299
Equipment replacement	\$ 1,726,292
Motor Fuel Tax	\$ 1,412,570
Downtown TIF	\$ 715,040
Foreign Fire Insurance Fund	\$ 241,156
Debt Service Funds	\$ 95
TOTAL	\$ 55,201,669

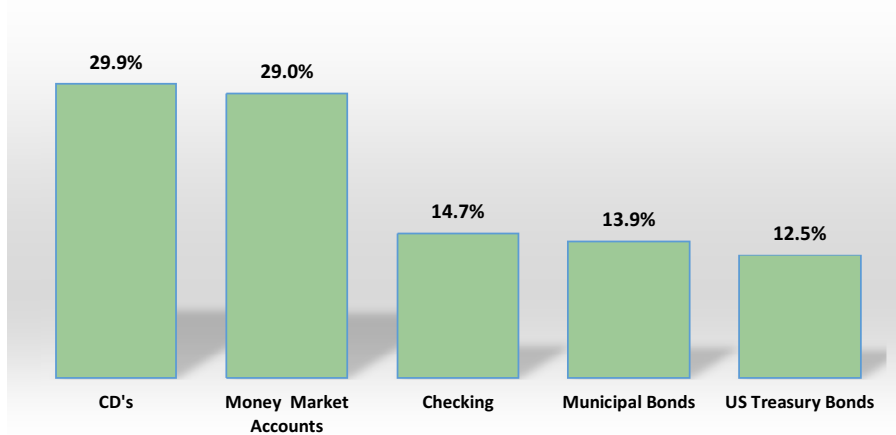


CASH & INVESTMENTS BY TYPE

Type	Amount	Average Rate of Return
CD's	\$ 16,501,351	1.51%
Money Market Accounts	\$ 15,987,831	0.88%
Checking	\$ 8,121,073	0.21%
Municipal Bonds	\$ 7,687,578	1.38%
US Treasury Bonds	\$ 6,903,836	1.50%
TOTAL *	\$ 55,201,669	

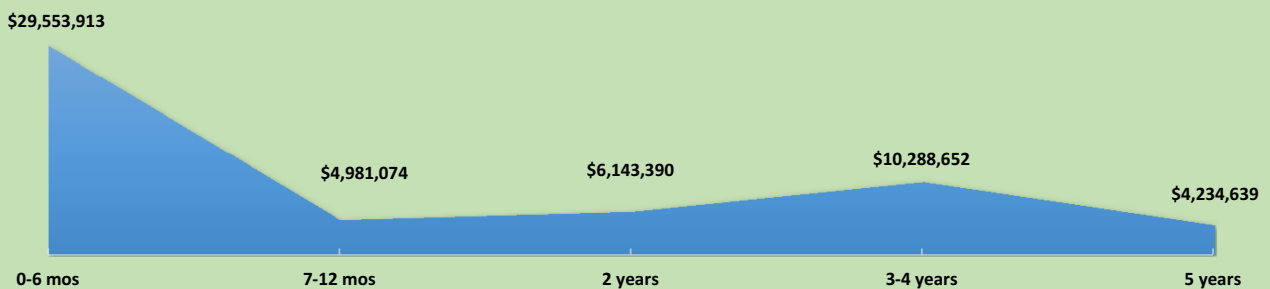
* NOTE - Total amount excludes Police Pension, Fire Pension, Library and Construction Deposit Funds

CASH & INVESTMENTS BY TYPE



AGED CASH & INVESTMENTS

Weighted average maturity is 1.14 years

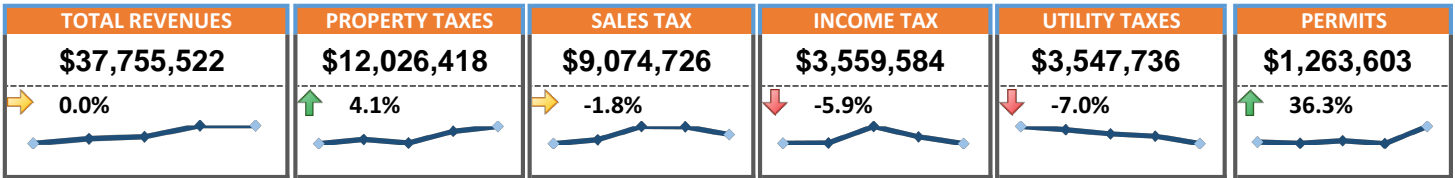


GENERAL FUND REVENUES-for the Nine Months Ending 09/30/2017

HIGHLIGHTS

September 2017 YTD revenues are \$6K higher than September 2016 YTD. Revenues that decreased from last year include sales taxes (\$167K of which \$83K is due to a one time adjustment), Telecommunications Tax (\$226K), Income Taxes (\$223K) and Grants/Donations/Other (\$210) due to the discontinuation of services to Westmont and a property vacation in 2016 offset by a one time reimbursement of VOC expense by the ETSB. These decreases were partially offset by increases in Building Related Permits (\$337K) and State shared revenue (\$146K). The increase in property taxes is offset by an increase in public safety pension expense.

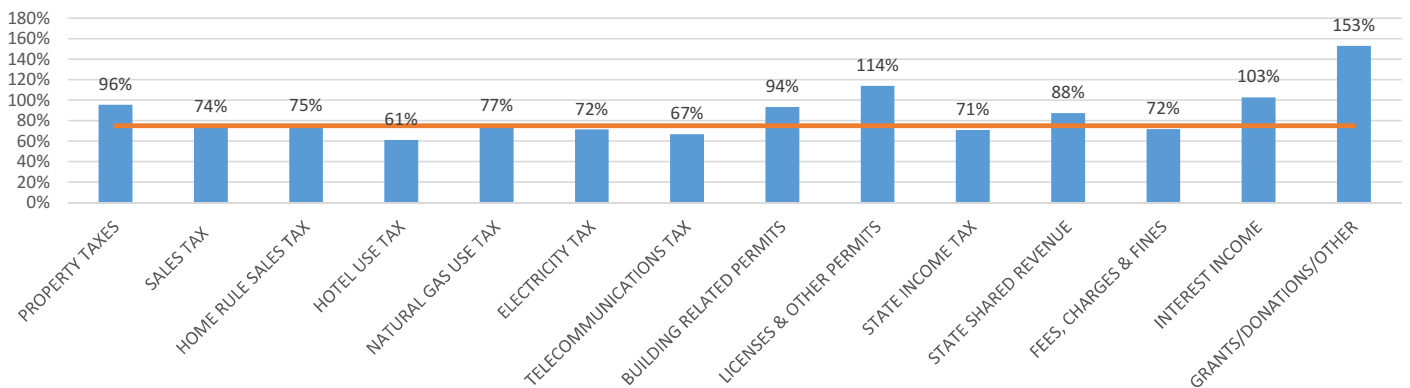
General Fund Revenue Analysis - Major Sources



General Fund - All Revenues

	September 2017 YTD Actual	September 2016 YTD Actual	% CHANGE	5 YEAR TREND
TOTAL REVENUES	\$37,755,522	\$37,749,633	0.0%	
PROPERTY TAXES	\$12,026,418	\$11,554,328	4.1%	
SALES TAX	\$9,074,726	\$9,242,173	-1.8%	
HOME RULE SALES TAX	\$1,532,625	\$1,537,783	-0.3%	
HOTEL USE TAX	\$644,596	\$699,420	-7.8%	
NATURAL GAS USE TAX	\$384,581	\$376,002	2.3%	
ELECTRICITY TAX	\$1,358,710	\$1,409,277	-3.6%	
TELECOMMUNICATIONS TAX	\$1,804,445	\$2,030,665	-11.1%	
BUILDING RELATED PERMITS	\$1,263,603	\$926,784	36.3%	
LICENSES & OTHER PERMITS	\$353,709	\$333,059	6.2%	
STATE INCOME TAX	\$3,559,584	\$3,782,736	-5.9%	
STATE SHARED REVENUE	\$1,404,161	\$1,258,599	11.6%	
FEES, CHARGES & FINES	\$3,583,877	\$3,638,232	-1.5%	
INTEREST INCOME	\$195,713	\$181,526	7.8%	
GRANTS/DONATIONS/OTHER	\$568,774	\$779,049	-27.0%	

% of Budgeted Revenues Collected YTD-target 75% or more



The orange line in this graph represents a "target" of 75%. The target is calculated by dividing 9 months by 12 months in the year. Property taxes are received in two distributions - in June and September. Natural Gas Tax is seasonal with a greater portion received in the winter months. Building related permits are also seasonal, with a greater portion of revenue received in the summer. The Village's share of Income Tax is not received evenly throughout the year. The distribution is higher in May from payments made with tax return filings due in April.

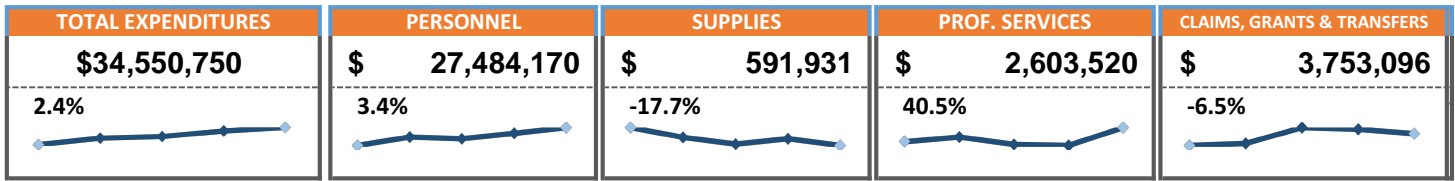
Note: Revenues are recorded on a cash basis. Sales taxes are received from the state three months after the sale is made. For example, January sales taxes are from sales made in October.

GENERAL FUND EXPENDITURES for the Nine Months Ending 09/30/2017

HIGHLIGHTS

September 2017 YTD expenditures are 2.4% or \$817K higher than September 2016 YTD. The increase in public safety pension expense (460K) is offset by an increase in property tax revenue. Community Development is higher due to a new position later in 2016 and a new position in 2017. Information Technology is higher due to a vacant position last year. Legislative Support is higher due to the timing of payments year to year. Decreases include General Management due to the elimination of the Performance Manager position. Ongoing DuComm expenses began in May. One time DuComm expenses (reimbursed by the ETSB) were paid in September (\$410K).

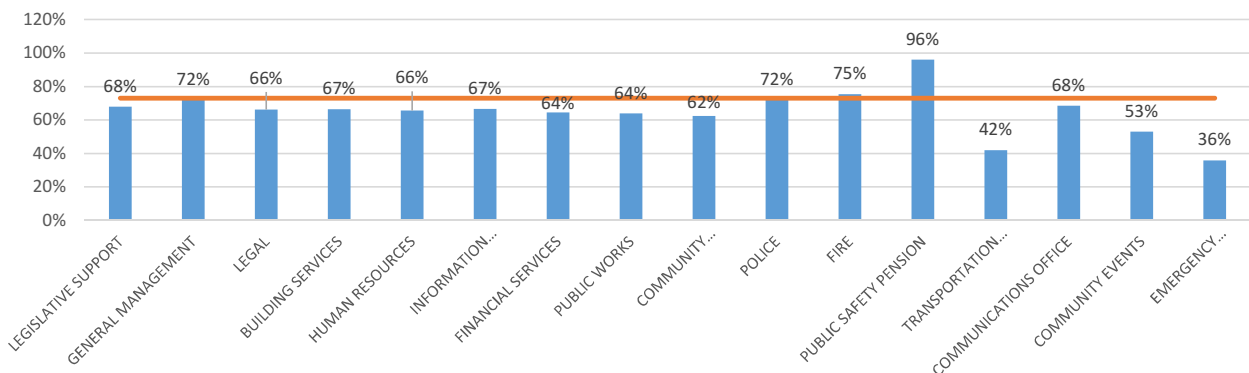
General Fund Expenditure Analysis - Major Uses



General Fund - All Expenditures by Fund

	September 2017 YTD Actual	September 2016 YTD Actual	% CHANGE	5 YEAR TREND
TOTAL EXPENDITURES	\$34,550,750	\$33,733,256	2.4%	
LEGISLATIVE SUPPORT	\$227,880	\$193,683	17.7%	
GENERAL MANAGEMENT	\$453,043	\$488,334	-7.2%	
LEGAL	\$377,141	\$361,330	4.4%	
BUILDING SERVICES	\$546,809	\$508,677	7.5%	
HUMAN RESOURCES	\$170,743	\$170,581	0.1%	
INFORMATION TECHNOLOGY	\$749,489	\$700,705	7.0%	
FINANCIAL SERVICES	\$881,265	\$883,332	-0.2%	
PUBLIC WORKS	\$3,880,593	\$3,948,446	-1.7%	
COMMUNITY DEVELOPMENT	\$1,553,325	\$1,453,192	6.9%	
POLICE	\$9,837,760	\$9,737,321	1.0%	
FIRE	\$9,598,696	\$9,475,950	1.3%	
PUBLIC SAFETY PENSION	\$5,738,629	\$5,278,396	8.7%	
TRANSPORTATION ASSISTANCE	\$38,225	\$46,437	-17.7%	
COMMUNICATIONS OFFICE	\$441,030	\$439,379	0.4%	
COMMUNITY EVENTS	\$50,328	\$40,999	22.8%	
EMERGENCY MANAGEMENT	\$5,794	\$6,494	-12.1%	

% of Budgeted Expenditures Spent YTD-target 73% or less



The orange line in this graph represents a "target" of 73%. The target is calculated by dividing 19 pay periods paid through September 2017 by the total annual pay periods of 26. Personnel costs account for about 76% of General Fund expenses. Public Safety Pension expenses are expensed upon receipt of property taxes in June and September.