



**CITY OF URBANA, ILLINOIS  
FINANCE DEPARTMENT**

**MEMORANDUM**

**TO:** Mayor Diane Wolfe Marlin and City Council Members  
**FROM:** Elizabeth Hannan, Finance Director  
**DATE:** February 22, 2017  
**SUBJECT:** **FY2018 Budget Amendment #6 – Omnibus**

**Introduction:** Attached is an Ordinance revising the FY2018 annual budget to provide for items described below. This budget amendment requires six affirmative votes.

**Discussion:**

Public Arts Grants: The budget would be revised to recognize grant funds for Public Arts. These funds pay for expenditures that are already included in the budget. This adds a total of \$11,400 in revenue from two grants. This reflects both FY17 and FY18 IACA (Illinois Arts Council Agency) grants. The FY17 grant was not received until after the start of the current fiscal year.

Urbana Rotary Donation for Tree Planting: Revenues and related expenditures from a donation from the Urbana Rotary would be included in the budget. This donation of \$10,200 will support 85 tree plantings in the City of Urbana.

Rebudget Funds for Marketing the Think Urbana Program: \$3,542 in funds for marketing the Think Urbana program were unspent in FY2017 and would be rebudgeted to continue promotional efforts for this program, which incentivizes new residential construction.

Reallocate Funds for Temporary Employee in City Clerk's Office: \$1,200 would be shifted from a contractual services line to salaries for temporary employees. This will allow the City Clerk to provide office coverage at times when the office is short-staffed and make progress on disposing of a backlog of records that have been approved for disposal.

Correct Budget for City Facility Planning: Due to an oversight, \$75,000 for facility planning was included in the Capital Improvement Plan (CIP), but was not added to the budget when the CIP was reconciled to the budget. This budget amendment will correct that error.

Rebudget Expenditure of Grant Funds for Farmers' Market: \$802 in remaining grant funds from FY2018 will be rebudgeted for the Farmers' Market. This affects both revenue and expenditures.

**Fiscal Impact:** None of these changes has significant impact on fund balances. The Capital Improvement Fund shows a projected deficit of more than \$1M. This is due to the timing of payments due from the State of Illinois. As part of the budget process, the revenue budget will be adjusted to reflect changes in timing of receipt of revenues, which should eliminate the deficit balance.

**Recommendation:** Approve the budget amendment authorizing these adjustments to the FY2018 budget.

**ORDINANCE NO. 2018-02-016**

**AN ORDINANCE REVISING THE  
ANNUAL BUDGET ORDINANCE FOR FY2017/18  
(Budget Amendment #6 – Omnibus)**

WHEREAS, the Annual Budget Ordinance of and for the City of Urbana, Champaign County, Illinois, for the fiscal year beginning July 1, 2017, and ending June 30, 2018, (the “Annual Budget Ordinance”) has been duly adopted according to Sections 8-2-9.1 et seq. of the Illinois Municipal Code (the “Municipal Code”) and Division 2, entitled “Budget”, of Article VI, entitled “Finances and Purchases”, of Chapter 2, entitled “Administration”, of the Code of Ordinances, City of Urbana, Illinois (the “City Code”); and

WHEREAS, the City Council of the said City of Urbana finds it necessary to revise said Annual Budget Ordinance by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves; and

WHEREAS, funds are available to effectuate the purpose of such revision; and

WHEREAS, such revision is not one that may be made by the Budget Director under the authority so delegated to the Budget Director pursuant to section 8-2-9.6 of the Municipal Code and section 2-133 of the City Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the Annual Budget for FY2017/18, as revised, is hereby revised to provide as outlined in the attached Exhibit A.

Section 2. This Ordinance shall be in full force and effect from and after its passage and publication in accordance with Section 1-2-4 of the Illinois Municipal Code.

This Ordinance is hereby passed by the affirmative vote, the “ayes” and “nays” being called, of two-thirds of the corporate authorities then holding office (6 of 8 votes) of the City of Urbana, Illinois, at a meeting of the corporate authorities.

**PASSED BY THE CITY COUNCIL** this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

AYES:

NAYS:

ABSTAINED:

\_\_\_\_\_  
**Charles A. Smyth, City Clerk**

**APPROVED BY THE MAYOR** this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
**Diane Wolfe Marlin, Mayor**

**Budget Amendment 2017/18 - 06 - Exhibit A**

		<u>Current Budget</u>	<u>Revised Budget</u>	<u>Difference</u>	<u>Reason</u>
<b><u>General Operating Fund (100)</u></b>					
<b><u>Revenues</u></b>					
100-41150	State Grants - Culture & Rec	-	11,400	11,400	recognize grant funds for public arts
100-46300	Donations / Contributions / Gifts	67,850	78,050	10,200	budget Urbana Rotary donation
<b><u>Total Revenues</u></b>		<b><u>33,550,197</u></b>	<b><u>33,571,797</u></b>	<b><u>21,600</u></b>	
<b><u>Expenditures</u></b>					
10005140-50120	City Clerk - Salary - Temp Employees	200	1,400	1,200	reallocate \$ for temp employee
10005140-52999	City Clerk - Other Contract Services	1,508	308	(1,200)	reallocate \$ for temp employee
10050501-52909	Econ Dev - Adv / Mktg / Pub Educ	6,363	9,905	3,542	rebudget unspent \$ for Think Urbana
10040401-51900	Forestry - Other Supplies	11,388	21,588	10,200	budget expense - Urbana Rotary donation
<b><u>Total Expenditures</u></b>		<b><u>33,479,096</u></b>	<b><u>33,492,838</u></b>	<b><u>13,742</u></b>	
<b><u>Ending Fund Balance (estimated)</u></b>		<b><u>4,723,820</u></b>	<b><u>4,659,792</u></b>	<b><u>7,858</u></b>	
Assigned - Computer Equipment		<u>176,680</u>	<u>176,680</u>	<u>-</u>	
Unassigned Fund Balance		<u>4,547,140</u>	<u>4,483,112</u>	<u>(64,028)</u>	
<b><u>Capital Replacement &amp; Improvement Fund (200)</u></b>					
<b><u>Expenditures</u></b>					
20040470-52105-40801	City Facility Planning - Planning Svcs (Project Ledger Expense String 40801-PLANNING)	-	75,000	75,000	City facility planning - correction
<b><u>Total Expenditures</u></b>		<b><u>5,176,878</u></b>	<b><u>5,251,878</u></b>	<b><u>75,000</u></b>	
<b><u>Ending Fund Balance (estimated)</u></b>		<b><u>125,741</u></b>	<b><u>50,741</u></b>	<b><u>(75,000)</u></b>	
<b><u>Farmers' Market Fund (332)</u></b>					
<b><u>Revenues</u></b>					
332-46350	Local Grants	500	1,302	802	rebudget grant funds - revenue
<b><u>Total Revenues</u></b>		<b><u>99,400</u></b>	<b><u>100,202</u></b>	<b><u>802</u></b>	
<b><u>Expenditures</u></b>					
33250503-52800	Farmers' Market - Grant Misc. Contractual Services	11,000	11,802	802	rebudget grant funds - expenditure
<b><u>Total Expenditures</u></b>		<b><u>133,578</u></b>	<b><u>134,380</u></b>	<b><u>802</u></b>	
<b><u>Ending Fund Balance (estimated)</u></b>		<b><u>48,443</u></b>	<b><u>47,641</u></b>	<b><u>(802)</u></b>	