

Memo

To: Mayor McLaughlin & Board of Trustees

CC: Paul Grimes, Village Manger
Ellen Baer, Assistant Village Manger

From: Annmarie Mampe, Finance Director

Date: October 25, 2013

Re: FY2014 Budget – Requested Information

At our October 16th budget workshop, staff was asked to provide additional information related to the proposed budget.

- Property Tax Levy Components - See Attachment I – Staff has provided details of the various components of the property tax levy for levy years 2007 thru 2013.
- Updated Capital Improvement Plan – See Attachment II – Staff has provided information on the changes made to the Capital Improvement Plan since our last meeting, as well as an updated version of the detailed CIP. As requested, staff has also provided a table categorizing projects as “Commitments from Prior Years” or “New Projects.”
- Staff added Gas Tax and Transfer Tax to our list of untapped revenue sources. A \$.03 per gallon Gas Tax would generate approximately \$392K annually. A Transfer Tax of \$2.00 per \$1,000 of real estate would generate approximately \$342K.

If there is any additional information you would like related to the items covered at our October 16th workshop - capital budget and operating revenues – please let us know. If possible, we will bring this information to Monday’s workshop.

The majority of Monday’s workshop will focus on the operating budget and will at least include a discussion of the following –

- a summary of our fixed expenditures and how they were determined,
- how we calculated the net target (amount allocated to departments to fund variable budget line items),
- discretionary personnel requests submitted by departments
- other discretionary requests (including IT) submitted by departments
- Special Events reflected in the proposed budget, as well as submitted as discretionary requests

If you have any questions, or would like additional information, please let me know.

Village of Orland Park
Fiscal Year 2014 Target and Discretionary Funding

| | General Fund | Recreation & Parks Fund | Civic Center | Total |
|--|----------------------|-------------------------|-------------------|----------------------|
| Revenues | \$ 42,238,532 | \$ 4,936,423 | \$ 130,760 | \$ 47,305,715 |
| Fixed Expenses - | | | | |
| Salary & Benefits | 27,196,542 | 6,759,794 | 207,032 | 34,163,368 |
| Police Pension | 2,183,997 | - | - | 2,183,997 |
| Contracted Services | 1,461,674 | 544,388 | 3,149 | 2,009,211 |
| Capital | 406,000 | 788,200 | 67,000 | 1,261,200 |
| Commodity Purchases | 1,056,064 | 117,000 | - | 1,173,064 |
| Liability Insurance & Workers Compensation | 883,072 | 250,898 | 5,783 | 1,139,753 |
| Vehicle & Equipment Replacements | 942,200 | 92,800 | - | 1,035,000 |
| Utilities | 460,823 | 416,233 | 33,289 | 910,345 |
| Early Retirement Program | 560,871 | - | - | 560,871 |
| Transfers to Capital Improvement Fund | 498,675 | - | - | 498,675 |
| Special Events | 397,248 | - | - | 397,248 |
| MIS Maintenance | 393,516 | - | - | 393,516 |
| IMRF/Soc Sec Levy Transferred to Water & Sewer | 351,169 | - | - | 351,169 |
| Rebates | 274,499 | - | - | 274,499 |
| Contingency | 200,000 | - | - | 200,000 |
| Bank Fees | 29,248 | 62,259 | - | 91,507 |
| Commissions | 74,125 | - | - | 74,125 |
| Grants/Reimbursements | 44,250 | - | - | 44,250 |
| Hotel Tax Sharing | 24,500 | - | - | 24,500 |
| Total FY2014 Fixed Costs Estimate | 37,438,473 | 9,031,572 | 316,253 | 46,786,298 |

Total FY2014 Variable Costs Submitted

Consists of:
 - FY2014 Revenue > Fixed Expenditures = \$519,417

Total FY2014 Operating Expenditure Budget

3,261,094

50,047,392

**Village of Orland Park
Fiscal Year 2014 Target and Discretionary Funding**

| | |
|--|---------------------|
| Required Fund Balance Reserve Based on Board Approved Policy - | |
| Total Spending | 50,047,392 |
| Less One Time Expenditures: | |
| Capital | (1,261,200) |
| Vehicles | (1,035,000) |
| Total Recurring Operating Expenditures | <u>47,751,192</u> |
| | |
| Fund Balance Required per Board Approved Policy - 20% of Operating Expenditures | 9,550,238 |
| | |
| Estimated Fund Balance @ 12/31/2013 | 30,830,531 |
| Add: | |
| FY2014 Revenues | 47,305,715 |
| Less: | |
| Reserve for Main Street Triangle | (14,492,361) |
| Reserve for Economic Development Loans | (1,653,808) |
| Reserve for Vehicles & Equipment | (1,000,000) |
| FY14 Total Expenditures | <u>(50,047,392)</u> |
| Estimated Fund Balance @ 12/31/2014 | 10,942,685 |
| Variance | 1,392,447 |
| | |
| Amount Available for Discretionary Spending - 80% of Variance | <u>\$ 1,160,372</u> |
| | |
| Discretionary Personnel Requests | 211,737 |
| Other Discretionary Requests | 581,789 |
| | |
| Amount Remaining after Funding of Village Manager Recommended Discretionary Requests | <u>\$ 366,846</u> |

- Potential Uses of Remaining Funds -**
1. Remain in fund balance of General Fund to increase reserve to > 25%
 2. Transfer funds to Capital Improvement Fund to cover a portion of capital funding shortfall
 3. Fund additional capital improvements in General, Recreation & Parks and Civic Center Funds

Village of Orland Park
 FY2014 Budget - Submitted Targets

| | 2014 Net Target | 2013 Net Target | 2012 Net Target |
|-------------------------------|---------------------|---------------------|---------------------|
| GENERAL FUND | | | |
| Village Manager | \$ 77,586 | \$ 64,850 | \$ 54,254 |
| MIS | 225,378 | 109,994 | 119,126 |
| Clerk | 11,158 | 5,420 | 5,155 |
| Public Information | 8,283 | 2,092 | - |
| Finance | 19,277 | 22,031 | 20,559 |
| Officials | 37,669 | 35,117 | 26,649 |
| Dev Services Admin | 26,120 | 24,968 | 24,084 |
| Dev Services Building | 33,455 | 34,040 | 36,479 |
| Dev Services Planning | 22,625 | 24,085 | 15,016 |
| Dev Services Engineering | 11,600 | 6,000 | - |
| Building Maintenance | 262,592 | 244,777 | 181,133 |
| ESDA | 15,270 | 11,045 | 10,102 |
| Public Works Admin | 26,420 | 14,030 | 13,166 |
| Public Works Streets | 287,450 | 216,250 | 250,991 |
| Public Works Transp | 2,240 | 2,235 | 433 |
| Public Works V/E | 290,160 | 301,620 | 308,383 |
| Police | 352,748 | 338,342 | 310,557 |
| TOTAL GENERAL FUND | \$ 1,710,031 | \$ 1,456,896 | \$ 1,376,087 |
| RECREATION FUND | | | |
| Recreation Administration | \$ 133,522 | \$ 116,675 | \$ 106,789 |
| Recreation Programs | 302,725 | 307,495 | 325,158 |
| Recreation Parks | 486,884 | 504,543 | 493,682 |
| Pool | 154,102 | 143,691 | 108,869 |
| Sportsplex | 330,790 | 328,982 | 315,153 |
| Special Recreation | 109,490 | 109,187 | 149,021 |
| TOTAL RECREATION FUND | \$ 1,517,513 | \$ 1,510,573 | \$ 1,498,672 |
| CIVIC CENTER | \$ 33,550 | \$ 35,929 | \$ 33,533 |
| TOTAL GF, REC, CC | \$ 3,261,094 | \$ 3,003,398 | \$ 2,908,292 |
| WATER & SEWER FUND | | | |
| Finance | 41,411 | 41,380 | \$ 59,884 |
| Administration | 112,070 | 105,400 | 58,971 |
| Water | 464,950 | 420,400 | 538,287 |
| Sewer | 131,700 | 141,100 | 91,494 |
| Stormwater | 212,750 | 236,750 | 280,225 |
| | \$ 962,881 | \$ 945,030 | \$ 1,028,861 |
| TOTAL | \$ 4,223,975 | \$ 3,948,428 | \$ 3,937,153 |

Village of Orland Park
 FY2014 Budget - Summary of Position Requests
 (Amount listed reflects the total FY2014 cost of each position request)

| | Recommended for Consideration | Not Recommended for Consideration |
|---|-------------------------------------|--|
| GENERAL FUND | | |
| <i>Administration/Human Resources -</i> | | |
| Reclassification - HR Generalist - Grade Change | \$ 3,881 | |
| New Position - Part Time HRIS Employee | | 35,151 |
| Reclassification - HR Intern - Part-time HR Specialist | 9,792 | |
| <i>MIS -</i> | | |
| New Position - Part Time IT Analyst | 34,764 | |
| <i>Finance -</i> | | |
| Reclassification - Assistant Finance Director - Grade Change | 8,856 | |
| <i>Building Maintenance -</i> | | |
| New Position - Full Time MWI | | 79,930 |
| New Position - Full Time MWII | | 106,443 |
| Reclassification - MWI to MWII | | 1,112 |
| <i>Development Services - Building</i> | | |
| New Position - Part Time Property Maintenance Inspector | 27,317 | |
| <i>Development Services - Planning -</i> | | |
| Reclassification - Planner to Senior Planner | 2,324 | |
| <i>Public Works - Streets -</i> | | |
| Reclassification - MWI to MWII | 1,112 | |
| <i>Police -</i> | | |
| New Position - Part Time Detention Aide | 21,389 | |
| New Position - Part Time Patrol Officer | 30,945 | |
| TOTAL GENERAL FUND | \$ 140,380 | \$ 222,636 |
| RECREATION & PARKS FUND | | |
| <i>Recreation - Administration -</i> | | |
| New Position - Part Time Sponsorship & Volunteer Coordinator | | 24,606 |
| Increase Hours - Part Time Program Assistant - will be IMRF Eligible | 8,349 | |
| New Position - Part Time Program Assistant | 15,056 | |
| New Position - Part Time Recreation Intern | 5,948 | |
| <i>Recreation - Parks -</i> | | |
| Reclassification - MWII to Foreman | | 6,004 |
| New Position - Full Time MWI | | 79,930 |
| New Position - Part Time Clerical | 5,524 | |
| Reclassification - Parks Operations Manager to Superintendent of Parks | | 9,071 |
| Reclassification - MWI to MWII | 6,339 | |
| <i>Recreation - Pool -</i> | | |
| Increase Hourly Rate - Life Guard - \$.50 per step within Grade | 21,185 | |
| Increase Hourly Rate - Cashier I - \$.50 per step within Grade | 183 | |
| Increase Hourly Rate - Cashier II - \$.50 per step within Grade | 2,153 | |
| Increase Hourly Rate - LTS Instructor - \$.50 per step within Grade | 807 | |
| Increase Hourly Rate - Life Guard/Team Leader - \$.50 per step within Grade | 2,799 | |
| Increase Hourly Rate - Squad Leader - \$.50 per step within Grade | 3,014 | |
| TOTAL RECREATION & PARKS FUND | \$ 71,357 | \$ 119,610 |
| WATER & SEWER FUND | | |
| <i>Water & Sewer - Water -</i> | | |
| New Position - Foreman | 106,920 | |
| Reclassification - MWI to MWII | 6,659 | |
| Additional Step - MWI | 2,916 | |
| TOTAL WATER & SEWER FUND | \$ 116,495 | \$ - |
| TOTAL - ALL FUNDS | \$ 328,232 | \$ 342,246 |

Village of Orland Park
 FY2014 Special Events

| Event | Month | Open, Ticketed or Registration Event |
|--|----------------------|---|
| Current Special Events - | | |
| Chilly Willie Chili Challenge | January | Ticketed |
| Orland Park Improv Winter/Spring Shows | January - May | Ticketed |
| Chef's Auction | February | Ticketed |
| Cinderella's Ball | February | Registration |
| Jr. High Valentine's Day Dance | February | Admission fee |
| Easter Egg Hunt | March | Open |
| Sportsplex Duathlon | March | Registration |
| Sportsplex Family Health Fair | April | Open |
| Orland Park Spring Theater Musical | April | Ticketed |
| Norm Meyer's Special Day | May | Registration |
| Open Lands of Orland Park Garden Walk | June | Ticketed |
| Orland Park Dance Recital | June | Ticketed |
| Open Lands of Orland Park Garden Contest | June | |
| Fun in the Park | June and July | Open |
| CPAC Story Time | June - August | Admission fee |
| Centennial Park West Concert Series | June and September | Open |
| Farmer's Market | June - October | Open |
| Concert on the Lawn | July | Open |
| Independence Celebration | July | Open |
| Liberty Family Run/Walk | July | Registration |
| Wacky Wednesday | July | Open |
| CPAC Guard Games | July | |
| CPAC Treasure Hunt | July | Admission fee |
| Concert on the Lawn | July | Open |
| Orland Park Dinner Theatre Show | July | Ticketed |
| CPAC Watermelon Eating Contest | July | Admission fee |
| CPAC Luau | July | Admission fee |
| Art Commission Art Fair | July | Open |
| Taste of Orland Park | August | Open |
| Grand Slam Event with the Chicago White Sox | August | Ticketed |
| Flick-N-Float | August | Admission fee |
| Open Lands of Orland Park Golf Outing | September | Ticketed |
| Camp Beneath the Stars | September | Registration |
| Great Pumpkin Party | October | Open |
| Jr. High Halloween Dance | October | Admission fee |
| Sportsplex Senior Week | October | Open |
| Orland Park Improv Fall Shows | September - November | Ticketed |
| Kid's Turkey Trot/Diaper Dash | November | Registration |
| Turkey Shoot | November | Registration |
| Turkey Trot | November | Registration |
| Dance Chicago | November | Ticketed |
| Winter Follies | November - February | Open |
| Polar Express | December | Registration |
| Winter Festival and Mayor's Tree Lighting Ceremony | December | Open |
| Orland Park Holiday Theatre Show | December | Ticketed |
| Proposed Special Events Reflected on Discretionary List - | | |
| Beer and Wine Festival | September | Ticketed |
| Color Foam Run | June | Registration |

**FY2014 Budget
Discretionary Requests**

| Account | Account Description | Dept | Narrative | Recommended for Consideration | Not Recommended for Consideration |
|-----------------------------|--------------------------------|------|---|-------------------------------|-----------------------------------|
| <i>Village Manager/HR -</i> | | | | | |
| 010-1100-429100 | Training & Education | 1100 | Compliance training for supervisors and staff (Matrix recommended) | 10,000 | |
| 010-1100-429990 | Miscellaneous Employee Expense | 1100 | Livewell Luncheon | | 2,500 |
| <i>Clerk/PIO -</i> | | | | | |
| 010-1201-432250 | Marketing & Promotion Services | 1201 | Video Production | 4,000 | |
| 010-1201-432800 | Consulting Services | 1201 | Increase Community Wide Survey sample from 300 to 5,000 households; Benchmark comparisons | 13,100 | |
| 010-1201-432250 | Marketing & Promotion Services | 1201 | Orland Park Public -Expanding by four additional pages,enhancing stock and quality (ie. glossy) of book. | | 7,200 |
| 010-1201-432800 | Consulting Services | 1201 | Public Relations consulting | | 10,000 |
| 010-1500-460140 | Printing & Stationery | | | | 6,000 |
| <i>MIS -</i> | | | | | |
| 010-1600-460110 | Computer Hardware | 1500 | Bradford System - replace shelves to enable dividers | | |
| 010-1600-460110 | Computer Hardware | 1600 | 61 Wide Screen Monitors - Replace 4:3 monitors with wide screen for modern computer applications - Admin 1, DS 13, F 1, Officials 1, Parks/BM 2, Rec 15, Police 21, PW 7 | 15,000 | |
| 010-1600-460110 | Computer Hardware | 1600 | Add'l Staff Computer Replacements - DS 1, F 1, MIS 2, 2 laptops, PW 2 | | 11,000 |
| 010-1600-460110 | Computer Hardware | 1600 | Village Hall Conference Room B Video Upgrade - Recessed screen and ceiling mount projector | | 4,642 |
| 010-1600-460110 | Computer Hardware | 6001 | Desktop Computer, monitor and Office software in Command Room & Foreman's Office - to utilize available infrastructure information available via the internet and network. | | 3,200 |
| 010-1600-460130 | Computer Software | 1700 | Upgrade to HVAC software - upgrade required to more efficiently run the HVAC systems at village buildings | 30,000 | |
| 010-1600-460110 | Computer Hardware | 1800 | AV upgrades @ Civic Center - four 70 inch pull downs screens, projector, receiver, VGA switcher, amplifier, system parts and tech service. Upgraded AV capabilities will be more inviting to businesses seeking modern technology. | 28,000 | |
| 010-1600-460130 | Computer Software | 1800 | Class Reservations Module for Civic Center - booking details, revenues and deposits and POS module for Finance staff to process booking payments. To enhance internal controls and provide an automated method for tracking Civic Center bookings, revenues and deposits. | 12,656 | |
| 010-1600-460110 | Computer Hardware | 2001 | Large Scale Scanner/Plotter/Printer - Current machine can no longer be covered for service due to age. Used by Dev Serv, Clerk/PIO, Rec, etc. | 25,000 | |
| 010-1600-460110 | Computer Hardware | 2002 | Fujitsu Scan Snap S1500 Document Scanner - 4 - In effort to go as paperless as possible and attach documents to Innoprise. | 2,200 | |
| 010-1600-460130 | Computer Software | 2003 | 5 User CAL Licenses for SQL Suite Software | 1,400 | |
| 010-1600-460110 | Computer Hardware | 2004 | 2 - iPads - 1 for Kurt, Kevin and Loy's use and 1 for two part time Property Maintenance Inspectors to share - Brian has one iPad for field. | 2,000 | |

FY2014 Budget
Discretionary Requests

| Account | Account Description | Dept | Narrative | Recommended for Consideration | Not Recommended for Consideration |
|-------------------------------|--------------------------------|------|---|-------------------------------|-----------------------------------|
| 010-1600-460130 | Computer Software | 4001 | 1 Indesign Software License - Staff will be able to adjust minor tweaks to design. | 700 | |
| 010-1600-460130 | Computer Software | 4001 | Volgistics Volunteer Software - Staff will be building the current database with volunteer software thereby analyzing hours worked per volunteer by event money saved. | 456 | |
| 010-1600-460110 | Computer Hardware | 4001 | 1 new Printer at FLC-BA Desk - allow staff to print contracts and schedules | | 900 |
| 010-1600-460110 | Computer Hardware | 4002 | CAC Entrance Door Scanners - Allow greater control of facility use. | 20,000 | |
| 010-1600-460110 | Computer Hardware | 4003 | New PC for clerical area in Parks/BM office - Outside of IT replacement plan | | 1,600 |
| 010-1600-460110 | Computer Hardware | 4003 | New PC in Parks pool office for weather monitoring - existing PC no longer functioning. Cost includes communications (fiber optic) out to building. | | 10,000 |
| 010-1600-460130 | Computer Software | 4003 | Adobe Creative Suite - Lorri P. - replacing outdated Photoshop & InDesign | | 1,300 |
| 010-1600-460110 | Computer Hardware | 4007 | New printer for Kurt Heinlen's office | | 1,000 |
| 010-1600-460110 | Computer Hardware | 5001 | 3 IPADS for Street Superintendent, Foreman, Field Personnel - remote access to work order management and field information of infrastructure inventory. | 3,000 | |
| <i>Special Events -</i> | | | | | |
| 010-9450-Various | Color Foam Run | 9450 | Capitalize on the growing popularity of niche run events. Combines three elements featured in many niche run events, color, foam and obstacles. Will be located at Centennial Park and parts of Centennial West on a Sunday at 8am in early/mid June. A post-race pool party (after a thorough rinsing) would take place in Centennial Pool until 12pm. Niche runs have become the new rage in running events as the run experience vs. the finish time becomes the key element of the event. Expected attendance of approximately 1,000. Estimated offsetting revenues = \$20,860 | 27,302 | |
| 010-9450-Various | Beer/Wine Tasting Event | 9450 | 21 and over event featuring an array of beer & wine samples from micro-breweries and vineyards from the Midwest as well as across the country. Admission to the event will include a specific number of tastes (# tbd) using a specially designed beer or wine sampler glass. Designated drivers will pay a smaller admission fee and will enjoy non-alcoholic refreshments and a variety of horderves. Additional tickets will be available for sale for those wishing to sample more. Horderves will either be catered or provided by local restaurants. A band or DJ will perform, adding to the overall experience. Estimated offsetting revenues = \$21,510. | 19,575 | |
| <i>Development Services -</i> | | | | | |
| 010-2003-484910 | Economic Development/Promotion | 2003 | Complete a targeted industry study of the Village to determine which businesses/industries are most likely to locate in the VOP, their requirements/expectations in order to locate, and which areas would each industry find most attractive for locating. | 25,000 | 25,000 |
| 010-2003-484910 | Economic Development/Promotion | 2003 | Trade Shows - three per year | 10,000 | 10,000 |

FY2014 Budget
Discretionary Requests

| Account | Account Description | Dept | Narrative | Recommended for Consideration | Not Recommended for Consideration |
|---------------------------------|--------------------------------|------|--|-------------------------------|-----------------------------------|
| 010-2003-484910 | Economic Development/Promotion | 2003 | Village Wide Branding/Way Finding Program - as per design and specs outlined in Strategic Transportation Plan recommendations | 100,000 | |
| 010-2003-484910 | Economic Development/Promotion | 2003 | Annual Subscription to Claritus - updated demographic/workforce information | 10,000 | |
| 010-2003-484990 | Miscellaneous | 2003 | Funding for Village's Commercial Facade Improvement Program - encourages reinvestment in some of the older and outdated shopping centers in VOP. Staff anticipated that 2013 will be utilized - currently working with two centers to complete their applications that will utilize all of the funding available. | 50,000 | 25,000 |
| 010-2004-432800 | Consulting Services | 2004 | Hickory Creek Watershed - External group requesting funding for pt coordinator. Initiative involves other member communities and CMAP. Multi-year commitment. | 5,000 | |
| 010-2004-432800 | Consulting Services | 2004 | Long Run Creek Watershed - External group requesting funding for new study. Received grant from State for new study. Multi-year commitment. | 5,000 | |
| 010-2004-432800 | Consulting Services | 2004 | Open Lands Commission Funding - Total request for \$120,000 - breakdown is as follows - \$10,000 towards Fundraising expenses and \$10,000 toward legal/auditing expenses and \$100,000 towards Nature Center Development expenses for 2014. Parks and Rec has estimated that site improvements for parking, pavement, retaining wall, etc. will be approximately \$100,000. | 120,000 | |
| 010-2004-432800 | Consulting Services | 2004 | Stellwagen Farm Funding - \$4,600 for farmhouse restoration recommendation report and \$10,000 for long range planning for Farm Master Plan. | 14,600 | |
| <i>Public Works -</i> | | | | | |
| 010-5001-461300 | Building Supplies | 5001 | Replacement Lobby Floor Mats | 700 | |
| 010-5002-443500 | Grounds | 5002 | Reclamation of Bulk Material Storage Facility | 20,000 | |
| 010-5002-460180 | Equipment | 5002 | Log Grappler | 7,500 | |
| 010-5006-443400 | Autos & Trucks | 5006 | Outsourcing of various Auto & Truck repairs | 10,000 | |
| <i>Water & Sewer -</i> | | | | | |
| 031-6001-432800 | Consulting Services | 6001 | Site Facilities Vulnerability Assessment Update | 2,000 | |
| 031-6001-460130 | Computer Software | 6001 | 1 Arcview License for Command Room - Utility locator personnel to utilize GIS mapping of underground infrastructure. | 1,500 | |
| 031-6002-443500 | Grounds | 6002 | Reclamation of Bulk Material Storage Facility | 30,000 | |
| 031-6002-460180 | Equipment | 6002 | Hydraulic Chain Saw | 4,700 | |
| 031-6003-443500 | Grounds | 6003 | Reclamation of Bulk Material Storage Facility | 30,000 | |
| 031-6007-443500 | Grounds | 6007 | Reclamation of Bulk Material Storage Facility | 30,000 | |
| 031-6007-464850 | Fish | 6007 | Fish - Wet Basin Stocking | 5,000 | |
| <i>Recreation & Parks -</i> | | | | | |
| 283-4001-461300 | Building Supplies | 4001 | New Seating/Gym Curtain Divider | 2,000 | |
| 283-4003-464850 | Fish | 4003 | Fish to stock Lake Sedgewick, Old PD pond, & Arbor Lake | 10,000 | |
| 283-4005-460180 | Equipment | 4005 | Lifestock Distribution Station | 3,000 | |

FY2014 Budget
Discretionary Requests

| Account | Account Description | Dept | Narrative | Recommended for Consideration | Not Recommended for Consideration |
|-----------------------|--------------------------|------|--|-------------------------------|-----------------------------------|
| 283-4007-460180 | Equipment | 4007 | Tables/Chairs in Lounge Area | 3,000 | |
| 283-4007-460180 | Equipment | 4007 | IPads for Kidroom | | 3,500 |
| <i>Civic Center -</i> | | | | | |
| 021-1800-442410 | Civic Center Maintenance | 1800 | Miscellaneous unforeseen expenses to aging building. | | 4,500 |
| | | | Recommended for Consideration | <u>\$ 688,189</u> | <u>\$ 152,542</u> |
| | | | General, Recreation & Parks Fund, Civic Center | \$ 581,789 | |
| | | | Water & Sewer Fund | <u>106,400</u> | |
| | | | | <u>\$ 688,189</u> | |

Commuter Parking Fund
Daily Fee Analysis

| | FY2012 Actual | FY2013 Budget | FY2014 Budget | | | |
|---------------------------------------|---------------|---------------|---------------|--------------|-------------|-------------|
| | | | \$1.00 | \$1.50 | \$2.00 | \$2.50 |
| | | | Parking Fee | Parking Fee | Parking Fee | Parking Fee |
| Beginning Fund Balance | 247,276 | 164,982 | 51,283 | 51,283 | 51,283 | 51,283 |
| Daily Fares | \$ 173,744 | \$ 183,000 | \$ 218,000 | \$ 327,000 | \$ 436,000 | \$ 545,000 |
| Monthly Fares | 45,835 | 43,500 | | | | |
| Other Revenues | 13,990 | 18,045 | 16,246 | 16,246 | 16,246 | 16,246 |
| Total Revenues | 233,569 | 244,545 | 234,246 | 343,246 | 452,246 | 561,246 |
| Bank/Credit Card Fees | 3,161 | 3,101 | 3,477 | 3,477 | 3,477 | 3,477 |
| Pest Control | 270 | 500 | 500 | 500 | 500 | 500 |
| Electricity | 47,524 | 54,781 | 51,865 | 51,865 | 51,865 | 51,865 |
| Natural Gas | 2,759 | 3,718 | 3,564 | 3,564 | 3,564 | 3,564 |
| Vehicle & Equipment Transfer | 37,873 | 37,494 | 38,023 | 38,023 | 38,023 | 38,023 |
| Fire Alarm Service | 2,508 | 2,310 | 2,310 | 2,310 | 2,310 | 2,310 |
| Window Cleaning | 240 | 240 | 240 | 240 | 240 | 240 |
| General Cleaning | 12,540 | 11,495 | 13,000 | 13,000 | 13,000 | 13,000 |
| Other Services | 26,030 | 22,000 | 22,000 | 22,000 | 22,000 | 22,000 |
| Buildings | 9,860 | 7,670 | 7,670 | 7,670 | 7,670 | 7,670 |
| Grounds | 15,788 | 24,400 | | | | |
| Mowing | 7,500 | 7,394 | 7,616 | 7,616 | 7,616 | 7,616 |
| Parking Terminals | 26,040 | 27,040 | 27,880 | 27,880 | 27,880 | 27,880 |
| Pavement Repairs & Maintenance | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Land Leases | 6,708 | 6,708 | 6,708 | 6,708 | 6,708 | 6,708 |
| Auto & GL Insurance Premiums | 9,674 | 8,582 | 9,391 | 9,391 | 9,391 | 9,391 |
| Supplies | 5,939 | 16,611 | 16,600 | 16,600 | 16,600 | 16,600 |
| Signs | 62 | 500 | 500 | 500 | 500 | 500 |
| Machinery & Equipment Parts | 1,388 | 6,700 | 6,700 | 6,700 | 6,700 | 6,700 |
| Stone & Sand | - | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| Restoration - | - | 5,500 | - | - | - | - |
| Mulch, Plants, Flowers, Trees | - | - | 4,000 | 4,000 | 4,000 | 4,000 |
| Landscape Maintenance Subcontractor | - | - | 32,000 | 32,000 | 32,000 | 32,000 |
| Snow Plowing Subcontractor | - | 9,000 | 75,000 | 75,000 | 75,000 | 75,000 |
| Additional Snow Plowing Subcontractor | - | - | 125,000 | 125,000 | 125,000 | 125,000 |
| Expenses | 315,863 | 358,244 | 556,544 | 556,544 | 556,544 | 556,544 |
| Ending Fund Balance | \$ 164,982 | \$ 51,283 | \$ (271,015) | \$ (162,015) | \$ (53,015) | \$ 55,985 |