



Village Administration
3110 Old McHenry Road
Long Grove, Illinois 60047-9623
847-634-9440
www.longgroveil.gov

Memorandum to the Village Board

TO: President Bill Jacob
Village Board of Trustees

FROM: Gregory Jackson
Village Manager

CC: Natalie Benner, Management Analyst
Sherry Shlagman, Administrative Services Coordinator
Debbi Smith, Seidler and Associates

DATE: April 24, 2023

RE: Proposed FY 22/23 Second set of Budget Amendments

Action Requested

Title 1, Chapter 10, Section 7 states: The village board may delegate authority to heads of municipal departments, boards or commissions to delete, add to, change or create subclasses within object classes budgeted previously to the department, board or commission subject to such limitation or requirement for prior approval by the budget officer or executive officer of the village as the board upon a two-thirds vote of the corporate authorities then holding office may establish. By a vote of two-thirds of the members of the board then holding office, the annual budget of the village may be revised by deleting, adding to, changing, or creating subclasses within object classes, and object classes themselves. No revision of the budget shall be made increasing the budget in the event funds are not available to effectuate the purposes of the revision.¹

Staff recommends the approval of FY 22/23 budget amendments provided in "Attachment 1" and the modified revenue and expenditure estimates provided in "Attachment 2".

¹https://library.municode.com/il/long_grove/codes/code_of_ordinances?nodeId=CD_TIT1AD_CH10B_USY_1-10-2BUOF

Fund	Department	Budget Line #	Line Description	Short Title	Amount YTD	Comments	Variance
1	General Fund	01-10-579.00	Bank Charges	Charges	\$ 7,344.86	This was an under budgeted expense. Action Needed: Amend the budget line from \$5,000 to \$10,000.	\$ (5,000.00)
2	General Fund	01-10-740.00	Equipment Lease	Close out contract with old copier.	\$ 6,990.00	This was an under budgeted expense. Action Needed: Amend the budget line from \$8,000 to \$9,000.	\$ (1,000.00)
3	Infrastructure	30-71-860.20	Bridge Repair	Bridge Repairs	\$ 5,483.00	This was an unbudgeted expense. Damage offset by insurance. Action Needed: Amend the budget line from \$0 to \$5,483.	\$ (5,483.00)
4	Infrastructure	30-71-860.25	Stemple Parking Lot	Stemple Parking Lot	\$ 116,476.00	This was an unbudgeted expense. Outstanding invoice had committed funds, but was not budgeted at the beginning of the fiscal year. Action Needed: Amend the budget line from \$0 to \$116,476.	\$ (116,476.00)
5	Water SSA Fund	50-00-538.01	Legal Expenses	Legal Expenses	\$ 1,023.00	This was an unbudgeted expense. Action Needed: Amend the budget line from \$0 to \$1,023	\$ (1,023.00)
Total Amount of Budget Amendments							\$ (128,982.00)

ORIGINALLY APPROVED FY 22/23 BUDGETS

	General Fund	Infrastructure Fund	Water SSA Fund	Water Operation Fund	Open Space Fund	TIF Fund
Revenues	\$ 3,415,435	\$ 942,000	\$ 188,025	\$ 115,300	\$ 4,150	\$ 1,264,100
Expenditures	\$ 3,119,836	\$ 555,000	\$ 111,065	\$ 165,300	\$ 119	\$ 913,380
Net	\$ 295,599	\$ 387,000	\$ 76,960	\$ (50,000)	\$ 4,031	\$ 350,720

MODIFIED FY 22/23 BUDGETS (1st Amendments)

	General Fund	Infrastructure Fund	Water Operation Fund	Open Space Fund	TIF Fund
Revenues	\$ 3,415,435	\$ 942,000	\$ 115,300	\$ 23,500	\$ 1,264,100
Expenditures	\$ 3,214,800	\$ 697,357	\$ 168,550	\$ 5,131	\$ 915,950
Net	\$ 200,635	\$ 244,643	\$ (53,250)	\$ 18,369	\$ 348,150

MODIFIED FY 22/23 BUDGETS (2nd Amendments)

	General Fund	Infrastructure Fund	Water SSA Fund	Water Operation Fund	Open Space Fund	TIF Fund
Revenues	\$ 3,415,435	\$ 942,000	\$ 188,025	\$ 115,300	\$ 23,500	\$ 1,264,100
Expenditures	\$ 3,220,800	\$ 819,316	\$ 112,088	\$ 168,550	\$ 5,131	\$ 915,950
Net	\$ 194,635	\$ 122,684	\$ 75,937	\$ (53,250)	\$ 18,369	\$ 348,150

\$ 5,929,010 \$ 4,864,700 \$ 1,064,310 \$ 5,948,360 \$ 5,241,835 \$ 706,525