

Memorandum

To: Honorable Mayor and Members of the City Council

From: Wally Bobkiewicz, City Manager
 Ashley King, Budget & Finance Manager
 Kate Lewis-Lakin, Senior Management Analyst

Subject: Fourth Quarter Financial Report for Fiscal Year 2017

Date: March 12, 2018

Recommended Action:

Staff recommends City Council accept and place the Fourth Quarter Financial Report for FY 2017 on file.

Summary:

The General Fund ended 2017 with \$113,443,199 in Revenue (4.49% under budget) and \$113,394,109 in Expenses (4.46% under budget). The 2017 Budgeted surplus was \$92,641. The year ended with a surplus of \$49,090.

All funds ended the fourth quarter of the 2017 fiscal year with \$9.9 million less in cash and approximately \$12 million less in fund balance than the year end of 2016. 2017 numbers are still unaudited and will be adjusted during the audit process to account for various accruals. A majority of this preliminary difference is in the following funds:

	Cash 2016	Fund Balance 2016	Cash 2017	Fund balance 2017	Cash Difference	Fund Balance Difference
General Fund	5,370,342	11,909,074	9,178,128	14,642,444	3,807,786	2,733,370
Capital Fund	13,124,676	9,633,817	11,961,365	9,447,356	(1,163,311)	(186,461)
Parking Fund	8,425,983	11,486,869	4,823,068	4,909,402	(3,602,915)	(6,577,467)
Water Fund	6,024,908	5,291,422	5,823,948	7,324,987	(200,960)	2,033,565
Sewer Fund	3,443,030	4,963,921	2,962,519	4,149,927	(480,511)	(813,994)
All Other Funds	24,014,443	19,192,832	15,698,224	10,965,488	(8,316,219)	(8,227,344)
Total	60,403,382	62,477,935	50,447,252	51,439,604	(9,956,130)	(11,038,331)

At the close of the first quarter of 2017, there was a General Fund surplus of \$4.9 million; at the end of the second quarter a deficit of \$103,587; at the end of the third quarter a surplus of \$130,001. This 4th quarter report shows a surplus of \$49,090.

There are a number of receivables which will be booked during the audit process in the first quarter of 2018 (2017 audit). The current attached financial report shows the General Fund year-end balance at \$14,642,444 or 12.9%. The City's internal policy is for 16.6% of expenses to be in fund balance as a reserve. The 2017 year end reserve is \$4.1 million under the 16.6%. The City has budgeted a \$600,000 surplus for 2018 to add to the General Fund reserve balance.

The main differences between 2016 and 2017 year-end are explained below:

- Property taxes are higher than this time last year because the City adopted this increase for the 2017 Budget. Although the increase is for the Pension funds, this money is now double counted as an inter-fund transfer into the General Fund and then also into the respective pension funds.
- Sales Tax was \$42,774 lower than 2016. The additional sales tax shortfall was due to the passage of the state budget, which included a retroactive 2% cut.
- Building permits are \$2.1 million lower than last year (\$6.3 million). The 2018 building permit budget is \$4.5 million.

Attached are summaries of the City's funds for the fourth quarter of FY 2016. In reviewing these reports, please note the following:

- A majority of the revenues are recorded at the time they are actually received (permits, property taxes, fees, etc.), however, some revenues are recorded at the time of notification of the revenue being earned by the City (sales, income, telecommunications taxes, etc).
- While some major revenues are received on a monthly basis, other revenues are received less uniformly throughout the year. An example is property taxes, which are billed bi-annually and then distributed by the County as payments are received. Wheel tax (also known as vehicle license) is another example of City revenue received in a non-monthly manner. Vehicle license revenue is majority received in November and December due to the renewal period opening in October. This revenue is payment for the full year vehicles license for the following year. Residents pay their 2018 vehicle license in 2017.
- Operating expenses are incurred on a uniform basis for items such as payroll, utilities, fuel, etc., and on an as needed basis for supplies, equipment and specific outsourced services.

General Fund Revenues:

General Fund revenues through the December 31, 2017 were \$113.4 M or 95.5% of budget. The fourth quarter performance of major General Fund revenue sources is summarized below:

- Through December 31, 2017 property tax revenue was \$28,335,270 or 98.4% of budget. This is consistent with 2016 levels.
- State income tax was recorded in the amount of \$6,866,799 through December 31, 2017, achieving 88% of the budget target for this revenue item. This is significantly lower than 2016 receipts of over \$8 million. Additional detail explaining this difference can be found in the year-end General Fund memo.

- Regular sales tax revenue in FY 2017 was \$10,052,914 or 91.8% of budget. Home rule sales tax revenue in FY 2017 was \$6,113,755 or 92.4% of budget. Both of these amounts were significantly under the Illinois Municipal League forecasted amounts which is the basis for city projections.
- Real estate transfer tax through December 31, 2017 totaled \$3,888,522 or 25% over the budget target for this item. The budget for 2017 was increased to \$3,100,000 or \$100,000 over the 2016 budget. The 2018 budget for this line item was adopted at \$3,300,000.
- Through December 31, 2017, licenses, permits, and fees were \$13,221,946 or 76.6% of budget. In 2016, building permit revenue was nearly \$1 million over budget.

General Fund Expenditures:

Through December 31, 2016, General Fund expenditures were \$113,394,109 or 95.5% of budget. It is important to note, for the General Fund, many expenditures / disbursements are not made evenly throughout the year. For example:

- Seasonal employee wages in Parks, Recreation and Community Services are typically charged during the summer months.
- Police Department assigns additional patrol details during the summer months.
- As noted in the monthly financial report, the City had three and a half pay periods in December 2016, each at is approximately \$2.6 million.

As can be seen in the chart below, there were only two General Fund departments over budget at the year-end for expenses.

- Police Department ended 2017 \$933,150 over budget or 2.44% of budget.
- Parks is over budget by \$113,048 but this is offset by above-budgeted revenue.
- The main over-budget category for the General Fund is over-time, which was approximately \$1 million over budget for 2017.

Classification	2017 Budget	YTD Actual	%
CITY COUNCIL	498,189	498,172	100.00%
CITY CLERK	275,488	251,193	91.18%
CITY MANAGER'S OFFICE	9,878,454	6,280,673	63.58%
LAW	854,050	783,352	91.72%
ADMINISTRATIVE SERVICES	9,700,879	9,201,875	94.86%
COMMUNITY DEVELOPMENT	2,804,668	2,592,984	92.45%
POLICE	38,223,842	39,156,992	102.44%
FIRE MGMT & SUPPORT	24,294,001	24,207,459	99.64%
HEALTH	3,582,312	3,062,221	85.48%
PARKS, REC. AND COMMUNITY SERV.	12,361,460	12,474,508	100.91%
PUBLIC WORKS AGENCY	16,212,848	14,884,679	91.81%
EXPENSE TOTAL	118,686,191	113,394,109	95.54%

Overall, through 2017 Q4 General Fund revenues are approximately \$1 million more than through Q4 2016 and Q4 2017 expenses are \$2 million more than Q4 2016 General Fund expenses.

	Revenues	Expenses	Net
End of year 2016	112,354,936	111,150,697	1,204,239
End of year 2017	113,443,199	113,394,109	49,090

In addition to the budget changes that were presented to Council in July and August 2017, there were a few additional changes required to bring the General Fund into balance at the end of the year:

- Additional transfer from the Water Fund of \$325,000
- Additional transfer from the Parking Fund of \$130,000
- Reduction in transfer from the General Fund to the Fleet Fund of \$625,000 and the Equipment Replacement Fund of \$150,000
- Reduction in transfer from the General Fund to the Solid Waste Fund of \$300,000

Enterprise Funds:

Similar to the General Fund, many enterprise fund revenues and expenses/disbursements do not occur evenly throughout the year. A summary of Enterprise Revenue and Expenses is below:

	Revenues	% of Budget	Expenses	% of Budget	Net 2017
Parking Fund	10,705,799	95.81%	13,549,060	93.28%	(2,843,261)
Water Fund	20,374,525	83.52%	20,585,616	69%	(211,091)
Sewer Fund	12,473,641	95.03%	12,935,812	88.56%	(462,171)
Solid Waste Fund	4,619,559	94.58%	4,815,791	93.61%	(196,232)

Attachments

Attachment 1: December 31, 2017 Monthly Financial Report

Attachment 2: December 31, 2017 Investment Update



Memorandum

To: Wally Bobkiewicz, City Manager

From: Ashley King, Interim CFO/City Treasurer

Subject: December 2017 Monthly Financial Report

Date: February 27, 2018

Please find attached the unaudited financial statements as of December 31, 2017. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

Fund	Fund Description	YTD Revenues	YTD Expenses	YTD Net	Fund Balance	Cash Balance
100	GENERAL FUND	113,443,199	113,394,109	49,090	14,642,444	9,178,128
175	GENERAL ASSISTANCE FUND	967,586	909,475	58,111	644,499	644,910
176	HEALTH AND HUMAN SERVICES	859,167	918,196	(59,029)	11,777	215,152
180	GOOD NEIGHBOR FUND	1,001,884	1,000,000	1,884	1,884	1,001,884
185	LIBRARY FUND	7,127,606	6,793,489	334,117	984,772	966,354
195	NEIGHBORHOOD STABILIZATION FUND	35,199	37,641	(2,442)	(2,442)	94,969
200	MOTOR FUEL TAX FUND	1,918,041	957,990	960,051	2,373,729	2,209,142
205	EMERGENCY TELEPHONE (E911) FUND	989,198	966,766	22,432	185,493	(107,869)
210	SPECIAL SERVICE AREA (SSA) #4	322,482	329,000	(6,518)	(198,794)	(198,794)
215	CDBG FUND	1,906,958	1,906,970	(12)	64,094	(132,009)
220	CDBG LOAN	116,999	75,309	41,690	252,611	283,611
235	NEIGHBORHOOD IMPROVEMENT	256	-	256	170,171	170,171
240	HOME FUND	404,955	398,055	6,900	9,277	8,284
250	AFFORDABLE HOUSING FUND	435,678	360,323	75,355	1,476,543	1,508,345
186	LIBRARY DEBT SERVICE FUND	1,117,649	1,143,157	(25,507)	4,202	(8,705)
300	WASHINGTON NATIONAL TIF FUND	5,295,873	5,658,005	(362,132)	5,262,544	5,341,608
310	HOWARD-HARTREY TIF	(44,005)	599,668	(643,672)	-	-
330	HOWARD-RIDGE TIF FUND	642,348	368,386	273,962	273,878	276,393
335	WEST EVANSTON TIF FUND	59,741	44,235	15,506	432,766	441,232
340	DEMPSTER-DODGE TIF FUND	2,115,514	2,092,108	23,406	(6,009)	(6,009)
345	CHICAGO-MAIN TIF	3,595,628	3,669,511	(73,884)	61,193	61,342
350	SPECIAL SERVICE AREA (SSA) #6	215,266	291,354	(76,088)	2,206	2,207
187	LIBRARY CAPITAL IMPROVEMENT FD	1,431,106	1,122,708	308,399	308,399	322,066
320	DEBT SERVICE FUND	22,650,825	23,200,365	(549,540)	196,457	211,253
415	CAPITAL IMPROVEMENTS FUND	13,663,302	15,721,110	(2,057,808)	9,447,356	11,961,365
416	CROWN CONSTRUCTION FUND	1,549,512	1,009,140	540,372	540,372	540,372
420	SPECIAL ASSESSMENT FUND	268,219	269,734	(1,516)	2,997,700	2,994,039
505	PARKING SYSTEM FUND	10,705,799	13,549,060	(2,843,262)	4,909,402	4,823,068
510	WATER FUND	20,374,525	20,585,616	(211,091)	7,324,987	5,498,948
515	SEWER FUND	12,473,641	12,935,812	(462,171)	4,149,927	2,962,519
520	SOLID WASTE FUND	4,619,559	4,815,791	(196,232)	(1,169,015)	(1,472,588)
600	FLEET SERVICES FUND	2,497,791	2,902,298	(404,508)	358,236	(304,954)
601	EQUIPMENT REPLACEMENT FUND	1,489,066	1,297,422	191,644	1,076,977	1,186,577
605	INSURANCE FUND	20,058,752	22,409,762	(2,351,010)	(5,348,035)	(225,759)
		254,309,319	261,732,563	(7,423,244)	51,439,604	50,447,252

Attachment 1: December 31, 2017 Monthly Financial Report

Included above are the ending balances as of December 31, 2017 for both unreserved fund and cash balances. Of these two amounts, cash balance is the more meaningful metric since this represents liquid cash and/or invested assets which can be used (or easily sold) to support and fund current operations. While ending fund balance is also an important measurement of the City's financial health, it usually includes illiquid assets or future cash receipts or disbursements such as receivables (including property tax) due to the City and accounts payable/accrued expenses.

During the 2016 Audit Process, a number of changes were made to the methodology behind Evanston's financial reporting. As a result, 2017 fund balances since April look significantly different than those presented previously. In most instances, they are more closely aligned with cash.

As of December 31, 2017, the General Fund is reporting a net surplus of \$49,090. The General Fund balance is \$14,642,444 with a cash balance of \$9,178,128. The attached supplemental charts show the General Fund Revenues at 95.51% of budget and expenses slightly higher at 95.54%. This does include changes to interfund transfers proposed by staff in July and December 2017. Year-end close of the General Fund will be discussed in further detail in the fourth quarter financial report.

Through December 31, 2017, the Neighborhood Stabilization Fund is showing a negative fund balance of \$2,442. This is due to the timing of grant funding revenues.

Through December 31, 2017, the E911 Fund is showing negative cash balance of \$107,869. This is due to timing of E911 revenues from the state and the expenses related to the replacement of Computer Aided Dispatch (CAD) and Police/Fire Records Software.

Through December 31, 2017, the SSA #4 Fund is showing a negative fund and cash balance of \$198,794. This is due to the timing of payments to the Downtown Evanston group.

Through December 31, 2017, the CDBG Fund is showing a negative cash balance of \$132,009. This is reimbursed with draw-downs in January 2018.

Through December 31, 2017, the Library Debt Service Fund has a negative cash balance of \$8,705. This is due to the issuance costs of the 2017A bonds, which will be covered by the first installment of property taxes in March 2018.

Through December 31, 2017, the Dempster-Dodge TIF Fund has a negative fund and cash balance of \$6,009. This is due to the issuance costs of the 2017B bonds, which will be covered by the first installment of property taxes in March 2018.

Through December 31, 2017, the Capital Fund is showing a fund balance of \$9,447,356 and a cash balance of \$11,691,365. Bond proceeds from the 2017A General Obligation Bonds were received in October, significantly increasing fund and cash balances.

Attachment 1: December 31, 2017 Monthly Financial Report

Through December 31, 2017, the enterprise funds (Parking, Water, and Sewer) continue to spend down fund balance for capital projects.

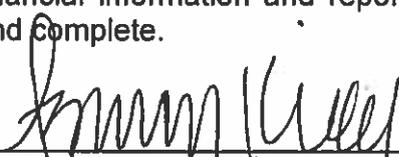
Through December 31, 2017, the Solid Waste Fund has a negative fund balance of \$1,169,015 and a negative cash balance of \$1,472,588.

Through December 31, 2017, the Insurance Fund is showing a negative fund balance of \$5,348,035 and a negative cash balance of \$225,759. In December 2017, cash was moved from the Water Fund to the Insurance Fund to cover expenses related to the James Park litigation, improving the cash balance in the Insurance Fund.

If there are any questions on the attached report, please contact me by phone at (847) 859-7884 or by email: aking@cityofevanston.org. Detailed fund summary reports can be found at: <http://www.cityofevanston.org/city-budget/financial-reports/>.

CERTIFICATION OF ATTACHED FINANCIAL REPORTS

As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Ashley King, Treasurer of the City of Evanston, hereby affirm that I have reviewed the December 31, 2017 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.

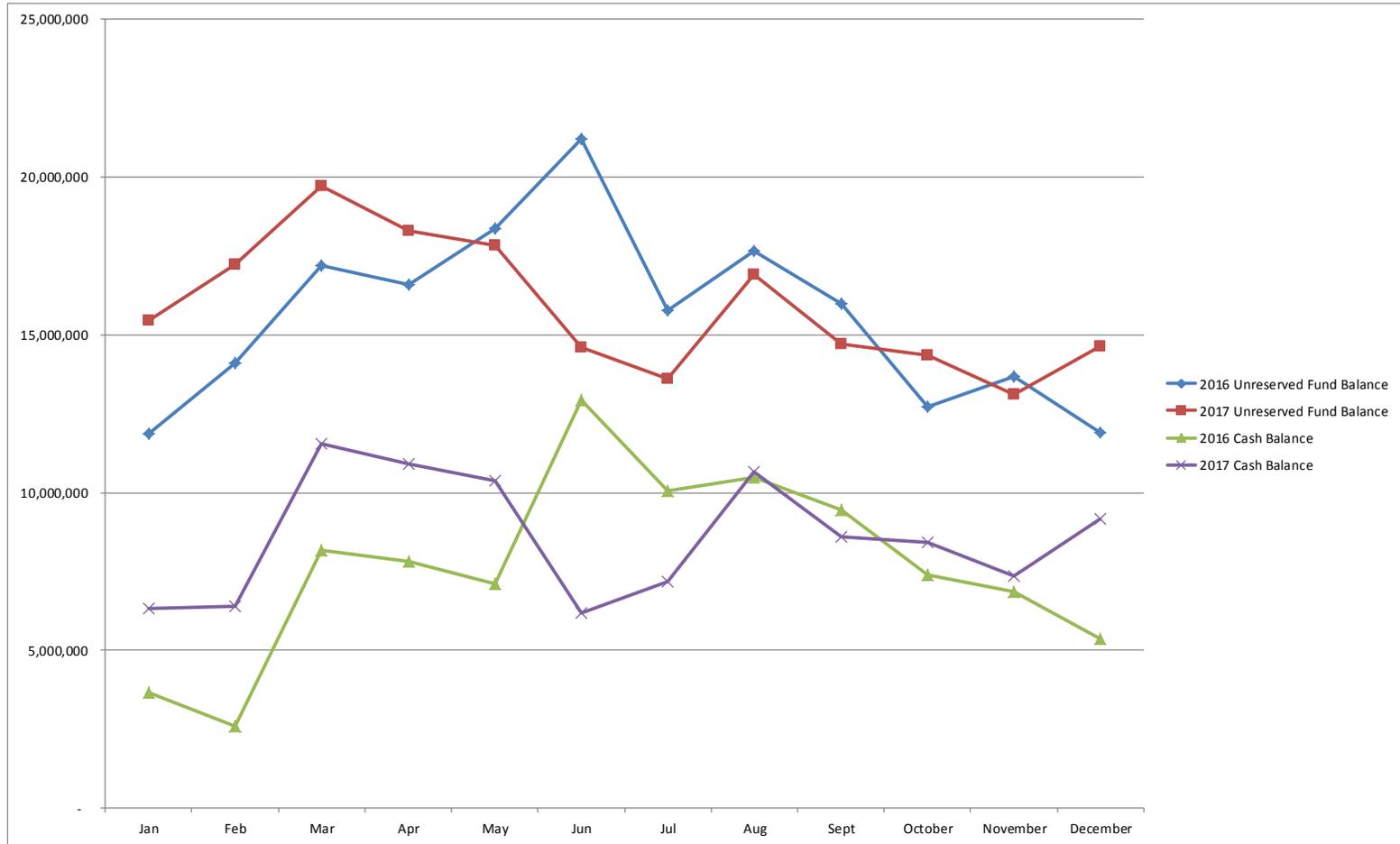


Ashley King, Interim Treasurer

Attachment 1: December 31, 2017 Monthly Financial Report

2016 v 2017 Fund and Cash Balance-- General Fund

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	October	November	December
2016 Unreserved Fund Balance	11,859,782	14,097,256	17,193,730	16,597,583	18,375,173	21,225,995	15,790,000	17,674,579	15,983,833	12,732,816	13,695,971	11,909,074
2017 Unreserved Fund Balance	15,453,984	17,244,431	19,734,012	18,292,843	17,839,404	14,612,957	13,603,487	16,910,096	14,723,355	14,354,436	13,093,607	14,642,444
2016 Cash Balance	3,656,830	2,587,845	8,182,090	7,808,208	7,101,333	12,919,440	10,046,315	10,473,240	9,442,294	7,391,338	6,849,781	5,370,342
2017 Cash Balance	6,338,271	6,393,110	11,561,044	10,901,398	10,376,936	6,169,276	7,179,518	10,652,102	8,595,629	8,439,222	7,340,223	9,178,128



Income StatementThrough 12/31/17
Summary Listing

Classification	2017 Budget	December 2017	YTD Actual	%	2016 Actual
Fund 100 - GENERAL FUND					
Property Taxes	28,639,628	-	28,294,363	98.79%	27,302,687
Other Taxes	49,402,274	5,557,476	47,241,209	95.63%	44,156,868
License	5,496,150	1,632,560	4,987,604	90.75%	6,851,422
Permit	11,648,000	1,248,709	8,098,595	69.53%	11,012,646
Fee	115,500	35,890	418,040	361.94%	70,395
Fines and Forfeitures	3,810,000	365,755	3,484,050	91.44%	3,611,901
Parking Charges for Services	640,000	53,333	676,942	105.77%	687,835
Parks and Recreation Charges for Services	5,650,895	187,343	5,471,036	96.82%	5,401,563
Other Charges for Services	2,642,500	332,254	2,620,775	99.18%	2,687,897
Interfund Transfers	7,455,774	2,844,477	8,590,717	115.22%	8,099,626
Intergovernmental Revenue	1,089,965	212,584	1,448,167	132.86%	1,238,785
Other Revenue	2,138,046	901,467	2,073,158	96.97%	1,338,382
Interest Income	50,100	3,054	38,544	76.93%	30,285
REVENUE TOTAL	118,778,832	13,374,903	113,443,199	95.51%	112,490,292
CITY COUNCIL	498,189	63,522	498,172	100.00%	433,601
CITY CLERK	275,488	22,467	251,193	91.18%	294,665
CITY MANAGER'S OFFICE	9,878,454	986,521	7,205,673	72.94%	7,471,734
LAW	854,050	698,943	783,352	91.72%	1,052,130
ADMINISTRATIVE SERVICES	9,700,879	1,221,521	9,201,875	94.86%	9,164,947
COMMUNITY DEVELOPMENT	2,804,668	377,266	2,592,984	92.45%	2,510,408
POLICE	38,223,842	3,715,236	39,156,992	102.44%	37,817,627
FIRE MGMT & SUPPORT	24,294,001	1,934,924	24,207,459	99.64%	23,235,714
HEALTH	3,582,312	339,673	3,062,221	85.48%	3,097,351
PARKS, REC. AND COMMUNITY SERV.	12,361,460	1,395,908	12,474,508	100.91%	11,997,476
PUBLIC WORKS AGENCY	16,212,848	1,874,428	13,959,679	86.10%	14,488,137
EXPENSE TOTAL	118,686,191	12,630,408	113,394,109	95.54%	111,563,790
Fund 100 - GENERAL FUND Totals					
REVENUE TOTALS	118,778,832	13,374,903	113,443,199	95.51%	112,490,292
EXPENSE TOTALS	118,686,191	12,630,408	113,394,109	95.54%	111,562,594
Fund 100 - GENERAL FUND Net Gain (Loss)	92,641	744,495	49,090		927,698

Income StatementThrough 12/31/17
Summary Listing

Classification	2017 Budget	December 2017	YTD Actual	%	2016 Actual
Fund 505 - PARKING SYSTEM FUND					
Permit	-	-	1,900	0.00%	3,350
Parking Charges for Services	6,737,875	582,721	6,242,624	92.65%	6,340,992
Parks and Recreation Charges for Services	65,000	-	61,000	93.85%	168,500
Interfund Transfers	4,120,636	-	4,120,636	100.00%	3,711,768
Intergovernmental Revenue	12,125	-	-	0.00%	-
Other Revenue	203,216	11,234	224,872	110.66%	195,895
Interest Income	35,070	12,541	54,767	156.16%	38,159
REVENUE TOTAL	11,173,922	606,496	10,705,799	95.81%	10,458,663
Employee Pay	26,000	2,538	26,304	101.17%	26,465
Benefits	1,117,119	170,830	1,134,721	101.58%	1,206,649
Pensions	104,802	15,402	105,899	101.05%	229,588
Services	3,222,411	266,984	2,909,632	90.29%	2,846,933
Supplies	278,864	69,903	234,614	84.13%	237,610
Capital Outlay	3,020,000	147,162	2,397,702	79.39%	(24,598)
Insurance and Other Chargebacks	524,102	51,516	552,831	105.48%	504,784
Depreciation Expense	-	-	-	0.00%	2,836,672
Contingencies	11,000	-	4,246	38.60%	5,910
Debt Service	4,331,771	-	4,330,993	99.98%	390,235
Miscellaneous	304,000	57,138	267,436	87.97%	255,626
Interfund Transfers	1,584,683	416,224	1,584,683	100.00%	1,303,783
EXPENSE TOTAL	14,524,752	1,197,696	13,549,060	93.28%	9,819,656
Fund 505 - PARKING SYSTEM FUND Totals					
REVENUE TOTALS	11,173,922	606,496	10,705,799	95.81%	10,458,663
EXPENSE TOTALS	14,524,752	1,197,696	13,549,060	93.28%	9,819,656
Fund 505 - PARKING SYSTEM FUND Net Gain	(3,350,830)	(591,199)	(2,843,262)		639,007

Income StatementThrough 12/31/17
Summary Listing

Classification	2017 Budget	December 2017	YTD Actual	%	2016 Actual
Fund 510 - WATER FUND					
Fee	70,000	4,935	86,063	122.95%	90,592
Water Charges for Services	17,324,000	1,652,167	17,067,949	98.52%	15,851,052
Sewer Charges for Services	36,000	4,124	49,220	136.72%	51,737
Other Charges for Services	135,000	35	139,998	103.70%	168,482
Other Revenue	6,828,400	3,858	2,996,708	43.89%	306,143
Interest Income	1,600	5,470	34,587	2161.68%	16,536
REVENUE TOTAL	24,395,000	1,670,590	20,374,525	83.52%	16,484,543
Employee Pay	183,365	35,925	188,857	102.99%	193,328
Benefits	4,037,387	530,817	4,038,217	100.02%	3,898,385
Pensions	368,658	50,383	382,358	103.72%	888,372
Services	2,250,760	560,866	2,442,214	108.51%	1,743,992
Supplies	1,360,390	146,562	909,713	66.87%	876,885
Capital Outlay	14,982,119	735,568	3,399,114	22.69%	45,243
Insurance and Other Chargebacks	1,174,064	106,805	1,158,869	98.71%	1,110,835
Depreciation Expense	-	-	-	0.00%	1,973,593
Contingencies	1,000	-	-	0.00%	1,000
Debt Service	1,438,470	-	1,738,960	120.89%	633,708
Miscellaneous	62,980	-	-	0.00%	238,468
Interfund Transfers	3,502,313	2,791,860	6,327,314	180.66%	3,502,313
EXPENSE TOTAL	29,361,507	4,958,787	20,585,616	70.11%	15,106,122
Fund 510 - WATER FUND Totals					
REVENUE TOTALS	24,395,000	1,670,590	20,374,525	83.52%	16,484,123
EXPENSE TOTALS	29,361,507	3,911,860	20,585,616	70.11%	15,053,140
Fund 510 - WATER FUND Net Gain (Loss)	(4,966,507)	(2,241,270)	(211,091)		1,430,983

Income StatementThrough 12/31/17
Summary Listing

Classification	2017 Budget	December 2017	YTD Actual	%	2016 Actual
Fund 515 - SEWER FUND					
Sewer Charges for Services	12,501,500	1,026,940	12,435,869	99.48%	13,027,160
Other Charges for Services	19,650	-	21,750	110.69%	21,600
Other Revenue	604,165	(11,989)	-	0.00%	3,087
Interest Income	1,000	3,582	16,023	1602.25%	4,450
REVENUE TOTAL	13,126,315	1,018,533	12,473,641	95.03%	13,056,297
Employee Pay	57,040	6,876	35,510	62.25%	37,763
Benefits	859,043	120,992	873,150	101.64%	862,355
Pensions	73,398	11,491	82,975	113.05%	204,330
Services	908,500	355,718	968,096	106.56%	109,493
Supplies	92,300	5,831	52,273	56.63%	48,058
Capital Outlay	2,819,700	392,666	1,216,370	43.14%	15,370
Insurance and Other Chargebacks	432,953	40,228	437,253	100.99%	414,270
Depreciation Expense	-	-	-	0.00%	3,461,103
Debt Service	8,370,946	363,136	8,128,510	97.10%	1,336,366
Miscellaneous	1,500	-	-	0.00%	5,000
Interfund Transfers	991,677	232,640	1,141,676	115.13%	773,873
EXPENSE TOTAL	14,607,057	1,529,579	12,935,812	88.56%	7,267,980
Fund 515 - SEWER FUND Totals					
REVENUE TOTALS	13,126,315	1,018,533	12,473,641	95.03%	13,056,297
EXPENSE TOTALS	14,607,057	1,529,579	12,935,812	88.56%	7,267,980
Fund 515 - SEWER FUND Net Gain (Loss)	(1,480,742)	(511,046)	(462,171)		5,788,316

Income StatementThrough 12/31/17
Summary Listing

Classification	2017 Budget	December 2017	YTD Actual	%	2016 Actual
Fund 520 - SOLID WASTE FUND					
License	275,000	43,883	171,138	62.23%	170,144
Other Charges for Services	3,632,394	313,963	3,441,767	94.75%	3,586,453
Interfund Transfers	1,055,967	87,997	755,967	71.59%	1,055,967
Other Revenue	238,000	7,972	250,687	105.33%	274,808
REVENUE TOTAL	5,201,361	455,832	4,619,559	88.81%	5,087,372
Employee Pay	45,000	6,613	36,745	81.66%	43,025
Benefits	644,768	82,237	572,195	88.74%	620,226
Pensions	60,473	7,930	54,923	90.82%	151,916
Services	3,679,126	471,011	3,433,713	93.33%	3,438,311
Supplies	53,050	7,227	47,716	89.95%	54,768
Capital Outlay	25,750	1,009	24,635	95.67%	6,034
Insurance and Other Chargebacks	149,325	12,644	116,954	78.32%	138,618
Debt Service	21,046	-	21,046	100.00%	2,251
Miscellaneous	15,000	-	3,057	20.38%	12,232
Interfund Transfers	504,807	42,067	504,807	100.00%	499,493
EXPENSE TOTAL	10,399,706	1,086,570	4,815,791	46.31%	10,054,244
Fund 520 - SOLID WASTE FUND Totals					
REVENUE TOTALS	5,201,361	453,815	4,619,559	88.81%	5,087,372
EXPENSE TOTALS	5,198,345	630,738	4,815,791	92.64%	4,966,872
Fund 520 - SOLID WASTE FUND Net Gain	3,016	(176,923)	(196,232)		120,500



Memorandum

To: Wally Bobkiewicz, City Manager

From: Ashley King, Budget and Finance Manager / Interim CFO
Andrew Villamin, Accounting Manager

Subject: 4th Quarter 2017 - Cash and Investment Report

Date: February 28, 2018

Attached please find the Cash and Investment report as of December 31, 2017.

A comparison between the 2017 and 2016 fourth quarter investment reports indicate a decrease in combined cash & investments of \$8,946,990 from \$60,403,382 to \$51,456,392. The decrease was principally due to expenditures involving various city projects which were mostly funded by the issuance of bonds. Cash and investment changes

	12/31/2017	12/31/2016	Change
Cash	20,516,836	26,985,840	(6,469,004)
Investments	30,939,556	33,417,542	(2,477,986)
TOTAL	51,456,392	60,403,382	(8,946,990)

from the previous period are summarized below:

As of December 31, 2017, ledger balances showing the highest percentage of total deposits was held by First Bank and Trust at \$20.5M or 39.9% of the total. PMA Financial is in custody of money market funds at approximately \$16.8M, or 32.6%, and Certificates of Deposits at \$6.7M or 13.0%. Illinois Funds was at \$4.5M or 8.7% and IMET was at \$1.0M or 2.0%. The allocation of Cash and Investments is in compliance with the City's investment policy to ensure no financial institution should have greater than 50% of the city's total deposits.

If you have any questions on this report or would like to discuss in greater detail, please contact me by phone at (847) 859.7884 or by e-mail at aking@cityofevanston.org.

**City of Evanston
Cash & Investments Bank
December 31, 2017**

Investment Description	Investment Type	Bank	Rate	Investment Amount	Fund #	Fund
IL Funds	MMA	US Bank	1.189	1,731,308	100	General
IL Funds	MMA	US Bank	1.189	14,955	175	General Assistance
IL Funds	MMA	US Bank	1.189	878,023	200	MFT
IL Funds	MMA	US Bank	1.189	655,571	205	E911
IL Funds	MMA	US Bank	1.189	369,294	250	Affordable Housing
IL Funds	MMA	US Bank	1.189	-	300	Washington National
IL Funds	MMA	US Bank	1.189	330,520	320	DS
IL Funds	MMA	US Bank	1.189	-	330	Howard Ridge TIF
IL Funds	MMA	US Bank	1.189	10,101	335	West Evanston TIF
IL Funds	MMA	US Bank	1.189	21,411	415	Capital Improvements
IL Funds	MMA	US Bank	1.189	221,414	420	Special Assessment
IL Funds	MMA	US Bank	1.189	64,033	505	Parking
IL Funds	MMA	US Bank	1.189	165,842	510	Water
IL Funds	MMA	US Bank	1.189	1	515	Sewer
		US BANK Total		4,462,472		
Money Market Fund	MMA	IMET		137,491	300	Washington National
Money Market Fund	MMA	IMET		25,778	320	Debt Service
Money Market Fund	MMA	IMET		3,954	330	Howard Ridge TIF
Money Market Fund	MMA	IMET		14,498	335	West Evanston TIF
Money Market Fund	MMA	IMET		389,020	415	Capital Improvements
Money Market Fund	MMA	IMET		263,969	505	Special Assessment
Money Market Fund	MMA	IMET		6,303	420	Parking
Money Market Fund	MMA	IMET		178,925	510	Water
		IMET Total		1,019,938		
Money Market Fund	MMA	PMA-SDA	1.150	1,502,618	200	MFT
Money Market Fund	MMA	PMA-SDA	1.150	3,718,080	300	Washington National
Money Market Fund	MMA	PMA-SDA	1.150	1,891,995	320	Debt Service
Money Market Fund	MMA	PMA-SDA	1.150	498,453	335	West Evanston TIF
Money Market Fund	MMA	PMA-SDA	1.150	4,251,294	415	Capital Improvements
Money Market Fund	MMA	PMA-SDA	1.150	584,330	505	Parking
Money Market Fund	MMA	PMA-SDA	1.150	3,296,942	510	Water
Money Market Fund	MMA	PMA-SDA	1.150	1,010,717	515	Sewer
		PMA-SDA Total		16,754,430		
Money Market Fund	MMA	PMA-CD	1.397-1.4	992,800	300	Washington National
Money Market Fund	MMA	PMA-CD	1.176-1.4	2,981,092	415	Capital Improvements
Money Market Fund	MMA	PMA-CD	1.2-1.501	1,985,400	505	Parking
Money Market Fund	MMA	PMA-CD	1.060-1.250	248,400	510	Water
Money Market Fund	MMA	PMA-CD	1.060-1.250	495,565	515	Sewer
		PMA-CD Total		6,703,257		
Money Market Fund	MMA	PMA US. T. BILL	1.120	1,999,458	415	Debt Service
		PMA US.T. BILL Total		1,999,458		
		Grand Total		30,939,556		

CASH						
				1st Bank		
Cash	Cash			6,310,261	100	General
Cash	Cash			675,323	175	General Assistance
Cash	Cash			143,556	176	Human Services
Cash	Cash			1,084,761	180	Good Neighbor
Cash	Cash			1,646,606	185	Library
Cash	Cash			0	186	Library Debt Service
Cash	Cash			0	187	Library Capital
Cash	Cash			98,132	195	Neighbrhd Stablztn
Cash	Cash			0	205	E911
Cash	Cash			0	210	SSD 4
Cash	Cash			460,094	215	CDBG
Cash	Cash			258,944	220	CD Loan
Cash	Cash			170,109	235	Neighbrhd Improvemt
Cash	Cash			5,346	240	Home
Cash	Cash			915,578	250	Affordable Housing
Cash	Cash			0	300	Washington National TIF
Cash	Cash			0	320	Debt
Cash	Cash			277,465	330	Howard Ridge
Cash	Cash			0	335	West Evanston
Cash	Cash			0	340	Dempster-Dodge-TIF
Cash	Cash			61,342	345	Chicago-Main TIF
Cash	Cash			80,207	350	SSA 6
Cash	Cash			3,454,916	415	Capital Improvements
Cash	Cash			1,400,000	416	Crown Construction
Cash	Cash			2,739,848	420	Special Assess
Cash	Cash			2,627,356	505	Parking
Cash	Cash			3,278,714	510	Water
Cash	Cash			959,296	515	Sewer
Cash	Cash			0	520	Solid Waste
Cash	Cash			187,728	600	Fleet
Cash	Cash			1,049,995	601	Equipment Replacemt
Cash	Cash			0	605	Insurance
				27,885,577		

		Total Cash		27,885,577		
		Interfunds & negative cash		(7,368,741)		
		Net Cash		20,516,836		
		Total Investments & Cash		51,456,392		
CASH / INVESTMENT GENERAL LEDGER	Investments		Cash		Total	
	Amount	%	Amount	%	Amount	%
1ST Bank			20,516,836	100.00%	20,516,836	39.87%
PMA-SDA	16,754,430	54.15%			16,754,430	32.56%
CD	6,703,257	21.67%			6,703,257	13.03%
US. T. BILL	1,999,458	6.46%			1,999,458	3.89%
IMET	1,019,938	3.30%			1,019,938	1.98%
IL Funds	4,462,472	14.42%			4,462,472	8.67%
Total	30,939,556	100.00%	20,516,836	100.00%	51,456,392	100.00%

City of Evanston
Cash & Investment Summary by Fund
December 31, 2017

<u>Fund #</u>	<u>Fund</u>	<u>Cash</u>	<u>Investments</u>	<u>Interfund</u>	<u>Total</u>
100	General	6,310,261	1,731,308	1,136,560	9,178,128
175	General Assistance	675,323	14,955	(45,368)	644,910
176	Health and Human Services	143,556	-	71,596	215,152
180	Good Neighbor	1,084,761	-	(82,877)	1,001,884
185	Library	1,646,606	-	(680,252)	966,354
186	Library Debt Service	-	-	(8,705) *	(8,705)
187	Library Capital Improvement FC	-	-	322,066 *	322,066
195	Neighborhood Stabilization	98,132	-	(3,163)	94,969
200	MFT	-	2,380,641	(171,499)	2,209,142
205	E911	-	655,571	(763,440) *	(107,869)
210	SSD4	-	-	(198,794) *	(198,794)
215	CDBG	460,094	-	(592,103)	(132,009)
220	CD Loan	258,944	-	24,667	283,611
235	Neighborhood Improvement	170,109	-	62	170,171
240	Home	5,346	-	2,938	8,284
250	Affordable Housing	915,578	369,294	223,473	1,508,345
300	Washington National TIF	-	4,848,371	(756,763) *	4,091,608
320	Debt Service	-	2,248,293	(2,037,040) *	211,253
330	Howard Ridge	277,465	3,954	(5,027)	276,393
335	West Evanston	-	523,052	(81,820) *	441,232
340	Dempster-Dodge-TIF	-	-	(6,009) *	(6,009)
345	Chicago Main-TIF	61,342	-	-	61,342
350	Special Service Area (SSA) #6	80,207	-	(78,000)	2,207
415	Capital Improvements	3,454,916	9,642,276	(486,315)	12,610,877
416	Crown Construction	1,400,000	-	(500,000)	900,000
420	Special Assessment	2,739,848	227,717	26,474	2,994,039
505	Parking	2,627,356	2,897,732	(702,020)	4,823,068
510	Water	3,278,714	3,890,110	(1,344,876)	5,823,948
515	Sewer	959,296	1,506,282	496,941	2,962,519
520	Solid Waste	-	-	(1,172,588) *	(1,172,588)
600	Fleet	187,728	-	132,318	320,046
601	Equipment Replacement	1,049,995	-	136,582	1,186,577
605	Insurance	-	-	(225,759) *	(225,759)
		27,885,577	30,939,556	(7,368,741)	51,456,392

* Includes negative cash balance reclassified to interfund liability.