

**CITY COUNCIL
COMMITTEE-OF-THE-WHOLE**

**AGENDA
August 1, 2011
6:00 P.M.
City Council Chambers**

- 1. CALL TO ORDER**
- 2. ESTABLISH A QUORUM**
- 3. DITCH PROJECTS – FYE 4-30-12 BUDGET OPTIONS**
- 4. PUBLIC COMMENT**
- 5. ADJOURNMENT**

CITY OF DARIEN

Memorandum

TO: Mayor, City Council, City Clerk, City Treasurer

FROM: Bryon D. Vana, City Administrator

DATE: July 28, 2011

RE: FYE 4-30-12 Budget Option – Ditch Projects

The attached budget letter dated February 11, 2011, explains that some capital projects were deferred this budget year. The deferral was based on the possibility of receiving certain revenues after approval of the budget. Those anticipated revenues have not yet been received. However, the draft fye 4-30-11 audit shows the general fund balance exceeded the estimate that I used for the current budget by \$1,037,923. Based on the higher fund balance the Council can decide if they want to now proceed with the 3 ditch projects that were not funded this year. These projects were recommended since the adjacent roads are scheduled for repaving next year. Over the last several years the staff has recommended ditch projects based on repaving the roadway adjacent road the following year. We want to avoid construction on a newly paved road when possible. If the Council chooses not to complete the ditch projects this year, then next year's recommended road program will be revised. If the Council wanted to proceed with the ditch projects we would ask for approval at the August 15th City Council meeting. That start date would give enough time to complete the projects this construction season. The cost for the projects total \$620,000.

In summary, the 3 ditch projects under consideration are:

High Road - 67th Street to Janet - The proposed project is related to the deficient storm water flow on High Road. Existing conditions on High Road within the western and eastern right of way ditches do not allow for the storm water to flow from 67th Street to Plainfield Road and Plainfield Road to Janet Avenue. Much of the ditch holds water for an extended period of time due to deteriorated culvert pipes and poor ditch grades. The proposed project for High Road would include the removal and replacement of culverts, installation of inlets as required, the enclosure of ditches if existing, ditch regrading, and restoration consisting of sod.

Poplar Lane - The proposed Project-is related to the deficient storm water flow on Poplar Lane. Existing conditions on Poplar Lane, within the eastern and western roadway ditches, do not allow for the flow of storm water from Janet/Elm to 75th Street. Much of

the ditch holds water for an extended period of time due to deteriorated culvert pipes and ditch grades that do not allow for the conveyance of storm water. The proposed project for Poplar Lane would include the removal and replacement of culverts, installation of inlets as required, the enclosure of ditches if existing, ditch regrading, and restoration consisting of sod.

Bentley Ave- 71st to 72nd - The proposed project is related to the deficient storm water flow on Bentley Avenue. The proposed project would include the removal and replacement of deteriorated culverts, installation of inlets as required, the enclosure of ditches as necessary or existing, ditch regrading, and restoration consisting of sod. The

During the COW meeting the staff will review the attached 2 sheets showing the effect that the projects will have on the general and capital projects funds. Also, Dan Gombac will review the 3 proposed ditch projects.

If you have any questions prior to the Committee of the Whole meeting please feel free to contact me.

CITY OF DARIEN

Memorandum

TO: City Council, Clerk, Attorney, Treasurer

FROM: Mayor Weaver and Bryon D. Vana, City Administrator

DATE: February 11, 2011

RE: Draft Budget- FY 5-1-2011 to 4-30-2012

Please find attached a copy of the FY 5-1-2011 to 4-30-2012 budget. Each budget year brings its own set of challenges. The challenge this year is anticipating certain revenues that may come after the approval of the budget. The three anticipated revenues are the sale of the property to Chase, the sale of the property adjacent to the municipal services property, and the DADC fund balance after we join DUCOMM. The estimated revenue from those 3 items total \$2,800,000. While I believe we will receive some or all of these revenues, we have approached this year's budget by deferring some capital projects and equipment purchases until the estimated revenue is actually received. If and when the estimated revenue is received the Council can meet to determine if a budget amendment adding back the deferred items is appropriate. Examples of the items deferred include ditch maintenance projects, various municipal replacement vehicles.

The remaining aspects of the draft budget remain positive and include many of the city services we have offered in the past including:

- Subsidized taxi program for Darien senior citizens and residents with disabilities.
- Additional street lights for improved visibility and safety.
- A 50/50 tree program where dead, damaged or diseased parkway trees can be replaced with the City and property owner sharing the cost.
- Parkway tree trimming, where approximately 1,700 parkway trees are trimmed and pruned to improve appearance and vitality.
- Snow removal from City streets and specified "safety sidewalks".
- Mowing of County rights-of-way within the City's limits.
- Continued full subsidy of the leaf pickup program with an option to add the cost to the sticker program
- Free, curbside brush pickup.
- Continued emphasis on keeping our crime rate one of the lowest in DuPage County.
- Contributing to the DuPage Senior Council to permit them to continue to provide food services for elderly residents of Darien.
- Contributing to the DuPage Children's Center to permit them to continue to provide investigative services for crimes against youth residents of Darien.

- Rear Yard Drainage Assistance Program and drainage improvements in conjunction with the road paving program
- Maintaining significant investment in the City's infrastructure

In addition, there is no increase in the property tax levy and no increase in water rates in the proposed budget.

Mayor Weaver and I look forward to working with the City Council to build a consensus on the final recommended budget.

GENERAL FUND WITH FYE '11 AUDIT NUMBERS AND ADDITIONAL 1M TRANSFER TO CAP PROJECTS									
ACCOUNT	FYE '10	FYE '11	FYE '11	FYE '11	FYE '12	BUDGET CREATIONARY	FYE '13	FYE '14	
	ACTUAL	BUDGET	EST ACT	REQUEST	REQUEST	REQUEST/PENDITURES	FORECAST	FORECAST	
GENERAL FUND REVENUE	\$ 11,677,669	\$ 12,173,581	\$ 12,443,230	12,335,784	\$ 12,335,784	\$ -	\$ 11,745,397	\$ 11,746,405	
TOTAL REVENUE	\$ 11,677,669	\$ 12,173,581	\$ 12,443,230	\$ 12,335,784	\$ 12,335,784	\$ -	\$ 11,745,397	\$ 11,746,405	
DEPT.									
EXPENDITURES									
CITY COUNCIL	142,144	136,370	115,775	125,135	97,485	27,650	136,475	140,775	
ADMINISTRATION	1,011,524	961,359	934,025	958,375	906,025	52,350	980,490	1,006,974	
COMMUNITY DEV	495,040	500,485	482,550	499,895	499,645	250	525,084	552,204	
POLICE	6,973,226	7,479,847	6,986,914	7,575,391	7,120,230	455,161	7,789,821	7,918,504	
PW/STREETS	2,125,453	1,655,348	1,690,742	1,892,245	1,525,963	366,282	1,777,184	2,022,556	
BUSINESS DISTRICT	437,457	461,000	463,000	459,500	459,500	-	-	-	
TOTAL EXPENDITURES	11,321,196	11,194,409	10,673,006	11,510,541	10,608,848	901,693	11,209,054	11,641,013	
FISCAL YEAR BAL	369,660	979,172	1,770,224	825,243	1,726,936	\$ (901,693)	\$ 536,343	\$ 105,392	
BEGINNING FUND BAL	2,879,065	2,632,536	3,248,725	4,456,872	4,456,872		2,282,115	2,318,458	
ENDING FUND BAL	\$ 3,248,725	\$ 3,611,708	\$ 5,018,949	\$ 5,282,115	\$ 6,183,808		\$ 2,818,458	\$ 2,423,850	
TRANSFER TO CAP.	-	1,600,000	1,600,000	3,000,000	-	3,000,000	500,000	200,000	
ENDING FUND BAL	\$ 3,248,725	\$ 2,011,708	\$ 4,456,872	\$ 2,282,115	\$ 6,183,808		\$ 2,318,458	\$ 2,223,850	
APPROVED BUDGET FYE 4-30-12									
FISCAL YEAR BAL			1,770,224	825,243			536,343	105,392	
BEGINNING FUND BAL			3,248,725	3,418,949			2,244,192	2,280,535	
ENDING FUND BAL			5,018,949	4,244,192			2,780,535	2,385,927	
TRANSFER TO CAP			1,600,000	2,000,000			500,000	200,000	
ENDING FUND BAL			3,418,949	2,244,192			2,280,535	2,185,927	

City of Darien

7/28/2011

CAPITAL PROJECTS FUND BUDGET - FINAL AUDIT NUMBERS FROM FYE 4-30-11 WITH ADDITIONAL 1M TRANSFER FROM GF AND DITCH PROJECT FOR THE YEAR ENDING 4/30/2012

ACCOUNT	FYE '10 ACTUAL	FYE '11 BUDGET	FYE '11 ESTIMATED ACTUAL	FY '12 REQUEST	DEPT MAINT BUDGET REQUEST	COUNCIL DISCRETIONARY EXPENDITURES	FY '13 FORECAST	FY '14 FORECAST
REVENUE								
TRANSFER from GEN. Fund	\$ -	\$ 1,600,000	\$ 1,600,000	3,000,000		\$ 3,000,000	\$ 500,000	\$ 200,000
Transfer from Debt Fund	\$ -	\$ 43,285	\$ 43,285	-	\$ -	\$ -	-	-
Transfer from Road Fund	\$ -	\$ 30,000	\$ 30,000	-	\$ -	\$ -	-	-
BOND LEVY	\$ 199,794	\$ 200,770	\$ 200,770	200,770	\$ 200,770	\$ -	\$ 201,570	\$ 202,194
GRANTS	\$ 62,942	\$ -	\$ 15,000	-	\$ -	\$ -	-	-
BONDS	-	-	-	-	-	-	-	-
INTEREST	36,662	-	-	-	-	-	-	-
TOTAL REVENUES	\$ 299,398	\$ 1,874,055	\$ 1,889,055	\$ 3,200,770	\$ 200,770	\$ 3,000,000	\$ 701,570	\$ 402,194
CAPITAL								
DITCH PROJECTS	814,421.00	548,600	374,169.00	656,400	620,000	36,400	536,400	500,000
SIDEWALK REPLACEMENT	140,424	113,030	68,818.00	79,300	79,300	-	79,500	79,500
CRACK SEAL PROGRAM	33,821.00	49,500	40,000.00	74,250	74,250	-	77,963	81,861
CURB & GUTTER PROG	366,096	227,450	44,349.00	341,450	341,450	-	259,605	260,221
BUILDING REPAIRS	-	150,000	241,500	-	-	-	-	-
STREET RECONSTRUC	920,573	1,300,000	1,300,000	1,234,928	1,180,928	54,000	1,180,928	1,180,928
BOND PAYMENT	200,375	200,770	200,770	200,770	200,770	-	201,570	202,194
SUB-TOTAL	2,475,710	2,589,350	2,269,606	2,587,098	2,496,698	90,400	2,335,966	2,304,703
PURCHASE OF PROPERTY	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	\$ 2,475,710	\$ 2,589,350	\$ 2,269,606	\$ 2,587,098	\$ 2,496,698	\$ 90,400	\$ 2,335,966	\$ 2,304,703
FISCAL YEAR BALANCE	(2,176,312)	(715,295)	(380,551)	613,672	(2,295,928)	2,909,600	(1,634,396)	(1,902,509)
BEG FUND BALANCE	2,690,998	747,198	515,264	114,694	114,694	114,694	728,366	(906,030)
ENDING FUND BALANCE	515,264	31,903	114,694	728,366	(2,181,234)	3,024,294	(906,030)	(2,808,539)
			ADOPTED fye 4-30-12 BUDGET					
FISCAL YEAR BALANCE			(380,551)	233,672			(1,634,396)	(1,902,509)
BEG FUND BALANCE			515,264	134,713			368,385	(1,266,011)
ENDING FUND BALANCE			134,713	368,385			(1,266,011)	(3,168,520)