

**Business Office Update  
Board Meeting  
June 22, 2020**

**NRG Curtailment –Summer 2019 Energy Reduction (1 hour test)**

- The district participates each year in an energy reduction test. For our participation in this program, we are asked to reduce our energy consumption each summer for 1 hour. The amount of our payment is dependent upon how much we are able to reduce our energy usage during this one-hour period.
- We recently received the 2<sup>nd</sup> payment from NRG Curtailment in the amount of \$3718.70 on June 8, 2020. This brings the total received for the 1 hour summer 2019 reduction to \$7437.40

**FY2020 Budget Amendment**

- The FY2020 Amended Budget as recommended is attached to the Board Agenda. A comparison between the original adopted budget, the public display budget and the recommended budget is at the end of this report.

**FY 2020 AMENDED BUDGET SCHEDULE**

6/22/2020	Public Budget Hearing and Budget Adoption. Last day to adopt the amended annual budget is June 30, 105 ILCS 5/17-1
June/July, 2020	Within 30 days of the budget adoption, the annual budget must be: <ul style="list-style-type: none"><li>• Filed with the County Clerk</li><li>• Transmitted electronically with a deficit reduction plan (if necessary) to ISBE</li><li>• Posted on the District Website</li><li>• Parents and guardians notified of budget's availability (105 ILCS 5/17-1, 105 ILCS 5/17-1.2, 35 ILCS 200/18-50)</li></ul>

**Summer 2020 Change Orders**

1. Fix falling retaining wall - \$13,200 – Before and after photos were included in the 6/8/2020 report
2. Wayfinding Signage - \$4,204 – The additional signage is to make both school campuses more user friendly to parents and visitors. In addition to additional wayfinding signage, this also replaces some of the wooden signs that are about 20 years old that are nearing the end of their life.
3. Additional striping, crack filling, & seal coating - \$13,975 – The west playground area and the Millburn Middle School playground, receiving area and the west side of the school was inadvertently left off the plans and specifications. Based on the square footage of these areas, the civil engineer is comfortable that this is a fair price for the additional work.
4. Required undercut of subgrade and installation of CA1 and Geogrid in the bus area to eliminate groundwater - \$8514.85. A photo of this area was included in the 6/8/2020 report.

### **Elementary and Secondary School Emergency Relief Grant (ESSERS)**

- The district has been awarded \$21,962 from the Federal CARES Act.
  - This grant will be used to purchase
    - Protective barriers for the main office and the nurse's office at each building
    - Personal protective equipment
    - Disinfectant cleaner and other items that will be used to keep students and staff safe as we plan for in-person education.

### **Appoint Treasurer & Approve Treasurer's Bond**

- It is recommended that the Board appoint Gary White as the Treasurer for Millburn Community Consolidated School District 24.
- It is also recommended that the Board approve the Treasurer's Bond in the amount of \$5 million.
- This appointment of the Treasurer and the approval of the bond must be filed with the Regional Office of Education by June 30 each year. The cost of the bond is \$5000.

### **Approval of Resolution to Transfer Interest**

- Dr. Lind and I are recommending that the Board approve the resolution to transfer interest from the Debt Service Fund and the Transportation Fund to the Education Fund.

### **Approval of Resolution to Transfer \$250,000 to the Debt Service Fund**

- This resolution is needed for compliance with the ordinance adopted by the Board on December 17, 2018 to reduce the 2019 Debt Service Levy by \$250,000. The reduction was to be made up by transferring \$250,000 from the Education Fund into the Debt Service Fund.

### **Property Tax Collection**

- With the county giving the option of paying property tax bills in four payments instead of two payments, I indicated that I would track and compare last year's property tax revenue to this year's property tax revenue.
- As of June 19, 2020, the district has received 3.82% less than was received at this time in 2019. This would equate to a delay in revenue thus far of \$594,164.39.

	<b>2019pay2020</b>	<b>% of levy</b>
Levy	\$ 15,554,041.60	
<b>Date</b>	<b>Amt Rec'd</b>	<b>% of Levy</b>
5/21/2020	\$ 1,079,172.82	6.94%
6/4/2020	\$ 3,598,179.56	23.13%
Rec'd to Date	\$ 4,677,352.38	30.07%

	<b>2018pay2019</b>	<b>% of levy</b>
Levy	\$ 14,772,349.73	
<b>Date</b>	<b>Amt Rec'd</b>	<b>% of Levy</b>
6/6/2019	\$ 1,614,366.61	10.93%
6/14/2019	\$ 3,391,628.01	22.96%
	\$ 5,005,994.62	33.89%

CHANGES BETWEEN FY2020 AMENDED DRAFT BUDGET AND ADOPTED BUDGET										
6/22/2020										
Education Fund 10										
Revenue	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20	Expenditure	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20	
1000 Local Revenue	\$ 9,901,207.00	\$ (236,730.00)	\$ 9,610,246.00	\$ (290,961.00)	100 Salaries	\$ 9,412,479.00	\$ 90,748.00	\$ 9,517,004.00	\$ 104,525.00	
2000 Flow-Through Revenue	\$ -	\$ -	\$ 2,500.00	\$ 2,500.00	200 Fringe Benefits	\$ 1,982,804.00	\$ (8,633.00)	\$ 1,977,809.00	\$ (4,995.00)	
3000 State Revenue	\$ 3,930,102.00	\$ 108,332.00	\$ 4,038,434.00	\$ 108,332.00	300 Purchased Services	\$ 913,215.00	\$ 10,804.00	\$ 863,450.00	\$ (49,765.00)	
4000 Federal Revenue	\$ 280,256.00	\$ 16,566.00	\$ 296,822.00	\$ 16,566.00	400 Supplies	\$ 567,232.00	\$ (26,689.00)	\$ 509,071.00	\$ (58,161.00)	
					500 Capital Equipment	\$ 11,000.00	\$ 36,859.00	\$ 51,600.00	\$ 40,600.00	
Tfr of Working Cash										
7120 Interest	\$ 10,000.00	\$ (1,312.00)	\$ -	\$ (10,000.00)	600 Tuition/Dues/Fees	\$ 843,320.00	\$ (98,667.00)	\$ 774,800.00	\$ (68,520.00)	
7130 Transfer Among Funds	\$ 5,000.00	\$ (5,000.00)	\$ -	\$ (5,000.00)	700 Non-Capital Eqpt	\$ 70,250.00	\$ 30,496.00	\$ 64,250.00	\$ (6,000.00)	
7140 Transfer of Interest	\$ 60,500.00	\$ (60,500.00)	\$ 38,900.00	\$ (21,600.00)	800 Post Retirement Benefits	\$ 16,100.00	\$ 14,230.00	\$ 30,330.00	\$ 14,230.00	
					8430 Other Rev for Interest on Capital Leases	\$ 116,840.00	\$ -	\$ 116,840.00	\$ -	
					8540 Tfrs Pledged to pay Int on Capital Leases	\$ 250,000.00	\$ -	\$ 250,000.00	\$ -	
TOTAL	\$14,187,065.00	\$ (178,644.00)	\$13,986,902.00	\$ (200,163.00)	TOTAL	\$14,183,240.00	\$ 49,148.00	\$14,155,154.00	\$ (28,086.00)	
Operations & Maint Fund 20										
Revenue	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20	Expenditure	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20	
1000 Local Revenue	\$ 1,468,482.00	\$ (32,455.00)	\$ 1,435,577.00	\$ (32,905.00)	100 Salaries	\$ 526,924.00	\$ 30,671.00	\$ 557,995.00	\$ 31,071.00	
					200 Fringe Benefits	\$ 135,269.00	\$ (4,131.00)	\$ 131,138.00	\$ (4,131.00)	
7130 Transfer Among Funds	\$ -	\$ 65,000.00	\$ -	\$ -	300 Purchased Services	\$ 316,388.00	\$ 40,060.00	\$ 355,000.00	\$ 38,612.00	
					400 Supplies	\$ 344,475.00	\$ 37,693.00	\$ 382,168.00	\$ 37,693.00	
					500 Capital Equipment	\$ 39,000.00	\$ (9,455.00)	\$ 37,250.00	\$ (1,750.00)	
					600 Dues/Fees	\$ 33,458.00	\$ -	\$ 33,658.00	\$ 200.00	
					700 Non-Capital Eqpt	\$ 21,050.00	\$ 26,463.00	\$ 42,500.00	\$ 21,450.00	
					8130 Tfr Among Funds	\$ 5,000.00	\$ (5,000.00)	\$ -	\$ (5,000.00)	
					8140 Tfr of Interest	\$ 10,000.00	\$ (10,000.00)	\$ -	\$ (10,000.00)	
TOTAL	\$ 1,468,482.00	\$ 32,545.00	\$ 1,435,577.00	\$ (32,905.00)	TOTAL	\$ 1,431,564.00	\$ 106,301.00	\$ 1,539,709.00	\$ 108,145.00	
Debt Service Fund 30										
Revenue	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20	Expenditure	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20	
1000 Local Revenue	\$ 3,595,454.00	\$ (7,500.00)	\$ 3,589,454.00	\$ (6,000.00)	600 Dues/Fees	\$ 4,008,039.00	\$ -	\$ 4,008,039.00	\$ -	
Transfer - Principal Capital Lease	\$ 116,840.00	\$ -	\$ 116,840.00	\$ -	8140 Tfr of Interest	\$ 35,000.00	\$ (7,500.00)	\$ 29,000.00	\$ (6,000.00)	
Transfer - Interest on Capital Leases	\$ 250,000.00	\$ -	\$ 250,000.00	\$ -						
TOTAL	\$ 3,962,294.00	\$ (7,500.00)		\$ (6,000.00)	TOTAL	\$ 4,043,039.00	\$ (7,500.00)	\$ 4,037,039.00	\$ (6,000.00)	

TRANSPORTATION FUND 40											
Revenue	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20		Expenditure	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20	
1000 Local Revenue	\$ 670,027.00	\$ (14,473.00)	\$ 654,924.00	\$ (15,103.00)		100 Salaries	\$ 606,678.00	\$ (23,319.00)	\$ 584,500.00	\$ (22,178.00)	
2000 Flow-Through Revenue		\$ -				200 Fringe Benefits	\$ 107,935.00	\$ (3,086.00)	\$ 104,849.00	\$ (3,086.00)	
3000 State Revenue	\$ 525,000.00	\$ 72,121.00	\$ 597,121.00	\$ 72,121.00		300 Purchased Services	\$ 113,653.00	\$ 633.00	\$ 93,000.00	\$ (20,653.00)	
						400 Supplies	\$ 82,600.00	\$ (17,721.00)	\$ 64,879.00	\$ (17,721.00)	
						500 Capital Equipment	\$ -	\$ -	\$ 72,200.00	\$ 72,200.00	
						600 Tuition/Dues/Fees	\$ 270,530.00	\$ 90.00	\$ 270,000.00	\$ (530.00)	
						700 Non-Capital Eqpt	\$ 1,000.00	\$ 35,104.00	\$ 36,104.00	\$ 35,104.00	
						8130 Tfr Among Funds	\$ -	\$ 65,000.00	\$ -	\$ -	
						8140 Tfr of Interest	\$ 12,000.00	\$ (1,370.00)	\$ 9,900.00	\$ (2,100.00)	
<b>TOTAL</b>	<b>\$ 1,195,027.00</b>	<b>\$ 57,648.00</b>	<b>\$ 1,252,045.00</b>	<b>\$ 57,018.00</b>		<b>TOTAL</b>	<b>\$ 1,194,396.00</b>	<b>\$ 55,331.00</b>	<b>\$ 1,235,432.00</b>	<b>\$ 41,036.00</b>	
IMRF-Social Security Fund 50											
Revenue	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20		Expenditure	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20	
1000 Local Revenue	\$ 625,180.00	\$ 2,484.00	\$ 627,468.00	\$ 2,288.00		200 Fringe Benefits	\$ 621,619.00	\$ (34,386.00)	\$ 587,233.00	\$ (34,386.00)	
<b>TOTAL</b>	<b>\$ 625,180.00</b>	<b>\$ 2,484.00</b>	<b>\$ 627,468.00</b>	<b>\$ 2,288.00</b>		<b>TOTAL</b>	<b>\$ 621,619.00</b>	<b>\$ (34,386.00)</b>	<b>\$ -</b>	<b>\$ (34,386.00)</b>	
Capital Projects Fund 60											
Revenue	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20		Expenditure	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20	
1000 Local Revenue	\$ 99,500.00	\$ (21,221.00)	\$ 77,750.00	\$ (21,750.00)		300 Purchased Services	\$ 140,000.00	\$ -	\$ 16,000.00	\$ (124,000.00)	
						400 Supplies	\$ 200.00	\$ -	\$ 200.00	\$ -	
						500 Capital Equipment	\$ 1,450,000.00	\$ -	\$ 1,400,000.00	\$ (50,000.00)	
						700 Non-Capital Eqpt	\$ 10,000.00	\$ -	\$ 191,500.00	\$ 181,500.00	
<b>TOTAL</b>	<b>\$ 99,500.00</b>	<b>\$ (21,221.00)</b>	<b>\$ 77,750.00</b>	<b>\$ (21,750.00)</b>		<b>TOTAL</b>	<b>\$ 1,600,200.00</b>	<b>\$ -</b>	<b>\$ 1,607,700.00</b>	<b>\$ 7,500.00</b>	
Working Cash Fund 70											
Revenue	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20		Expenditure	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20	
1000 Local Revenue	\$ 58,943.00	\$ (21,221.00)	\$ 57,001.00	\$ (1,942.00)							
						8120 Tfr of Working Cash Interest	\$ 10,000.00	\$ (1,312.00)	\$ -	\$ (10,000.00)	
<b>TOTAL</b>	<b>\$ 58,943.00</b>	<b>\$ (21,221.00)</b>	<b>\$ 57,001.00</b>	<b>\$ (1,942.00)</b>		<b>TOTAL</b>	<b>\$ 10,000.00</b>	<b>\$ (1,312.00)</b>	<b>\$ -</b>	<b>\$ (10,000.00)</b>	
Tort Fund 80											
Revenue	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20		Expenditure	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20	
1000 Local Revenue	\$ 150,325.00	\$ (750.00)	\$ 149,404.00	\$ (921.00)		300 Purchased Services	\$ 141,850.00	\$ -	\$ 117,500.00	\$ (24,350.00)	
						8140 Transfer of Interest	\$ 3,500.00	\$ -	\$ -	\$ (3,500.00)	
<b>TOTAL</b>	<b>\$ 150,325.00</b>	<b>\$ (750.00)</b>	<b>\$ 149,404.00</b>	<b>\$ (921.00)</b>		<b>TOTAL</b>	<b>\$ 145,350.00</b>	<b>\$ -</b>	<b>\$ 117,500.00</b>	<b>\$ (27,850.00)</b>	

Fire Prevention & Safety Fund 90											
	Revenue	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20		Expenditure	Adopted 2020 Budget	Change 5/11/20	Rec 2020 Amend Budget	Change 6/22/20
1000	Local Revenue	\$ 117,566.00	\$ (2,848.00)	\$ 114,661.00	\$ (2,905.00)	300	Purchased Services	\$ 10,000.00	\$ -	\$ 1,500.00	\$ (8,500.00)
						400	Supplies	\$ 100.00	\$ -	\$ 100.00	\$ -
						500	Capital Equipment	\$ 370,000.00	\$ -	\$ 370,000.00	\$ -
	<b>TOTAL</b>	<b>\$ 117,566.00</b>	<b>\$ (2,848.00)</b>	<b>\$ 114,661.00</b>	<b>\$ (2,905.00)</b>		<b>TOTAL</b>	<b>\$ 380,100.00</b>	<b>\$ -</b>	<b>\$ 371,600.00</b>	<b>\$ (8,500.00)</b>