



**MANAGER'S REPORT FOR NOVEMBER 17, 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, November 18 at 9:00 a.m. to 10 a.m.** at the Downers Grove Public Library, 1050 Curtiss Street.

**Village Council Meeting** - The next Village Council meeting will be held on **November 21 at 7:00 p.m. in the Council Chambers** at Village Hall.

***Future Calendar Reminders...***

**Holiday Closures** - Village Hall will be closed for Thanksgiving on Thursday, November 23 and Friday, November 24.

**Village Council Meeting** - The next Village Council meeting will be held on **December 5 at 7:00 p.m. in the Council Chambers** at Village Hall.

**Proclamation**

Small Business Saturday - November 21, 2017

Illinois Bicentennial - November 21, 2017

**Attachments**

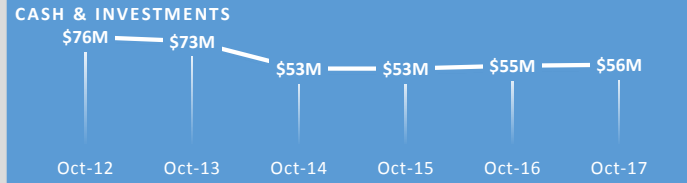
October 2017 Monthly Financial Statements

CASH AND INVESTMENTS BY FUND AND TYPE - for the Ten Months Ending 10/31/2017

**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.

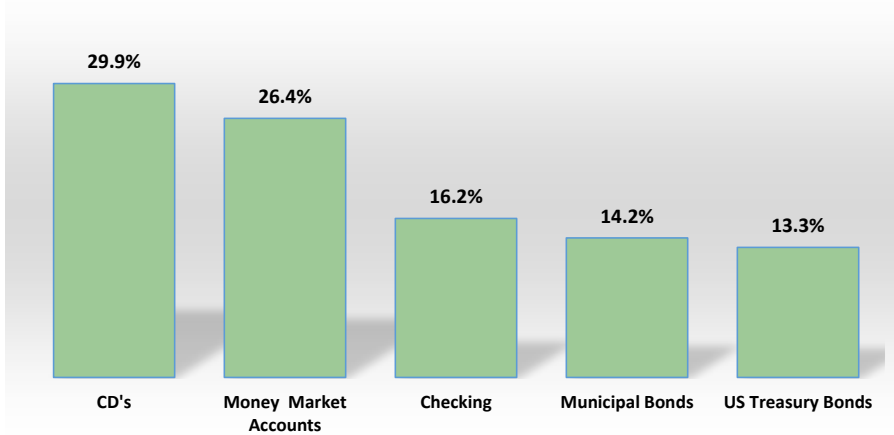
CASH & INVESTMENTS BY FUND	
General Fund	\$ 18,681,436
Water Fund	\$ 10,697,773
Capital Project Funds	\$ 5,698,376
Ogden Corridor TIF	\$ 5,664,733
Stormwater Fund	\$ 5,385,248
State & Federal Drug Forfeiture	\$ 2,012,808
Health Insurance	\$ 1,965,804
Equipment replacement	\$ 1,690,738
Parking Operations	\$ 1,685,577
Motor Fuel Tax	\$ 1,508,240
Downtown TIF	\$ 758,861
Foreign Fire Insurance Fund	\$ 236,735
Debt Service Funds	\$ 458
<b>TOTAL</b>	<b>\$ 55,986,787</b>



CASH & INVESTMENTS BY TYPE		Average Rate of Return
CD's	\$ 16,762,149	1.54%
Money Market Accounts	\$ 14,777,579	0.87%
Checking	\$ 9,070,291	0.24%
Municipal Bonds	\$ 7,953,688	1.50%
US Treasury Bonds	\$ 7,423,080	1.58%
<b>TOTAL *</b>	<b>\$ 55,986,787</b>	

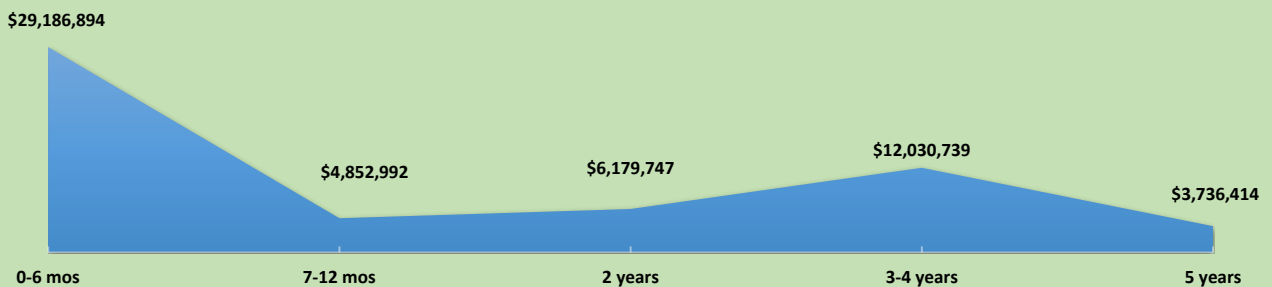
\* NOTE - Total amount excludes Police Pension, Fire Pension, Library and Construction Deposit Funds

**CASH & INVESTMENTS BY TYPE**



**AGED CASH & INVESTMENTS**

Weighted average maturity is 1.19 years

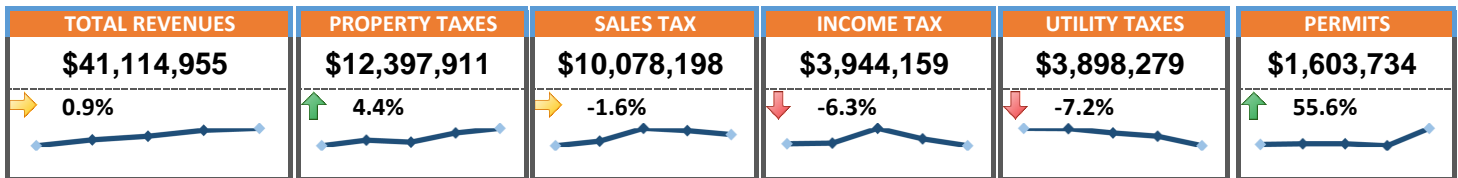


# GENERAL FUND REVENUES-for the Ten Months Ending 10/31/2017

## HIGHLIGHTS

October 2017 YTD revenues are \$354K higher than October 2016 YTD. Revenues that decreased from last year include sales taxes (\$165K of which \$83K is due to a one time adjustment), Telecommunications Tax (\$225K), Income Taxes (\$266K) and Grants/Donations/Other (\$251) 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 (\$573K) and State shared revenue (\$141K). The increase in property taxes is offset by an increase in public safety pension expense.

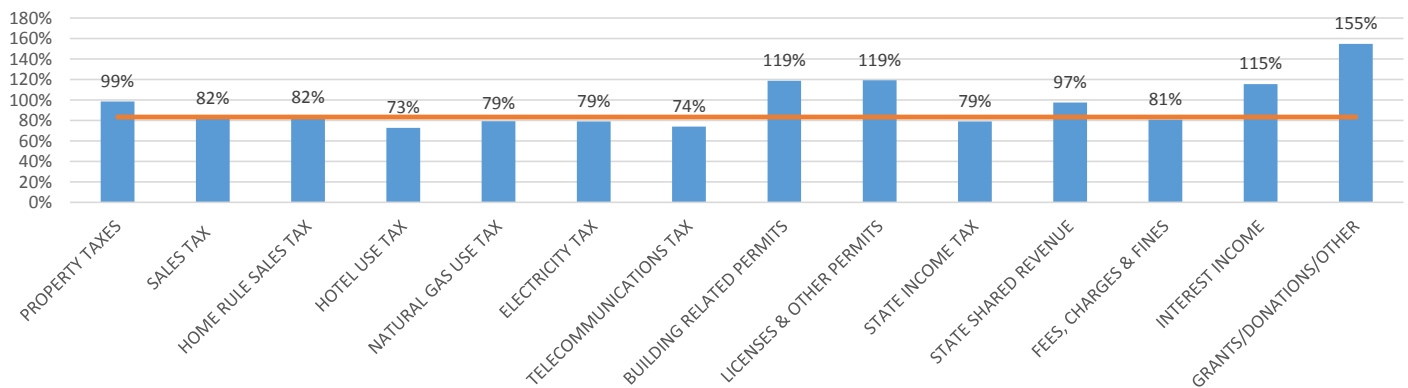
## General Fund Revenue Analysis - Major Sources



## General Fund - All Revenues

	October 2017 YTD Actual	October 2016 YTD Actual	% CHANGE	5 YEAR TREND
<b>TOTAL REVENUES</b>	<b>\$41,114,955</b>	<b>\$40,760,728</b>	<b>0.9%</b>	
PROPERTY TAXES	\$12,397,911	\$11,879,006	4.4%	
SALES TAX	\$10,078,198	\$10,242,656	-1.6%	
HOME RULE SALES TAX	\$1,689,460	\$1,699,989	-0.6%	
HOTEL USE TAX	\$764,768	\$788,730	-3.0%	
NATURAL GAS USE TAX	\$395,783	\$386,855	2.3%	
ELECTRICITY TAX	\$1,502,212	\$1,588,863	-5.5%	
TELECOMMUNICATIONS TAX	\$2,000,284	\$2,225,357	-10.1%	
BUILDING RELATED PERMITS	\$1,603,734	\$1,030,987	55.6%	
LICENSES & OTHER PERMITS	\$369,381	\$341,171	8.3%	
STATE INCOME TAX	\$3,944,159	\$4,210,146	-6.3%	
STATE SHARED REVENUE	\$1,558,242	\$1,417,314	9.9%	
FEES, CHARGES & FINES	\$4,017,231	\$3,923,199	2.4%	
INTEREST INCOME	\$219,361	\$201,649	8.8%	
GRANTS/DONATIONS/OTHER	\$574,231	\$824,806	-30.4%	

### % of Budgeted Revenues Collected YTD-target 83% or more



The orange line in this graph represents a "target" of 83%. The target is calculated by dividing 10 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.

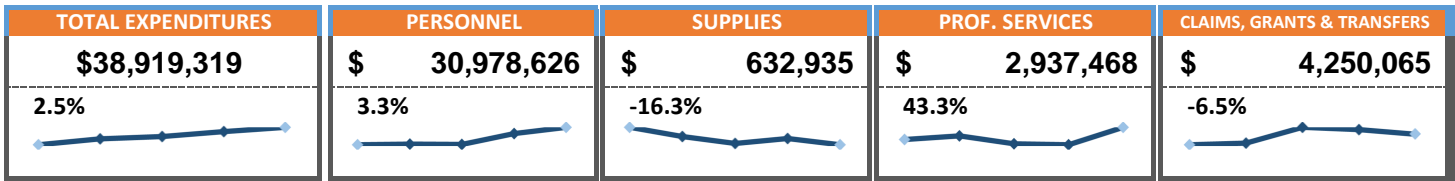
Note: Revenues are recorded on a cash basis. Sales taxes are received from the state three months after the sale is made. For example, January sales taxes are from sales made in October.

# GENERAL FUND EXPENDITURES-for the Ten Months Ending 10/31/2017

## HIGHLIGHTS

October 2017 YTD expenditures are 2.5% or \$966K higher than October 2016 YTD. The increase in public safety pension expense (491K) 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. 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).

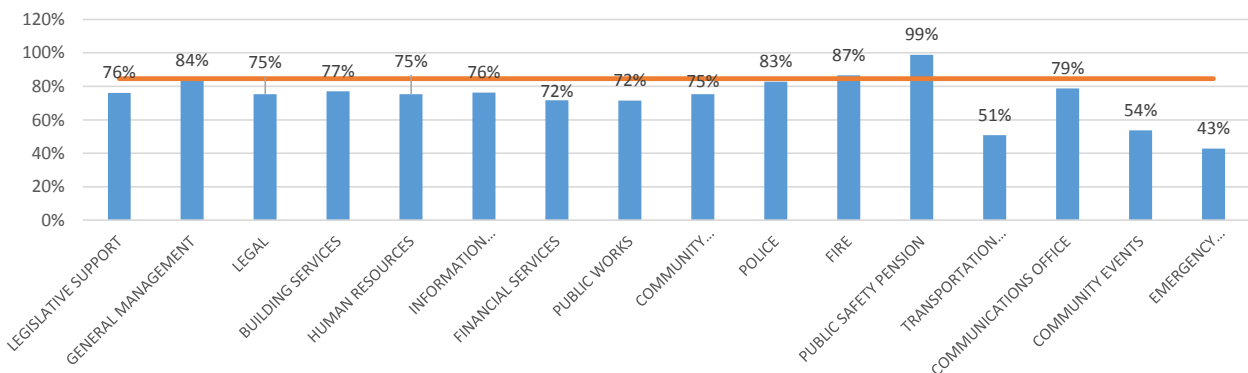
## General Fund Expenditure Analysis - Major Uses



## General Fund - All Expenditures by Fund

	October 2017 YTD Actual	October 2016 YTD Actual	% CHANGE	5 YEAR TREND
TOTAL EXPENDITURES	\$38,919,319	\$37,952,912	2.5%	
LEGISLATIVE SUPPORT	\$254,872	\$256,934	-0.8%	
GENERAL MANAGEMENT	\$525,167	\$562,827	-6.7%	
LEGAL	\$429,425	\$421,446	1.9%	
BUILDING SERVICES	\$633,605	\$583,239	8.6%	
HUMAN RESOURCES	\$196,021	\$199,386	-1.7%	
INFORMATION TECHNOLOGY	\$856,354	\$791,712	8.2%	
FINANCIAL SERVICES	\$980,553	\$989,660	-0.9%	
PUBLIC WORKS	\$4,348,939	\$4,496,080	-3.3%	
COMMUNITY DEVELOPMENT	\$1,876,948	\$1,788,710	4.9%	
POLICE	\$11,271,791	\$11,121,201	1.4%	
FIRE	\$11,031,260	\$10,726,708	2.8%	
PUBLIC SAFETY PENSION	\$5,902,410	\$5,411,157	9.1%	
TRANSPORTATION ASSISTANCE	\$46,227	\$48,536	-4.8%	
COMMUNICATIONS OFFICE	\$507,845	\$505,928	0.4%	
COMMUNITY EVENTS	\$50,998	\$41,384	23.2%	
EMERGENCY MANAGEMENT	\$6,904	\$8,004	-15.9%	

% of Budgeted Expenditures Spent YTD-target 85% or less



The orange line in this graph represents a "target" of 85%. The target is calculated by dividing 22 pay periods paid through October 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.