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**REPORTS OF VILLAGE OFFICIALS – DIR. ADMINISTRATIVE SERVICES**


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**i. December 2012 Financial Report**
**REPORT PREPARED BY:** Chris Haltom

**REPORT DATE:** January 25, 2013

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Enclosed is the preliminary financial report for the year ended December 31, 2012 with comparative data for 2011 and 2010 for the General Fund. The utilities and golf course report were not completed but a report will be provided to the board at the February 11 meeting.

The **General Fund** is reporting Excess Revenues Over Expenditures of \$212,513 for 2012 (this number is subject to auditors review); another excellent year for the General Fund.

Revenue accounts in the General Fund exceeded the budget by \$120,313. Tax revenues exceeded budget by \$44,936 mainly due to \$34,800 of omitted tax collections cause by the state under-valuing a manufacturing parcel. Licenses and permits exceeded budget by \$48,361 with excess building permit revenue of \$29,980 and cable tv franchise fees of \$22,257 comprising the majority of the excess. Fines and forfeitures exceeded budget by \$24,002 due to more citations being written and collected during the year. Miscellaneous revenues exceeded budget by \$23,632 with the majority of these excess funds coming from rental income.

Here is a summary of expenditure variances from budget by department:

	(Exceeds) Under <u>Budget</u>
Legislature	\$5,481
Community development	6,573
Judicial	(19,726)
Administrator	(13,178)
Election	(19,742)
Administrative services	6,625
Assessment services	(9,875)
General building	1,779
Insurance and uncollectibles	35,596
Law enforcement	8,056
Fire protection	9,959
Rescue service	2,174
Code enforcement	14,699
Public works administration	12,453
Mechanic operations	13,150
PW building operations	12,297
Street operations	7,758
Snow removal	74,813

	(Exceeds)
	Under
	<u>Budget</u>
Street lighting	2,129
Sanitation services	19,054
Recycling services	(12,825)
Public health/animal control	3,569
Parks	39,256
Recreation services	46,063
Board of appeals	<u>62</u>
Total Amount Under Budget	<u>\$246,200</u>

As reflected in the information above, the savings realized in 2012 was accomplished by most all departments within the village. Only five departments exceeded their budget in 2012. Judicial exceeded budget due to the time spent on various lawsuits against the village in 2012 by the village attorney. Administrator exceeded budget primarily due to the \$12,000 contract approved by the village board for the certified site selection process. Elections exceeded budget due to two highly contested statewide recall elections. Assessment services exceeded budget primarily due to the contract obtained for revaluing the United Health building that was contested at the Board of Review meeting. Recycling services should be viewed as netting against sanitation services as the two contracts were adjusted by shifting funds between the two contracts; this change was not reflected in the 2012 budget.

**VILLAGE OF HOWARD**  
**Statement of Revenues and Expenditures**  
**Budget and Actual - General Fund**  
**Years Ended December 31, 2012, 2011 and 2010**  
(Unaudited - For Internal Use Only)

	2012			2011			2010		
	Actual	Budget	Actual as a Percentage of Budget	Actual	Budget	Actual as a Percentage of Budget	Actual	Budget	Actual as a Percentage of Budget
<b>Revenues</b>									
Taxes	\$ 3,867,586	\$ 3,822,650	101.18%	\$ 3,760,145	\$ 3,739,150	100.56%	\$ 3,716,790	\$ 3,699,550	100.47%
Intergovernmental	1,433,366	1,426,600	100.47%	1,691,840	1,722,200	98.24%	1,761,915	1,758,200	100.21%
Licenses and permits	452,961	404,600	111.95%	384,467	295,600	130.06%	337,860	286,400	117.97%
Fines and forfeits	207,002	183,000	113.12%	205,795	183,000	112.46%	189,839	183,000	103.74%
Charges for services	144,816	172,200	84.10%	169,900	180,300	94.23%	424,445	420,300	100.99%
Miscellaneous	471,932	448,300	105.27%	480,732	391,200	122.89%	457,133	434,100	105.31%
<b>Total revenues</b>	<b>6,577,663</b>	<b>6,457,350</b>	<b>101.86%</b>	<b>6,692,879</b>	<b>6,511,450</b>	<b>102.79%</b>	<b>6,887,982</b>	<b>6,781,550</b>	<b>101.57%</b>
<b>Expenditures</b>									
General government	931,359	921,950	101.02%	858,782	907,150	94.67%	935,315	1,032,750	90.57%
Public safety	2,574,211	2,594,400	99.22%	2,495,408	2,552,400	97.77%	2,442,779	2,493,800	97.95%
Public works	2,498,715	2,666,800	93.70%	2,563,561	2,638,700	97.15%	2,825,023	2,875,500	98.24%
Community Development	360,865	428,200	84.27%	488,745	513,200	95.23%	462,896	495,800	93.36%
<b>Total expenditures</b>	<b>6,365,150</b>	<b>6,611,350</b>	<b>96.28%</b>	<b>6,406,496</b>	<b>6,611,450</b>	<b>96.90%</b>	<b>6,666,013</b>	<b>6,897,850</b>	<b>96.64%</b>
Excess revenues over expenditures	212,513	(154,000)		286,383	(100,000)		221,969	(116,300)	
Other Financing Sources (Uses)									
Operating Transfers Out	-	-		-	-		(140,000)	(43,700)	
<b>Excess of Revenues &amp; Other Sources Over (Under) Expenditures &amp; Other Uses</b>	<b>\$ 212,513</b>	<b>\$ (154,000)</b>		<b>\$ 286,383</b>	<b>\$ (100,000)</b>		<b>\$ 81,969</b>	<b>\$ (160,000)</b>	