

AGENDA
ADMINISTRATIVE/FINANCE
COMMITTEE-OF-THE-WHOLE
February 27, 2018
6:30 P.M.
City Hall - Council Chambers

- 1. Call to Order**
- 2. Budget Review FYE 2019**
- 3. Adjournment**

CITY OF DARIEN

MEMO

TO: Mayor, City Council, Clerk, and Treasurer

FROM: Bryon Vana, City Administrator

DATE: February 21, 2018

RE: Draft Budget – FYE 4/30/2019

Attached please find a copy of the FYE 2019 draft budget for both, Motor Fuel Tax and Special Service Area Fund. A review of Motor Fuel Tax Fund and Special Service Area #1 are below.

MOTOR FUEL TAX FUND - The Motor Fuel Tax (MFT) Fund accounts for receipts and expenditures of MFT payments from the State. These funds can be used for limited specified purposes. The City's expenditures are for supplies (salt, pipe, signs, asphalt), tree maintenance, street lights (energy cost and new lights), sidewalk program, street sweeping, and to fund the City's annual street rehabilitation program. A list of streets included in this year's program is attached to the MFT budget.

SPECIAL SERVICE AREA #1 - A special service area (SSA) is created to fund improvements which benefit an identifiable segment of the City, with a special property tax levied on the benefited properties. SSA #1 was created to handle maintenance of the wetlands in the Tara Hill development. The developer agreed to continue maintenance of the wetlands for five years while the SSA Fund built up some reserves.

Attachments

MUNICIPAL SERVICES
MOTOR FUEL TAX BUDGET
FISCAL YEAR 2019

ACCOUNT	FYE 17 ACTUAL	FYE 18 BUDGET	FYE 18 EST ACTUAL	FYE 19 REQUESTED	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY EXPENDITURES	FYE 20 FORECAST	FYE 21 FORECAST
REVENUE								
MFT ALLOTMENT	559,803	565,402	\$552,150	552,150	\$552,150		\$552,150	\$552,150
MISC. INCOME	-	-	-	-				
INTEREST	2,052	1,000	1,000	1,000	1,000		1,000	1,000
TOTAL REVENUE	\$ 561,855	\$ 566,402	\$ 553,150	\$ 553,150	\$ 553,150	\$ -	\$ 553,150	\$ 553,150
EXPENDITURES								
OPERATING								
SALARIES	245,000	245,000	245,000	245,000	245,000	-	245,000	245,000
BENEFITS	51,965	51,965	51,965	51,965	51,965		51,965	51,965
ROAD MATERIAL	27,314	36,350	36,350	38,100	38,100	-	38,545	38,893
SALT	90,369	204,000	180,000	154,470	154,470	-	156,000	156,600
SUPPLIES-OTHER	15,255	18,500	18,500	18,500	18,500	-	18,500	18,500
SUB-TOTAL	429,904	555,815	531,815	508,035	508,035	-	510,010	510,957
CONTRACTUAL								
PAVEMENT STRIPING	12,863	14,500	13,143	14,500	14,500	-	14,500	14,500
CONSULTING/PROF. SERV.	-	5,000	5,000	5,000	5,000	-	2,000	2,000
SUB-TOTAL	12,863	19,500	18,143	19,500	19,500	-	16,500	16,500
CAPITAL OUTLAY								
STREET LIGHTS	-	-	-	-	-	-	-	-
STREET RECON/REHAB	1,946	-	-	-	-	-	-	-
SUB-TOTAL	1,946	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 444,712	\$ 575,315	\$ 549,958	\$ 527,535	\$ 527,535	\$ -	\$ 526,510	\$ 527,457
FISCAL YEAR BALANCE	\$ 117,143	\$ (8,913)	\$ 3,192	\$ 25,616	\$ 25,616	\$ -	\$ 26,641	\$ 25,693
BEG. FUND BALANCE	\$ 268,514	\$ 220,600	\$ 385,657	\$ 388,849	\$ 388,849	\$ 388,849	\$ 414,464	\$ 441,105
ENDING FUND BALANCE	\$ 385,657	\$ 211,688	\$ 388,849	\$ 414,464	\$ 414,464	\$ 388,849	\$ 441,105	\$ 466,798

MOTOR FUEL TAX SUMMARY

FYE 2019 BUDGET SUMMARY

	Maintenance	Discretionary
SALARIES	\$ 245,000	\$ -
BENEFITS	\$ 51,965	
OPERATING COSTS	\$ 211,070	
CONTRACTUAL	\$ 19,500	\$ -
CAPITAL	\$ -	\$ -
TOTAL	\$ 527,535	\$ -

Account #	Description	Department Maintenance Budget Request	City Council Discretionary Expenditures
MFT			
OPERATING			
60-4010	SALARY	\$ 245,000	\$ -
BENEFITS			
60-4110	SOCIAL SECURITY	\$ 15,190	\$ -
60-4111	MEDICARE	\$ 3,553	\$ -
60-4115	IMRF	\$ 33,222	\$ -
OPERATING COSTS			
60-4245	ROAD MATERIAL	\$ 38,100	\$ -
60-4249	SALT	\$ 154,470	\$ -
60-4257	SUPPLIES - OTHER	\$ 18,500	\$ -
CONTRACTUAL SERVICES			
60-4261	PAVEMENT STRIPING	\$ 14,500	\$ -
60-4325	CONSULTING/PROFESSIONAL SERVICES	\$ 5,000	\$ -
60-4376	DITCH PROJECTS	\$ -	

Account #	Description				Department Maintenance Budget Request		City Council Discretionary Expenditures
60-4815	EQUIPMENT				\$ -		\$ -
60-4375	TREE TRIMMING/REMOVAL				\$ -		\$ -
<u>CAPITAL PURCHASES</u>							
60-4840	STREET LIGHTS						
60-4855	STREET RECONSTRUCTION/REHABILITATION						
					\$ 527,535		

City of Darien

SPECIAL SERVICE AREA #1 FUND BUDGET FISCAL YEAR ENDING 2019

ACCOUNT	FYE 17 ACTUAL	FYE 18 BUDGET	FYE 18 EST ACT	FYE 19 REQUEST	DEPT MAINT FYE 19 BUDGET REQUEST	COUNCIL DISCRETIONARY EXPENDITURES	FYE 20 FORECAST	FYE 21 FORECAST
REVENUE								
PROPERTY TAXES	\$ 5,055	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ 5,000	\$ 5,000
INTEREST	\$ 109	\$ -	100	-	100	\$ -	\$ 100	\$ 100
TOTAL REVENUE	\$ 5,164	\$ 5,000	\$ 5,100	\$ 5,000	\$ 5,100	\$ -	\$ 5,100	\$ 5,100
EXPENDITURES								
PROFESSIONAL SERVICE	5,400	5,000	-	5,000	5,000	-	5000	5000
GENERAL MAINTENANCE	54	500	500	500	500	500	500	500
MAINTENANCE	-	1,000	1,000	1,000	1,000		1000	1000
CONTINGENCY		3,000	1,500	1,500	1,500	-	3,000	3,000
TOTAL EXPENDITURES	5,454	9,500	3,000	8,000	8,000	-	9,500	9,500
FISCAL YEAR BALANCE	\$ (290)	\$ (4,500)	\$ 2,100	\$ (3,000)	\$ (2,900)	\$ -	\$ (4,400)	\$ (4,400)
BEG FUND BALANCE	\$ 14,178	\$ 16,178	\$ 13,888	\$ 15,988	\$ 12,988	\$ -	\$ 12,988	\$ 8,588
ENDING FUND BALANCE	\$ 13,888	\$ 11,678	\$ 15,988	\$ 12,988	\$ 10,088	\$ -	\$ 8,588	\$ 4,188