

CITY OF ELMHURST, ILLINOIS

OPERATING BUDGET and FIVE YEAR CAPITAL EXPENDITURE BUDGET



FISCAL YEAR 2012/13

Fiscal Year 2012/13 Operating Budget Overview

City Council Presentation –
February 21, 2012

City of Elmhurst Mission Statement

The City of Elmhurst is committed to provide **Responsive** and **Superior** governmental services in an **Environment of Respect** in order to protect and enhance the **Quality of Life** of those who live, work, visit, and conduct business in our community.

2012-13 Budget Schedule (Revised)

TARGET

<u>DATE</u>	<u>BUDGET ACTIVITY</u>
09-01-11	City Mgr. memo to Mayor/City Council regarding budget and budget schedule.
09-19-11	Five Year Capital Exp. Budget (CEB) worksheets distributed to departments.
10-24-11	Five Year CEB due to Finance Department.
10-24-11	Mayor/City Council message to City Mgr. regarding budget goals for 2012-13.
10-24-11	Operating budget worksheets and guidelines delivered to department heads.
10-24-11	City Council (COTW) begins review of 2011 property tax levy.
12-05-11	Preliminary Five Year CEB distributed to Mayor and City Council.
12-05-11	* Tax levy public hearing held, if necessary.
12-12-11	Operating budgets due to City Manager.
12-19-11	* City Council approves 2011 property tax levy.
01-03-12	City Council reviews Five Year CEB.
02-21-12	2012-13 Operating Budget delivered to City Council. (Revised Target Date from March 5th)
03-19-12	Public hearing for 2012-13 Operating Budget.
04-02-12	* 2012-13 Operating Budget approved.

* City Council action required.

2012/13 Budget Document Format:

➤ Budget Summary

- Revenue and Expenditure Summaries – All Funds
- Fund Balance/Net Asset Summary Schedules – All Funds (New)
- Property Tax Rates/EAV Summary
- Full Time Personnel Summary
- Budget Overview of the Operating Departments of the City

➤ 2012/13 Proposed Budget by Fund

- Fund Balance Schedules
- Expenditure Summary Schedules (General and MUF)
- Line Item Detail of Revenues and Expenditures with Justification Forms (as appropriate)

➤ Budget and Financial Policies and Procedures

➤ Supplemental Information

(Includes new schedule - Allocation of Interdepartmental Charges for Equipment Maintenance and Information Technology)

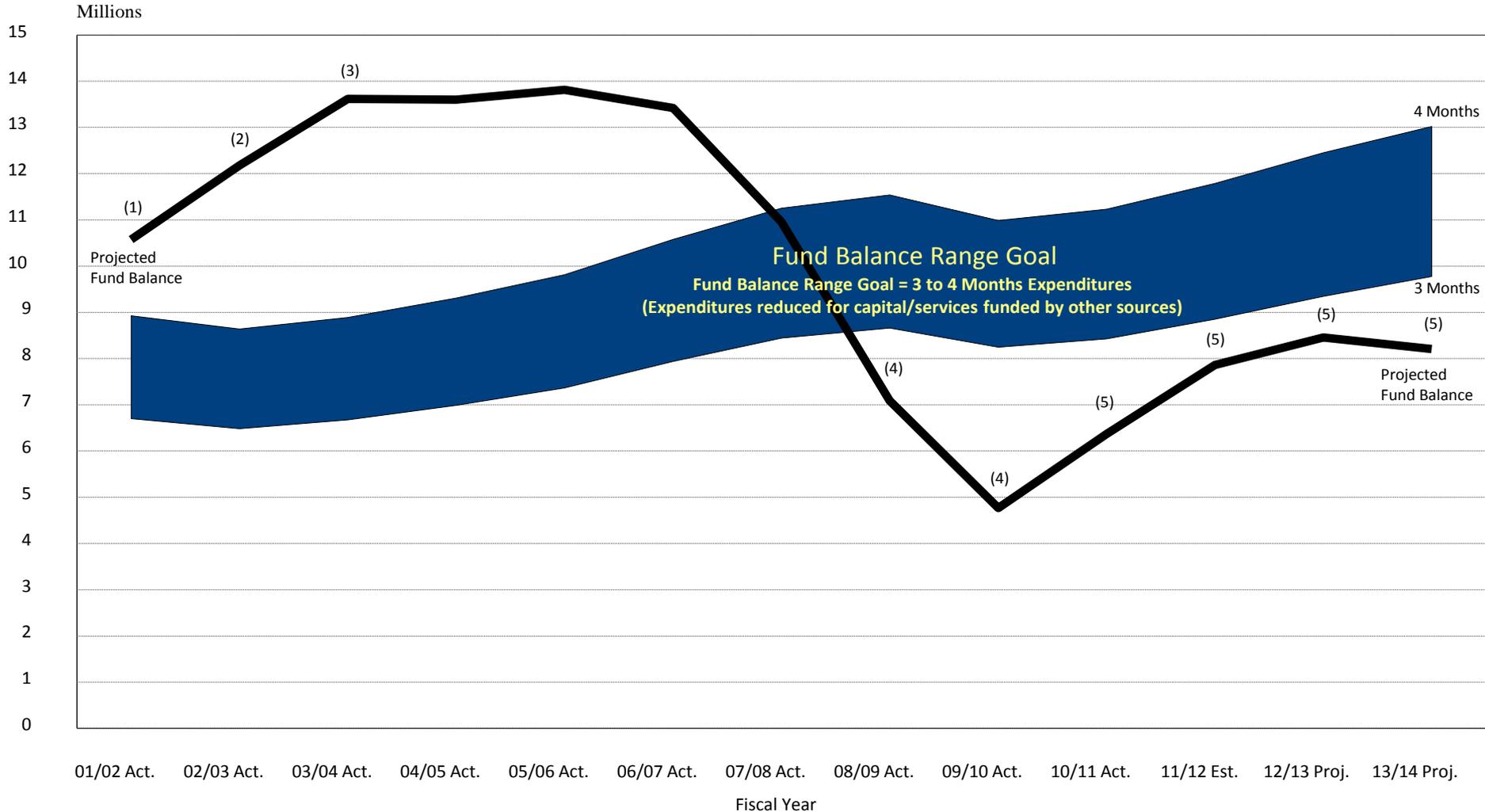
Highlights of the Preliminary 2012-2013 Operating Budget are:

- **Status-quo budget**
- **Reduced full-time staffing by one position**
- **Revised allocations for Interdepartmental Charges**
- **Comprehensive salary and benefit study**
- **Review/consideration of 2013 ICC code**
- **Capital Outlay**
 - **Street Resurfacing Program with York Street Project**
 - **Intersection Improvements (South Elmhurst)**
 - **Addison Avenue Parking Deck**
 - **Land Acquisition (TIF I and III)**
 - **Streetscape Project (\$840,000 Grant)**
 - **Storm Station/Force Main/Lift Station Improvements**

GENERAL FUND
Revenues and Expenditures and Changes in Fund Balance
(Fiscal Years Ended April 30)

	<u>2009/10</u> <u>Actual</u>	<u>2010/11</u> <u>Actual</u>	<u>2011/12</u> <u>Estimated</u>	<u>2012/13</u> <u>Proposed</u>	<u>2013/14</u> <u>Proposed</u>
Fund Balance Beginning of Year	7,087,309	4,765,151	6,366,008	7,860,510	8,454,149
Excess of revenues and other sources over expenditures and other uses	(2,322,158)	1,600,857	1,494,502	593,639	(245,300)
Fund Balance End of Year	<u>4,765,151</u>	<u>6,366,008</u>	<u>7,860,510</u>	<u>8,454,149</u>	<u>8,208,849</u>

City of Elmhurst Projected General Fund Balance Compared to Fund Balance Range Goal



(1) Includes additional \$1,113,667 in fund balance due to change in accounting rules.

(2) Includes additional \$769,596 in fund balance due to change in accounting rules and \$500,000 transfer in from MUF.

(3) Includes additional \$571,500 in fund balance due to transfer in from Working Cash Fund.

(4) Includes Working Cash Fund transfers to General Fund of \$250,000 in FY 2009 and \$700,000 in FY 2010.

(5) Includes General Fund transfer to Working Cash Fund of \$190,500 (one of five installment payments) to repay loans noted in item (4) above.

Additional Budget Considerations

- **Fiscal Condition of Region/State**
 - Discussions regarding change in method of sales tax distributions (Origin vs. Destination)
 - Change in state shared revenue % allocated to Municipalities
- **Tighter Budgeting**
- **Labor Negotiations**
- **Comprehensive Stormwater/Sanitary Sewer Capital Outlay from Study Not Included**
- **TIF Expenditures for Three Study Areas Not Included**
- **Fiscal Year Change Anticipated – 1/1/2014**
 - (12 month budget presented for FY 2013/14 for comparison purposes)

SUMMARY

We are pleased to present a balanced budget which also looks to the future in rebuilding the General Fund, fund balance. This budget continues our current service levels, and bolsters direct staff support for economic development efforts. The next fiscal year should be a busy and fruitful one if we continue to work together on the projects underway.

We will continue to review operations and staff levels while balancing services provided to the residents and businesses. Over the past 5 or so years, staff and the Council have worked diligently to succeed through trying times. While difficult, this effort has kept Elmhurst in an enviable position compared to other municipalities. To continue these efforts I present for your consideration and use the 2012-13 proposed budget.

James A. Grabowski
City Manager

What's Next.....

- **Posting budget document on website / hardcopy to Library reference**
- **Committee review of appropriate City department budgets**
- **Finance Committee review of revenues**
- **Public hearing for 2012-13 budget (March 19, 2012)**
- **City Council review of proposed budget beginning on February 27, 2012 with Public Works - schedule to follow**
- **City Council approval of FY 2012-13 budget**

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