

# **VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS**

## **OPERATING BUDGET 2022**

Beginning January 1, 2022

# **ADOPTED**



**VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS  
33 S. Arlington Heights Road  
Arlington Heights, Illinois 60005-1499**

# **VILLAGE OF ARLINGTON HEIGHTS**

## **OPERATING BUDGET 2022**

Beginning January 1, 2022

# **ADOPTED**

### **VILLAGE BOARD**

Thomas W. Hayes, Village President

Richard Baldino, Trustee  
James J. Bertucci, Trustee  
Mary Beth Canty, Trustee  
Nicole Grasse, Trustee

Robin La Bedz, Trustee  
John Scaletta, Trustee  
Thomas F. Schwingbeck Jr., Trustee  
Jim Tinaglia, Trustee

### **VILLAGE MANAGER**

Randall R. Recklaus

### **FINANCE DIRECTOR/TREASURER**

Thomas F. Kuehne

# TABLE OF CONTENTS

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## INTRODUCTION

Village Administration.....	i
Organizational Chart .....	ii
2022-2023 Strategic Priorities .....	iii
Transmittal Letter from the Village Manager .....	iv
Budget & Financial Plan Calendar .....	xx
Community Revenue Survey .....	xxi
GFOA Distinguished Budget Presentation Award.....	xxii
Financial Performance Goals.....	xxiii
Budget Document Purpose & Content .....	xxvii
Department/Fund Relationship .....	xxx

## FINANCIAL SUMMARIES

All Funds Summary.....	1
Fund Balance Summary.....	2
All Funds Revenues and Expenditures .....	4
All Funds Graph – Where the Money Comes From.....	5
All Funds Graph – Where the Money Goes .....	6
Property Tax Bill .....	7
General Fund Graph – Where the Money Comes From .....	8
General Fund Graph – Where the Money Goes .....	9
Water & Sewer Fund Graph – Where the Money Comes From.....	10
Water & Sewer Fund Graph – Where the Money Goes.....	11
Employee Census .....	12
Expenditures & Staffing Summary by Operation.....	13
Interfund Transfers Detail.....	14

## CIP / DEBT SERVICE

Capital Improvement Program Summary.....	15
CIP Five Year Spending and Funding Summary .....	16
CIP Impact on Operating Budget .....	19
Debt Summary .....	20
Summary of Outstanding Bond Issues / Annual Debt Service Requirements .....	23

# TABLE OF CONTENTS

(Continued)

<b>GENERAL FUND</b>	25
Fund at a Glance.....	25
General Fund Expenditure Summary & Graph .....	27
General Fund Revenues .....	28
General Fund Revenue - Notes .....	31
<b>Board of Trustees</b>	41
Narrative, Goals & Objectives and Performance Measures .....	42
Operation Summary .....	43
Expenditures.....	44
Expenditure Detail .....	45
<b>Integrated Services</b>	47
Narrative, Goals & Objectives and Performance Measures .....	48
Operation Summary .....	53
Personnel Summary .....	54
Expenditures.....	55
Expenditure Detail .....	56
<b>Human Resources Department</b>	59
Narrative, Goals & Objectives and Performance Measures .....	60
Operation Summary .....	64
Personnel Summary .....	65
Expenditures.....	66
Expenditure Detail .....	67
<b>Legal Department</b>	69
Narrative, Goals & Objectives and Performance Measures .....	70
Operation Summary .....	72
Personnel Summary .....	73
Expenditures.....	74
Expenditure Detail .....	75
<b>Finance Department</b>	77
Narrative, Goals & Objectives and Performance Measures .....	78
Operation Summary .....	83
Personnel Summary .....	84
Expenditures.....	85
Expenditure Detail .....	86
<b>Boards &amp; Commissions</b>	89
Narrative .....	90
Operation Summary .....	91
Expenditures.....	92
Expenditure Detail	
Administration.....	100
Zoning Board of Appeals .....	100
Board of Fire and Police Commissioners .....	101
Plan Commission .....	101
Environmental Commission.....	102
Housing Commission .....	102
Senior Citizens Commission .....	103
Youth Commission .....	103
Design Commission .....	104
Commission for Citizens with Disabilities .....	104
Special Events Commission .....	105

# TABLE OF CONTENTS

(Continued)

Bicycle & Pedestrian Advisory Commission .....	105
The Arlington Economic Alliance.....	106
Arts Commission .....	106
<b>Police Department</b> .....	107
Narrative, Goals & Objectives and Performance Measures .....	108
Operation Summary .....	114
Personnel Summary – Police .....	115
Personnel Summary – Police Grant .....	116
Expenditures – Police.....	117
Expenditures – Police Grant.....	118
Expenditure Detail – Police .....	119
Expenditure Detail – Police Grant .....	124
<b>Fire Department</b> .....	125
Narrative, Goals & Objectives and Performance Measures .....	126
Operation Summary .....	130
Personnel Summary .....	131
Expenditures.....	132
Expenditure Detail .....	133
<b>Planning &amp; Community Development Department</b> .....	137
Narrative, Goals & Objectives and Performance Measures .....	138
Operation Summary .....	143
Personnel Summary .....	144
Expenditures.....	145
Expenditure Detail .....	146
<b>Building Services</b> .....	149
Narrative, Goals & Objectives and Performance Measures .....	150
Operation Summary .....	156
Personnel Summary .....	157
Expenditures.....	158
Expenditure Detail .....	159
<b>Health &amp; Human Services Department</b>	
<b>Health Services</b> .....	161
Health & Senior Services Department Operation Summary.....	162
Narrative, Goals & Objectives and Performance Measures .....	163
Operation Summary .....	169
Personnel Summary .....	170
Expenditures.....	171
Expenditure Detail .....	172
<b>Senior Services</b> .....	175
Narrative, Goals & Objectives and Performance Measures .....	176
Operation Summary .....	178
Personnel Summary .....	179
Expenditures.....	180
Expenditure Detail .....	181
<b>Public Works Department</b> .....	183
Narrative, Goals & Objectives and Performance Measures .....	184
Operation Summary .....	193
Personnel Summary .....	194
Expenditures.....	195
Expenditure Detail .....	196

# TABLE OF CONTENTS

(Continued)

<b>Non-Operating</b> .....	201
Expenditures.....	202
Expenditure Detail .....	203
 <b>MOTOR FUEL TAX FUND</b> .....	205
Fund at a Glance.....	206
Five Year Capital Improvement Program.....	207
Revenues .....	208
Expenditures .....	208
Expenditure Detail .....	
Public Works .....	209
 <b>COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUND</b> .....	211
Fund at a Glance.....	212
Personnel Summary.....	213
Revenues .....	214
Expenditures .....	215
Expenditure Detail .....	
Planning & Community Development .....	216
CDBG Program .....	216
 <b>MUNICIPAL PARKING FUND</b> .....	219
Fund at a Glance.....	220
Five Year Capital Improvement Program.....	222
Revenues .....	223
Personnel Summary – Police.....	224
Expenditures .....	225
Expenditure Detail .....	
Police .....	228
Planning .....	229
Public Works .....	229
Municipal Parking Operations .....	230
Vail Avenue Garage .....	231
North Garage .....	232
Evergreen Street Garage .....	233
 <b>TIF DISTRICT FUNDS</b> .....	235
<b>TIF IV Fund</b> .....	
Fund at a Glance .....	236
Five Year Capital Improvement Program .....	237
Revenues .....	238
Expenditures.....	238
Expenditure Detail .....	
Planning & Community Development.....	239
<b>TIF V Fund</b> .....	
Fund at a Glance .....	240
Five Year Capital Improvement Program .....	241
Revenues .....	242
Expenditures.....	242
Expenditure Detail .....	
Planning & Community Development.....	243

# TABLE OF CONTENTS

(Continued)

<b>HICKORY/KENSINGTON TIF Fund</b>	
Fund at a Glance .....	244
Five Year Capital Improvement Program .....	245
Revenues .....	246
Expenditures.....	246
Expenditure Detail	
Planning & Community Development.....	247
<b>S ARLINGTON HEIGHTS RD TIF Fund</b>	
Fund at a Glance .....	248
Five Year Capital Improvement Program .....	249
Revenues .....	250
Expenditures.....	250
Expenditure Detail	
Planning & Community Development.....	251
<b>DEBT SERVICE FUND</b> .....	253
Fund at a Glance.....	254
Revenues .....	256
Expenditures .....	257
Debt Service Schedule	
Summary of Debt Service.....	260
Self-Supported General Obligation Debt .....	261
Tax-Supported General Obligation Debt .....	262
<b>CAPITAL PROJECT FUNDS</b> .....	265
<b>Capital Projects Fund</b>	
Fund at a Glance .....	266
Five Year Capital Improvement Program .....	267
Revenues .....	269
Expenditures.....	270
Expenditure Detail	
Finance.....	274
IT .....	274
Police.....	274
Fire .....	275
Planning & Community Development.....	275
Senior Services .....	276
Public Works .....	276
Municipal Fleet Services .....	278
Non-Operating.....	278
<b>Storm Water Control Fund</b>	
Fund at a Glance .....	279
Five Year Capital Improvement Plan .....	281
Revenues .....	282
Expenditures.....	282
Expenditure Detail	
Public Works .....	283
Non-Operating.....	283
<b>WATER &amp; SEWER FUND</b> .....	285
Fund at a Glance.....	286
Five Year Capital Improvement Plan .....	289

# TABLE OF CONTENTS

(Continued)

Revenues .....	290
Water & Sewer Revenue Notes .....	291
Personnel Summary – Finance .....	294
Personnel Summary – Water Utility Operations .....	295
Expenditures .....	296
Expenditure Detail	
Finance .....	299
Water Utility Operations .....	300
Capital Projects .....	304
Non-Operating .....	305
 <b>ARTS, ENTERTAINMENT &amp; EVENTS FUND .....</b>	<b>307</b>
Fund at a Glance .....	308
Five Year Financial Plan .....	309
Revenues .....	311
Special Events Operations with Dedicated Revenues .....	311
Expenditures .....	312
Expenditure Detail	
Board of Trustees .....	315
Integrated Services .....	315
Special Events Commission .....	315
Arts Commission .....	316
Metropolis Theater .....	316
Police .....	317
Fire .....	317
Planning .....	318
Public Works .....	318
Non-Operating .....	319
Special Events	
Cost by Event .....	320
Cost by Department .....	322
 <b>SELF-INSURANCE FUNDS .....</b>	<b>323</b>
Charges to Operations Table .....	324
<b>Health Insurance Fund</b>	
Fund at a Glance .....	325
Revenues .....	326
Personnel Summary .....	327
Expenditures .....	328
Expenditure Detail	
Human Resources .....	329
<b>General Liability Fund</b>	
Fund at a Glance .....	331
Revenues .....	334
Expenditures .....	334
Expenditure Detail	
Finance .....	335



# TABLE OF CONTENTS

(Continued)

<b>Workers' Compensation Fund</b>	
Fund at a Glance .....	336
Revenues .....	338
Personnel Summary .....	339
Expenditures .....	340
Expenditure Detail	
Human Resources .....	341
<b>FLEET OPERATIONS FUND</b> .....	343
Fund at a Glance .....	344
Five Year Capital Improvement Plan .....	346
Revenues .....	347
Charges to Operations Summary .....	348
Personnel Summary .....	349
Expenditures .....	350
Expenditure Detail	
Municipal Fleet Services .....	352
Equipment .....	354
<b>TECHNOLOGY FUND</b> .....	357
Fund at a Glance .....	358
Five Year Capital Improvement Plan .....	362
Revenues .....	363
Charges to Operations Summary .....	364
Personnel Summary .....	365
Expenditures .....	366
Expenditure Detail .....	367
<b>PENSION FUNDS</b> .....	369
<b>Police Pension Fund</b>	
Fund at a Glance .....	370
Revenues .....	372
Expenditures .....	373
Expenditure Detail .....	374
<b>Fire Pension Fund</b>	
Fund at a Glance .....	375
Revenues .....	377
Expenditures .....	378
Expenditure Detail .....	379
<b>OTHER FUNDS</b>	
<b>Affordable Housing Fund</b> .....	381
Fund at a Glance .....	382
Revenues .....	383
Expenditures .....	383
Expenditure Detail .....	384
<b>Zero Interest Loan Fund</b> .....	385
Fund at a Glance .....	386
Revenues .....	387
Expenditures .....	387
Expenditure Detail .....	388

# TABLE OF CONTENTS

(Continued)

<b>Foreign Fire Insurance Tax Fund</b> .....	389
Fund at a Glance .....	390
Revenues .....	391
Expenditures.....	391
Expenditure Detail .....	392
 <b>Criminal Investigation Fund</b> .....	393
Fund at a Glance .....	394
Five Year Financial Plan.....	395
Revenues .....	396
Expenditures.....	396
Expenditure Detail .....	397
 <b>Solid Waste Fund</b> .....	399
Fund at a Glance .....	400
Revenues .....	401
Expenditures.....	402
Expenditure Detail .....	
Special Events Commission .....	403
Public Works .....	403
Solid Waste Disposal .....	403
Non-Operating .....	404
 <b>ARLINGTON HEIGHTS MEMORIAL LIBRARY</b> .....	405
Organization Structure .....	406
<b>MEMORIAL LIBRARY FUND</b> .....	
Fund at a Glance.....	407
Revenues .....	412
Expenditures .....	413
<b>LIBRARY CAPITAL PROJECTS FUND</b> .....	
Fund Summary.....	430
Revenues .....	431
Expenditures .....	431
 <b>APPENDIX</b> .....	433
Community Profile.....	434
Budget Glossary.....	438
Acronyms .....	447

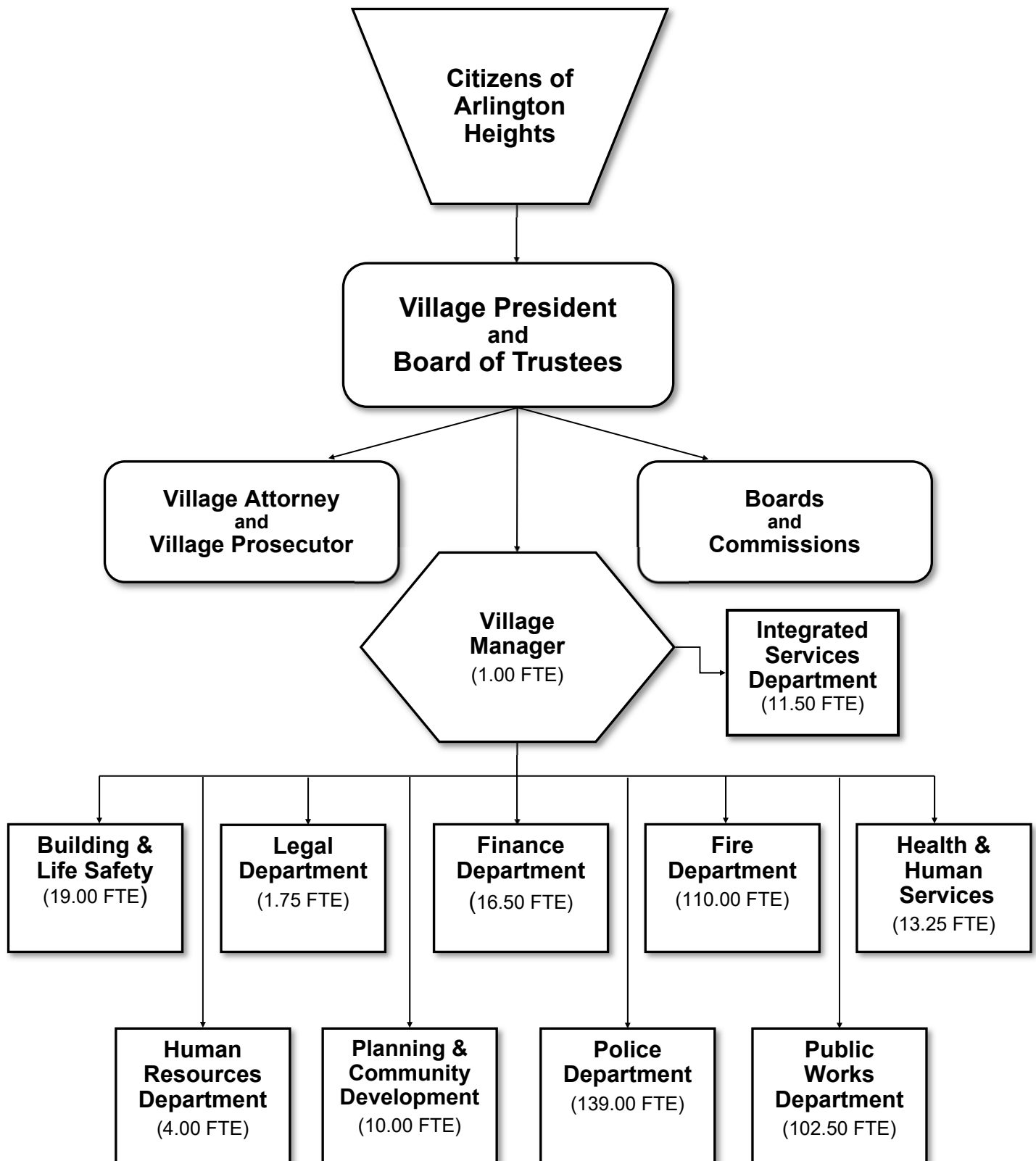
## VILLAGE ADMINISTRATION

Village Manager	Randall R. Recklaus
Assistant Village Manager	Diana Mikula
Prosecuting Attorney	Ernest R. Blomquist
Village Attorney	Hart M. Passman
Village Clerk	Becky Hume
Finance Director/Treasurer	Thomas F. Kuehne
Director of Human Resources	Mary Rath
Chief of Police	Nicholas Pecora
Fire Chief	Andrew Larson
Director of Planning & Community Development	Charles Witherington-Perkins
Director of Building Services	Jorge Torres
Director of Health and Human Services	James McCalister
Public Works Director	Cris Papierniak
Finance Director/Treasurer	Thomas F. Kuehne
Assistant Finance Director	Mary Juarez
Accountant/Budget Coordinator	Kevin Baumgartner

# **VILLAGE OF ARLINGTON HEIGHTS**

**(428.5 FTE)**

## **ORGANIZATION STRUCTURE**



## **2022-2023 Strategic Priorities**

These priorities and sub-priorities reflect the views of the Village Board identified at the July 12, 2021 Village Board goal setting session:

1. Facilitate a Balanced and Continuous Community and Organizational Post-COVID-19 Recovery
2. Expand Efforts to Embrace Diversity, Equity, and Inclusion within the Community and the Village Government
3. Work to Ensure the Redevelopment of Arlington Park Meets Community Standards and Provides a One of a Kind Regional Destination Worthy of the Property's Legacy
4. Identify, Explore, and Implement Sustainable and Green Initiatives
5. Ensure Revenue Sources are applied rationally across sectors while Monitoring the Overall Community Tax Burden
6. Ensure the Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure
7. Seek Opportunities to make the Community more Livable by increasing Pedestrian and Bicycle Options for Residents
8. Improve Communications with Residents and Businesses
9. Seek and Maintain Attainable Housing while Continuing to Review Affordable Housing Strategies



## Village of Arlington Heights

33 S. Arlington Heights Road  
Arlington Heights, IL 60005-1499  
(847-368-5000)  
Website: [www.vah.com](http://www.vah.com)

October 29, 2021

Dear President Hayes and Trustees:

I am hereby transmitting the Budget for calendar year 2022.

Over the past two years, the Village undertook a number of measures to respond to the Covid-19 pandemic and resulting economic downturn. These included holding open various vacant positions, the deferral of tax and fee payments, and the use of local and federal funds to help residents and businesses in need. Business processes and service models had to be rethought given the conditions, resulting in a number of innovations such as increased provision of online services and even Arlington Alfresco.

While some effects of the pandemic still linger, throughout 2021, the economy improved at a faster pace than expected, resulting in significant growth in a number of the Village's key revenue sources such as Sales, Home-rule Sales, and Income tax receipts. However, other revenues such as Hotel taxes, Parking fee revenues, and Interest Income have continued to lag behind prior year results. During 2021 the Village also received half of its portion of the federal American Rescue Plan Act (ARPA) grant funds. The total grant, after next year's final payment is received, will amount to \$6.78 million. The intent of this funding through the federal government was to provide additional economic stimulus, and to help state and local governments recover more quickly from the adverse financial effects of the Pandemic.

The Village has continued to adapt its COVID response as a better understanding of the Pandemic has developed, and vaccination rates have improved. However, variants of the coronavirus represent an ongoing threat to the country's return to normalcy. Even with these challenges, during 2021 Staff continued to work on the Village's 2020-2021 Business Plan.

The Village-wide Diversity Initiative continued as the Diversity, Equity, and Inclusion (DEI) audit and planning process was completed, and an internal DEI workgroup was created. As part of this program, Departments will look for ongoing ways to incorporate DEI into their workplans. The Village has begun working with other government entities to implement more meaningful ways to conduct outreach with resident groups that have not traditionally been engaged in public processes, to ensure their voices are heard and included in decision making.

The Village also completed its analysis of competing Enterprise Resource Planning (ERP) software proposals, which will result in a complete overhaul of the Village's operating software. In partnership with the ERP Consultant, Plante Moran, Tyler was chosen as the Village's next software provider. This software will include the base internal service activities such as accounting, budgeting, payroll, purchasing, and cash receipts. It will also provide centralized capabilities for Human Resources, Building and Planning approval processes, and coordination with the Village's website. The Village's current ERP system was installed in 1996. Although it has been updated over the years, newer software providers offer much more proven capabilities that the Village needs, in order to offer the efficiency and online services that are now expected by our residents. The implementation of the

new ERP software will require extensive efforts by all Village Departments. The software transition will commence in January 2022 and is expected to take 26 months to complete.

Other key 2021 projects included the approval of the South Arlington Heights Corridor TIF, targeted customer service communication improvements in the Building Department, the accreditation of the Senior Center by the National Council on Aging, and the approval of the spending plan for the ARPA grant funds. The purchase of the Digital Adjudication Compliance Reporting Analytics (DACRA) processing system, which expanded the type of code violations that can be included in this in-house administrative adjudication court system, was also fully implemented during the year. This new system has resulted in 9,985 total local citations issued, with a total of \$357,000 in assessed fines. Of that amount, \$126,000 of fines were assessed as a direct result of the expansion of the administrative adjudication system program for use by the Building & Life Safety and Health & Human Service Departments.

This year also saw the closing and contract purchase of the Arlington International Racecourse property. This institution has been an important part of our local economy and community identity for 94 years. Over the second half of 2021, the Village has begun discussions with both Churchill Downs and the contract purchaser, the Chicago Bears, about the future of the site. The end of this year and coming year will likely be dominated by these discussions, as well as the analysis of the impacts of any potential development. The exact budgetary and operational impact of the various studies and research needed for this effort are unknown at this time. The situation requires the Village to once again be flexible and adaptable to respond to this unique opportunity. However, if there is one thing the past two years have shown us, is that the Village team has it in them to work differently, when the circumstances call for it.

### **Overview of 2022 Budget Plan**

Through the Village's proactive operating decisions that reduced expenditures in 2020, the improved economy in 2021, and the federal ARPA grant assistance, the Village finds itself in a solid financial position going into 2022. It is anticipated that 2022 will still be somewhat of a transition year, as commuter services ramp up when more people return to on-site work, and the travel and entertainment industries establish more normal operations. Economic starts and stops can be expected over the next year, as businesses rebuild their inventories and hire needed staff, inflationary forces push up prices and wages, and the Federal Reserve tapers its purchases of Treasury securities and mortgage-backed securities. By pumping less liquidity into the market, long-term interest rates will likely increase.

The 2022 Budget also maintains the Village's multi-year infrastructure plan through the use of new State motor fuel tax receipts for our street program, and the use of a portion of the 2020 bond issue proceeds and ARPA grant monies toward the Village's water main replacement program. The storm water control program will include the Area C – Burr Oak/Burning Tree/Berkley/Hintz storm water project. By continuing these types of capital programs at high levels, the Village has been able to maintain its ongoing, robust infrastructure improvement program.

The 2022 Budget maintains our existing day to day operations, which provide for a full range of general government services. In July 2021, the Village Board completed its biennial goal setting session, culminating in the development of the Board's 2022-2023 Strategic Priorities as shown on page iii of this budget. Staff is finalizing a two-year Business Plan based on the Board's priorities. The Village's Business Plan includes continued efforts to streamline business processes and improve internal and external communication methods. One of the key efforts in this area is the multi-year implementation of the new Enterprise Resource Planning (ERP) software system. The

plan also calls for the management of the racetrack redevelopment project, and the expansion of Village efforts to embrace diversity, equity, and inclusion within the community. A number of other projects will also be tackled during 2022

In June 2021 the Village Board reviewed and approved changes to year-two of the detailed five-year Capital Improvement Plan (CIP). This plan is completed on a biennial basis with special emphasis on the first two years of the plan. The second year of the CIP as revised has been incorporated into the 2022 Budget. The Village continues to prudently plan for the future by investing in our infrastructure in order to maintain safe, reliable roads, water mains and sewer lines. Key multi-year infrastructure projects that are part of the 2022 Budget include the following:

- A street resurfacing and street rehabilitation program totaling over \$11.5 million. In 2022, the Village will receive the third and final \$1.65 million grant for street rehabilitation work through the State's capital grant program. In addition, the State increased the gas tax in 2020, and the Village's Motor Fuel Tax (MFT) allotment has increased from about \$1.9 million in 2018 to an estimated \$3 million per year in 2022.
- The fifth year of a multi-year plan to implement storm water control projects throughout the Village. In 2018 the Village sold a \$10 million bond issue to fund these projects. In addition, in 2019 the Metropolitan Water Reclamation District (MWRD) approved a \$1.8 million grant for the Downtown area's Campbell/Sigwalt sewer project, and in 2021 the Illinois Department of Commerce & Economic Opportunity (DCEO) approved a \$1 million grant for the Area C – Burr Oak/Burning Tree/Berkley/Hintz Road project. The 2022 Budget includes \$3.7 million in storm water control projects for the coming year.
- In 2020 the Village sold a bond issue that generated \$13.7 million in proceeds. \$9 million of the bond proceeds was allocated to the Water & Sewer Fund as part of the Village's plan to maintain a water main replacement program of at least \$4 million, or the industry standard of 1% of our water main system on an annual basis. The 2022 Budget includes \$4.1 million for the annual watermain replacement program.

The Village develops its operating and capital budget based on a conservative forecast of revenues, and does not consider new revenues from growth unless the development is completed and has provided a historical basis for a new projection. A normal operating expense cycle is anticipated and includes expenditure increase assumptions. The Village also has access to its reserves, which help provide a source of funds for unanticipated but necessary expenses, such as costs related to storms or other emergencies, to cover extraordinary self-insurance losses, and to provide a buffer during economic downturns. The presence of the reserves also helps ensure our excellent bond rating, and lower interest charges associated with that rating. The Village's minimum fund balance policy is to maintain a year-end balance of at least 25% of General Fund expenditures. Being near or above this level is even more important for Arlington Heights due to our reliance on sales and income tax receipts which are subject to economic cycles. The 2022 Budget will allow the Village to maintain a fund balance in excess of 25% of a typical year's General Fund expenditures.

The Village of Arlington Heights' mission is to provide high quality services to the community in a fiscally responsible manner. These services are provided to enhance the safety, health and general welfare of the citizens and businesses within the community. The Village's service oriented philosophy continues to balance various community needs with municipal resources through a planned approach to the governance process. As a result of conservative budgeting practices, the Village is fortunate to remain in a strong financial position.



## 2021 Property Tax Levy Payable in 2022

One of the Village's key goals has been to keep any property tax increase as low as possible. A second key Village goal is to ensure that sufficient funds are available to provide a consistent, high-level of Village services each and every year. For the third consecutive year, the total 2021 property tax levy collected in 2022 reflects a 0% increase over the prior year extended levy. For the most part, this was enabled by the quick economic recovery which increased Village operating revenues.

The first step in developing the Village's property tax levy is entering the known debt service payment requirements and the annual required contributions for the Police and Fire Pension levies. Due to positive interest earnings in 2020, the Village actuary's calculation of the annual required contribution for the Police and Fire Pension funds showed a decrease in the required 2021 tax levies for these funds. However, the Village was able to maintain prior tax levy levels, which will help in the future when the stock market inevitably changes its course. The Capital Improvement levy is based primarily on the street program needs identified through the five-year capital improvement plan. Last year, the capital levy was decreased by \$1.1 million in order to help balance-out the effects of the Pandemic on the General Fund. Over the next few years, the Village will need to continue to increase the capital levy to ensure that there is a sustainable level of ongoing funding for the annual street program. The FICA and IMRF levies are derived from the detailed wage sheets prepared for 2022. Once all revenue projections for the General Fund are completed, the remaining gap between the General Fund's projected revenues and expenditures is divided equally between the Fire and Police Protection levies. Due to the large increase in operating revenues compared to the prior year, the Village is able to show a decrease in these levies and a large increase in the Capital levy to help offset a large portion of the prior year's action.

The total 2021 property tax levy including the Library's levy increases by 0% and is summarized as follows:

	<u>Extended 2020 Levy</u>	<u>2021 Levy For 2022</u>	<u>Dollar Change</u>	<u>% Change</u>
Village				
Debt Service	\$ 6,563,542	\$ 6,498,700	\$ -64,842	-.99%
Police Pension	\$ 4,113,730	\$ 4,114,000	\$ 270	.01%
Fire Pension	\$ 4,962,130	\$ 4,962,000	\$ -130	0%
Capital Improvement	\$ 4,444,000	\$ 5,250,000	\$ 806,000	18.14%
FICA	\$ 1,517,020	\$ 1,534,400	\$ 17,380	1.15%
IMRF	\$ 1,854,158	\$ 1,708,500	\$ -145,390	-7.86%
Police Protection	\$ 7,105,754	\$ 6,799,200	\$ -306,554	-4.31%
Fire Protection	\$ 7,105,754	\$ 6,799,200	\$ -306,554	-4.31%
Total Estimated Village Levy	\$37,666,088	\$37,666,000	\$ -88	0%
Library	\$14,680,922	\$14,680,922	\$ 0	0%
Grand Total Tax Levy	\$52,347,010	\$52,346,922	\$ -88	0%

## Budget Summary – All Funds

The budget is comprised of operating, capital, internal service and other miscellaneous funds. The Village's operating funds account for the day-to-day expenditures for a variety of services. Among these are police and fire protection, water and sewer services, public parking, building, code review, planning, health, general services, public infrastructure maintenance and many other services.

These basic Village services are funded through user fees, taxes, licenses, permits and other charges. The total amount budgeted for the Village's capital needs can vary from year to year depending on the timing and implementation of replacement and construction schedules. Capital expenditures are funded through bond issues, user fees, designated taxes and the budgeted use of accumulated savings.

The total budgeted expenditures for all operating, capital and other funds for 2022, not including the Arlington Heights Memorial Library, comes to \$191,467,900, a decrease of 4.6% or about \$9.2 million compared to the 2021 Budget. This decrease is primarily attributable to the following capital and interfund transfer-out changes from 2021 to 2022:

- The 2022 Budget for the Storm Water Control Fund decreases by \$4.4 million compared to the 2021 Budget. The 2021 budget included the completion of the large \$3.5 million Area D – Greenbrier/Roanoke/Wilke storm water project. The Storm Sewer Rehab/Replacement program was also budgeted \$960,000 higher in 2021 than the 2022 Budget, as the Village worked to keep the completion of the storm sewer televising project on target.
- The Technology Fund budget for 2022 shows a \$3.4 million decrease compared to the prior year. The total cost of the ERP project was budgeted in 2021 in order to provide a transparent view of the total costs for this new software. As the project unfolds over the next two years, the actual costs will be rebudgeted and accounted for through encumbrance rollovers. The actual combined cost of the software and consultant (needs assessment, RFP preparation, implementation assistance) came in under budget, and totals \$2.7 million exclusive of annual maintenance costs.
- Interfund transfers-out for 2022 decreased by \$3.2 million, as the Village closed the Public Building Fund in 2021 after its creation twelve years prior. The fund was established to account for the construction of the new Public Works, Fire Station 1, Village Hall and Police facilities. The 2021 Budget included interfund transfers-out of \$3.29 million in remaining funds to the following Village funds:
  1. \$2 million transfer-out to the Technology Fund to help cover the cost of the new Enterprise Resource Planning (ERP) software.
  2. \$650,000 transfer-out to the Arts, Entertainment and Events (A & E) Fund. The coronavirus recession resulted in a 25% decrease in Food & Beverage (FBT) taxes from 2019 to 2020, which is the primary revenue source for this fund. FBT revenues aren't expected to reach 2019 levels again until 2022. In addition, the Village, as one of the five commercial condominium unit owners of the Metropolis Building, will be required to help fund required infrastructure improvements at this twenty-two-year-old building.
  3. \$644,000 transfer-out to the Municipal Parking Fund to account for 2020 lost revenue due to the Pandemic.

The 2021 and 2022 Budgets also show the receipt of the ARPA grant funds. As noted earlier, \$3.39 million will be received in each year for a total of \$6.78 million in federal grant funds. The Village Board approved the following uses of these funds:

- Water & Sewer Fund Infrastructure (\$2,500,000 in 2021): In addition to the water main replacement program, the Village will be replacing residential and commercial water meters

over the next few years. The 2022 water tank repainting project also saw a significant increase when it was determined that Well #17 last painted 24 years ago, shows significant corrosion of the steel securing the rafters and purlins.

- Arlington Heights Park District Capital Projects (\$500,000 in 2021): Under the ARPA grant rules, the Village can allocate direct funds to other government agencies within its jurisdiction to help offset that government's revenue losses due to the Pandemic. The Arlington Heights Park District made such a request. Unlike the Village, which had to continue to provide services during the Pandemic, the Park District cancelled programs, closed recreational facilities, and deferred capital projects. The Park District was also one of the few local governments that weren't eligible for ARPA funding or other significant federal Pandemic-related grants.
- Capital Projects Fund (\$390,000 in 2021 and \$890,000 in 2022): During the 2021 Budget process, one of the steps the Village took to ensure a zero percent property tax increase was to shift \$1.1 million in annual property tax levy to the General Fund to cover ongoing expenditures. The goal was then to increase the Capital Projects Fund property tax levy over the next few years to bring it back to its prior level. The ARPA grant funds help bridge the gap to a sustainable funding level for this fund in the future.
- Police and Fire Vehicle Purchases, Fleet Fund (\$2.5 million in 2022): The Fleet Fund internal service charge to the General Fund is based on the depreciation schedule of the purchased vehicles. Vehicle replacement costs are typically higher than the original vehicle, but the interest income earned by the fund is intended to cover this increased cost. However, over the last decade, interest rate levels have been kept near zero through actions by the Federal Reserve. Support for public safety operations is explicitly identified as an allowable cost for the use of ARPA grant funds. By covering a portion of the cost of upcoming Police and Fire vehicle purchases over the next three years with ARPA grant funds, the Village will improve the funding position for the Fleet Fund to 75%. This funding improvement will then be accomplished without having to increase significantly General Fund vehicle/equipment use charges which would put pressure on property taxes.

## **Personnel Changes**

As a service organization, Village employees are our most important assets. The 2022 total payroll cost is projected to increase 2.63% over the prior year's wage base, including all scheduled wage adjustments in all departments. The Village expects a continued challenge to find and hire top level talent, as 30% of our current employees will be eligible to retire in 2022 and 33% will be eligible in 2023. Thirty-six full-time positions (including promotions) have been filled in the organization in 2021 to date, underscoring the transition period that is now underway. Whenever vacancies occur, Staff reviews whether the position is still needed at all, should be modified, or whether another department has greater current needs for that slot. Such adjustments occur throughout the year as opportunities present themselves.

The 2022 Budget includes an increase in staffing levels of two full-time equivalents. This increase includes two new budgeted employee positions; one each in the IT and Building & Life Safety Departments. The Village's new ERP software will be much more comprehensive in its capabilities and communication interconnections than our current legacy system. To administer this more robust system and to help with other IT needs, an additional IT Enterprise Systems Analyst position is approved. The Building & Life Safety Department budget reflects the approved addition of a Property Maintenance Inspector. The increase in building activity in recent years has increased the amount

of permit revenue the Village receives; however, it has also reduced the amount of time inspectors have to engage in proactive community code enforcement. This new position will allow the Department to provide more consistent, thorough, and timely enforcement of community standards. During the off-season, this Inspector would be used to improve customer service and departmental efficiency by following-up on all open permit submittals including approved drawings without a paid permit, revised submittals that never responded back, and work to close permits that never called for a final inspection.

During the budget review process the Planning Department noted the large number of major development projects, and increased permit reviews, code enforcement, and complex Plan Commission applications. In lieu of proposing an additional Planning staff person at this time, the 2022 Budget includes an additional \$50,000 budgeted for professional services in the Zero-Interest Loan Fund. Finally, the number of retirees in the Police Pension Fund also increased substantially going from 124 retirees in 2021 to 130 projected retirees in 2022.

Employee benefit coverage is an essential part of both attaining and retaining great employees. To be conservative the Village's long-term projections typically assume an increase in health insurance costs of 8% per year. Through negotiations between the Village and its Broker with Blue Cross Blue Shield, the blended increase for the Village and Library PPO and HMO medical plans will only be 2.6% in 2022. The projected increase for the PPO plan is 7.2% and the HMO plan is 0%. The PPO increase maintains a 2% margin that was built-in to the base to help offset potential adverse claims experience. It should be noted that employee contributions towards medical rates for both plans are increasing in 2022 from 12% to 14%. This contribution increase was written into the latest bargaining agreements with our unions, and still reflects a competitive public sector employee contribution rate.

Pension benefits for Village employees are separate from the underfunded State of Illinois pension plans. Village pension plans are covered through the Police Pension Fund, the Firefighters' Pension Fund, and the Illinois Municipal Retirement Fund (IMRF). Per new State law, during 2022 all downstate public safety pension plan investments, including the Arlington Heights Police and Firefighter Pension Fund investments, will be combined into two separate state-wide (except Chicago) Police and Firefighter investment plans. The intent is to provide more investment diversity and higher investment earning potential for these funds. Through the years, the Village has continued to pay the actuarially required contribution for each of these funds. It should be noted that in 2010 the State Legislature mandated a two-tier pension system for IMRF and all municipal Police and Fire pension plans. The intent of the new two-tier pension system is to reduce the long-term pension liability for employers who have employees covered under these plans. The percent of Village staff enrolled in the Tier 2 system increased from 25% in 2016 to 43% in 2021. Given the high number of retirements the Village is experiencing, the percentage of Tier 2 employees is expected to continue to increase substantially in coming years.

The balance of this budget message identifies the process that has been followed to prepare this financial plan for 2022, a detailed review of the General Fund, as well as budget narrative on other Village funds. Additional charts and graphs on the budget as a whole and on selected funds can be found in the Financial Summaries section of the budget.

### **Explanation of the Budget Process**

The Village of Arlington Heights operates under the Budget Officer Act as outlined in the Illinois Compiled Statutes. Under this law the Village Board is required to adopt the budget prior to the beginning of the fiscal year to which it applies. The law also provides that the budget shall serve as the Village's annual appropriation ordinance. After the local election process that occurs every two

years, each Department Director presents an outline of their Department's services, workload indicators, key accomplishments, and new initiatives to the "new" Village Board. This is followed by the Village Board's biennial goal setting process during June of that year. After the Board's goals and objectives are established, Staff develops a two-year business plan that reflects the Board's stated goals. In even-numbered years, a detailed five-year Capital Improvement Program (CIP) is developed with special emphasis on the first two years of the plan. This reflects the multi-year nature of many of the capital projects that are included in the CIP. During the years when there isn't a detailed CIP being presented to the Board, Staff provides the Board with a summary update showing any changes in estimated costs from the prior year. By June of each year, multi-year projections are provided to the Board for the General and Water & Sewer Funds, which are the Village's largest operating funds. These projections include an estimated property tax levy amount. Based on these projections, the Board sets budget ceilings which each department uses as an upper limit when developing its proposed spending plans. As the proposed budget is developed, the estimated property tax levy may be increased or decreased depending on budget proposals for the Village Board's review.

During September and October, the budget team consisting of the Village Manager, Assistant Village Manager, Finance Director, Assistant Finance Director, and Accountant/Budget Coordinator, meets with representatives of each Department to review their operating and capital spending proposals, and to review how these proposals meet the Village Board's strategic priorities. As a result of these meetings and based on available resources, a proposed budget is prepared for review by the Village Board. During November, the Village holds public budget meetings at the Committee-of-the-Whole level. The Village Board subsequently holds a Public Hearing prior to adopting the annual budget in December of each year. A detailed calendar of the budget process immediately follows this transmittal letter.

Under the Budget Officer Act and the Village's purchasing guidelines, the budget may be amended by the Village Manager in the form of transfers between line items up to \$25,000. Budget transfers above this amount require the approval of the Village Board. This allows the Village the flexibility it needs to operate efficiently due to the scope of its operations. This also serves to increase the accountability of Department Directors by encouraging them to budget realistically and to keep a close watch on each expenditure line item during the year.

The budget ceilings approved by the Village Board for the General and Water & Sewer Funds at the beginning of the current budget process for these funds are shown here compared to the proposed expenditures for those funds:

	<b><u>General Fund</u></b>	<b><u>Water &amp; Sewer Fund</u></b>
Budget Ceiling	\$81,592,500	\$25,035,500
Budget	\$81,287,700	\$25,924,300
Over (Under) Ceiling	\$ (304,800)	\$ 888,800

During the Department reviews, the budget team and Department Directors worked to prepare a budget at or below the budget ceilings. The 2022 budget for the General Fund is lower than the budget ceiling established by the Village Board in June 2021. The key reasons for this decrease are: lower health insurance costs than assumed, lower legal expenditures, and savings from lower charges for Northwest Central Dispatch services.

The 2022 Water & Sewer Fund budget is higher than the budget ceiling amount, due primarily to re-budgeting the replacement of the \$922,000 Emergency Generator. Formal bids for this unit were rejected in 2021 due to higher than anticipated bid amounts, due in part to the effects of the Pandemic



on labor and parts costs. Water and Sewer Staff will review the requirements for this unit and rebid the generator during 2022. It is expected that the 2022 Budget of \$922,000 will result in generator bids that meet the Village's requirements.

## **General Fund**

The General Fund is the all-purpose governmental fund, which handles the operations of the Village not accounted for in a separate fund. Most of the expenditures for Village services are budgeted and accounted for in this fund, except for water and sewer expenses. There are three key revenue sources, which account for 67% of the total General Fund revenues:

- Property Tax	32% of revenues
- Sales Tax (including Home Rule)	24%
- Income Tax	11%

The revenues listed above represent the General Fund's primary growth revenues, which generally pay for annual cost increases. The Pandemic has had a clear impact on state and municipal revenues. As noted earlier, a number of revenues decreased significantly in 2020 at the onset of the Pandemic. However, many of these revenues have come back quickly during 2021. Communities that rely on sales tax revenues have been affected even more than others by the downturn. The Village of Arlington Heights' sales tax receipts are a significant source of revenue to the Village, but we have a more balanced array of revenue sources than some other local communities. Due to our partial reliance on sales tax receipts, the Village has worked to maintain solid reserves that can be used to help us weather extraordinary events. The Village's latest projections for Sales and Home-Rule Sales tax receipts reflect a 11% to 12% increase from 2021 Budget to the 2022 Budget. Income tax receipts reflect a 21% increase compared to last year. The 2021 Budget included a projection that income tax receipts would decrease significantly, but this did not materialize as work from home arrangements and enhanced unemployment benefits continued to buoy Illinois residents' incomes.

Local Use tax receipts have done well over the last couple of years, but are now projected to decrease by 2.6% in 2022. Over the last decade there has been downward pressure on sales tax receipts due to the expansion of online retail sales, and the closure of brick and mortar businesses. In November 2019, the amended "Leveling the Playing Field for Illinois Retail Act" was passed by the State's General Assembly to require both remote retailers and marketplace facilitators to collect and remit the state and locally-imposed sales taxes for where the product is delivered. The law requires remote retailers (who either meet a threshold of 200 transactions annually or \$100,000 in annual gross receipts) selling to Illinois residents to collect these sales taxes starting January 1, 2021. While it has taken some time during 2021 for the provisions of this law to unfold, we are now seeing larger increases in sales and home-rule sales tax receipts, and expect local use tax receipts to decrease over the next few years. Over time, having the large internet retailers and marketplace facilitators collect and remit sales and home-rule sales taxes, should generate more revenue than the Village's per capita portion of the State's local use tax.

In September 2020, the Village Board approved the sale of adult use recreational cannabis which was expected to generate new revenues. As of January 2021, the new 3% cannabis tax was in effect. Upon approval, the Village Board had also directed Staff to bring this issue back for Board review in 18 months, which will occur in the spring of 2022. To date, the single adult-use cannabis vendor in the Village is performing as expected with no outstanding issues.

Disruptive technologies continue to significantly alter the way that businesses and entire industries operate. Some innovations are having a direct effect on the Village's revenue base. As noted above, the growth in Local Use tax receipts over the prior few years reflects the ongoing rise of e-commerce.

A couple of other General Fund revenue sources are being affected by disruptive technologies. Telecommunications tax receipts continued to decline by 33% from the 2021 Budget to the 2022 Budget, as more residents “cut the cord” to their land lines. It is projected that this revenue source will continue to decrease. Cable Franchise Fees are projected to decrease by nearly 7%, as more residents are choosing internet streaming services over regular cable or premium channels. Cable Franchise fees are not applied to streaming services like Netflix, Amazon and Hulu.

Staff has started to review a potential new revenue source that could capture some of the decrease in cable franchise fee revenue. The City of Chicago, followed by the City of Evanston have both instituted new streaming service amusement fees. This is a fast-moving policy development area, and half of the states in the U.S. have started taxing residents’ subscriptions to streaming services, although Illinois is not included in this group. Streaming services still require the use of public rights-of-way for cable lines or repeater stations to deliver entertainment to Village businesses and residents. A new streaming tax fee was not needed to balance the 2022 Budget, but it is something that Staff will continue to review as the Village works to address revenue base issues that can arise due to changes in technology.

On the expenditure side, as a service organization, 80% of this Fund’s expenditures are for Personal Services including benefits. On an operational basis, most of the Village’s general expenditures are directed toward public safety, with the Police and Fire Departments comprising 65% of the total General Fund budget.

The 2022 General Fund budget for expenditures increases by only 2.5% compared to the prior year. Health insurance costs increased moderately, and Police and Fire pension costs reflect a 0% increase due to strong pension fund interest earnings in 2020. The Police and Fire Pension Funds are also in a better funded position due to the Village’s prepayment of a portion of the unfunded liability in 2019 and 2020. The Central Dispatch account in the Police and Fire Departments decreased by a combined \$84,900 compared to the prior year budget due to a reduction in the annual assessment from Northwest Central Dispatch for 2022. Overall Legal Department expenditures decreased for the second year in a row due to the transition from a full-time In-House Counsel position to contracted legal services. The In-House Counsel position was eliminated in 2021 after the retirement of the incumbent. Village Prosecutor expenditures also declined further compared to the 2021 budget, as more cases are being handled through the Village’s administrative adjudication process and due to shifting DUI enforcement from the Village Prosecutor to the State’s Attorney. During the internal Department review process, a number of other line items were decreased due to realigning the 2022 budget amount with historical trends.

The 2022 Integrated Services budget increases by 11.8% due to two key additions. Additional consulting expenditures are included in the amount of \$50,000 to help with major development projects in the southern and western areas of the Village. The budget also includes \$50,000 for a firework show now that Arlington Park Racetrack has closed. Even though this money is budgeted, a suitable place to set-off and view a Fourth of July fireworks display in town would still need to be determined. Staff is working with the Arlington Heights Park District on a potential location and program. The Building & Life Safety Department increases by 7.8% due to the approved addition of the Property Maintenance Inspector position outlined in the Personnel Changes section of this budget transmittal letter. The IT/GIS Service Charge for each Department increased substantially due to the new approved IT Enterprise System Analyst position, and a significant increase in annual maintenance costs for the new ERP system. The annual maintenance costs for the old legacy were about \$223,000, whereas the annual maintenance costs for the new, fully functional system will be about \$513,000 per year. The IT Fund is an internal service fund paid for through service charge

allocations to the operating Departments, which are based on the number of personal computers and laptops assigned to each Department. Other expenditures for the other Departments were fairly consistent compared to the prior year.

#### **Future General Fund Issues:**

*State of Illinois* – over the past year, the State has benefitted financially from federal Pandemic grants. The State budget for 2021-2022 was also approved on-time this past year. However, the State's long-term fiscal issues and questions about a sustainable revenue base remain in place.

*Sale of the Arlington Park Racetrack Property* – During 2021, Churchill Downs Incorporated (CDI) the owner of the racetrack, decided to end live racing operations at the end of the racing season and sell the 326-acre site for the highest and best use of the property. After securing a number of competitive bid proposals for the purchase of the property over the past summer, CDI recently announced that it and the Chicago Bears Football Club signed a Purchase and Sale Agreement (PSA) for the entire Arlington Park land parcel. Much work will still need to be done between the Village, surrounding communities, other government entities, CDI, community stakeholders, and the Bears organization before the property sale is finalized. As per the 2022-23 Business Plan, the Village will continue to work with the various parties and the community during this process, and the Village's costs and benefits of this development will continue to be reviewed carefully.

#### **Water & Sewer Fund**

The Water & Sewer Fund's working cash reserves have continued to be challenged by decreased water usage due in part to wetter spring/summer weather. This has resulted in lower water and sewer revenues than budgeted. In addition, there are more efficient plumbing systems installed in residential and commercial properties, and a greater awareness by the public of water conservation methods. As a result, estimates are now based on water usage which is lower than the 15-year average.

In October 2019 the Village Board approved a five-year water and sewer rate adjustment plan that allowed the Village to increase the amount spent on its water main replacement program. The Village's water and sanitary sewer infrastructure is aging, and the average number of water main breaks are two to three times that of comparable communities. The Village's residential and commercial water meters are also older, and the five-year capital plan includes the replacement of these meters. In 2015 the Village was spending about \$500,000 per year on water main replacement. Due to the five-year rate plan, as well as the \$9 million in 2020 bond proceeds allocated to the Water & Sewer Fund, the Village is now planning on replacing at least \$4 million, or 1% of our water mains on an annual basis.

Water main breaks are used as an indicator of system condition. According to the American Water Works Association, water utilities should strive for between 25 and 30 water main breaks per 100 miles of water main per year. In 2018 the six-year average for Village main breaks was 88 breaks per 100 miles of water main, but as of 2021 that average decreased to 75 breaks per 100 miles of water main. Beyond the water main replacement program, the Village has also developed several programs over the years which should help decrease water main breaks. These include an aggressive leak detection program and a surge suppressor program. The Village has also installed variable frequency drives at our booster stations to reduce strain on the system. Although these programs have been successful, they are preventative measures only and aid in extending the life of our water mains. As such, these efforts are not a substitute for needed water main replacement.



The 2022 Budget also includes the beginning of a multi-year plan to replace the Automated Meter Reading (AMR) system, and the residential and commercial water meters. The current system is over 15 years old, and as meters age they slow down and start to under-read actual usage. Over the next few years, more accurate meter reads and less water loss due to main breaks should start to improve the Water & Sewer Fund's revenue receipts.

### **Future Water & Sewer Fund Issues:**

*Working Cash Balance* – in order to continue to maintain an adequate working cash balance in the Water & Sewer Fund, future rate adjustments will likely need to be considered. Fortunately, the Village's average water and sewer rates still compare fairly to our neighboring communities. However, the Village plans on sustaining aggressive water main replacement, water tank painting, and meter replacement programs over the next five years and beyond. The next water and sewer rate study is currently scheduled for late 2024.

*Lead Water Line Replacement* – In some sections of the Village's water system, lead services are fairly common due to the age of construction. The Village continues to be in full compliance with all regulations due to our treatment program that effectively coats the inside of all water lines, both private and public. Every year, the Village completes, tests and passes the required lead testing program through the IEPA. However, the Federal and State Governments recently passed legislation that will require all lead lines to be phased out of service by the year 2044. This is a very expensive requirement that will likely require federal and state assistance. The Village is currently completing an inventory of the existing lead lines located on private and public property.

### **Capital Improvement Program (CIP)**

The Village of Arlington Heights has historically been diligent in maintaining its roads, providing a drainage system that mitigates flooding in the community, and maintaining its buildings, emergency apparatus, and facilities required to perform essential services. Over the years, Federal and State financial assistance has dwindled thereby expanding local responsibilities in the program area of public infrastructure. More recently, the State's capital program and Federal Pandemic assistance has helped bolster available capital resources. The prior lack of State and Federal resources has been compounded by new regulations governing the health and environmental standards that regulate design and operations. Balancing the competing demands for limited resources is important to maintain a healthy, safe, viable, and physically attractive community.

The Capital Improvement Program includes a process whereby citizens are asked for input on a biennial basis. By communicating through the Village website, citizens are afforded the opportunity to complete a short form describing the type of capital projects they would like the Village to consider in the next five years. The top two capital infrastructure issues identified through the community response process has consistently been for street and storm water control projects. Village staff analyzed the cost and eligibility of all the proposed projects, and the Board subsequently examined the requests along with staff recommendations. Certain capital projects are considered only if the persons and property owners are agreeable to special assessment or special service area financing. In other cases, projects are included in the CIP since they would benefit the community as a whole. In June 2021, the Village Board reviewed and approved adjustments to the second year of the five-year Capital Improvement Plan for 2021 - 2025. The next biennial CIP process will be undertaken in 2022.

The capital projects outlined in the CIP are budgeted in a variety of Village funds, depending on the source of revenue. The second year of the 2021-2025 capital plan has been incorporated into the 2022 Budget. The "CIP/Debt Service" section of the budget shows a summary of the entire five-year

capital spending and funding plan. The key 2022 capital projects, outside of the water and sewer projects that were identified earlier, include the following:

**Tax Increment Financing (TIF) Fund Projects** – The Village currently has four active TIF Districts. TIF projects are typically financed through a pay as you go mechanism or through issuing debt based on future property tax increment revenue streams. The difference in property tax revenues received in the base year of a TIF District versus the increased property taxes received in subsequent years after improvements are made, result in a property tax increment. In the 2022 Budget, TIF IV (Arlington Heights/Golf Roads) shows budgets of \$1.5 million for redevelopment and \$127,000 for green corridor beautification crosswalks. In TIF V (Arlington Heights/Rand Roads) \$850,000 is budgeted for redevelopment at Southpoint Shopping Center, and \$233,000 is budgeted for the multi-year Rand Road corridor identification project. The Hickory/Kensington TIF includes \$1,025,000 for the construction of public infrastructure associated with the development of a new apartment building. The South Arlington Heights Road TIF was established in 2020 and includes \$55,000 toward initial development costs. There are no other large capital projects currently scheduled for the TIF Districts during the 2022 Budget period. However, if a developer brings forth a viable project during the fiscal year, the Village would amend the budget accordingly.

**Capital Projects Fund** – This Fund accounts for a variety of capital improvement projects including road improvements, sidewalk repair/replacement, equipment, traffic signals, and other miscellaneous projects. Financing for this Fund is provided primarily by property taxes, a ¼% home-rule sales tax, and grant revenues. Based on the Village Board's capital spending priorities, the spending plan continues the Village's efforts for street resurfacing and reconstruction.

The 2022 street program includes the following expenditures:

*Street Program (\$5,600,000 – Capital Projects Fund)* – This is an ongoing program to resurface or rehabilitate existing deteriorated street pavement and curbs.

*Street Rehabilitation Program (\$4,000,000 – MFT Fund)* – This is an ongoing street rehabilitation program consisting of the reconstruction of significantly deteriorated street pavement, curbs, and concrete panels. The 2022 Budget for this program is \$1,600,000 higher than the 2019 budget due to the increase in the State's gas tax which was part of the new State capital plan. Beginning July 1, 2019, the Motor Fuel Tax law was amended to impose a tax rate increase from 19 cents to 38 cents per gallon on motor fuel which will be adjusted annually, if any, on July 1<sup>st</sup> of each year based on the Consumer Price Index. In addition, the Village received MFT grants of \$1.65 million per year in 2020 and 2021, and will receive a final installment in 2022 as part of the State's capital program.

Some of the other major projects included in the 2022 Capital Projects Fund budget are:

*Sidewalk & Curb Replacement (\$415,000) and Paver Brick Maintenance (\$400,000)* – This program covers the Village's ongoing efforts to repair possible trip hazards, and to reduce the Village's liability exposure to trips and falls. The Paver Brick Maintenance program is scheduled to decrease to \$100,000 per year in 2023 after completion in 2022 of a multi-year Downtown paver brick replacement program.

*Downtown Streetscape Improvements (\$200,000)* – A multi-year plan to improve the pedestrian environment and safety in the Downtown by creating bump-outs and mid-block crossings. The next scheduled phase is to provide a pedestrian crossing on Campbell west of Vail.

*Rand Road Corridor Identification Enhancement (\$140,400)* – This is a multi-year plan to create a separate unifying identity for this shopping district. The first phase entailed initial preliminary design,

and funds have been re-budgeted pending receiving approval from the Illinois Department of Transportation.

*Surface Treatment - Streets (\$300,000)* – Since 2016 the Village has used an application of asphalt emulsions to extend the life of Village streets. Due to the success of this program, during the last biennial CIP process, funding for the program was planned to be increased from \$150,000 to \$300,000 as of 2022 and thereafter.

*Wilke Road Resurfacing & Multi-Use Path Extension (\$170,000)* – First year of a multi-year project to resurface Wilke Road, provide ADA improvements, and extend the multi-use path along the east side from the southern boundary to Sunset Meadows Park. The Village of Rolling Meadows will be billed for their 20% portion of the construction costs.

*Sustainability/Green Aggregation Projects (\$105,000)* – this is the first year of a multi-year program to complete sustainable/green projects through the use of electric aggregation rebates from Eligo and MC Squared. The Village will be receiving electric aggregation rebates for four years from 2020 through 2023, which are projected to total about \$625,000. Based on this limited dedicated revenue source, that Village has started to identify one-time projects that promote sustainability. The 2022 Budget includes funds for a limited number of EV charging stations downtown, increasing the Village's EV fleet, and miscellaneous bike and pedestrian crosswalk projects. Staff is also looking into leveraging the aggregation funding in a future year for a Vail Avenue permeable paver grant match. During the 2022 CIP process, Staff will develop other proposed sustainable projects for the Village Board's consideration.

**Storm Water Control Fund** – In 2018 the Village sold a \$10 million bond issue to pay for a number of storm water infrastructure projects over the next five years. The principal and interest on these bonds is being covered by storm water utility fees that were implemented in late 2017. In addition to this revenue source, the Village continues to actively seek out grant funding opportunities. The Village was fortunate to have been selected for grant funding assistance from the Metropolitan Water Reclamation District of Greater Chicago (MWRD). This grant covered \$1.8 million of the \$4.2 million Downtown sewer project (Area 4 – Street Ponding Campbell/Sigwalt). In 2021, the Illinois Department of Commerce & Economic Opportunity (DCEO) approved a \$1 million grant for the Area C – Burr Oak/Burning Tree/Berkley/Hintz Road project. The receipt of grant funds has allowed the Village to include additional storm water control projects on the five-year infrastructure spending plan, which is included in the Storm Water Control Fund section of the budget. The 2022 Budget includes the following significant flood control projects:

*Backyard Drainage Improvements (\$400,000)* – This program budget provides funds for public drainage improvements allowing new or improved access for residents to Village storm sewers. The program only covers work on public right-of-way, or within public utility and drainage easements. Any connections or work on private property not within public easements, is the responsibility of the property owner. The 2022 Backyard Drainage Improvement project will focus on installing storm sewers on Evergreen Avenue and Maude Avenue. This project has been identified as a recipient of an Illinois Department of Commerce and Economic Opportunity (DCEO) grant in the amount of \$400,000. However, delays in grant funding are anticipated due to the State's current focus on COVID-related grants.

*Storm Water Rehabilitation/Replacement Program (\$500,000)* - The budget includes the seventh-year costs of a multi-year program to lightly clean, televise, and analyze the condition of the Village's system. This portion of the program will take about eight years to complete, after which the budget

for this program will be devoted to storm rehabilitation and replacement work identified by televising the system.

*Enhanced Overhead Sewer Program (\$250,000)* - The overhead sewer program (OHS) is designed to offer a rebate to single-family homeowners of the direct costs of converting an existing gravity sewer system to an overhead system. The average cost to install a sewer back-up system can range from \$10,000 to \$15,000. The standard program offers a rebate paid to the owner by the Village for up to 50%, not to exceed \$7,500 of these costs. The Village authorized an enhanced program as of October 1, 2017, which allows the first 400 applicants to receive a rebate of 75%, not to exceed \$11,250 of the direct costs of converting the system. Permit fees associated with these direct costs will also be waived. Installing a sewer back-up system increases an owner's property value, but the significant out-of-pocket expense has prohibited some residents from participating in the program. From the inception of the program in FY2007 through October 2020, there have been 256 rebates paid (including 60 from the enhanced program) to single-family homeowners for a total cost to date of \$1.6 million.

*Area C - Burr Oak/Burning Tree/Berkley/Hintz Road (\$2,672,000)* – This project includes storm sewer improvements, street reconstruction, water main replacement, sidewalk and curb restoration, and landscaping restoration at two separate locations in the Berkley Square Subdivision. The first location is the northwest area of the subdivision and will include the installation of new storm sewer that diverts floodwater to a proposed storage basin on the western side of Raven Park. The second location is in the southeast area of the subdivision, and proposed improvements include the installation of a new upsized storm sewer line. This project has been approved as a recipient of an Illinois Department of Commerce and Economic Opportunity (DCEO) grant in the amount of \$1,000,000.

**Criminal Investigations Fund** – The 2022 Budget includes \$300,000 per year (5-year contract) for a new Body Worn Camera (BWC)/Dash Cam System. There are sufficient funds for 2022, but unless the Criminal Investigation Fund receives significant seizure fund revenues during 2022, this fund will be in a deficit position as of 2023. A backlog within the U.S. Department of Justice dating back to the beginning of 2019 has further impacted seizure reimbursements under this account. If sufficient funds are not released in time and amount, this annual expenditure would have to be moved to the Capital Projects Fund, which could crowd out other projects unless additional tax dollars were generated in this fund by 2023.

Extensive research and field testing of various body worn cameras was conducted by the Police Department during 2021. While cost of standalone BWC systems did not vary significantly between manufacturers, it was readily apparent implementation, consolidation of current technologies and operational procedures were substantially dissimilar. A single manufacturer, Axon Enterprises Inc., presented a comprehensive platform which seamlessly integrated BWC technology with police dash camera systems and conducted electrical weapons (TASER), both currently utilized by police. Existing TASER weapons are scheduled for replacement in 2023. Dash cameras currently follow a similar replacement schedule. While there is an increased cost due to the consolidation of these current systems, long-term benefits are unmistakable with this approach. The solution avoids maintenance of multiple data silos, incompatible software systems, and disjointed evidence management while merging existing expenditures and maintenance agreements. The system also includes robust video redaction software necessary for Freedom of Information Act (FOIA) requests, and a full cloud-based digital evidence storage system.

The mandate to implement a BWC system for the Arlington Heights Police Department is not required by State statute until January 1, 2024. However, implementation at a sooner date will afford an

opportunity to capture unbiased, real-time evidence to defend an Officer or the Village against an unjustified complaint or civil action. The BWC requirement is an unfunded mandate, and the Illinois Chiefs of Police are working with Illinois Legislators to help identify and secure a funding source for body cameras. Additionally, the Police Department applied and is awaiting notice of potential grant funding in the amount of \$250,000 through the U.S. Department of Justice.

**Arts, Entertainment & Events (A & E) Fund** – The Pandemic resulted in a significant 16% decrease in 2020 in Food & Beverage (FBT) taxes, which is the primary revenue source for this fund. FBT revenues have rebounded nicely in 2021, but are not projected to reach 2019 levels again until 2022. In addition, as one of five owners of commercial condominium units in the Metropolis Building, the Village's portion of the 2022 monthly building reserve charge will increase by over \$41,000 per year over the 2020 amount. This large increase reflects the results of a building reserve study completed in 2020, which calls for the roof to be replaced in 2024. In addition, the Commercial Condominium Board just received a large quote to repair or replace the main 22-year-old air-conditioning unit. The one-time transfer-in of \$650,000 from the Public Building Fund, fills the immediate funding gap caused by lower FBT revenues, and provides funds to cover the Village's portion of the immediate and future infrastructure needs at this building. To cover the existing projected expenses of the Village's existing art and entertainment events that are run through this fund, as well as the Village's portion of the higher building reserve costs, the budgeted 2022 A & E Fund revenue includes a change to the Food & Beverage Tax allocation from 25% to 26%. This would provide the fund with a sustainable amount of funding in future years.

The 2022 Budget for the A & E Fund also reflects a new proposed Alfresco FBT paid by the patrons of the restaurants located in the Alfresco zone. It takes a significant amount of Village resources to set up, maintain, and take down the Alfresco area each year. Under this proposal, Alfresco restaurants would add an additional targeted .5% to the current 1.25%, or a 1.75 % total FBT tax paid by their patrons. By collecting this additional amount on a year-round basis, it is projected to generate the nearly \$90,000 it would take to cover the Village's estimated annual Alfresco expenses. The Village is also looking into the possibility of expanding parking options on private property lots. This would require financial incentives to the private lot owners, which may result in a higher proposed targeted FBT amount. Although this proposal is included in the 2022 Budget for planning purposes, the Village Board isn't scheduled for an in-depth review of the proposal until after the budget is approved.

### **Acknowledgements**

The 2022 Budget continues the Village's commitment to its ongoing capital improvement program and the provision of quality municipal services. I would like to thank the entire staff and especially the budget team consisting of Tom Kuehne, Mary Ellen Juarez, Kevin Baumgartner, and Diana Mikula for their efforts. Thanks as well to the Village Board for its ongoing support during the budget cycle and throughout the year.

Sincerely,



Randall R. Recklaus  
Village Manager



# BUDGET CALENDAR

## For Preparation of 2022 Budget

(January 1, 2021 – December 31, 2021)

DATE	DAY	ACTIVITY
March - June, 2021	–	Capital Improvement Project Recap prepared.
June 23, 2021	Wednesday	Operating fund overview, recommended budget ceilings and proposed 2021 tax levy released to Village Board for discussion at June 28 <sup>th</sup> Committee-of-the-Whole meeting. CIP recap released to Village Board for discussion at June 28 <sup>th</sup> Committee-of-the-Whole.
<b>June 28, 2021</b>	<b>Monday</b>	Committee-of-the-Whole reviews audit, Capital Improvement Program Recap, and discusses the Operating Fund Overview, Recommended 2022 Budget Ceilings, and proposed 2022 tax levy.
July 6, 2021	Tuesday	Board considers any motions stemming from June 28 <sup>th</sup> Committee-of-the-Whole meeting regarding the recommended 2022 Budget Ceilings.
July 9, 2021	Friday	Budget worksheets are forwarded to departments. Departments prepare detailed budgets.
August 10, 2021	Tuesday	Department budget requests and projections due.
Aug 10 – Sep 3, 2021	–	Finance Department compiles departmental budget submissions.
September 3, 2021	Friday	First draft of 2022 Budget forwarded to Village Manager, Budget Team and all departments for review.
Sep 13 – Sep 15, 2021	–	Departments meet with Village Manager and Budget Team.
Sep 15 – Oct 22, 2021	–	Final draft of 2022 budget prepared.
October 29, 2021	Friday	Release final draft of 2022 Budget to Village Board.
<b>November 8, 2021</b>	<b>Monday</b>	<b>1st Budget Meeting</b> – AH Memorial Library, Budget Overview, Budgets for Board of Trustees, Integrated Services, Legal, Health & Human Services, HR, Finance, Building Services, and Police
<b>November 10, 2021</b>	<b>Wednesday</b>	<b>2nd Budget Meeting</b> – Budgets for Metropolis Theater, Boards & Commissions, Planning & Community Development, Public Works, Water & Sewer, Parking Operations, Fleet Services, and Fire
<b>November 16, 2021</b>	<b>Tuesday</b>	<b>3<sup>rd</sup> Budget Meeting</b> – If needed
November 17, 2021	Wednesday	Notice of Public Hearing on 2022 Budget published in newspaper.
<b>December 6, 2021</b>	<b>Monday</b>	Board approves 2021 Tax Levy and Abatement Ordinances. Public Hearing on 2022 Budget. Approval of 2022 Budget at formal meeting.

**SURVEY OF COMPARABLE MUNICIPALITIES  
ESTIMATED ANNUAL REVENUES RECEIVED FROM AN AVERAGE HOME  
AUGUST 2021**

**ANNUAL ESTIMATED PAYMENTS:**

Municipality	2021 Passenger Veh. Stickers	Garbage Bill*	Yard Waste Bill	Combined** Residential Water & Sewer Bill	Storm Water Fee	Home*** Rule Sales Tax	Food & Beverage Sales		Entertain Tax	Electric Utility Tax	Gas Utility Tax	Telecom Tax	2020**** Municipal Property Tax		Total Estimated Annual Homeowner Costs
							Tax	Tax							
Assumptions for Average Family	2	12 /Yr	48 Bags/Yr	144,000 Gallons/Yr	Estimated	\$6,000 /Year	\$3,000 /Year	650 Gallons/Yr	\$2,400 /Year	12,300 kWh/Yr	1,700 therms/Yr	\$1,200 /Year	\$92,100 EAV		
1. Rolling Meadows	0.00	\$359.40	\$0.00	2,337.12	57.12	60.00	60.00	26.00	0.00	75.03	85.00	72.00	1483.73		\$4,615.40
2. Hoffman Estates	0.00	\$146.52	\$144.00	1,949.88	24.00	60.00	60.00	16.25	0.00	69.00	85.00	60.00	1308.74		\$3,923.39
3. Mount Prospect	90.00	\$253.80	\$0.00	2,204.16	0.00	60.00	30.00	26.00	0.00	43.17	24.99	72.00	900.74		\$3,704.86
4. Wheeling	0.00	\$276.12	\$0.00	1,212.84	39.00	60.00	30.00	0.00	96.00	75.03	85.00	72.00	1402.68		\$3,348.67
5. Elk Grove Village	0.00	246.12	\$144.00	1,728.00	0.00	60.00	30.00	0.00	0.00	75.03	85.00	72.00	761.67		\$3,201.82
6. Arlington Heights	60.00	\$207.60	\$117.60	1,350.24	75.00	60.00	37.50	0.00	0.00	75.03	85.00	72.00	1024.15		\$3,164.12
7. Buffalo Grove	0.00	\$279.60	\$0.00	1,267.08	60.96	60.00	30.00	0.00	0.00	75.03	85.00	72.00	1072.97		\$3,002.64
8. Des Plaines	0.00	\$212.40	\$0.00	1,391.83	0.00	60.00	30.00	45.50	0.00	70.23	42.50	72.00	1014.02		\$2,938.48
9. Schaumburg	0.00	\$0.00	\$0.00	2,029.92	0.00	60.00	60.00	19.50	120.00	0.00	0.00	72.00	463.26		\$2,824.68
10. Park Ridge	90.00	\$0.00	\$0.00	1,544.04	0.00	60.00	30.00	26.00	0.00	68.63	34.00	72.00	742.33		\$2,667.00
11. Palatine	60.00	\$258.00	\$0.00	934.44	60.00	60.00	30.00	0.00	0.00	75.03	0.00	72.00	1043.49		\$2,592.96

\*Rates include carts and/or SWANCC fees where applicable.

\*\* Rate/100 cubic ft. x 1.3367197 = rate/1000 gals.

\*\*\*Home/Rules Sales Taxes are on general merchandise only, not applied against vehicles or qualifying food, drugs, or medical appliances.

\*\*\*\*Municipal tax only, does not include libraries, schools, special districts, or other taxing authorities.

Sources: Surveys: Arlington Heights (08/21), / Cook County Clerk website / Municipal websites / Codes



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Village of Arlington Heights  
Illinois**

For the Fiscal Year Beginning

**January 01, 2021**

*Christopher P. Morill*

**Executive Director**



# **FINANCIAL PERFORMANCE GOALS**

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The Financial Performance Goals represent an initial effort to establish written policies for guiding the Village's financial management practices. While some of the performance goals are specific and will limit certain types of financial activity, the goal statements are not intended to restrict the Village President and Board of Trustees' ability and responsibility to respond to emergency or service delivery needs above or beyond the limitations established by the Financial Performance Goals.

## **REVENUE PERFORMANCE GOALS**

The Village will maintain a diversified and stable revenue system as protection from short-run fluctuations.

The Village will estimate annual revenues on an objective and reasonable basis. The Village will develop a method of projecting revenues on a multi-year basis.

The Village will use one-time or special source revenue for capital expenditures or for expenditures incurred in generating the revenue, not to subsidize recurring personnel, operation and maintenance costs.

The Village will establish, and annually re-evaluate, all user charges and fees at a level related to the cost of providing the services.

The Village will endeavor to reduce reliance on the property tax by seeking and developing additional revenue sources.

The Village will designate a specific revenue source to be used for ongoing funding of capital projects.

The Village will attempt to limit property tax increases, when such increases are needed, to no more than 105% of the previous year's extension as calculated for Truth in Taxation purposes.

## **OPERATION EXPENDITURES PERFORMANCE GOALS**

The Village Manager and Finance Director will propose and the Village Board will adopt and maintain a balanced budget in which expenditures will not be allowed to exceed reasonably estimated revenues and other available funds at the same time maintaining recommended fund balance reserves.

The Village will pay for all current operation and maintenance expenses from current revenue.

The operating budget will provide for the adequate maintenance of capital assets and equipment.

The budget will provide for adequate funding of all employee benefit programs and retirement systems.

The Village will maintain an encumbrance accounting system which will allow it to closely monitor the adopted budget as it may be amended from time to time pursuant to Village code.

The Village will prepare and maintain a system of regular monthly reports comparing actual revenues and expenditures to budgeted amounts.

# **FINANCIAL PERFORMANCE GOALS**

(Continued)

The Village will maintain an effective risk management program to minimize losses and reduce costs. The Village Board will ensure that adequate insurance or self-insured programs are in place.

The Village will encourage delivery of services by other public and private organizations whenever and wherever greater efficiency and effectiveness can be expected as well as develop and internally use technology and productivity advancements that will help reduce or avoid increasing personnel costs. The intent is to control personnel costs as a proportion of the total budget, to more productively and creatively use available resources and to avoid duplication of effort and use of resources.

## **RESERVE PERFORMANCE GOALS**

The Village will maintain a minimum undesignated General Fund balance of 25% of annual operating expenditures before transfers-out in order to:

- A. Provide adequate cash flow and to prevent the demand for short term borrowing;
- B. Provide for temporary funding of unforeseen needs of an emergency or non-recurring nature;
- C. Provide for orderly budgetary adjustments when revenues are lost through the actions of other governmental bodies;
- D. Provide the local match for public or private grants;
- E. Provide for unexpected, small increases in service delivery costs;
- F. Provide for unanticipated revenue shortfalls.

Any General Fund balance exceeding 25% of annual operating expenditures is available to be transferred to the Capital Projects Fund, the Fleet Operations Fund, or other funds depending on need.

The Village will maintain a permanent self-insurance reserve in an amount necessary to fund the estimated future claims for general liability, workers' compensation and employee health insurance to prevent the need for short and long term borrowing to fund these claims. At a minimum, the level of this reserve will be equivalent to the amount of reserves as estimated by the Village's third party claims administrator.

## **INVESTMENT PERFORMANCE GOALS**

The Village will develop a cash flow analysis of all funds on a regular basis. Collections, deposits and disbursements of all funds will be scheduled to ensure maximum cash availability.

The Village will identify and invest cash not immediately needed to achieve the highest return subject to safeguarding principal, maintenance of necessary liquidity, maintenance of public confidence and compliance with all Village, State and Federal regulations.

The Village will follow the Investment and Depository Policy approved by the Village Board on September 21, 1999. Any changes to that policy must be approved by the Village Board of Trustees.

# **FINANCIAL PERFORMANCE GOALS**

(Continued)

The Village will maintain a system of internal controls and procedures which shall be documented. The controls shall be designed to prevent losses of Village assets arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees.

The Finance Department will provide monthly information to the Village President and Board of Trustees concerning investment performance.

## **CAPITAL IMPROVEMENT PERFORMANCE GOALS**

Capital improvements will be based on long range projected needs rather than on immediate needs in order to minimize future maintenance, replacement and capital costs.

The Village shall maintain a five year capital improvement program and all capital improvements will be made in accordance with that plan. The capital improvement program shall be updated annually.

The development of the capital improvement program will be coordinated with the operating budget in order to maintain a reasonably stable total tax levy.

The Village will identify the estimated cost and potential funding sources for each capital project proposed before submission to reviewing bodies and to the Village President and Board of Trustees. Future operating costs associated with a proposed capital improvement will be estimated before a decision is made to implement a project.

Federal, State and other intergovernmental and private funding sources of a special revenue nature shall be sought out and used as available to assist in financing capital improvements.

## **DEBT PERFORMANCE GOALS**

The Village will limit long-term debt to those capital improvements that cannot be financed from current revenues.

The maturity date for any debt will not exceed the reasonable expected useful life of the project to be funded or negatively impact the marketability of the bonds.

The Village will avoid the issuance of Budget, Tax and Revenue Anticipation Notes.

The Village will use special assessments, revenue bonds, and/or any other available self-liquidating debt measures instead of general obligation bonds where and when possible, applicable and practicable.

The Village shall develop and maintain good relations with financial and bond rating agencies, and will follow a policy of full and open disclosure on every financial report and bond prospectus.

When issuing new debt, the Village will endeavor to maintain medium credit industry benchmarks as published annually by Moody's Investors Service.

# FINANCIAL PERFORMANCE GOALS

(Continued)

The Village will develop a Debt Management Policy to help ensure the Village's credit worthiness and to provide a functional tool for debt management and capital planning.

## FINANCIAL REPORTING PERFORMANCE GOALS

The Village will adhere to a policy of full and open public disclosure of all financial operations. The proposed budget will be prepared in a manner maximizing its understanding by citizens and elected officials. Copies of financial documents will be made available to all interested parties. Opportunities will be provided for full citizen participation prior to final adoption of the budget.

The Village's accounting system will maintain records on a basis consistent with generally accepted accounting principles.

The Finance Director will prepare regular quarterly and annual financial reports presenting a summary of financial activity by major types of funds and programs.

The Village will prepare a **Comprehensive Annual Financial Report** in conformity with generally accepted accounting principles and financial reporting practices.

The Village will employ an independent public accounting firm to perform an annual audit of all funds, authorities, agencies and grant programs, and will make the annual audited report available to the general public, bond and financial consultants and other interested citizens and organizations. The audit shall be completed and submitted to the Village President and Board of Trustees **within 180 days** of the close of the Village's fiscal year.

# BUDGET DOCUMENT PURPOSE & CONTENT

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## PURPOSE

This budget represents the Village's plan for allocating resources. These resources include time, manpower and money and are allocated to accomplish the planned objectives set forth in the strategic plan. The budget document is a planning, control and measurement tool of the Village. It is a comprehensive financial plan adopted annually by the Village Board, with a fiscal year starting January 1<sup>st</sup> and ending December 31<sup>st</sup>.

The budget calendar identifies the timing, responsibility and duration of the budget process. Generally, the budget process begins in July and the budget is adopted in December. Once adopted, the control and measurement process of budget administration continues until fiscal year end, at which time, the external independent annual audit provides a review of the Village's budget performance. Therefore, the true budget process does not end when the budget is adopted, but is a year-round concern of the Village Board and staff.

## CONTENT

This budget document utilizes a pyramid approach to provide its readers with varied levels of detail. This budget document is more than a financial plan. It is intended to fulfill four major functions through its role as:

- ▶ a policy document
- ▶ an operations guide
- ▶ a communication medium
- ▶ a financial plan

The presentation of the budget document can be summarized as follows:

**INTRODUCTION & FINANCIAL SUMMARIES** – This section provides for a transmittal letter which highlights the significant elements of the budget. Within this section is a "BUDGET AT A GLANCE" presentation which has various tables and charts to provide the reader an overview of the budget at the highest level of reporting. These schedules combine all funds and cross reference each individual fund and operation. Each type of user requires differing levels of detail depending on the level and type of decision making. Also, various tables are incorporated into the budget document to present general, financial, socio-economic, and other pertinent data to give the reader historical and factual data that enhances their understanding of the direction the Village is heading. Generally speaking, these few pages provide the general public (and the press) a sufficient understanding of the budget document and serves most purposes.

**INDIVIDUAL FUND BY FUND PRESENTATION** – At the next lower level of reporting, each fund presentation begins with "Fund at a Glance" introduction which highlights the major revenues (sources) and the major expenditures (uses) in a basic format. A "Fund Summary" follows which illustrates two previous years' actuals, the projected actual as compared to budget for the current fiscal year, and the new budget year's effect on the financial position of the fund. This allows the reader an overview of the fund without necessarily reviewing the next lower level of reporting.

# BUDGET DOCUMENT PURPOSE & CONTENT

(Continued)

**OPERATIONS** – Since the General Fund is comprised of many operations or programs, a separate tab has been provided for each department for quick reference. Behind this tab is an organizational chart by function (or operation) which illustrates the operations within that department. This is also described in narrative form on the following few pages. Since the budget process formally adopts goals and objectives, the department director communicates the progress made on last year's goals and establishes new goals for the budget year with concurrence and approval of the Village Manager. This becomes an excellent form of communication which enunciates what will be accomplished as a result of utilizing these financial resources. Often there is a legal or policy need to budget operations across funds; therefore, to obtain a true picture of the total costs an "Operation Summary" is included and it performs the cross-reference in a simple and easily understandable manner. The line-item budget becomes the next lower level of reporting. It discloses the prior year's actuals, projections, and budgeted amounts for each account. "Personal Services" schedules detail authorized positions in full time equivalents.

**APPENDIX** – This section contains a community profile for the Village of Arlington Heights, a glossary of terms and a list of acronyms used throughout this document.

**MISCELLANEOUS SCHEDULES, TABLES, & GRAPHICS** – To provide greater clarity and to enhance the appeal of the budget document, certain miscellaneous illustrations have been included in their logical sequence. For example, debt service schedules for future debt retirement which contain extensive information in a concise spreadsheet have been included in the "Debt Service" presentation.

**ARLINGTON HEIGHTS MEMORIAL LIBRARY** – The Library section of this budget document includes a fund narrative, fund summary, and a line item budget. The Library budget is determined by a Library Board of Trustees which is elected independent from the Village Board of Trustees. As a result of State legal requirements, the Library budget is then included with the Village budget for adoption by the Village Board of Trustees.

**BASIS OF BUDGETING** – The Village of Arlington Heights accounts for all funds and adopts a budget based on generally accepted accounting principles (GAAP). The Village uses fund accounting designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts. Funds are classified into the following categories: governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types."

**Governmental funds** are used to account for all or most of a government's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The General Fund is used to account for all activities of the general government not accounted for in some other fund. Governmental funds are budgeted using a modified accrual basis, except for loans, loan payments, and debt service payments, which are budgeted on a cash basis.

# BUDGET DOCUMENT PURPOSE & CONTENT

(Continued)

**Proprietary funds** are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds). Proprietary funds are budgeted using an accrual basis, except for loans, loan payments, capital expenditures, depreciation, and debt service payments which are budgeted on a cash basis.

**Fiduciary funds** are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government. When these assets are held under the terms of a formal trust agreement, either a pension trust fund, a nonexpendable trust fund, or an expendable trust fund is used. The terms “nonexpendable” and “expendable” refer to whether or not the government is under an obligation to maintain the trust principal. Agency funds generally are used to account for assets that the government holds on behalf of others as their agent. Expendable trust and agency funds are budgeted on a modified accrual basis, and the nonexpendable trust and pension funds are budgeted on an accrual basis.

**DEPARTMENT/FUND RELATIONSHIP**

DEPARTMENT	MAJOR FUNDS			NON MAJOR FUNDS											INTERNAL SERVICES		
	General Fund	Capital Projects Fund	Water & Sewer Fund	MFT Fund	Afford. Housing Fund	Zero Int. Loan Fund	CDBG Fund	Foreign Fire Ins. Fund	Criminal Inv. Fund	Municipal Parking Fund	TIF Funds	Storm Water Ctrl Fund	Solid Waste Fund	A&E Fund	Self Insurance Funds	Fleet Fund	Technology Fund
Board of Trustees	√																
Integrated Services	√													√			√
Human Resources	√														√		
Legal	√																
Finance	√	√	√												√		
IT / GIS		√															√
Boards & Commissions	√												√	√			
Police/Police Grant	√	√							√	√				√			
Fire	√	√						√						√			
Planning	√	√			√	√	√			√	√			√			
Building Services	√																
Health Services	√																
Senior Services	√																
Public Works	√	√		√						√		√	√	√			
Water Utility			√														
Municipal Fleet Services		√														√	



VILLAGE OF ARLINGTON HEIGHTS

# ALL FUNDS SUMMARY

FUND	REVENUES	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
101	GENERAL	78,759,674	75,280,095	80,799,700	78,528,400	<b>81,376,100</b>	2,847,700	3.6%
211	MOTOR FUEL TAX	2,479,042	4,391,431	4,651,000	4,654,000	<b>4,654,000</b>	0	0.0%
215	CDBG	379,583	443,390	565,200	921,200	<b>879,200</b>	(42,000)	(4.6%)
217	AFFORDABLE HOUSING FUND	314,524	132,320	112,300	150,000	<b>150,000</b>	0	0.0%
225	ZERO INTEREST LOAN FUND	457,690	274,405	306,300	311,700	<b>300,000</b>	(11,700)	(3.8%)
227	FOREIGN FIRE INSURANCE TAX	145,668	153,118	130,400	132,500	<b>132,500</b>	0	0.0%
231	CRIMINAL INVESTIGATIONS	210,041	31,564	37,600	103,700	<b>103,700</b>	0	0.0%
235	MUNICIPAL PARKING	1,469,402	2,615,082	1,670,375	1,627,000	<b>1,331,000</b>	(296,000)	(18.2%)
263	TIF IV	658,790	773,359	574,300	591,300	<b>591,300</b>	0	0.0%
264	TIF V	772,100	999,052	740,600	746,200	<b>746,200</b>	0	0.0%
266	HICKORY/KENSINGTON TIF	551,651	818,167	561,000	568,500	<b>660,000</b>	91,500	16.1%
267	S AH RD TIF	0	0	100,000	100,000	<b>100,000</b>	0	0.0%
301	DEBT SERVICE	17,350,183	7,583,611	7,481,800	7,525,600	<b>7,528,100</b>	2,500	0.0%
401	CAPITAL PROJECTS	9,071,105	19,948,049	10,055,000	9,931,300	<b>11,021,100</b>	1,089,800	11.0%
426	STORM WATER CONTROL	3,994,970	1,652,292	1,636,500	2,661,400	<b>2,661,400</b>	0	0.0%
431	PUBLIC BUILDING	266,179	207,989	1,018	0	<b>0</b>	0	N/A
505	WATER & SEWER	20,266,521	30,659,981	24,298,400	24,591,200	<b>22,741,800</b>	(1,849,400)	(7.5%)
511	SOLID WASTE DISPOSAL	2,057,864	1,934,818	2,032,600	1,960,000	<b>2,040,000</b>	80,000	4.1%
515	ARTS, ENTERTAINMENT & EVENTS	861,341	595,243	1,516,500	1,434,100	<b>1,005,200</b>	(428,900)	(29.9%)
605	HEALTH INSURANCE	14,834,668	14,005,590	13,564,100	13,459,600	<b>13,974,400</b>	514,800	3.8%
611	GENERAL LIABILITY INSURANCE	995,216	884,368	854,700	875,800	<b>625,800</b>	(250,000)	(28.5%)
615	WORKERS' COMPENSATION	2,937,893	2,683,478	2,377,600	2,288,800	<b>2,538,800</b>	250,000	10.9%
621	FLEET OPERATIONS	4,091,361	3,796,511	3,857,500	3,916,300	<b>6,477,700</b>	2,561,400	65.4%
625	TECHNOLOGY	1,759,240	1,873,486	3,888,100	3,891,600	<b>2,340,200</b>	(1,551,400)	(39.9%)
705	POLICE PENSION	33,049,273	24,079,444	24,873,000	9,633,000	<b>10,014,000</b>	381,000	4.0%
711	FIRE PENSION	24,605,251	20,177,963	16,836,062	9,813,000	<b>9,862,000</b>	49,000	0.5%
<b>TOTAL REVENUES</b>		<b>222,339,230</b>	<b>215,994,806</b>	<b>203,521,655</b>	<b>180,416,200</b>	<b>183,854,500</b>	<b>3,438,300</b>	<b>1.9%</b>

FUND	EXPENDITURES	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
101	GENERAL	78,586,185	75,571,855	78,664,200	79,403,734	<b>81,376,100</b>	1,972,366	2.5%
211	MOTOR FUEL TAX	1,873,979	2,371,133	4,232,200	4,232,220	<b>4,116,800</b>	(115,420)	(2.7%)
215	CDBG	379,583	443,390	565,200	949,050	<b>879,200</b>	(69,850)	(7.4%)
217	AFFORDABLE HOUSING FUND	0	0	25,000	25,000	<b>25,000</b>	0	0.0%
225	ZERO INTEREST LOAN FUND	48,300	170,084	60,000	250,000	<b>150,000</b>	(100,000)	(40.0%)
227	FOREIGN FIRE INSURANCE TAX	162,350	91,427	250,000	250,000	<b>250,000</b>	0	0.0%
231	CRIMINAL INVESTIGATIONS	522,946	300,759	346,700	346,758	<b>789,900</b>	443,142	127.8%
235	MUNICIPAL PARKING	1,548,506	1,637,994	1,772,800	1,815,825	<b>1,928,800</b>	112,975	6.2%
263	TIF IV	58,789	68,883	635,800	610,839	<b>1,727,000</b>	1,116,161	182.7%
264	TIF V	13,609	738	1,887,500	2,487,469	<b>1,228,000</b>	(1,259,469)	(50.6%)
266	HICKORY/KENSINGTON TIF	30,000	15,000	715,000	1,590,000	<b>1,115,000</b>	(475,000)	(29.9%)
267	S AH RD TIF	0	0	120,400	70,800	<b>195,000</b>	124,200	175.4%
301	DEBT SERVICE	17,365,175	7,667,546	7,483,600	7,483,600	<b>7,486,200</b>	2,600	0.0%
401	CAPITAL PROJECTS	8,665,502	14,310,309	11,594,200	13,722,104	<b>12,131,700</b>	(1,590,404)	(11.6%)
426	STORM WATER CONTROL	8,944,698	1,663,882	6,307,800	8,896,394	<b>4,515,300</b>	(4,381,094)	(49.2%)
431	PUBLIC BUILDING	884,362	0	3,294,375	3,353,967	<b>0</b>	(3,353,967)	(100.0%)
505	WATER & SEWER	21,550,764	22,190,642	24,180,300	25,390,156	<b>25,924,300</b>	534,144	2.1%
511	SOLID WASTE DISPOSAL	1,968,304	2,022,125	2,100,000	2,086,600	<b>2,149,400</b>	62,800	3.0%
515	ARTS, ENTERTAINMENT & EVENTS	851,786	382,093	1,425,400	1,402,528	<b>1,013,100</b>	(389,428)	(27.8%)
605	HEALTH INSURANCE	14,400,294	13,009,046	13,361,400	13,596,500	<b>14,065,600</b>	469,100	3.5%
611	GENERAL LIABILITY INSURANCE	538,495	464,422	540,900	873,000	<b>623,000</b>	(250,000)	(28.6%)
615	WORKERS' COMPENSATION	2,891,814	2,449,656	2,701,500	2,812,000	<b>2,809,700</b>	(2,300)	(0.1%)
621	FLEET OPERATIONS	3,627,157	3,165,498	4,383,100	4,377,898	<b>5,031,500</b>	653,602	14.9%
625	TECHNOLOGY	1,522,609	1,769,494	4,406,600	5,919,555	<b>2,563,300</b>	(3,356,255)	(56.7%)
705	POLICE PENSION	8,469,326	9,265,972	10,810,900	10,039,100	<b>10,835,500</b>	796,400	7.9%
711	FIRE PENSION	7,451,501	7,862,849	8,349,400	8,645,500	<b>8,538,500</b>	(107,000)	(1.2%)
<b>TOTAL EXPENDITURES</b>		<b>182,356,034</b>	<b>166,894,797</b>	<b>190,214,275</b>	<b>200,630,597</b>	<b>191,467,900</b>	<b>(9,162,697)</b>	<b>(4.6%)</b>

VILLAGE OF ARLINGTON HEIGHTS

# FUND BALANCE SUMMARY 2022

Fund	Fund Name	1/01/22 Projected Beginning Fund Balance (Deficit)	2022 Revenues & Transfers In	2022 Expenditures & Transfers Out	2022 Revenues Over (Under) Expenditures	12/31/22 Estimated Ending Fund Balance (Deficit)
101	General	\$32,722,474	\$81,376,100	\$81,376,100	\$0	\$32,722,474
211	Motor Fuel Tax	5,344,906	4,654,000	4,116,800	537,200	5,882,106
215	CDBG	0	879,200	879,200	0	0
217	Affordable Housing	534,144	150,000	25,000	125,000	659,144
225	Zero Interest Loan	760,011	300,000	150,000	150,000	910,011
227	Foreign Fire Insurance Tax	367,197	132,500	250,000	(117,500)	249,697
231	Criminal Investigations	1,124,979	103,700	789,900	(686,200)	438,779
235	Municipal Parking	5,510,543	1,331,000	1,928,800	(597,800)	4,912,743
263	TIF IV	3,464,395	591,300	1,727,000	(1,135,700)	2,328,695
264	TIF V	2,014,256	746,200	1,228,000	(481,800)	1,532,456
266	Hickory/Kensington TIF	2,326,599	660,000	1,115,000	(455,000)	1,871,599
267	S AH Rd TIF	(20,400)	100,000	195,000	(95,000)	(115,400)
301	Debt Service	2,096,300	7,528,100	7,486,200	41,900	2,138,200
401	Capital Projects	15,199,238	11,021,100	12,131,700	(1,110,600)	14,088,638
426	Storm Water Control	5,255,288	2,661,400	4,515,300	(1,853,900)	3,401,388
505	Water & Sewer	9,862,832	22,741,800	25,924,300	(3,182,500)	6,680,332
511	Solid Waste Disposal	3,744,268	2,040,000	2,149,400	(109,400)	3,634,868
515	Arts, Entertainment & Events	242,545	1,005,200	1,013,100	(7,900)	234,645
605	Health Insurance	5,002,272	13,974,400	14,065,600	(91,200)	4,911,072
611	General Liability Insurance	4,459,537	625,800	623,000	2,800	4,462,337
615	Workers' Compensation Insurance	4,273,264	2,538,800	2,809,700	(270,900)	4,002,364
621	Fleet Operations	7,932,507	6,477,700	5,031,500	1,446,200	9,378,707
625	Technology	2,292,369	2,340,200	2,563,300	(223,100)	2,069,269
705	Police Pension	177,221,779	10,014,000	10,835,500	(821,500)	176,400,279
711	Fire Pension	144,685,473	9,862,000	8,538,500	1,323,500	146,008,973
<b>TOTAL ALL VILLAGE FUNDS</b>		<b>\$436,416,776</b>	<b>\$183,854,500</b>	<b>\$191,467,900</b>	<b>(\$7,613,400)</b>	<b>\$428,803,376</b>

1. The General Fund shows a balanced 2022 Budget. The current financial condition of the fund is healthy as it continues to maintain a fund balance over 25% of annual expenditures.
2. The Motor Fuel Tax Fund shows a planned surplus due to additional funding from the Rebuild Illinois Bond Grant to complete various road improvements throughout the Village.
3. Affordable Housing Fund accounts for cash payments received in lieu of constructing affordable housing. These funds will be used to create and preserve permanent attainable housing.
4. Zero Interest Loan Fund is designed to provide financial assistant to prospective and existing businesses within the Village of Arlington Heights. The program is intended to assist companies' growth within the Village.
5. Foreign Fire Insurance Tax Fund - Insurance companies that do not maintain offices within the State but market fire insurance policies within the State pay an additional tax of 2% to the municipality where the policy is written. These funds are used for the betterment of the fire services and are controlled by a separate Board of Directors including the Fire Chief and firefighters per State Statute. Prior year revenues are being expensed this year, creating the operating deficit.
6. Criminal Investigations Fund - Assets seized under State and Federal statutes are accounted for in this fund and used for the advancement of law enforcement. These funds are not budgeted for day-to-day Police Department operations but are generally one time capital expenditures of current and prior year revenues.
7. Municipal Parking Fund - Primarily, commuter parking for train travel to and from Chicago is provided for in this fund. With Downtown redevelopment, resident parking for large apartment complexes and off-street shopper parking was included. Substantial fund balance is maintained for future parking garage maintenance and repairs, which will provide a service life of 40 to 50 years for the four parking structures.

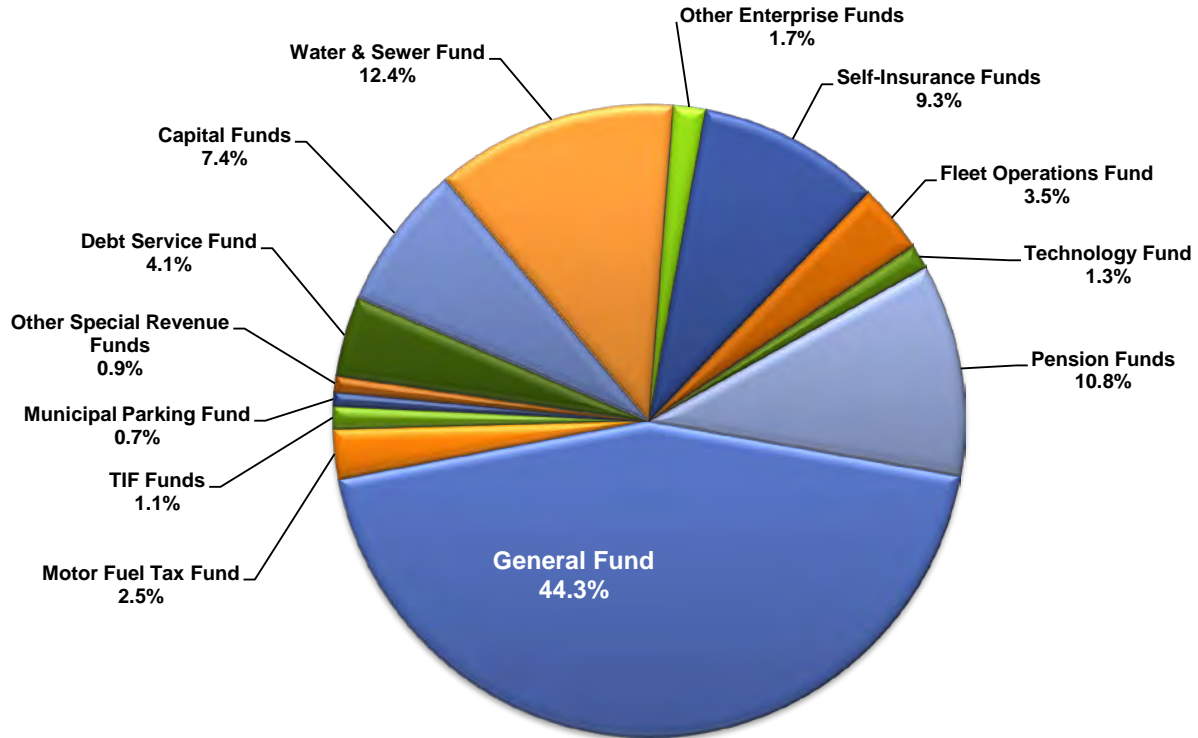
## FUND BALANCE SUMMARY 2022

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8. TIF IV shows a deficit as planned improvement projects are expected to outpace current year revenue.
9. TIF V shows a deficit as planned improvement projects are expected to outpace current year revenue.
10. Hickory/Kensington TIF shows a deficit as planned improvement projects are expected to outpace current year revenue.
11. S Arlington Heights Rd TIF shows a deficit as planned improvement projects are expected to outpace current year revenue.
12. The Debt Service Fund accounts for all debt service payments from general obligation bond issuances except those in the Storm Water Control Fund.
13. The Capital Projects Fund shows a deficit in operations primarily as a result of current year costs outpacing current year revenues dedicated to this fund.
14. The Storm Water Control Fund has a planned deficit as scheduled programs improving the Village's storm water infrastructure drawdown funds from a general obligation bond issued in 2018.
15. The Water & Sewer Fund shows a planned operating deficit due to planned projects outpacing revenue. The planned service rate increase for 2022 is 5%.
16. Solid Waste Disposal Fund - The operations of the Government Joint Venture Solid Waste Agency of Northern Cook County are provided for in this fund. Efforts to reduce solid waste removal costs and maximize disposal facility useful lives are primary objectives.
17. The Arts, Entertainment & Events Fund is designed for funding special events and the operation of the Metropolis Performing Arts Theater. The primary funding source is 26% of the Village's 1.25% Food & Beverage Tax on prepared food.
18. The Health Insurance Fund has a slight planned operating deficit due to the potential of large health insurance claims. Actual year end results generally come in better than budgeted. This fund is operated on a pay as you go basis with a reserve for large claims.
19. The General Liability Insurance Fund covers the first \$100,000 per claim before IRMA coverage takes effect. Charges to operating departments are used to fund this insurance coverage. Past claims have been varied and actual experience is generally more favorable than budgeted.
20. The Workers' Compensation Insurance Fund claims are handled the same as General Liability claims noted above.
21. The Fleet Operations Fund provides for major capital replacements. Service charges over the useful life of the equipment will replenish reserves. A healthy fund balance is maintained for vehicle and equipment replacement.
22. The Technology Fund provides for the operation of the Village's computer network infrastructure and equipment replacement. Service charges to departments are used to fund these operations. The operating deficit is the result of the fund drawing down its reserves to pay for annual CentralSquare software maintenance; the other funds will be charged for the new annual Tyler software maintenance
23. The Police Pension Fund shows a deficit as planned pension payments are expected to outpace current year revenue. Funding for future liabilities of the Police Pension Fund is currently at 84.7%. Per current State Statute, 90% funding must be reached by 2040.
24. The Fire Pension Fund is budgeting positive results for operations this year. Funding for future liabilities of the Fire Pension Fund is currently 79.6%. Per current State Statute, 90% funding must be reached by 2040.

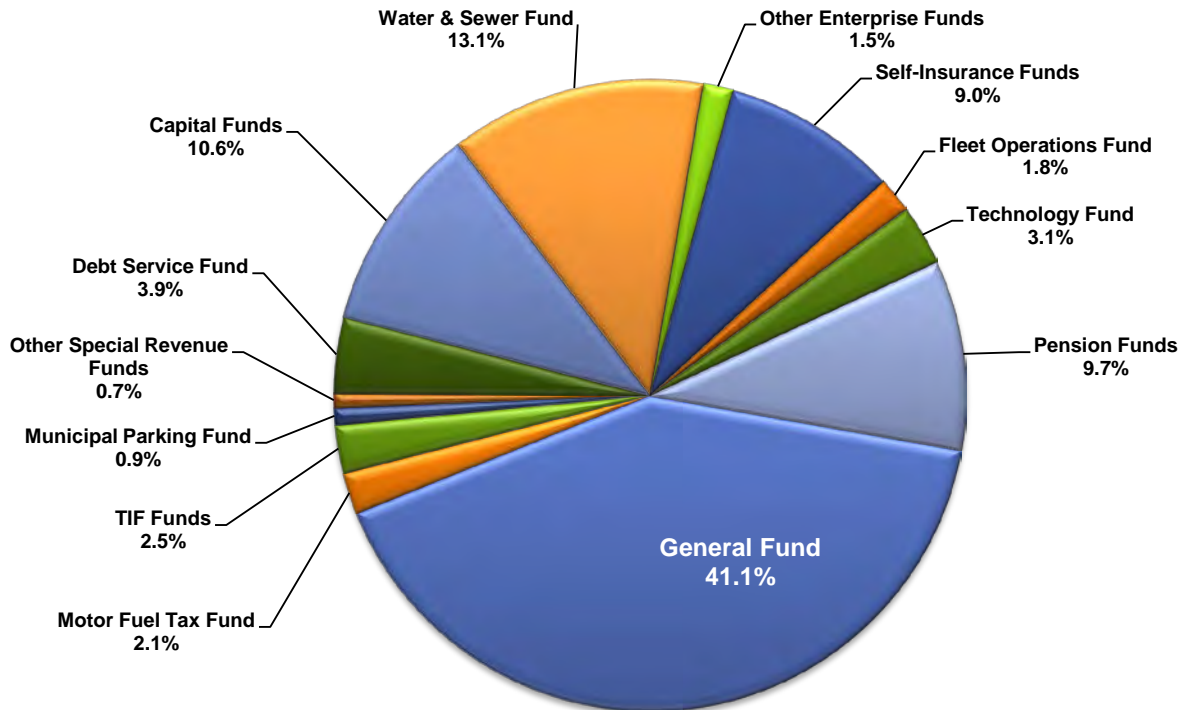
# ALL FUNDS REVENUES

## 2022 Budget



# ALL FUNDS EXPENDITURES

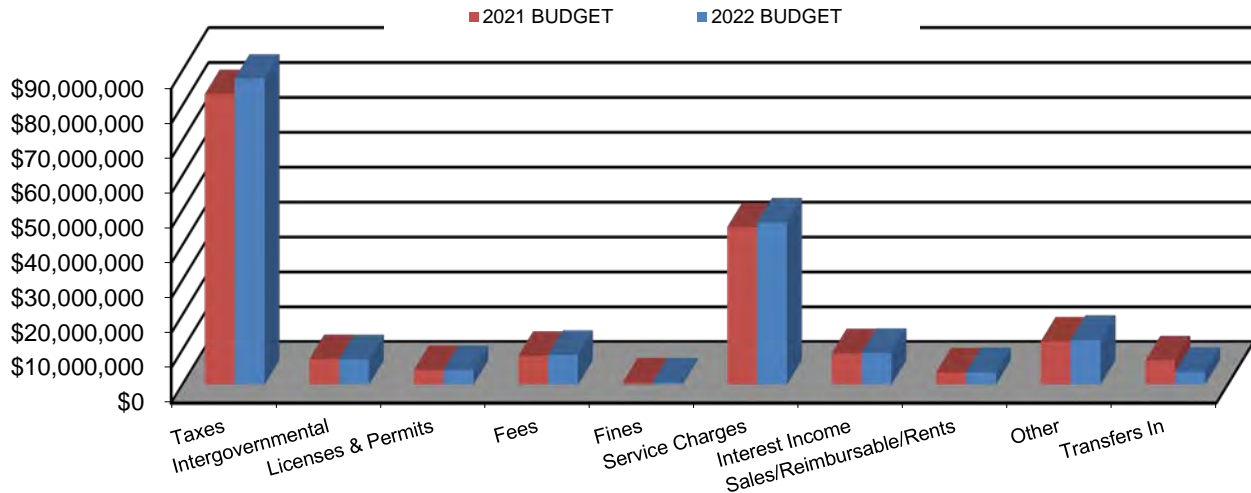
## 2022 Budget



# WHERE THE MONEY COMES FROM

## ALL FUNDS REVENUES

2021 Budget vs. 2022 Budget



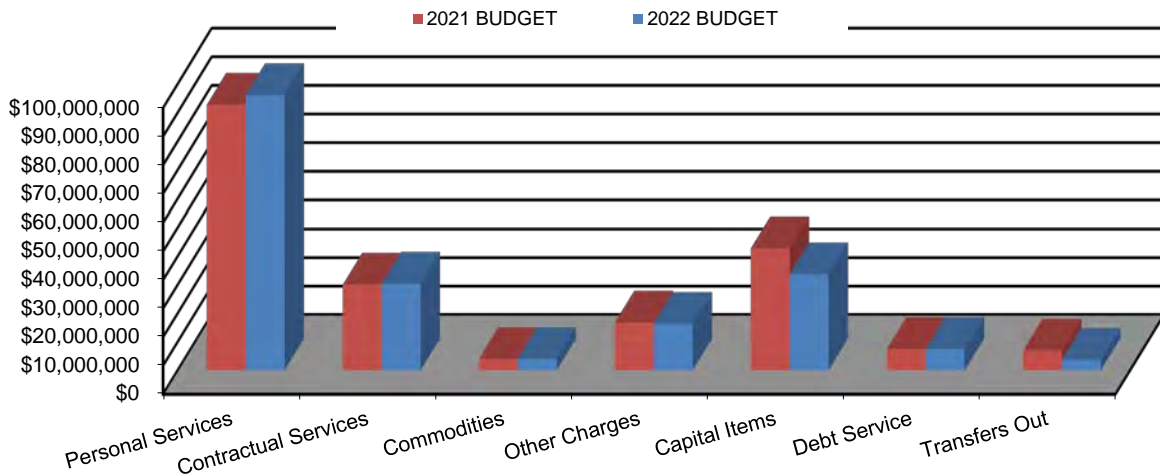
	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 BUDGET	% CHANGE
<b>Taxes</b>	83,106,534	81,872,977	83,186,900	<b>87,620,100</b>	5.3%
<b>Intergovernmental</b>	2,663,468	3,227,545	7,289,800	<b>7,263,500</b>	(0.4%)
<b>Licenses &amp; Permits</b>	4,834,759	3,372,026	4,177,000	<b>4,177,000</b>	0.0%
<b>Fees</b>	8,770,175	7,662,462	8,242,400	<b>8,519,300</b>	3.4%
<b>Fines</b>	558,423	434,247	621,100	<b>636,400</b>	2.5%
<b>Service Charges</b>	40,386,570	42,557,121	45,066,000	<b>46,409,400</b>	3.0%
<b>Interest Income</b>	46,105,661	33,099,655	8,976,300	<b>9,066,300</b>	1.0%
<b>Sales/Reimbursable/Rents</b>	5,462,984	4,474,880	3,504,400	<b>3,575,600</b>	2.0%
<b>Other</b>	24,644,071	28,865,561	12,369,200	<b>12,820,200</b>	3.6%
	216,532,645	205,566,474	173,433,100	<b>180,087,800</b>	3.8%
<b>Reserves</b>	0	0	61,000	<b>73,400</b>	20.3%
<b>Transfers In</b>	5,806,585	10,428,332	6,922,100	<b>3,693,300</b>	(46.6%)
<b>Total Revenues</b>	222,339,230	215,994,806	180,416,200	<b>183,854,500</b>	1.9%

NOTE: **Taxes** increased as a result of better performance in sales taxes. **Reserves** increased as a result of a special assessment for the Metropolis building. **Transfers In** decreased due to large, prior year one-time transfers to the Water & Sewer Fund and the Technology Fund.

# WHERE THE MONEY GOES

## ALL FUNDS EXPENDITURES

### 2021 Budget vs. 2022 Budget



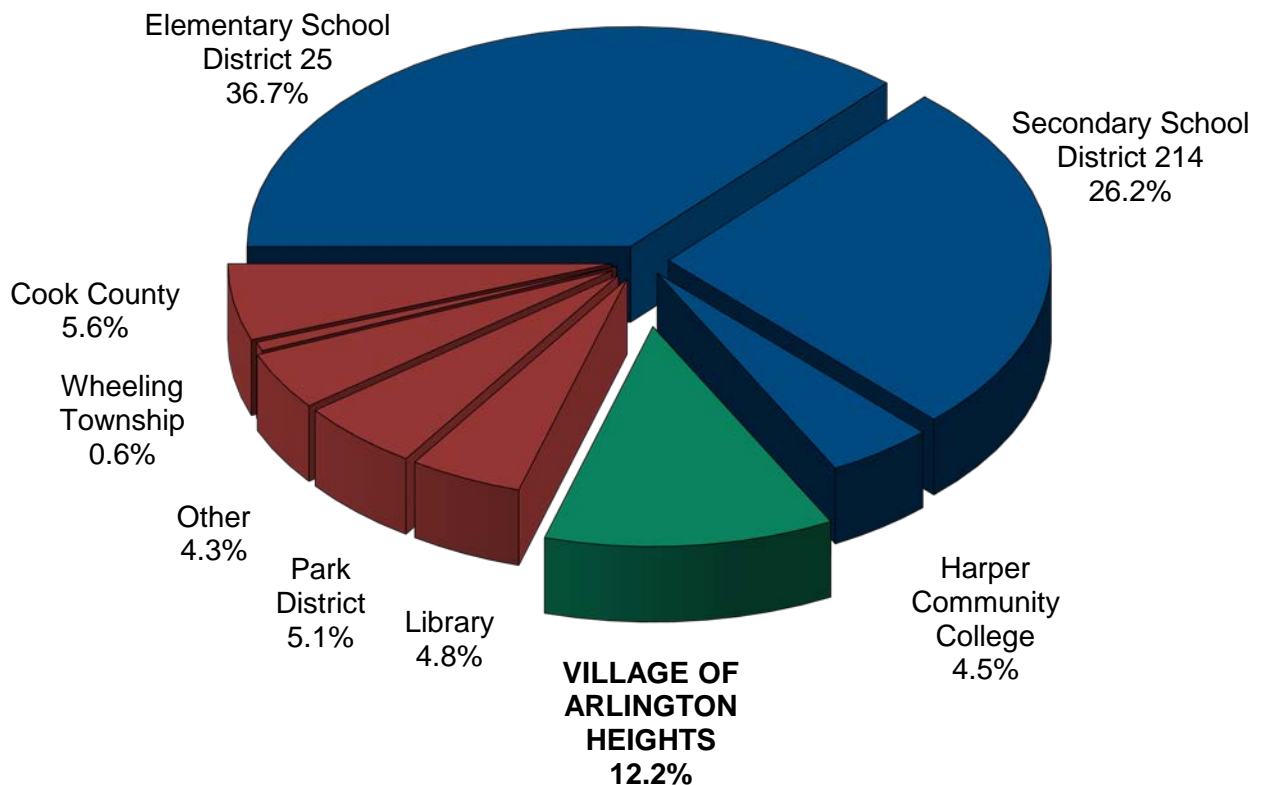
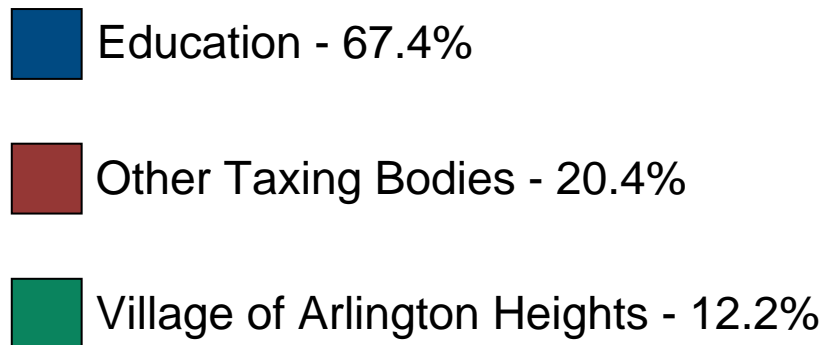
	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 BUDGET	% CHANGE
<b>Personal Services</b>	85,060,490	87,517,277	92,739,100	<b>96,031,800</b>	3.6%
<b>Contractual Services</b>	27,513,237	27,735,951	30,036,249	<b>30,349,900</b>	1.0%
<b>Commodities</b>	4,072,480	2,880,802	3,968,225	<b>3,979,900</b>	0.3%
<b>Other Charges</b>	15,974,173	13,082,756	16,755,292	<b>16,294,800</b>	(2.7%)
<b>Capital Items</b>	27,036,661	17,732,133	42,726,031	<b>33,632,000</b>	(21.3%)
<b>Debt Service</b>	17,254,423	7,667,546	7,483,600	<b>7,486,200</b>	0.0%
	176,911,464	156,616,465	193,708,497	<b>187,774,600</b>	(3.1%)
<b>Transfers Out</b>	5,444,570	10,278,332	6,922,100	<b>3,693,300</b>	(46.6%)
<b>Total Expenditures</b>	182,356,034	166,894,797	200,630,597	<b>191,467,900</b>	(4.6%)

NOTE: **Capital Items** decreased due to the completion in 2021 of some Storm Water Control Projects. **Transfers Out** decreased due to large, prior year one-time transfers to the Water & Sewer Fund and the Technology Fund.

# Arlington Heights

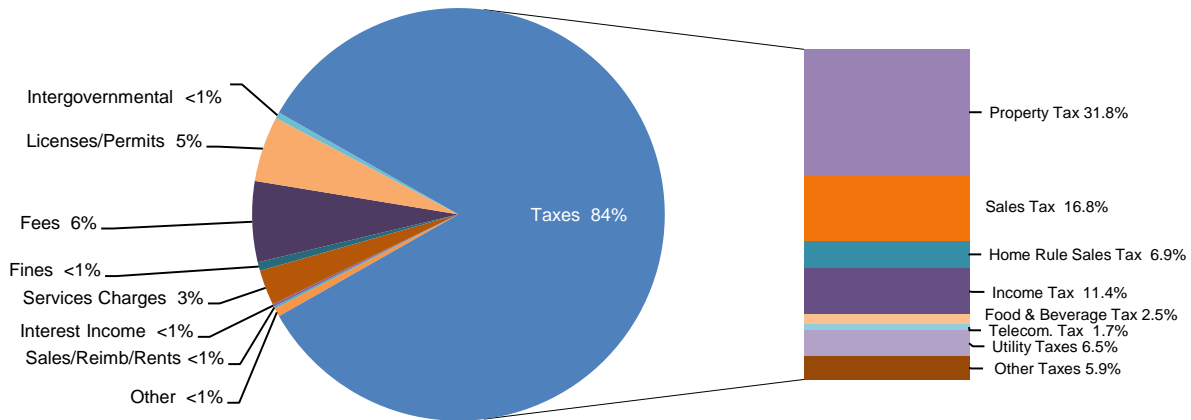
## 2020 PROPERTY TAX BILL

(Depicts the "most" common tax bill, assuming School District 25.  
Depends on School District and Township boundaries.)



AS THE ABOVE PIE CHART ILLUSTRATES, THE VILLAGE OF ARLINGTON HEIGHTS  
CONSISTS OF 12.2% OF THE ENTIRE PROPERTY TAX BILL.

# WHERE THE MONEY COMES FROM GENERAL FUND REVENUES 2022



	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 BUDGET	% CHANGE
<b>Taxes</b>	64,139,809	62,383,378	64,951,600	<b>68,000,500</b>	4.7%
<b>Intergovernmental</b>	321,524	1,204,293	382,300	<b>398,000</b>	4.1%
<b>Licenses &amp; Permits</b>	4,834,759	3,372,026	4,177,000	<b>4,177,000</b>	0.0%
<b>Fees</b>	5,398,268	4,789,468	5,213,600	<b>5,151,000</b>	(1.2%)
<b>Fines</b>	488,364	395,265	546,100	<b>546,100</b>	0.0%
<b>Service Charges</b>	2,112,976	2,141,521	2,203,800	<b>2,260,400</b>	2.6%
<b>Interest Income</b>	676,476	138,914	370,000	<b>160,000</b>	(56.8%)
<b>Sales/Reimb/Rents</b>	118,549	137,821	130,000	<b>125,000</b>	(3.8%)
<b>Other</b>	468,949	367,409	354,000	<b>358,100</b>	1.2%
<b>Other Financing</b>	200,000	350,000	200,000	<b>200,000</b>	0.0%
<b>Total Revenue</b>	<b>78,759,674</b>	<b>75,280,095</b>	<b>78,528,400</b>	<b>81,376,100</b>	<b>3.6%</b>

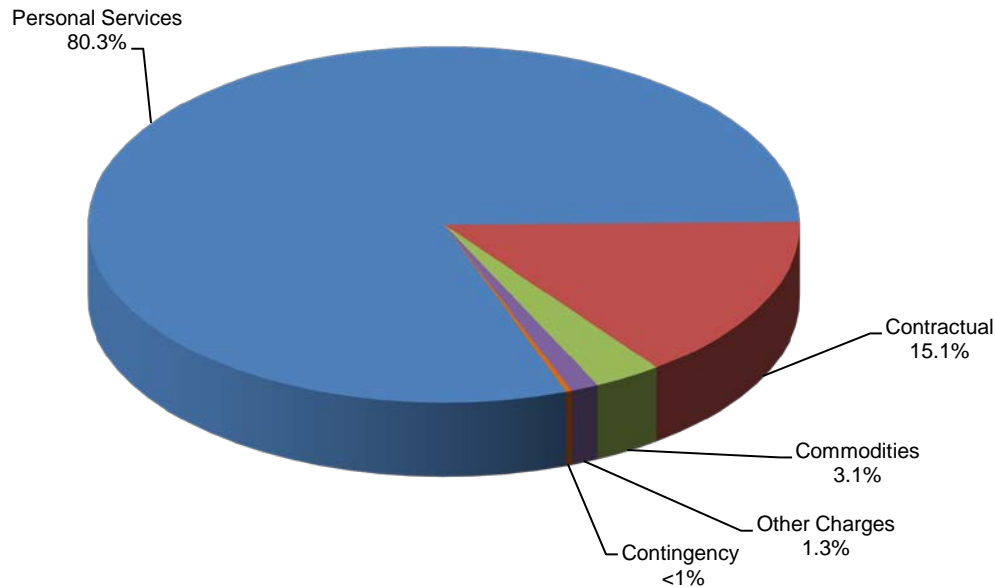
NOTE: **Interest Income** has been decreased to match actual earnings.



# WHERE THE MONEY GOES

## GENERAL FUND EXPENDITURES

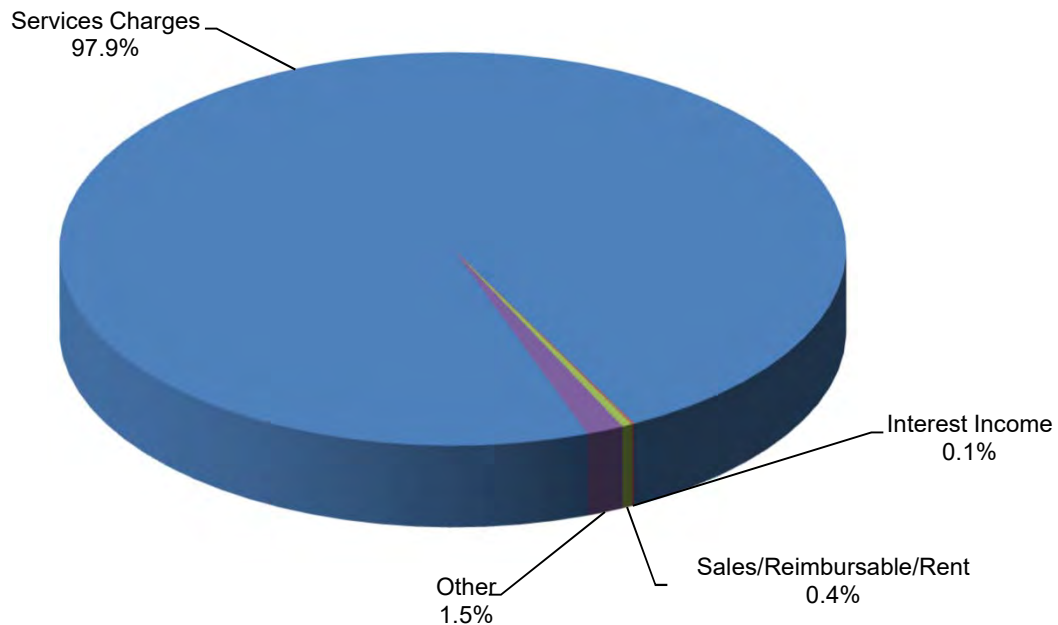
### 2022



	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 BUDGET	% CHANGE
<b>Personal Services</b>	60,136,434	61,434,656	63,683,500	<b>65,342,200</b>	2.6%
<b>Contractual Services</b>	11,571,570	11,349,113	12,050,003	<b>12,282,700</b>	1.9%
<b>Commodities</b>	2,470,770	1,972,364	2,520,475	<b>2,509,100</b>	(0.5%)
<b>Other Charges</b>	954,741	815,722	974,756	<b>1,042,100</b>	6.9%
<b>Contingency</b>	0	0	175,000	<b>200,000</b>	14.3%
<b>Transfers Out</b>	3,452,670	0	0	<b>0</b>	0.0%
<b>Total Expenditures</b>	<b>78,586,185</b>	<b>75,571,855</b>	<b>79,403,734</b>	<b>81,376,100</b>	<b>2.5%</b>

NOTE: **Other Charges** increased as a result of an increase in the budgets for sales tax abatements and the Library's portion of the Personal Property Replacement Tax. **Contingency** is budgeted each year but if used, is classified as an expenditure type. If not used it becomes part of available reserves. As of the date of this writing, the year ending December 31, 2021 budget shows that there is \$175,000 remaining of the \$200,000 contingency budget.

# WHERE THE MONEY COMES FROM WATER & SEWER FUND REVENUES 2022



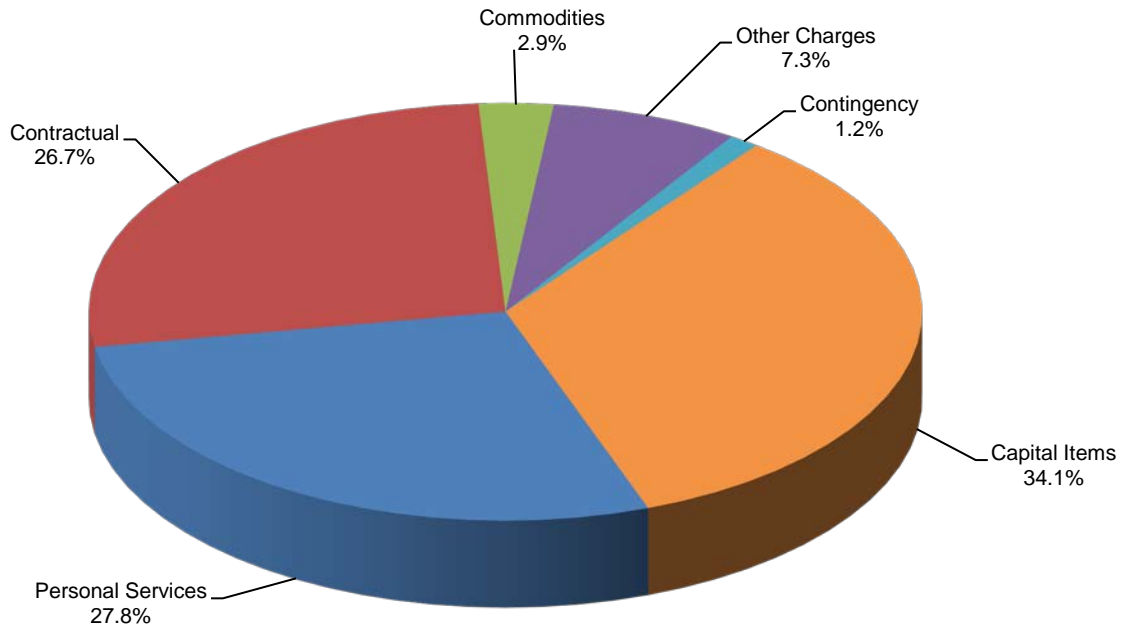
	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 BUDGET	% CHANGE
<b>Services Charges</b>	18,454,496	19,958,979	21,953,200	<b>22,275,200</b>	1.5%
<b>Interest Income</b>	43,175	4,489	20,000	<b>20,000</b>	0.0%
<b>Sales/Reimbursable/Rent</b>	144,533	52,274	98,000	<b>98,000</b>	0.0%
<b>Other</b>	1,578,435	1,599,007	20,000	<b>348,600</b>	1643.0%
<b>Transfers In</b>	45,882	9,045,232	2,500,000	<b>0</b>	0.0%
<b>Total Revenues</b>	<b>20,266,521</b>	<b>30,659,981</b>	<b>24,591,200</b>	<b>22,741,800</b>	<b>(7.5%)</b>

NOTE: **Service Charges** include sales for water and sewer service. Water consumption has been projected based on the anticipated usage, which has been trending lower. A combined water and sewer rate increase of 5% previously approved is effective as of January 1, 2022. **Other** increased from a budgeted Northwest Water Commission rebate.

# WHERE THE MONEY GOES

## WATER & SEWER FUND EXPENDITURES

### 2022



	2019 ACTUAL	2020 ACTUAL	2021 BUDGET	2022 BUDGET	% CHANGE
<b>Personal Services</b>	6,574,667	6,359,705	7,082,600	<b>7,219,600</b>	1.9%
<b>Contractual</b>	6,294,565	6,307,098	6,924,640	<b>6,912,900</b>	(0.2%)
<b>Commodities</b>	1,007,287	448,326	748,400	<b>751,100</b>	0.4%
<b>Other Charges</b>	1,716,928	1,715,054	1,836,500	<b>1,891,100</b>	3.0%
<b>Contingency</b>	0	0	300,000	<b>300,000</b>	0.0%
<b>Capital Items</b>	5,957,317	7,360,459	8,498,016	<b>8,849,600</b>	4.1%
<b>Total Expenditures</b>	<b>21,550,764</b>	<b>22,190,642</b>	<b>25,390,156</b>	<b>25,924,300</b>	<b>2.1%</b>

NOTES: **Contingency** is budgeted each year, but if used, is classified as an expenditure type. If not used it becomes part of available reserves. As of the date of this writing, the year ending December 31, 2021 budget shows that \$300,000 of the \$300,000 contingency budget remains.

# VILLAGE OF ARLINGTON HEIGHTS

## EMPLOYEE CENSUS

Ten Year Analysis

		8 Mon. Per.									
		Ending									
DEPARTMENT		FY2014	FY2015	Dec. 2015	2016	2017	2018	2019	2020	2021	2022
Integrated Services	Full-Time	6.00	5.00	11.00	11.00	11.00	10.00	10.00	11.00	11.00	12.00
	Part-Time	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources	Full-Time	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Legal	Full-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00
	Part-Time	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Finance	Full-Time	17.00	18.00	18.00	18.00	17.00	17.00	16.00	16.00	15.00	15.00
	Part-Time	1.00	0.00	0.00	0.00	1.00	1.00	2.00	2.00	3.00	3.00
IT/GIS	Full-Time	6.00	6.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Police	Full-Time	137.00	137.00	137.00	137.00	137.00	137.00	137.00	137.00	137.00	137.00
	Part-Time	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Police Grant	Full-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire	Full-Time	109.00	109.00	109.00	109.00	109.00	109.00	109.00	109.00	109.00	109.00
	Part-Time	3.00	3.00	3.00	3.00	2.00	2.00	2.00	2.00	2.00	2.00
Planning & Comm Devlp	Full-Time	9.00	9.00	9.00	9.00	10.00	10.00	10.00	10.00	10.00	10.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Building Services	Full-Time	14.50	16.50	16.50	16.50	17.00	17.00	17.00	18.00	18.00	19.00
	Part-Time	3.00	0.00	0.00	0.00	0.00	1.00	1.00	0.00	0.00	0.00
Health Services	Full-Time	9.50	9.50	9.50	9.50	9.00	9.00	9.00	9.00	9.00	9.00
	Part-Time	0.00	0.00	0.00	0.00	1.00	1.00	1.00	1.00	1.00	1.00
Senior Services	Full-Time	1.00	1.00	2.00	2.00	2.00	2.00	2.00	2.00	3.00	3.00
	Part-Time	5.00	5.00	3.00	3.00	3.00	3.00	3.00	3.00	2.00	2.00
Engineering	Full-Time	10.00	10.00	10.00	10.00	10.00	10.00	0.00	0.00	0.00	0.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Public Works	Full-Time	42.00	42.00	42.00	42.00	42.00	41.00	51.00	51.00	51.00	51.00
	Part-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Water Utility Operations	Full-Time	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00
	Part-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fleet Services	Full-Time	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
	Part-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
<b>TOTAL</b>	<b>Full-Time</b>	<b>417.00</b>	<b>419.00</b>	<b>420.00</b>	<b>420.00</b>	<b>420.00</b>	<b>418.00</b>	<b>417.00</b>	<b>419.00</b>	<b>418.00</b>	<b>420.00</b>
	<b>Part-Time</b>	<b>20.00</b>	<b>16.00</b>	<b>14.00</b>	<b>14.00</b>	<b>16.00</b>	<b>17.00</b>	<b>18.00</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>
<b>TOTAL EMPLOYEES</b>		<b>437.00</b>	<b>435.00</b>	<b>434.00</b>	<b>434.00</b>	<b>436.00</b>	<b>435.00</b>	<b>435.00</b>	<b>436.00</b>	<b>435.00</b>	<b>437.00</b>
<b>INCREASE (DECREASE)</b>		<b>0.00</b>	<b>(2.00)</b>	<b>(1.00)</b>	<b>0.00</b>	<b>2.00</b>	<b>(1.00)</b>	<b>0.00</b>	<b>1.00</b>	<b>(1.00)</b>	<b>2.00</b>
<b>FULL-TIME EQUIVALENTS (FTE)</b>		<b>427.25</b>	<b>427.25</b>	<b>427.25</b>	<b>427.25</b>	<b>428.25</b>	<b>426.75</b>	<b>426.25</b>	<b>427.75</b>	<b>426.50</b>	<b>428.50</b>
<b>INCREASE (DECREASE)</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>(1.50)</b>	<b>(0.50)</b>	<b>1.50</b>	<b>(1.25)</b>	<b>2.00</b>

(1) The reduction in Engineering staff is the result of the department merging into Public Works.

(2) A part-time employee is shared between Public Works and Water Utility Operations and is shown only in Public Works so as not to skew the total count.

VILLAGE OF ARLINGTON HEIGHTS  
**EXPENDITURES AND STAFFING**  
**SUMMARY BY OPERATION 2022**

OPERATION	STAFFING			EXPENDITURES			
	2021 Budget	2022 Budget	Inc (Dec)	2021 Budget	2022 Budget	\$ Inc (Dec)	% Inc (Dec)
Board of Trustees	0.00	0.00		\$178,900	\$176,200	(\$2,700)	(1.5%)
Integrated Services	11.50	12.50	1.00	7,139,355	3,923,100	(3,216,255)	(45.0%)
Human Resources	4.00	4.00		16,843,500	17,311,200	467,700	2.8%
Legal	1.75	1.75		744,700	716,100	(28,600)	(3.8%)
Finance	16.50	16.50		3,836,500	3,659,000	(177,500)	(4.6%)
Boards & Commissions	0.00	0.00		253,728	195,700	(58,028)	(22.9%)
Metropolis Theater	0.00	0.00		370,000	388,400	18,400	5.0%
Police/Police Grant	139.00	139.00		28,063,953	28,765,000	701,047	2.5%
Fire	110.00	110.00		24,343,784	24,901,300	557,516	2.3%
Planning & Community Development	10.00	10.00		7,539,024	6,806,100	(732,924)	(9.7%)
Building Services	18.00	19.00	1.00	2,815,300	3,036,200	220,900	7.8%
Health & Human Services	13.25	13.25		2,475,900	2,530,700	54,800	2.2%
Public Works	51.25	51.25		38,152,824	33,198,900	(4,953,924)	(13.0%)
Criminal Investigations	0.00	0.00		346,758	789,900	443,142	127.8%
Foreign Fire Insurance Tax	0.00	0.00		250,000	250,000	0	0.0%
Comm Development Block Grant Progr:	0.00	0.00		886,550	814,900	(71,650)	(8.1%)
Water Utility Operations	40.75	40.75		16,831,028	16,820,400	(10,628)	(0.1%)
Parking Operations	0.00	0.00		695,600	670,200	(25,400)	(3.7%)
Solid Waste Disposal	0.00	0.00		1,580,300	1,643,100	62,800	4.0%
Municipal Fleet Services	10.50	10.50		2,599,600	2,507,600	(92,000)	(3.5%)
Pensions	0.00	0.00		18,684,600	19,374,000	689,400	3.7%
Capital Projects - Water/Sewer	0.00	0.00		7,141,728	7,647,300	505,572	7.1%
Capital Projects - Equipment	0.00	0.00		1,856,498	2,562,100	705,602	38.0%
Capital Projects - Public Buildings	0.00	0.00		123,967	0	(123,967)	(100.0%)
Debt Service	0.00	0.00		7,483,600	7,486,200	2,600	0.0%
Sub-Total	426.50	428.50	2.00	\$191,237,697	\$186,173,600	(\$5,064,097)	(2.6%)
Non-Operating & Transfers Out	N/A	N/A	N/A	9,392,900	5,294,300	(4,098,600)	(43.6%)
<b>TOTAL</b>	<b>426.50</b>	<b>428.50</b>	<b>2.00</b>	<b>\$200,630,597</b>	<b>\$191,467,900</b>	<b>(\$9,162,697)</b>	<b>(4.6%)</b>

## VILLAGE OF ARLINGTON HEIGHTS

**INTERFUND TRANSFERS 2022**

FUND	IN	OUT	PURPOSE
101 General (Corporate) Fund	200,000		SWANCC (from Fund 511)
	<u>\$ 200,000</u>	<u>\$ -</u>	
301 Debt Service Fund	693,300		Storm Water Control (from 426)
	<u>\$ 693,300</u>	<u>\$ -</u>	
401 Capital Projects Fund	300,000		SWANCC (from Fund 511)
		2,500,000	Fleet Fund (to Fund 621)
	<u>\$ 300,000</u>	<u>\$ 2,500,000</u>	
426 Storm Water Control Fund		693,300	Debt Service for GO Bond (to Fund 301)
	<u>\$ -</u>	<u>\$ 693,300</u>	
511 SWANCC Fund		200,000	General Fund (to Fund 101)
		300,000	Capital Projects (to Fund 401)
	<u>\$ -</u>	<u>\$ 500,000</u>	
621 Fleet Fund	2,500,000		Capital Projects Fund (from Fund 401)
	<u>\$ 2,500,000</u>	<u>\$ -</u>	
<b>TOTAL</b>	<u><b>\$ 3,693,300</b></u>	<u><b>\$ 3,693,300</b></u>	

## VILLAGE OF ARLINGTON HEIGHTS CAPITAL IMPROVEMENT PROGRAM SUMMARY

The Village of Arlington Heights prepares annually a Capital Improvement Program (CIP) for the five-year period beginning with the next fiscal year. The CIP is a planning document which is reviewed by the Village Board and is prepared by the Village Manager and Finance Director with the assistance of all Department Heads. Included are capital expenditures projected to cost in excess of \$10,000 and have an expected lifetime of one or more years. The CIP is subject to further review and approval by the Village Board during the final budget process, based on available resources and expenditure requirements of the operations budget. What follows is a summary of all CIP expenditures and projects included in the 2022 budget.

### CAPITAL SPENDING

Building & Land	\$ 4,977,800
Equipment	2,733,800
Signals	169,100
Storm Water Control	3,822,000
Streets	12,131,400
Sewer	475,000
Vehicles	2,562,100
Water	<u>7,172,300</u>
<b>TOTAL</b>	<b><u><u>\$ 34,043,500</u></u></b>

### CAPITAL FUNDING

Capital Projects Fund	\$ 9,431,700
Motor Fuel Tax Fund	4,116,800
Storm Water Control Fund	3,822,000
Water & Sewer Fund	8,849,600
Municipal Parking Operations Fund	611,500
TIF Funds	3,790,000
Arts, Entertainment & Events Fund	106,500
Fleet Operations Fund	2,562,100
Technology Fund	241,800
Criminal Investigation Fund	411,500
Foreign Fire Insurance Tax Fund	<u>100,000</u>
<b>TOTAL</b>	<b><u><u>\$ 34,043,500</u></u></b>

# CAPITAL IMPROVEMENT PROGRAM (CIP)

## FIVE YEAR SPENDING AND FUNDING SUMMARY

CAPITAL SPENDING	FUND	PROJ #	2021 EST ACTUAL	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
Building & Land									
Parking Structure Maintenance/Repairs	Parking	BL-00-06	289,000	289,000	548,500	920,400	296,500	594,500	0
Police Station - Architect	Cap Proj	BL-16-01	0	0	124,000	0	0	0	0
Police Station - Architect	Pub Bld	BL-16-01	0	123,967	0	0	0	0	0
TIF IV Redevelopment	TIF IV	BL-16-05	525,000	500,000	1,500,000	500,000	500,000	500,000	500,000
Metropolis Theater - Replace Flooring MPAC	A&E	BL-17-06	40,000	36,000	0	0	0	0	0
Hickory Kensington TIF District Redevelopment	TIF HK	BL-18-01	700,000	1,500,000	1,025,000	500,000	500,000	500,000	500,000
IRMA Compliance Upgrades	Water	BL-19-02	5,200	5,222	0	0	0	0	0
LED Parking Garage Lighting Conversions	Parking	BL-19-03	97,200	97,247	48,000	48,000	0	0	0
Downtown Parking Signs	Parking	BL-19-06	95,000	90,878	0	0	0	0	0
Senior Center Study	Cap Proj	BL-20-02	60,000	60,000	0	0	0	0	0
Seized Vehicle & Long-Term Bulk Evidence Storage Struc.	Crim Inv	BL-21-01	0	0	0	362,300	0	0	0
Municipal Parking Lot Improvements	Parking	BL-21-02	0	0	0	200,000	30,000	25,000	90,000
TIF V Redevelopment	TIF V	BL-21-03	1,400,000	2,000,000	850,000	0	0	0	0
Electric Vehicle Charging	Cap Proj	BL-22-01	0	0	35,000	37,000	0	38,000	0
Overhead Door Replacement/Repair	Cap Proj	BL-90-04	20,000	20,000	20,000	20,000	35,000	30,000	30,000
Overhead Door Replacement/Repair	Water	BL-90-04	0	10,000	10,000	10,000	10,000	10,000	10,000
Public Works Annex Improvements	Cap Proj	BL-93-02	10,000	10,000	24,000	10,000	10,000	10,000	10,000
Public Works Annex Improvements	Water	BL-93-02	0	20,000	19,000	19,000	19,000	350,000	19,000
Building Equipment Replacement	Cap Proj	BL-95-04	30,000	30,000	27,900	107,500	38,000	30,000	30,000
Municipal Buildings Refurbishing	Cap Proj	BL-95-05	63,000	63,015	316,400	178,200	40,000	100,000	120,000
Municipal Buildings Refurbishing	Fleet	BL-95-05	53,000	53,000	0	0	0	0	0
Roof Maintenance Program	Cap Proj	BL-95-06	0	0	0	515,000	600,000	492,500	653,000
Roof Maintenance Program	Water	BL-95-06	0	0	0	0	600,000	492,500	0
Heating Plant/Air Conditioner Replacement	Cap Proj	BL-96-01	81,000	65,000	240,000	75,000	95,000	130,000	85,000
Ongoing Maintenance to Brick Exteriors	Cap Proj	BL-96-03	38,700	38,650	160,000	30,000	30,000	40,000	40,000
Ongoing Maintenance to Brick Exteriors	Parking	BL-96-03	10,000	10,000	5,000	5,000	5,000	5,000	5,000
Historical Society Museum - Building Repairs	Cap Proj	BL-96-04	66,300	66,300	25,000	25,000	45,000	45,000	25,000
Sub-Total Building & Land			3,583,400	5,088,279	4,977,800	3,562,400	2,853,500	3,392,500	2,117,000
Equipment									
Operational Equipment - Public Works	Cap Proj	EQ-94-01	49,700	49,700	38,400	50,000	396,700	108,000	83,700
Operational Equipment - Public Works	Water	EQ-94-01	193,700	193,666	108,000	112,000	142,000	159,000	111,000
Operational Equipment - Police Department	Cap Proj	EQ-95-01	57,800	57,775	46,000	261,000	47,000	47,000	47,000
Operational Equipment - Police Department	Crim Inv	EQ-95-01	100,000	100,000	100,000	100,000	160,000	127,000	127,000
Operational Equipment - Fire Department	Cap Proj	EQ-95-02	77,500	121,202	277,000	321,000	326,500	919,000	140,000
Operational Equipment - Fire Department	FFIT	EQ-95-02	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Office Equipment	Cap Proj	EQ-95-03	128,600	133,565	88,000	45,000	35,000	30,000	30,000
Office Equipment	Water	EQ-95-03	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Operational Equipment - Municipal Fleet Services	Cap Proj	EQ-97-01	78,200	78,200	38,200	3,500	61,000	91,000	67,000
IT Equipment Replacement	IT	EQ-97-08	245,500	245,540	241,800	241,800	241,800	241,800	241,800
Emergency Generator Upgrades and Replacement	Water	EQ-99-02	0	922,400	922,400	521,900	0	0	0
Operational Equipment - Information Technology	Cap Proj	EQ-01-03	126,500	126,500	141,500	191,500	126,500	126,500	126,500
Metropolis Theater Capital Equipment	A&E	EQ-06-03	39,000	39,000	40,000	41,000	42,000	43,000	44,000
Patrol Vehicle Equipment Replacement Program	Cap Proj	EQ-08-03	30,000	30,000	51,600	34,400	60,200	43,000	51,600
Patrol Vehicle Equipment Replacement Program	Crim Inv	EQ-08-03	11,500	11,500	11,500	0	12,000	0	0
Operational Equipment - Municipal Parking Fund	Parking	EQ-09-01	10,000	10,000	10,000	10,000	10,000	10,000	10,000
SCADA Enhancements	Water	EQ-15-25	61,500	61,500	63,300	65,200	30,000	75,000	61,500
Pumps & Motor Controls Rehab and Replacement	Water	EQ-15-30	128,500	128,500	64,600	94,600	90,000	100,000	60,000
Metropolis Theater Clearcom Equipment	A&E	EQ-17-03	0	0	12,000	0	0	0	0
Metropolis Theater Replace Smoke Detectors	A&E	EQ-17-10	25,000	25,000	0	0	0	0	0
Metropolis Theater LED Series 2	A&E	EQ-17-11	0	0	27,500	0	0	0	0
Lighting Fixtures in Theater	A&E	EQ-18-03	0	0	0	35,000	35,000	0	0
Wireless Microphones	A&E	EQ-18-05	0	0	14,000	0	0	0	0
Village ERP Software Replacement	IT	EQ-19-04	2,551,000	4,018,965	0	0	0	0	0
Phone System Upgrade	Cap Proj	EQ-21-01	175,000	175,000	0	0	0	0	0
Metropolis Theater - Wireless Headsets/Base	A&E	EQ-21-03	0	0	13,000	0	0	0	0
A/V System Upgrades	Cap Proj	EQ-21-02	227,800	227,800	0	120,000	0	0	0
Body Worn CamerasDash Cams	Crim Inv	EQ-22-01	0	0	300,000	300,000	300,000	300,000	300,000
Metropolis Theater Building Infrastructure Updates	A&E	EQ-22-02	0	0	0	30,000	30,000	65,000	65,000
Electric Vehicle Fleet Upgrades	Cap Proj	EQ-22-03	0	0	10,000	8,000	8,500	40,000	25,000
Sub-Total Equipment			4,431,800	6,870,813	2,733,800	2,700,900	2,269,200	2,640,300	1,706,100
Signals									
Traffic Signal Maintenance	MFT	SG-03-02	114,500	114,500	116,800	119,100	121,400	123,700	126,200
Traffic Signal Improvements at Northwest Hwy/Wilke Rd	Cap Proj	SG-08-02	0	36,211	0	0	0	0	0
Traffic Signal Pedestrian Upgrade - Central Rd/Arthur Ave	Cap Proj	SG-14-10	0	52,260	52,300	0	0	0	0
Algonquin Rd. and New Wilke Rd Intersection Impr.	Cap Proj	SG-17-01	43,600	123,641	0	35,000	380,000	0	0
Pedestrian/Bicycle crossing Lake-Cook Rd./Wilke Rd.	Cap Proj	SG-18-01	30,000	67,400	0	0	0	0	0
Sub-Total Signals			188,100	394,012	169,100	154,100	501,400	123,700	126,200



# CAPITAL IMPROVEMENT PROGRAM (CIP)

## FIVE YEAR SPENDING AND FUNDING SUMMARY

CAPITAL SPENDING			2021	2021	2022	2023	2024	2025	2026
	FUND	PROJ #	EST ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Streets									
Street Light Cable Replacement	Cap Proj	ST-00-01	10,000	10,000	10,000	10,000	20,000	20,000	20,000
Paver Brick Maintenance	Cap Proj	ST-05-01	457,100	457,100	400,000	100,000	100,000	100,000	100,000
Downtown Street Furniture	Cap Proj	ST-14-01	15,200	15,211	10,000	10,000	10,000	10,000	10,000
Downtown Streetscape Improvements	Cap Proj	ST-15-35	0	200,000	200,000	95,000	0	0	0
Northwest Highway (Rt. 14) Corridor Landscaping Impr.	Cap Proj	ST-16-20	114,900	114,871	75,000	77,000	0	0	0
Davis Street/Sigwalt Street Fencing/Landscape Upgrade	Cap Proj	ST-17-02	9,000	9,000	0	0	0	0	0
Rand Road Corridor Identification Enhancement	Cap Proj	ST-17-20	237,200	237,200	140,400	226,200	43,000	80,000	0
Rand Road Corridor Identification Enhancement	TIF V	ST-17-20	342,500	342,469	233,000	28,800	101,800	170,000	0
Downtown Outdoor Living Room	Cap Proj	ST-17-25	0	0	20,000	0	0	0	0
Downtown Light Ceiling	Cap Proj	ST-17-26	0	0	0	0	0	0	0
Kensington Road & Multi-Use Path Improvements	Cap Proj	ST-18-01	200,000	300,000	0	0	0	0	0
Surface Treatment - Streets	Cap Proj	ST-18-02	150,000	150,000	300,000	300,000	300,000	300,000	300,000
LED Street Lighting Conversions	Cap Proj	ST-19-01	64,000	64,000	64,000	64,000	64,000	64,000	64,000
South Arlington Heights Road Corridor	Cap Proj	ST-19-03	13,100	13,136	0	0	0	0	0
South Arlington Heights Road Corridor	TIF S AH Rd	ST-19-03	105,400	55,800	55,000	0	0	0	0
Bike Plan/Bike Route Pavement Marking	Cap Proj	ST-19-04	0	20,000	20,000	20,000	20,000	20,000	20,000
Windsor Drive Road Diet	Cap Proj	ST-21-01	50,000	50,000	0	0	0	0	0
Weber Dr/Old Wilke Rd Street Reconstruction	Cap Proj	ST-21-02	25,000	52,000	32,000	160,000	0	0	0
Wilke Road Resurfacing & Multi-Use Path Extension	Cap Proj	ST-21-03	50,000	75,000	170,000	855,000	0	0	0
Sustainable Bike Plan Improvements	Cap Proj	ST-22-01	0	0	15,000	0	0	0	0
Vail Ave Permeable Paver Match	Cap Proj	ST-22-02	0	0	0	235,000	48,000	0	0
Other Sustainable Initiatives	Cap Proj	ST-22-03	0	0	45,000	0	0	0	0
Street Program	Cap Proj	ST-90-08	5,000,000	6,517,367	5,600,000	5,600,000	5,600,000	5,600,000	5,600,000
Street Rehabilitation Program	MFT	ST-90-09	4,117,700	4,117,720	4,000,000	3,800,000	3,800,000	3,800,000	3,800,000
Sidewalk & Curb Replacement	Cap Proj	ST-90-11	405,000	405,000	415,000	425,000	435,000	445,000	455,000
Pavement Crack Sealing Program	Cap Proj	ST-92-01	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Green Corridor Beautification	TIF IV	ST-99-03	0	0	127,000	0	0	0	0
Sub-Total Streets			11,566,100	13,405,874	12,131,400	12,206,000	10,741,800	10,809,000	10,569,000
Sewers									
Sewer Rehab/Replacement Program	Water	SW-90-01	485,000	485,450	475,000	475,000	475,000	475,000	475,000
Area F - Forrest Ave Stormwater Improvements	Storm Water	SW-21-01	0	0	0	1,200,000	0	0	0
Manhole Rehabilitation	Water	SW-20-04	0	0	0	25,000	50,000	50,000	50,000
St. Ponding Area - Race Ave & Chicago Ave	Storm Water	SW-20-03	0	0	0	0	800,000	0	0
Area C/SE - Hintz Rd W of AH Rd	Storm Water	SW-20-02	0	216,566	0	0	0	0	0
Area C/NW Burr Oak Burning Tree & C/SE Berkley/Hintz	Storm Water	SW-20-01	50,000	2,285,000	2,672,000	0	0	0	0
Greenbriar/ Roanoke/ Wilke	Storm Water	SW-18-03	3,484,900	3,484,942	0	0	0	0	0
Storm Water Control - Cypress Detention Basin/Lift Station	Storm Water	SW-18-02	109,200	109,168	0	0	0	0	0
Enhanced Overhead Sewer Program	Storm Water	SW-18-01	250,000	250,000	250,000	135,000	135,000	75,000	75,000
Storm Sewer Rehab/Replacement Program	Storm Water	SW-15-20	1,458,600	1,458,618	500,000	500,000	500,000	500,000	500,000
Backyard Drainage Improvements	Storm Water	SW-11-02	263,000	400,000	400,000	0	300,000	300,000	300,000
Sub-Total Sewers			6,100,700	8,689,744	4,297,000	2,335,000	2,260,000	1,400,000	1,400,000
Vehicles									
Vehicle and Special Equipment Repl. - Public Works	Fleet	VH-95-01	1,156,700	1,156,661	745,100	1,241,300	897,100	1,965,400	1,377,800
Vehicle and Special Equipment Repl. - Water & Sewer	Fleet	VH-95-02	118,900	118,936	311,900	30,100	501,700	1,367,900	126,900
Vehicle Replacement - Police Department	Fleet	VH-95-03	365,700	365,701	283,600	210,400	526,800	359,600	432,600
Vehicle Replacement - Fire Department	Fleet	VH-95-04	58,200	58,200	1,179,200	1,598,500	710,500	1,215,600	28,900
Vehicle Replacement - Municipal Fleet Services	Fleet	VH-95-06	48,000	48,000	0	0	58,500	0	0
Vehicle Replacement - Municipal Parking Operations	Fleet	VH-95-08	109,000	109,000	0	0	0	67,000	0
Vehicle Replacement - Building & Health Services Dept.	Fleet	VH-95-10	0	0	42,300	119,700	0	99,300	102,300
Vehicle Replacement - Planning	Fleet	VH-95-12	0	0	0	0	25,500	0	0
Sub-Total Vehicles			1,856,500	1,856,498	2,562,100	3,200,000	2,720,100	5,074,800	2,068,500
Water									
Residential Meter & AMR System Replacement	Water	WA-03-02	9,200	9,180	1,037,300	1,050,000	1,050,000	1,050,000	1,050,000
Water Tank Repainting	Water	WA-11-01	2,093,000	1,820,000	1,715,000	1,816,800	727,600	1,468,800	739,700
Deep Well Rehabilitation	Water	WA-11-02	0	0	0	15,000	15,000	0	0
Commercial Meter Replacements	Water	WA-20-01	0	0	300,000	300,000	300,000	300,000	300,000
Risk & Resiliency Plan	Water	WA-21-01	786,000	786,000	20,000	85,600	21,200	21,900	0
Watermain Replacement Program	Water	WA-90-01	4,041,100	4,041,098	4,100,000	4,100,000	4,100,000	4,100,000	4,100,000
Sub-Total Water			6,929,300	6,656,278	7,172,300	7,367,400	6,213,800	6,940,700	6,189,700
			34,655,900	42,961,498	34,043,500	31,525,800	27,559,800	30,381,000	24,176,500

# CAPITAL IMPROVEMENT PROGRAM (CIP) FIVE YEAR SPENDING AND FUNDING SUMMARY

<b>CAPITAL FUNDING BY FUND</b>	<b>2021 EST ACTUAL</b>	<b>2021 BUDGET</b>	<b>2022 BUDGET</b>	<b>2023 BUDGET</b>	<b>2024 BUDGET</b>	<b>2025 BUDGET</b>	<b>2026 BUDGET</b>
Capital Projects Fund	8,394,200	10,522,104	<b>9,431,700</b>	10,444,300	9,174,400	9,159,000	8,332,800
Water & Sewer Fund	7,818,200	8,498,016	<b>8,849,600</b>	8,705,100	7,644,800	8,667,200	6,991,200
Motor Fuel Tax Fund	4,232,200	4,232,220	<b>4,116,800</b>	3,919,100	3,921,400	3,923,700	3,926,200
Criminal Investigation Fund	111,500	111,500	<b>411,500</b>	762,300	472,000	427,000	427,000
Municipal Parking Operations Fund	501,200	497,125	<b>611,500</b>	1,183,400	341,500	634,500	105,000
TIF Funds	3,072,900	4,398,269	<b>3,790,000</b>	1,028,800	1,101,800	1,170,000	1,000,000
Storm Water Control Fund	5,615,700	8,204,294	<b>3,822,000</b>	1,835,000	1,735,000	875,000	875,000
Public Buildings Fund	0	123,967	<b>0</b>	0	0	0	0
Arts, Entertainment & Events Fund	104,000	100,000	<b>106,500</b>	106,000	107,000	108,000	109,000
Fleet Operations Fund	1,909,500	1,909,498	<b>2,562,100</b>	3,200,000	2,720,100	5,074,800	2,068,500
Technology Fund	2,796,500	4,264,505	<b>241,800</b>	241,800	241,800	241,800	241,800
Foreign Fire Insurance Tax Fund	100,000	100,000	<b>100,000</b>	100,000	100,000	100,000	100,000
<b>Total Capital Funding</b>	<b>34,655,900</b>	<b>42,961,498</b>	<b>34,043,500</b>	<b>31,525,800</b>	<b>27,559,800</b>	<b>30,381,000</b>	<b>24,176,500</b>

<b>CAPITAL FUNDING BY REVENUE SOURCE</b>	<b>2021 EST ACTUAL</b>	<b>2021 BUDGET</b>	<b>2022 BUDGET</b>	<b>2023 BUDGET</b>	<b>2024 BUDGET</b>	<b>2025 BUDGET</b>	<b>2026 BUDGET</b>
Charges to Operations	4,706,000	6,174,003	<b>2,803,900</b>	3,441,800	2,961,900	5,316,600	2,310,300
Motor Fuel Tax Allotment	3,000,000	3,000,000	<b>3,000,000</b>	3,000,000	3,000,000	3,000,000	3,000,000
Taxes							
Food & Beverage Tax	104,000	100,000	<b>106,500</b>	106,000	107,000	108,000	109,000
Property Tax	4,400,000	4,400,000	<b>5,250,000</b>	5,400,000	5,600,000	5,700,000	5,800,000
Property Tax Increment	3,072,900	4,398,269	<b>3,790,000</b>	1,028,800	1,101,800	1,170,000	1,000,000
Home Rule Sales Tax	1,829,900	1,645,000	<b>1,884,800</b>	1,941,300	1,999,500	2,059,500	2,121,300
Water Sales	7,818,200	8,498,016	<b>8,849,600</b>	8,705,100	7,644,800	8,667,200	6,991,200
Other (including parking fees & interest income)	6,909,000	8,493,519	<b>4,226,800</b>	3,812,300	2,866,700	2,300,200	1,775,200
Grants/State/Federal/County/Private	5,036,300	6,036,300	<b>6,036,300</b>	0	0	0	0
Cash on Hand/Reserves	(2,220,400)	216,391	<b>(1,904,400)</b>	4,090,500	2,278,100	2,059,500	1,069,500
<b>Total Capital Funding</b>	<b>34,655,900</b>	<b>42,961,498</b>	<b>34,043,500</b>	<b>31,525,800</b>	<b>27,559,800</b>	<b>30,381,000</b>	<b>24,176,500</b>

## **CAPITAL IMPROVEMENT PROGRAM (CIP) IMPACT ON THE 2022 OPERATING BUDGET**

Most of the capital improvement projects listed in the Village's CIP ***Five Year Spending and Funding Summary*** will not cause an increase or a decrease in operating expenses. There are two projects, however, that will affect operating expenses. Details on these projects:

### **STREETS**

**Project Name:** LED Street Light Conversions

**Description:** Replacement of current street lights with efficient LED lights.

**Budget:** \$64,000 per year

**Operating Budget Impact:** Additional overtime by Public Works personnel will be required to install these new lights. The 2022 Budget includes an annual increase in Public Works overtime. However, the new LED lights will last much longer and use less energy, reducing long-term electricity and labor costs.

### **WATER**

**Project Name:** Watermain Replacement Program

**Description:** Replacement of aging watermain throughout the Village.

**Budget:** \$4,100,000

**Operating Budget Impact:** By increasing the annual funding for the annual watermain replacement over the next few years, the Village should be able to reduce overtime costs for broken watermain calls.

# DEBT SUMMARY

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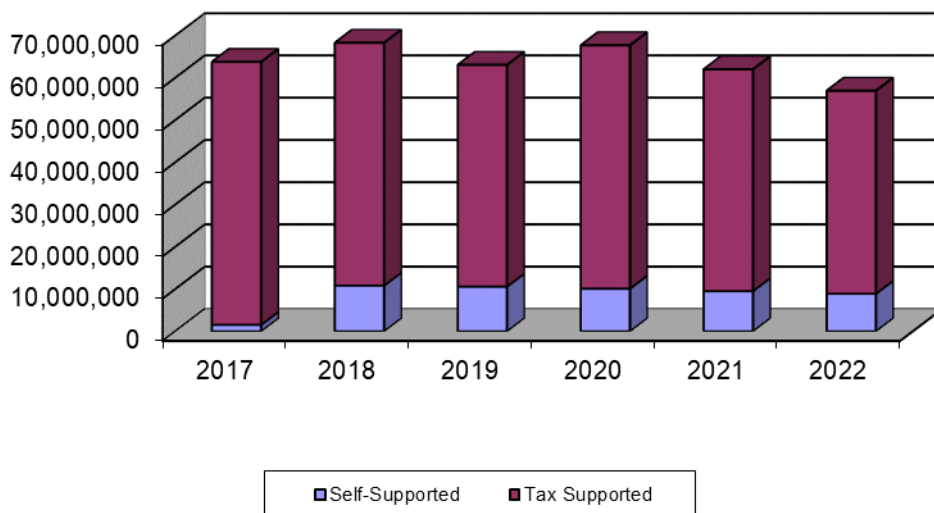
## OVERVIEW AND DEBT FINANCING PRINCIPLES

The Village of Arlington Heights has historically taken a conservative approach to debt financing. The goal of the Village's debt policy is to maintain the ability to provide high quality essential village services in a cost-effective manner. Policy makers weigh this goal against maintaining the ability to borrow at the lowest possible rates. The Village has used the following guidelines before financing projects with long-term debt:

- Staff conservatively projects the revenue sources to pay off the debt.
- The financing of the improvement will not exceed its useful life.
- The benefits of the improvement must outweigh its costs, including the interest costs of financing.

Through the application of these guidelines, the Village Board tests any demand on debt financing. Furthermore, the Village uses debt only to provide financing for essential and necessary capital projects. The chart below shows a brief history of the Village's outstanding bond debt.

**VILLAGE OF ARLINGTON HEIGHTS**  
**Outstanding Bond Debt (Principal Only)**  
**Fiscal Years Ending 2017 through 2022**

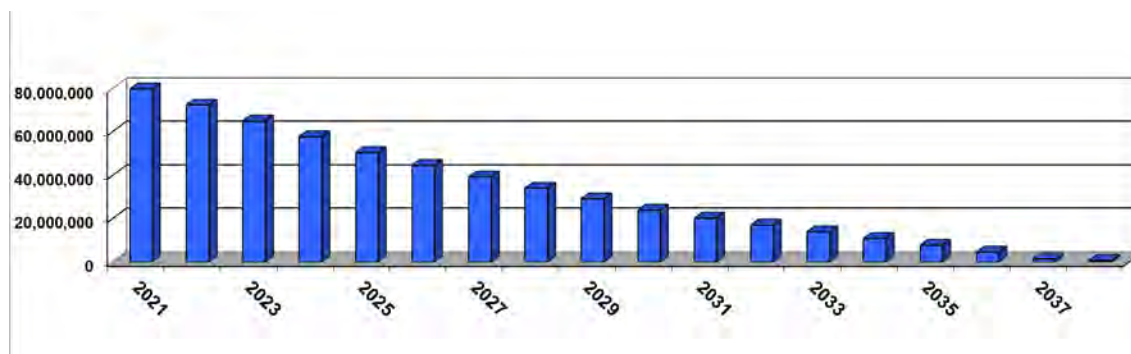


# DEBT SUMMARY

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The Village will continue paying down its debt aggressively over the next few years as is show below:

**Total Principal & Interest Outstanding**  
**2021 through 2038**  
Includes Self-Supported (NWCD & Storm Sewer) and Tax Supported Debt



## LEGAL DEBT MARGIN

The Village is a home rule municipality.

Article VII, Section 6(k) of the 1970 Illinois Constitution governs computation of the legal debt margin.

"The General Assembly may limit by law the amount and require referendum approval of debt to be incurred by home rule municipalities, payable from ad valorem property tax receipts, only in excess of the following percentages of the assessed value of its taxable property:...(2) if its population is more than 25,000 and less than 500,000 an aggregate of one percent: ...Indebtedness which is outstanding on the effective day (July, 1971) of this Constitution or which is thereafter approved by referendum...shall not be included in the foregoing percentage amounts."

To date the General Assembly has set no limits for home rule municipalities.

## TYPES OF VILLAGE DEBT

The Village's general obligation bond rating is Aa1 from Moody's Investors Service. A general obligation bond has the full faith and credit of the Village pledged. The general obligation alternate revenue bonds, which are a pledge of a specific revenue source, (i.e. utility taxes, sales taxes, water revenues) and a tax levy, carry the same rating. However, all other types of debt instruments are of a lesser credit quality and therefore have higher relative interest rates. An approximate ranking is as follows:

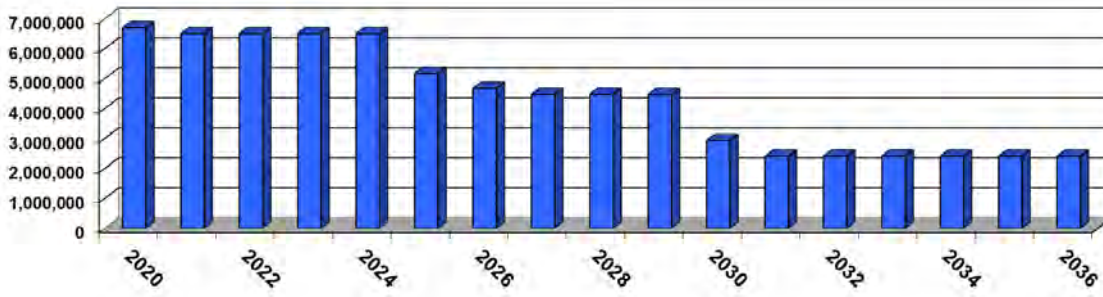
- General Obligation/General Obligation Alternate Revenue
- Water and Sewer Revenue
- Installment Contract
- Special Service Area
- Special Assessment

# DEBT SUMMARY

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The chart below will help us visualize and manage our annual tax supported debt service:

## Tax Supported Debt Service Payments by Fiscal Year 2021 Through 2036



## CONCLUSION

The Village issues new debt only after careful consideration of the benefits of the capital project being financed and a conservative analysis of the revenue sources required to pay off the debt. By following these practices and by monitoring the total debt burden, the Village has been able to maintain a high bond rating, which equates to lower interest costs. The Village's overall financial health is good, and by following sound financial and management policies, the Village's Board and staff will emphasize continued efforts toward maintaining and improving the Village's financial performance in the coming years.

The schedules on the following page provide summaries of outstanding bond issues and future debt service requirements.

VILLAGE OF ARLINGTON HEIGHTS

# SUMMARY OF OUTSTANDING BOND ISSUES

AS OF December 31, 2021

ISSUE	PURPOSE	AMOUNT ISSUED	MATURITY DATE	PRINCIPAL OUTSTANDING
2010 G. O. Refunding Bonds	Refunding of 2002A NW Central Dispatch Bonds	2,855,000	12/1/2022	280,000
2012A G. O. Refunding Bonds	Partial Refunding of 2004 Public Building Bonds	9,670,000	12/1/2022	1,375,000
2016 G. O. Police Station Bonds	Design and build new police station	32,900,000	12/1/2036	27,765,000
2018 G. O. Storm Sewer Bonds	Improvement of storm sewer infrastructure	9,530,000	12/1/2038	8,615,000
2019 G. O. Refunding Bonds	Partial Refunding of 2011 Refunding Bonds	7,985,000	12/1/2026	7,985,000
2020 G. O. Water Main, St., Parking Bonds	Water Main replacement, street and parking infrastructure	13,700,000	12/1/2030	10,920,000
<b>TOTAL ALL BONDS</b>				<b>56,940,000</b>

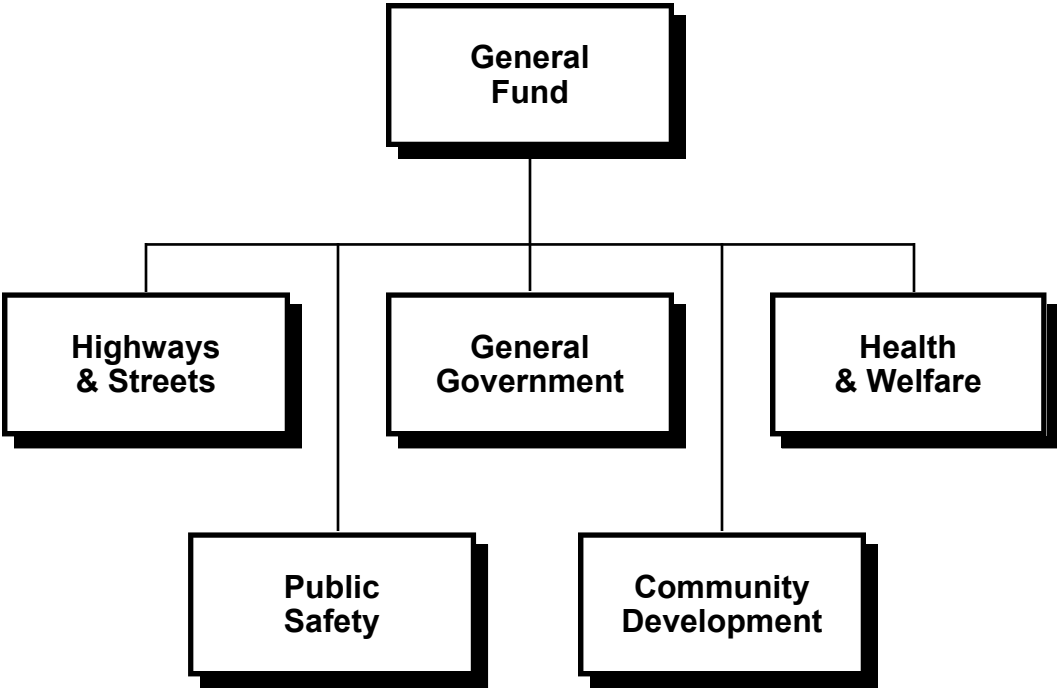
## ANNUAL DEBT SERVICE REQUIREMENTS

(PRINCIPAL AND INTEREST)

ISSUE	FUNDING SOURCE	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET
2006A Refunding of 1997C & 1998A	Property Tax	358,800	0	0	0	0
2011 Partial Refunding of 2004 Public Bldg	Property Tax	442,650	187,931	0	0	0
2012A Partial Refunding of 2004 Public Bldg	Property Tax	1,150,400	1,130,400	2,110,400	2,215,400	1,402,500
2013 Partial Refunding of 2006 Public Bldg	Property Tax	1,671,200	2,080,000	0	0	0
2014 Road Improvements	Property Tax	1,500,550	1,503,850	885,800	0	0
2016 Police Building	Property Tax	1,759,200	1,719,250	3,294,900	2,572,700	2,535,150
2019 Partial Refunding of 2011 Partial Refunding	Property Tax	0	80,959	399,250	399,250	1,039,250
2020 Water Main, Streets, & Parking	Property Tax	0	0	0	1,311,206	1,521,800
<b>SUBTOTAL - PROPERTY TAX</b>		<b>6,882,800</b>	<b>6,702,390</b>	<b>6,690,350</b>	<b>6,498,556</b>	<b>6,498,700</b>
2010 Refunding of 2002A NWCDS Building	Northwest Central Dispatch Rent	285,675	288,325	285,675	287,875	289,100
2018 Storm Sewer Improvements	Storm Water Utility Fee	0	690,878	689,300	691,100	692,300
<b>SUBTOTAL - OPERATING REVENUE</b>		<b>285,675</b>	<b>979,203</b>	<b>974,975</b>	<b>978,975</b>	<b>981,400</b>
<b>TOTAL</b>		<b>7,168,475</b>	<b>7,681,593</b>	<b>7,665,325</b>	<b>7,477,531</b>	<b>7,480,100</b>

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## Fund at a Glance

This is the major operating fund of the Village. It accounts for Police, Fire, Public Works and other administrative and support operations.

### Restrictions:

Except where either State or Federal law requires funds to be segregated into a separate fund, the General Fund becomes the major operating fund of the Village and includes everything that is not required to be accounted for in a separate fund in accordance with Generally Accepted Accounting Principles.

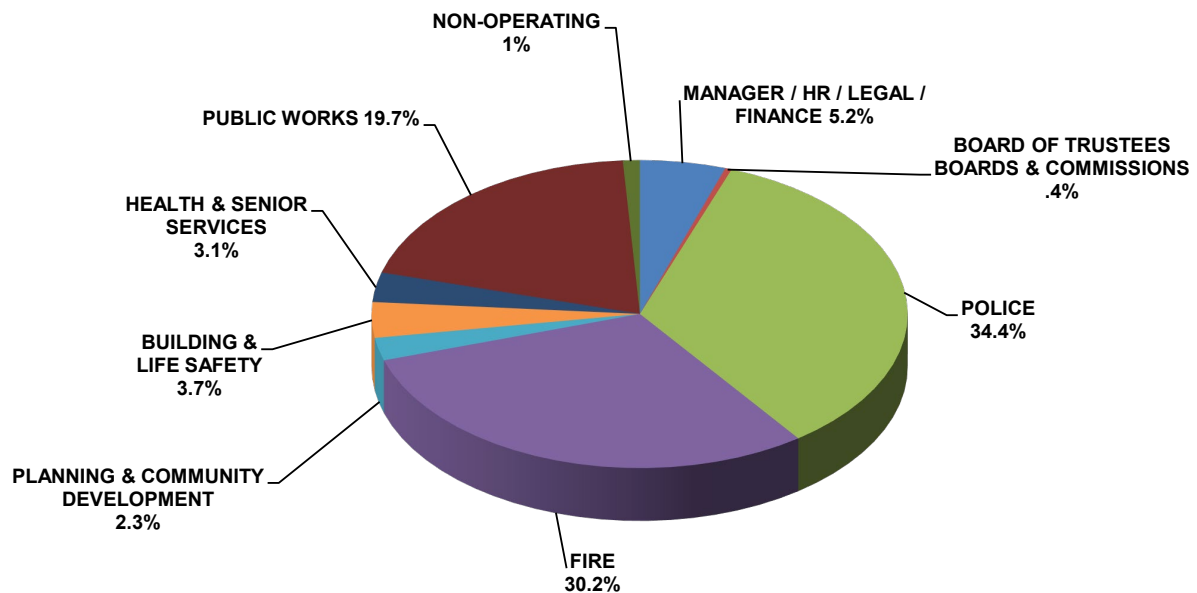
## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Taxes	\$64,139,809	\$62,383,378	\$67,480,100	\$64,951,600	<b>\$68,000,500</b>	\$3,048,900	4.7%
Intergovernmental	321,524	1,204,293	392,300	382,300	<b>398,000</b>	15,700	4.1%
Licenses & Permits	4,834,759	3,372,026	4,177,000	4,177,000	<b>4,177,000</b>	0	0.0%
Fees	5,398,268	4,789,468	5,078,000	5,213,600	<b>5,151,000</b>	(62,600)	(1.2%)
Fines	488,364	395,265	546,100	546,100	<b>546,100</b>	0	0.0%
Service Charges	2,112,976	2,141,521	2,205,800	2,203,800	<b>2,260,400</b>	56,600	2.6%
Interest Income	676,476	138,914	245,000	370,000	<b>160,000</b>	(210,000)	(56.8%)
Sales/Reimbursable/Rents	118,549	137,821	125,000	130,000	<b>125,000</b>	(5,000)	(3.8%)
Other	468,949	367,409	350,400	354,000	<b>358,100</b>	4,100	1.2%
<b>Total Revenues</b>	<b>\$78,559,674</b>	<b>\$74,930,095</b>	<b>\$80,599,700</b>	<b>\$78,328,400</b>	<b>\$81,176,100</b>	<b>\$2,847,700</b>	<b>3.6%</b>
Interfund Transfers In	200,000	350,000	200,000	200,000	<b>200,000</b>	0	0.0%
<b>Total Revenues and Interfund Transfers In</b>	<b>\$78,759,674</b>	<b>\$75,280,095</b>	<b>\$80,799,700</b>	<b>\$78,528,400</b>	<b>\$81,376,100</b>	<b>\$2,847,700</b>	<b>3.6%</b>
Expenditures							
Personal Services	\$60,136,434	\$61,434,656	\$63,030,800	\$63,683,500	<b>\$65,342,200</b>	\$1,658,700	2.6%
Contractual Services	11,571,570	11,349,113	11,953,700	12,050,003	<b>12,282,700</b>	232,697	1.9%
Commodities	2,470,770	1,972,364	2,519,300	2,520,475	<b>2,509,100</b>	(11,375)	(0.5%)
Other Charges	954,741	815,722	1,160,400	1,149,756	<b>1,242,100</b>	92,344	8.0%
<b>Total Expenditures</b>	<b>\$75,133,515</b>	<b>\$75,571,855</b>	<b>\$78,664,200</b>	<b>\$79,403,734</b>	<b>\$81,376,100</b>	<b>\$1,972,366</b>	<b>2.5%</b>
Interfund Transfers Out	3,452,670	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$78,586,185</b>	<b>\$75,571,855</b>	<b>\$78,664,200</b>	<b>\$79,403,734</b>	<b>\$81,376,100</b>	<b>\$1,972,366</b>	<b>2.5%</b>
Revenues over (under) Expenditures	\$173,489	(\$291,760)	\$2,135,500	(\$875,334)	<b>\$0</b>	<b>\$875,334</b>	<b>(100.0%)</b>
<b>BEGINNING FUND BALANCE</b>	<b>30,705,245</b>	<b>30,878,734</b>	<b>30,586,974</b>	<b>30,586,974</b>	<b>32,722,474</b>	<b>2,135,500</b>	<b>7.0%</b>
<b>ENDING FUND BALANCE</b>	<b>\$30,878,734</b>	<b>\$30,586,974</b>	<b>\$32,722,474</b>	<b>\$29,711,640</b>	<b>\$32,722,474</b>	<b>\$3,010,834</b>	<b>10.1%</b>

# GENERAL FUND EXPENDITURE SUMMARY

101

Dept No.	General Fund	Actual 2019	Actual 2020	Projected Actual 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
0101	Board of Trustees	166,110	143,798	172,900	172,900	<b>176,200</b>	3,300	1.9%
0201	Integrated Services	972,263	1,029,750	1,014,600	1,062,000	<b>1,187,000</b>	125,000	11.8%
0301	Human Resources	405,787	390,502	435,800	435,000	<b>435,900</b>	900	0.2%
0401	Legal	816,300	801,878	736,900	744,700	<b>716,100</b>	(28,600)	(3.8%)
0501	Finance	1,685,823	1,739,455	1,796,200	1,810,100	<b>1,859,400</b>	49,300	2.7%
1001	Boards & Commissions	158,835	168,043	195,200	202,900	<b>147,700</b>	(55,200)	(27.2%)
3001	Police/Police Grant	25,823,223	25,771,270	26,846,200	27,312,278	<b>27,989,000</b>	676,722	2.5%
3501	Fire	23,087,932	23,848,142	24,239,700	24,132,817	<b>24,557,200</b>	424,383	1.8%
4001	Planning	1,696,833	1,733,623	1,944,000	1,978,080	<b>1,934,400</b>	(43,680)	(2.2%)
4501	Building Services	2,619,758	2,745,590	2,697,500	2,815,300	<b>3,036,200</b>	220,900	7.8%
7001	Health Services	1,687,437	1,704,099	1,850,900	1,849,500	<b>1,881,500</b>	32,000	1.7%
7007	Senior Services	552,560	573,349	606,200	621,400	<b>649,200</b>	27,800	4.5%
7101	Public Works	14,753,358	14,301,998	15,350,100	15,533,759	<b>15,974,300</b>	440,541	2.8%
9901	Non-Operating	4,159,966	620,358	778,000	733,000	<b>832,000</b>	99,000	13.5%
TOTAL EXPENDITURES		78,586,185	75,571,855	78,664,200	79,403,734	<b>81,376,100</b>	1,972,366	2.5%
TOTAL REVENUES		78,759,674	75,280,095	80,799,700	78,528,400	<b>81,376,100</b>	2,847,700	3.6%
SURPLUS (DEFICIT)		173,489	(291,760)	2,135,500	(875,334)	<b>0</b>	875,334	(100.0%)
BEGINNING FUND BALANCE		30,705,245	30,878,734	30,586,974	30,586,974	<b>32,722,474</b>	2,135,500	7.0%
ENDING FUND BALANCE		30,878,734	30,586,974	32,722,474	29,711,640	<b>32,722,474</b>	3,010,834	10.1%



# GENERAL FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-0000-401.03-00	Real Estate Tax IMRF	1,359,463	1,788,580	1,835,800	1,835,800	<b>1,708,500</b>	(127,300)	(6.9%)
101-0000-401.04-00	Real Estate Tax FICA	1,398,672	1,455,246	1,502,000	1,502,000	<b>1,534,400</b>	32,400	2.2%
101-0000-401.10-00	Police Pension	3,920,380	4,125,459	4,073,000	4,073,000	<b>4,114,000</b>	41,000	1.0%
101-0000-401.11-00	Fire Pension	4,827,024	5,042,871	4,913,000	4,913,000	<b>4,962,000</b>	49,000	1.0%
101-0000-401.12-00	Police Protection	6,121,026	5,946,659	7,035,400	7,035,400	<b>6,799,200</b>	(236,200)	(3.4%)
101-0000-401.13-00	Fire Protection	6,121,026	5,946,659	7,035,400	7,035,400	<b>6,799,200</b>	(236,200)	(3.4%)
	<b>Real Estate Taxes</b>	<b>23,747,591</b>	<b>24,305,474</b>	<b>26,394,600</b>	<b>26,394,600</b>	<b>25,917,300</b>	<b>(477,300)</b>	<b>(1.8%)</b>
101-0000-402.10-00	Hotel Tax	1,109,349	408,888	450,000	975,000	<b>975,000</b>	0	0.0%
101-0000-402.15-00	Admissions Tax	24,161	0	15,000	20,000	<b>0</b>	(20,000)	(100.0%)
101-0000-402.25-00	Food & Beverage Tax	2,079,454	1,577,787	1,996,500	1,780,000	<b>2,009,800</b>	229,800	12.9%
101-0000-402.30-00	Sales Tax Home Rule	5,401,119	4,654,737	5,480,000	5,061,000	<b>5,600,000</b>	539,000	10.7%
101-0000-402.35-00	Road & Bridge Tax	251,894	257,693	250,000	240,000	<b>250,000</b>	10,000	4.2%
101-0000-402.45-00	Telecommunications Tax	2,356,604	1,868,788	1,560,000	2,090,000	<b>1,371,400</b>	(718,600)	(34.4%)
101-0000-402.50-00	Electric Utility Tax	2,900,788	2,830,115	2,843,000	3,100,000	<b>3,100,000</b>	0	0.0%
101-0000-402.55-00	Natural Gas Utility Tax	2,319,957	2,062,240	2,133,000	2,200,000	<b>2,200,000</b>	0	0.0%
	<b>Business Taxes</b>	<b>16,443,326</b>	<b>13,660,248</b>	<b>14,727,500</b>	<b>15,466,000</b>	<b>15,506,200</b>	<b>40,200</b>	<b>0.3%</b>
101-0000-403.05-00	Sales Tax	12,914,676	12,480,915	13,600,000	12,212,000	<b>13,700,000</b>	1,488,000	12.2%
101-0000-403.06-00	Local Use Tax	2,488,121	3,290,912	3,200,000	3,079,000	<b>3,000,000</b>	(79,000)	(2.6%)
101-0000-403.10-00	Auto Rental Tax	29,263	14,591	20,000	28,000	<b>28,000</b>	0	0.0%
101-0000-403.15-00	State Income Tax	7,993,678	8,161,144	8,900,000	7,322,000	<b>9,299,000</b>	1,977,000	27.0%
101-0000-403.25-00	Replacement Tax	523,154	470,094	638,000	450,000	<b>550,000</b>	100,000	22.2%
	<b>Intergovernmental Taxes</b>	<b>23,948,892</b>	<b>24,417,656</b>	<b>26,358,000</b>	<b>23,091,000</b>	<b>26,577,000</b>	<b>3,486,000</b>	<b>15.1%</b>
	<b>Total Taxes</b>	<b>64,139,809</b>	<b>62,383,378</b>	<b>67,480,100</b>	<b>64,951,600</b>	<b>68,000,500</b>	<b>3,048,900</b>	<b>4.7%</b>
101-0000-411.35-00	Training Reimbursement	33,582	71,645	35,000	20,000	<b>35,000</b>	15,000	75.0%
101-0000-411.36-00	Task Force Reimbursement	41,670	19,001	25,000	25,000	<b>25,000</b>	0	0.0%
101-0000-411.53-00	State Charitable Game Tax	7,880	5,518	10,000	15,000	<b>10,000</b>	(5,000)	(33.3%)
101-0000-411.70-00	Other Grants	215,392	978,862	170,000	170,000	<b>170,000</b>	0	0.0%
101-0000-411.80-00	Counselor in the Park	23,000	0	23,000	23,000	<b>23,000</b>	0	0.0%
101-0000-411.81-00	Services for Library	0	129,267	129,300	129,300	<b>135,000</b>	5,700	4.4%
	<b>Total Intergovernmental</b>	<b>321,524</b>	<b>1,204,293</b>	<b>392,300</b>	<b>382,300</b>	<b>398,000</b>	<b>10,000</b>	<b>4.1%</b>
101-0000-421.05-00	Vehicle License	1,764,964	1,237,102	1,430,000	1,430,000	<b>1,430,000</b>	0	0.0%
101-0000-421.10-00	Business License	637,785	623,075	650,000	650,000	<b>650,000</b>	0	0.0%
101-0000-421.15-00	Dog License	64,590	65,306	65,000	62,000	<b>65,000</b>	3,000	4.8%
101-0000-421.20-00	Liquor License	409,173	245,204	425,000	425,000	<b>425,000</b>	0	0.0%
101-0000-421.25-00	Public Chauffeur License	960	160	500	500	<b>500</b>	0	0.0%
101-0000-421.30-00	Multiple Dwelling License	63,077	76,448	70,000	70,000	<b>70,000</b>	0	0.0%
101-0000-421.99-00	Misc License Revenue	37,319	(49,237)	0	0	<b>0</b>	0	N/A
	<b>Licenses</b>	<b>2,977,868</b>	<b>2,198,058</b>	<b>2,640,500</b>	<b>2,637,500</b>	<b>2,640,500</b>	<b>3,000</b>	<b>0.1%</b>

# GENERAL FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-0000-422.05-00	Building Permits	1,393,546	920,457	1,200,000	1,200,000	1,200,000	0	0.0%
101-0000-422.07-00	Foundation Only Permits	300	0	0	0	0	0	N/A
101-0000-422.10-00	Electrical Permits	193,132	88,565	115,000	115,000	115,000	0	0.0%
101-0000-422.15-00	Plumbing Permits	119,065	59,573	90,000	90,000	90,000	0	0.0%
101-0000-422.20-00	Sign Permits	11,760	12,000	13,000	13,000	13,000	0	0.0%
101-0000-422.25-00	Elevator Permits	62,468	53,610	60,000	65,000	60,000	(5,000)	(7.7%)
101-0000-422.30-00	Occupancy Permits	27,330	7,320	25,000	25,000	25,000	0	0.0%
101-0000-422.35-00	Driveway Permits	3,102	187	6,000	6,000	6,000	0	0.0%
101-0000-422.45-00	Air Conditioning Permits	32,893	12,423	14,000	14,000	14,000	0	0.0%
101-0000-422.50-00	Swimming Pool Permits	1,899	7,143	2,000	1,000	2,000	1,000	100.0%
101-0000-422.60-00	Chimney Permits	2,520	1,900	2,000	2,000	2,000	0	0.0%
101-0000-422.65-00	Wrecking Permits	6,828	7,625	7,500	7,500	7,500	0	0.0%
101-0000-422.70-00	Other Permits	2,048	3,165	2,000	1,000	2,000	1,000	100.0%
	<b>Permits</b>	<b>1,856,891</b>	<b>1,173,968</b>	<b>1,536,500</b>	<b>1,539,500</b>	<b>1,536,500</b>	<b>(3,000)</b>	<b>(0.2%)</b>
	<b>Total Licenses &amp; Permits</b>	<b>4,834,759</b>	<b>3,372,026</b>	<b>4,177,000</b>	<b>4,177,000</b>	<b>4,177,000</b>	<b>0</b>	<b>0.0%</b>
101-0000-431.34-00	Cable Franchise Fees	1,444,171	1,381,140	1,400,000	1,500,000	1,400,000	(100,000)	(6.7%)
101-0000-431.38-01	FOIA Photocopy Fees	37	0	0	0	0	0	N/A
101-0000-431.40-00	Other Fees	55,089	26,945	40,000	40,000	40,000	0	0.0%
101-0000-431.50-00	Special PW Detail Fees	13,635	2,878	12,000	7,900	10,000	2,100	26.6%
	<b>General Govern Fees</b>	<b>1,512,932</b>	<b>1,410,963</b>	<b>1,452,000</b>	<b>1,547,900</b>	<b>1,450,000</b>	<b>(97,900)</b>	<b>(6.3%)</b>
101-0000-432.02-00	Plan Commission Hearing	18,950	17,985	20,000	20,000	20,000	0	0.0%
101-0000-432.06-00	Rezoning Zoning Variation	7,176	10,340	10,000	10,000	10,000	0	0.0%
101-0000-432.08-00	Plan Examination Fees	117,966	80,283	100,000	100,000	100,000	0	0.0%
101-0000-432.09-00	Fire Plan Examination Fee	45,276	40,570	42,000	42,000	42,000	0	0.0%
101-0000-432.12-00	Engineering Service Fees	192,235	166,062	110,000	110,000	110,000	0	0.0%
	<b>Comm Develop Fees</b>	<b>381,603</b>	<b>315,240</b>	<b>282,000</b>	<b>282,000</b>	<b>282,000</b>	<b>0</b>	<b>0.0%</b>
101-0000-433.14-00	Ambulance Service Fees	2,724,531	2,581,259	2,725,000	2,650,000	2,750,000	100,000	3.8%
101-0000-433.16-00	Special Police Detail Fee	245,280	74,702	150,000	242,700	200,000	(42,700)	(17.6%)
101-0000-433.18-00	Police Counselor Fees	348,755	302,614	325,000	325,000	325,000	0	0.0%
101-0000-433.19-00	Police Records Fees	15,417	11,311	10,000	10,000	10,000	0	0.0%
101-0000-433.20-00	Special Fire Detail Fees	41,330	7,364	40,000	50,000	40,000	(10,000)	(20.0%)
101-0000-433.22-00	False Alarm Fees	19,750	14,650	20,000	30,000	20,000	(10,000)	(33.3%)
101-0000-433.24-00	Chemical Users Fee	10,380	9,990	10,000	12,000	10,000	(2,000)	(16.7%)
101-0000-433.26-00	DUI Administrative Fee	91,200	59,600	60,000	60,000	60,000	0	0.0%
	<b>Public Safety Fees</b>	<b>3,496,643</b>	<b>3,061,490</b>	<b>3,340,000</b>	<b>3,379,700</b>	<b>3,415,000</b>	<b>35,300</b>	<b>1.0%</b>
101-0000-434.28-00	Weed Cutting Fees	7,040	1,600	4,000	4,000	4,000	0	0.0%
101-0000-434.32-00	Animal Detention Fees	50	175	0	0	0	0	N/A
	<b>Health &amp; Welfare Fees</b>	<b>7,090</b>	<b>1,775</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Fees</b>	<b>5,398,268</b>	<b>4,789,468</b>	<b>5,078,000</b>	<b>5,213,600</b>	<b>5,151,000</b>	<b>(62,600)</b>	<b>(1.2%)</b>
101-0000-441.05-00	Traffic Court Fines	203,795	201,138	260,000	260,000	260,000	0	0.0%
101-0000-441.10-00	Dog Fines	0	0	100	100	100	0	0.0%
101-0000-441.15-00	Parking Fines	190,322	135,057	205,000	205,000	205,000	0	0.0%
101-0000-441.15-01	Parking Fines Amnesty	13,907	3,395	15,000	20,000	15,000	(5,000)	(25.0%)
101-0000-441.22-00	Compliance Ticket Fines	7,271	3,930	6,000	6,000	6,000	0	0.0%
101-0000-441.25-00	Ordinance Ticket Fines	58,490	50,280	55,000	50,000	55,000	5,000	10.0%
101-0000-441.35-00	Other Fines	14,579	1,465	5,000	5,000	5,000	0	0.0%
	<b>Total Fines</b>	<b>488,364</b>	<b>395,265</b>	<b>546,100</b>	<b>546,100</b>	<b>546,100</b>	<b>0</b>	<b>0.0%</b>

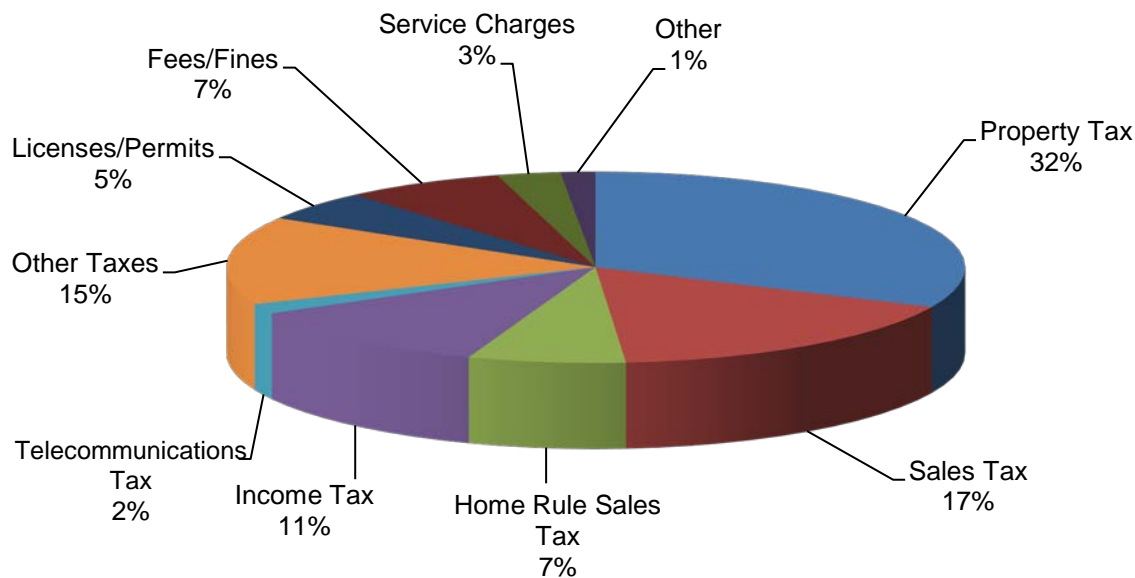
# GENERAL FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-0000-451.05-00	Service Charge Escrow	23,066	14,060	12,000	10,000	12,000	2,000	20.0%
101-0000-451.10-00	Service Charge Guaranty	11,310	6,761	5,000	5,000	5,000	0	0.0%
101-0000-451.15-00	Service Charge Parking	281,700	287,300	287,300	287,300	287,300	0	0.0%
101-0000-451.30-00	Service Charge Water	1,716,900	1,768,400	1,821,500	1,821,500	1,876,100	54,600	3.0%
101-0000-451.35-00	Service Charge TIF	80,000	65,000	80,000	80,000	80,000	0	0.0%
<b>Total Charges for Services</b>		<b>2,112,976</b>	<b>2,141,521</b>	<b>2,205,800</b>	<b>2,203,800</b>	<b>2,260,400</b>	<b>56,600</b>	<b>2.6%</b>
101-0000-461.02-00	Interest on Investments	494,075	108,128	150,000	250,000	100,000	(150,000)	(60.0%)
101-0000-462.10-00	Market Value Adjustments	182,401	30,786	95,000	120,000	60,000	(60,000)	(50.0%)
<b>Total Interest Income</b>		<b>676,476</b>	<b>138,914</b>	<b>245,000</b>	<b>370,000</b>	<b>160,000</b>	<b>(210,000)</b>	<b>(56.8%)</b>
101-0000-471.14-00	Property Damage Claims	4,383	0	0	0	0	0	N/A
101-0000-471.16-00	Damage to Lights Signs	30,487	45,861	45,000	50,000	45,000	(5,000)	(10.0%)
101-0000-471.18-00	Damage to Trees	1,795	1,535	3,000	3,000	3,000	0	0.0%
<b>Property Damage</b>		<b>36,665</b>	<b>47,396</b>	<b>48,000</b>	<b>53,000</b>	<b>48,000</b>	<b>(5,000)</b>	<b>(9.4%)</b>
101-0000-472.24-00	Sale of Equipment	6,083	29,352	5,000	5,000	5,000	0	0.0%
101-0000-472.28-00	Sale of Scrap	3,787	1,522	2,000	2,000	2,000	0	0.0%
101-0000-472.36-00	Sale of Plans Bid Specs	880	1,260	2,000	2,000	2,000	0	0.0%
101-0000-472.82-00	Rents and Concessions	23,912	23,912	24,000	24,000	24,000	0	0.0%
101-0000-472.82-01	Train Station Rents	13,289	2,604	10,000	10,000	10,000	0	0.0%
<b>Sales &amp; Rents</b>		<b>47,951</b>	<b>58,650</b>	<b>43,000</b>	<b>43,000</b>	<b>43,000</b>	<b>0</b>	<b>0.0%</b>
101-0000-473.05-00	Traffic Signal Control Maint	33,933	31,775	34,000	34,000	34,000	0	0.0%
<b>Reimbursables</b>		<b>33,933</b>	<b>31,775</b>	<b>34,000</b>	<b>34,000</b>	<b>34,000</b>	<b>0</b>	<b>0.0%</b>
<b>Total Sales/Reimbursables</b>		<b>118,549</b>	<b>137,821</b>	<b>125,000</b>	<b>130,000</b>	<b>125,000</b>	<b>(5,000)</b>	<b>(3.8%)</b>
101-0000-481.50-00	Hearts of Gold Awards Dinner	0	13,860	15,000	19,000	15,000	(4,000)	(21.1%)
101-0000-481.55-00	Spec Events Prem Sponsor	0	7,500	0	0	0	0	N/A
<b>Special Events</b>		<b>0</b>	<b>21,360</b>	<b>15,000</b>	<b>19,000</b>	<b>15,000</b>	<b>(4,000)</b>	<b>(21.1%)</b>
101-0000-483.10-00	NWCH in Lieu of RE Tax	236,891	248,736	256,100	256,100	263,800	7,700	3.0%
101-0000-483.46-00	Senior Center	6,822	1,351	7,000	7,000	7,000	0	0.0%
101-0000-483.59-00	Disabled Citizen Donation	1,101	947	500	100	500	400	400.0%
<b>Donations</b>		<b>244,814</b>	<b>251,034</b>	<b>263,600</b>	<b>263,200</b>	<b>271,300</b>	<b>8,100</b>	<b>3.1%</b>
101-0000-484.47-00	Radon Testing	0	10	0	0	0	0	N/A
101-0000-484.48-00	Wellness Programs	6,286	3,676	6,000	6,000	6,000	0	0.0%
101-0000-484.49-00	Wellness Home Visits	2,872	3,116	2,800	2,800	2,800	0	0.0%
101-0000-484.61-00	A H Emergency Assistance	26,095	29,323	23,000	23,000	23,000	0	0.0%
<b>Special Operations</b>		<b>35,253</b>	<b>36,125</b>	<b>31,800</b>	<b>31,800</b>	<b>31,800</b>	<b>0</b>	<b>0.0%</b>
101-0000-489.85-00	Bad Debt Recovery	15,672	23,311	10,000	10,000	10,000	0	0.0%
101-0000-489.90-00	Other Income	173,210	35,579	30,000	30,000	30,000	0	0.0%
<b>Other</b>		<b>188,882</b>	<b>58,890</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>	<b>0</b>	<b>0.0%</b>
<b>Total Other</b>		<b>468,949</b>	<b>367,409</b>	<b>350,400</b>	<b>354,000</b>	<b>358,100</b>	<b>4,100</b>	<b>1.2%</b>
101-0000-491.05-00	Operating Transfer In	200,000	350,000	200,000	200,000	200,000	0	0.0%
<b>Total Other Financing</b>		<b>200,000</b>	<b>350,000</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>0.0%</b>
<b>Total General Fund</b>		<b>78,759,674</b>	<b>75,280,095</b>	<b>80,799,700</b>	<b>78,528,400</b>	<b>81,376,100</b>	<b>2,842,000</b>	<b>3.6%</b>

# GENERAL FUND REVENUE - Notes

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## ANALYSIS OF GENERAL FUND REVENUES

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### Summary

The Village of Arlington Heights has worked to maintain a strong General Fund balance over the years. This has helped the Village preserve a higher credit rating by having monies available to fund extraordinary expenditures or losses. Since sales and income tax receipts represent such a significant portion of the Village's General Fund revenues and can vary significantly depending on the conditions of the economy, maintaining an adequate fund balance level is important. The Village's financial policies include a provision to maintain at least a 25% reserve in the General Fund. The fund balance as of the end of 2022 is projected to be 40% of General Fund expenditures.

There are a couple of other revenue sources which the Village has yet to enact and which could conservatively produce an additional \$4.375 million per year as shown below:

- ▶ The existing Home Rule Sales Tax of 1% could be increased  $\frac{1}{4}\%$  to produce approximately \$1,750,000 of additional revenue on an annual basis.
- ▶ A Real Estate Transfer Tax at the rate of \$3.00 for each \$1,000 of value could produce at least \$1,125,000 of additional revenue on an annual basis.
- ▶ The Food & Beverage Tax of 1.25% could be increased to 2% and would produce at least \$1,500,000 of additional revenue on an annual basis.

# GENERAL FUND REVENUE - Notes

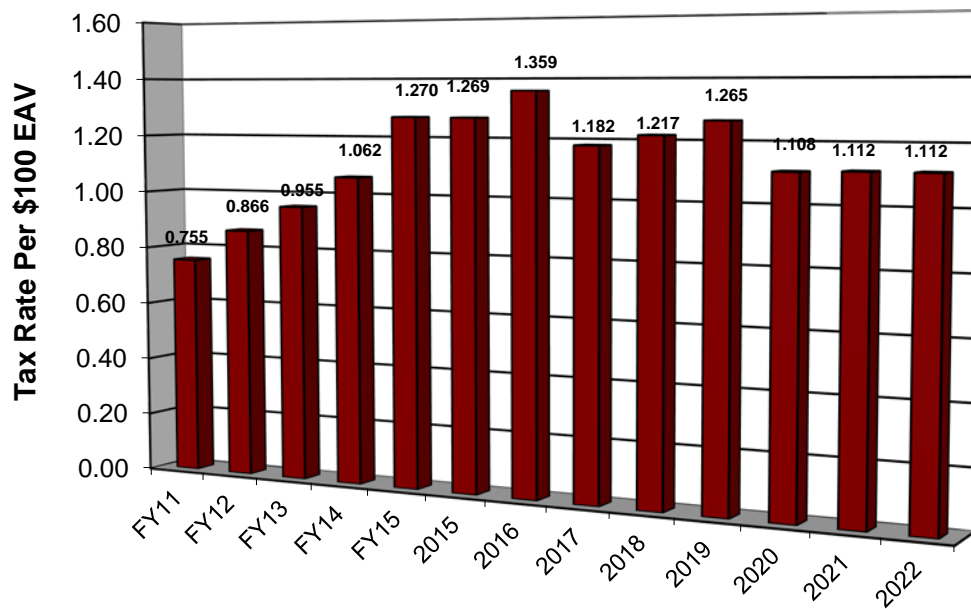
(Continued)

Annually, fees for Village services are reviewed to insure charges are adequate to offset the cost of providing these services to residents and the general public.

## 401.03 – 401.11 Real Estate Tax

Property tax receipts represent about 32% of the Village's General Fund income and 28.5% of the Village's total income from all funds. The Village's levy represents only 12.3% of a property owner's total property tax bill.

### REAL ESTATE PROPERTY TAX RATE



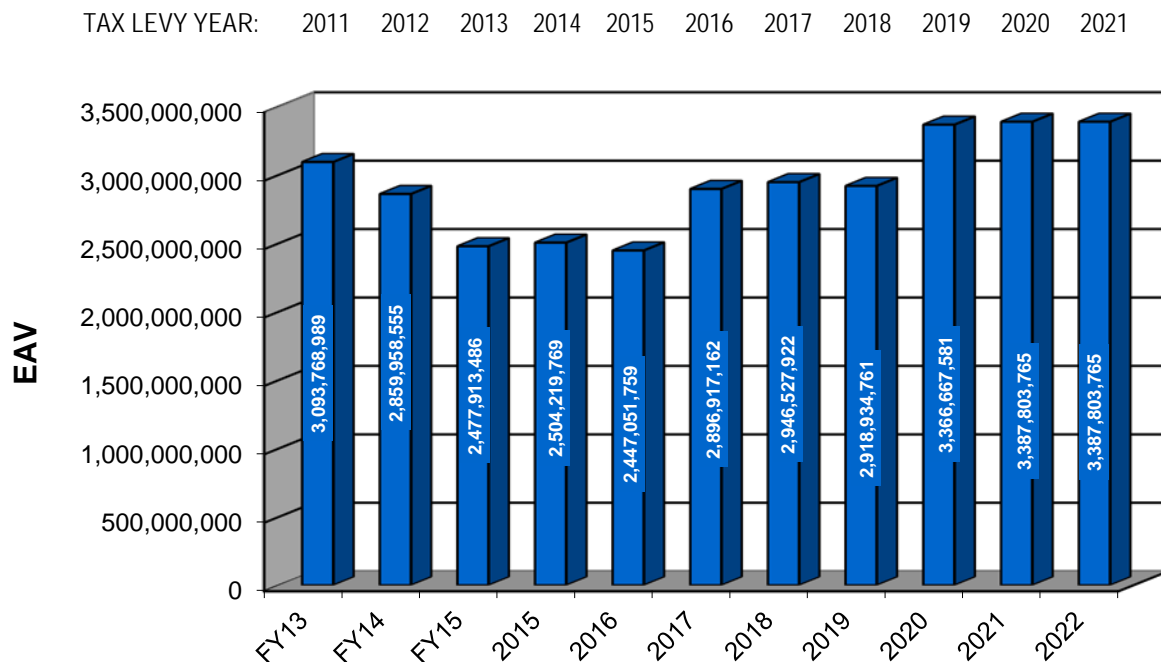
As shown above, the Village's estimated 2021 tax rate payable in 2022 is 1.112 per \$100 of equalized assessed valuation (EAV). The tax rate may fluctuate due to assessed value changes by Cook County.



# GENERAL FUND REVENUE - Notes

(Continued)

## EQUALIZED ASSESSED VALUE



The levy, which corresponds to this 2022 Budget, will be levied in December 2021. Property owners will pay this tax in two installments in March and September 2022. A breakdown of the Village's total tax levy is as follows:

	Extended 2020 Levy For 2021	Proposed 2021 Levy For 2022	Change
Village			
Police Protection	7,105,754	6,799,200	-4.31%
Fire Protection	7,105,754	6,799,200	-4.31%
IMRF	1,854,158	1,708,500	-7.86%
FICA	1,517,020	1,534,400	1.15%
Police Pension	4,113,730	4,114,000	0.01%
Fire Pension	4,962,130	4,962,000	0.00%
Capital Improvement	4,444,000	5,250,000	18.14%
Debt Service	6,563,542	6,498,700	-0.99%
Total Village Tax Levy	37,666,088	37,666,000	0.00%
Library	14,680,922	14,680,922	0.00%
Total Tax Levy	52,347,010	52,346,922	0.00%

# GENERAL FUND REVENUE - Notes

(Continued)

The Village and Library's total 2021 property tax levy that will be accounted for in 2022 reflects a 0% percent increase. The Village's annual tax levy is comprised of discretionary and non-discretionary components. The pension levies including IMRF, Social Security, Police Pension and Fire Pension are mandated by the State or required by federal law. The IMRF and Police and Fire Pension levies are calculated by outside actuaries to determine annual required payments to cover current and unfunded pension obligations. The debt service levy is another non-discretionary levy that reflects the annual principal and interest the Village is obligated to pay on its outstanding bonds.

The only discretionary levies that the Village can realistically control on an annual basis are the Police and Fire Protection levies in the General Fund and the Capital Improvement levy. The Capital Improvement levy is a revenue source for the Village's capital program, and about 59% of the 2022 Capital Projects Fund budget is proposed to be used for street projects.

## **402.10 Hotel Tax**

This tax is administered by the Village of Arlington Heights through its Home Rule powers. From FY1997 through FY2009, 10% of all prior year hotel tax collections were invested in the Meet Chicago Northwest regional convention bureau to facilitate future hotel bookings. Due to the Village's financial constraints this amount was reduced in FY2010 to 6%. This percentage was increased to 7% in FY2013 and increased to 8% in FY2014. The 2021 budget is at the current rate 8%.

## **402.25 Food & Beverage Tax**

Retail sale of prepared food and liquor, which includes all liquor sold at retail either for consumption on premises or sold in its original packaging for consumption off premises, and all food including alcoholic and non-alcoholic beverages which is prepared for immediate consumption and which may be consumed either on and/or off the premises is subject to a 1.25% tax in addition to general sales taxes. This tax was created by the Village's Home Rule powers and 26% of this tax rate is accounted for in the Arts, Entertainment & Events Fund as a dedicated funding source.

## **402.35 Road & Bridge Tax**

This tax is levied through the Township and by State Statute. Half of the levy is distributed to municipalities within the township based on assessed values.

## **402.45 Telecommunications Tax**

As of January 2003, all telecommunication providers were required to charge a 1% to 6% telecommunications tax based on the individual municipalities local ordinances and the fee was renamed the Simplified Municipal Telecommunications Tax. This fee is then remitted to the State, which distributes the funds to the municipalities after subtracting an administrative charge. The Village Board chose to increase this tax to 6% effective January 2003.

# GENERAL FUND REVENUE - Notes

(Continued)

## 402.50 Electric Utility Tax and 402.55 Natural Gas Utility Tax

The Village's electric and natural gas utility taxes are imposed upon the privilege of using or consuming electricity or natural gas acquired in a purchase at retail and used or consumed within the corporate limits of the Village. The utility taxes are calculated based on kilowatt hours or therms used.

## 403.05 Sales Tax and 402.30 Home Rule Sales Tax

<u>Sales Tax</u>	<u>Amount</u>	<u>% Inc (Dec)</u>
8-Mo. Dec. 2015 (Actual)	8,423,387	(30.2%)
2016 (Actual)	12,377,718	2.6%
2017 (Actual)	12,064,683	(2.5%)
2018 (Actual)	12,787,847	6.0%
2019 (Actual)	12,914,676	1.0%
2020 (Actual)	12,480,915	(3.4%)
2021 (Proj. Actual)	13,600,000	9.0%
2022 (Budget)	13,700,000	0.7%

<u>Home Rule Sales Tax (General Fund Portion)</u>	<u>Amount</u>	<u>% Inc (Dec)</u>
8-Mo. Dec. 2015 (Actual)	3,829,608	(30.2%)
2016 (Actual)	5,242,770	(4.4%)
2017 (Actual)	5,000,579	(4.6%)
2018 (Actual)	5,366,766	7.3%
2019 (Actual)	5,401,119	0.6%
2020 (Actual)	4,654,737	(13.8%)
2021 (Proj. Actual)	5,480,000	17.7%
2022 (Budget)	5,600,000	2.2%

Sales Tax and Home Rule Sales Tax revenues represent the second largest revenue source or about 24% of the Village's General Fund income. Items, except food and drugs, in Arlington Heights are subjected to a 10.00% sales tax. Sales taxes are imposed upon all retail sales and upon all persons engaged in the business of making sales of services within the Village's corporate limits. These taxes are collected by the State and divided among the taxing districts as follows:

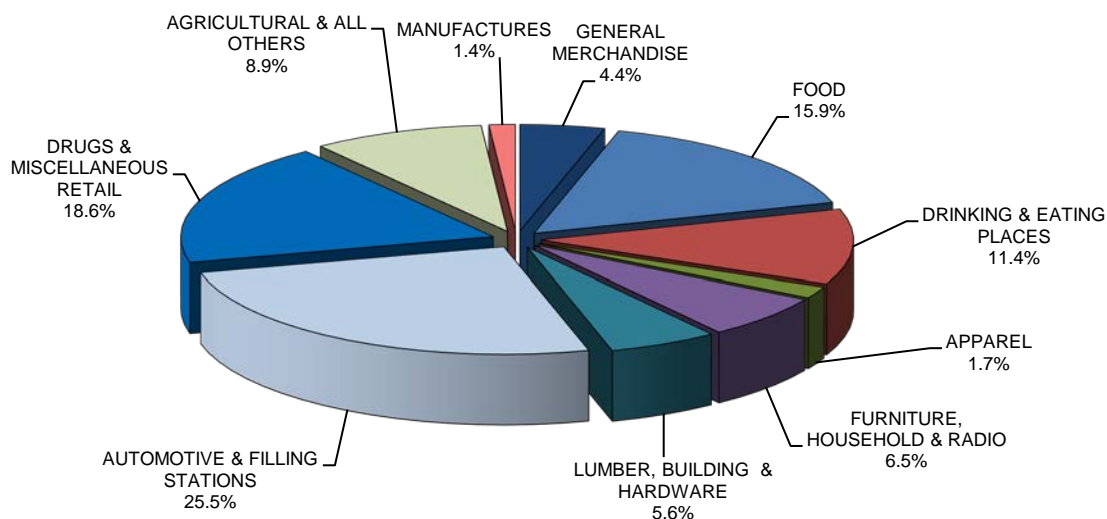
# GENERAL FUND REVENUE - Notes

(Continued)

State Tax	5.25%
Village Tax*	
Municipal	1.00%
Home Rule	1.00%
Cook County Tax	1.75%
RTA Tax	1.00%
Total	<u>10.00%</u>

\*Note: The municipal tax is credited to the General Fund. 75% of the home rule tax is credited to the General Fund and 25% of the home rule tax is credited to the Capital Projects Fund.

## Sales Tax by Source Calendar Year 2020



Budget Assumptions – 2021 sales tax receipts (excluding home rule sales tax) are coming in higher than the prior year's receipts due to the economic recovery from the coronavirus pandemic. The 2022 Budget projects continued improvement in sales tax receipts.

In 2020, the Village approved an existing medical marijuana dispensary to allow recreational sales at its location for a period of time as a pilot program. A tax is imposed at a rate of 3% of the gross receipts from all cannabis sales other than those purchased under the Compassionate Use of Medical Cannabis Pilot Program Act. These revenues are included with other municipal sales taxes.

### 403.06 Local Use Tax

The Village receives a share of the total collections of the State use tax that is extended to items purchased outside of Illinois. The State distributes this tax on a per capita basis.

# GENERAL FUND REVENUE - Notes

(Continued)

## 403.15 State Income Tax

101-0000-403.15-00	State Income Tax	
	Amount	% Inc (Dec)
8-Mo. Dec. 2015 (Actual)	5,254,518	(28.6%)
2016 (Actual)	7,310,634	(0.6%)
2017 (Actual)	6,897,965	(5.6%)
2018 (Actual)	7,192,128	4.3%
2019 (Actual)	7,993,678	11.1%
2020 (Actual)	8,161,144	2.1%
2021 (Proj. Actual)	8,900,000	9.1%
2022 (Budget)	9,299,000	4.5%

Income tax receipts represent approximately 11% of the Village's General Fund income.

Budget Assumptions – To prepare the 2022 budget for income tax receipts, three key elements were assumed:

Population – Income tax receipts are distributed based on the Village's population in proportion to the total state population. Arlington Heights' most recent population used by the State is 77,676 (2020 Census).

Municipality's share of income tax receipts – Beginning August 1, 2017, local governments receive 6.06 percent of the net collections of all income tax received from individuals, trusts, and estates, and 6.85 percent of the net collections of all income tax received from corporations (35 ILCS 5/901 b).

Inflation – A State wage inflation rate of 4.5% is projected for 2022.

## 403.25 Replacement Tax

The Personal Property Replacement Tax (PPRT) is received directly from the State. It is derived from corporate income and as such is directly related to the economy.

## 421.05 Vehicle License

The State of Illinois is somewhat unique in that it granted all municipalities the ability to license or tax vehicles regardless of Home Rule authority. The Village license for a passenger car is \$30. Various other license categories exist depending on the type of vehicle and the status of its operator.

## 421.10 Business License

All businesses, with the exception of those professions licensed by the State (doctors, lawyers, real estate agents) are required to be licensed. The license fee is based on a sliding scale according to the square footage of the business site.

# **GENERAL FUND REVENUE - Notes**

(Continued)

## **421.30 Multiple Dwelling License**

This fee is for the Village's multiple family dwelling license and inspection program. An annual license fee consisting of \$13 per unit or a minimum of \$60 per building is assessed.

## **422.05 Building Permits, 422.10 Electrical & 422.15 Plumbing Permits**

These permits are activity-based and as such, are subject to economic conditions. The Village has taken a conservative approach to budgeting for these revenues. Historically, additions and renovations generate a fairly flat but consistent revenue stream.

## **422.25 Elevator Permits**

In addition to the new construction of elevators, the Village or its contractor annually inspect all elevators in the Village for safety and compliance purposes. The annual permit fee is \$100 per elevator.

## **422.30 Occupancy Permits**

At the conclusion of new construction, before individuals may use a new structure, a final inspection must be completed by the Building Department. Approval by the Building Department to "occupy" a structure for its intended use generates an occupancy permit at a cost of \$60 for single-family homes and \$120 for multi-family, commercial and industrial structures.

## **431.34 Cable Franchise Fees**

Arlington Heights is fortunate to have three cable TV providers for its residents to choose from. Currently, Wide Open West, Comcast and AT&T are the service providers. A 5% fee on gross revenues of the provider allows that provider to use Village right-of-way for installation of cable wire to provide service.

## **432.08 Plan Examination Fees**

Before building permits can be issued for construction, plans or drawings must be reviewed by the Building Department or its contractor. These fees are based on the complexity of the structure and have a minimum fee of \$30.

## **432.12 Engineering Service Fees**

In addition to the Building Department overseeing construction activities, the Public Works Engineering Division assists on matters concerning elevation, drainage, water detention and sewer transmission. These fees are calculated at the permit issuance stage and collected in advance. Inspections are completed as needed until construction is finished.

## **433.14 Ambulance Service Fees**

Arlington Heights maintains four ambulance companies on a 24-hour, seven-day-a-week basis. Fees for this service help offset the cost of providing the equipment and personnel necessary. A flat rate of \$1,500 per transport and \$12 per mile is billed to the recipient. This rate was increased as of 2018. Health insurance deductibles, co-payments, mileage, and any other associated costs are waived for Village residents. Medicare and Medicaid assignments are accepted from service recipients.

# **GENERAL FUND REVENUE - Notes**

(Continued)

## **433.16 Special Police Detail Fee**

Private institutions may request special police services at their expense. These instances are usually for traffic or crowd control. The cost of providing the service is reimbursed to the Village.

## **433.18 Police Counselor Fees**

In conjunction with School District 214, two and one half police officers are assigned to a high school or alternative learning center within Village boundaries. The Northwest Suburban Special Education Organization (NSSEO) also has one Police Officer assigned to Timber Ridge School. Both of these organizations reimburse the Village based on the average salary of police officers in the surrounding areas.

## **433.22 False Alarm Fees**

Malfunctioning commercial and residential alarm systems cause public safety personnel delayed response times to emergencies. Fines from \$25 to \$500 are assessed against repeat offenders in an effort to have alarms maintained in good working order.

## **433.26 DUI Administrative Fee**

The added requirements to complete the administrative process on these types of violations will incur a \$500 fee per occurrence.

## **441.05 Traffic Court Fines**

The fines are collected by the Circuit Court of Cook County and distributed to the municipality issuing the citation. On a monthly basis, fines are distributed to municipalities after the County deducts a service charge.

## **441.15 Parking Fines**

Citations issued for illegal parking that are not contested in court are recorded in this account. Handicap parking space violations are currently \$250 per State Statute. Time violation and commuter pay box violation fines are recorded in the Parking Fund. Typical parking fines begin at \$25.

## **441.22 Compliance Ticket Fines**

Citations issued for vehicular equipment failure are recorded in this account. No fine is assessed if the equipment is repaired in a timely manner. Only after non-compliance does the fee take effect.

## **441.25 Ordinance Ticket Fines**

Violations of Village ordinances, other than of a vehicle nature, are recorded here. Local ordinances regulate activities ranging from trash pickup to animal nuisance complaints.

## **451.05 Service Charge – Escrow Deposits**

Escrow funds are collected from developers to insure the successful completion of construction projects and public improvements (streets, sidewalks, sewers). Interest on these deposits is recorded in this account, as the Village is not required to pay interest to the owner while holding the deposit.

# **GENERAL FUND REVENUE - Notes**

(Continued)

## **451.10 Service Charge – Guaranty Deposits**

Guaranty Deposits are similar to escrow deposits above except they are generally for single-family home improvements. Again, interest on deposits is credited to the Village and the initial deposit is returned to the homeowner after successful completion of the project.

## **451.15 – 451.35 Service Charge – Parking, Water, TIF**

These service charges cover an allocation for administrative and operating expenditures paid out of the General Fund. Staff completely dedicated to a specific operation are charged directly to that fund/operation.

## **461.02 Interest on Investments**

The Village participates in a number of investment pools and owns a number of Certificates of Deposit and U.S. Treasury Securities to safeguard funds for reserve and daily operations. All funds not needed for operations are invested on a “prudent man” concept.

## **472.82 Rents & Concessions**

Village owned property not immediately needed for Village operations is leased to private parties at market rates. Charges for apparatus affixed to public buildings are recorded here. Businesses operating in Village owned facilities are assessed a rental fee.

## **483.10 NWCH in Lieu of RE Tax**

Per an agreement with the non-profit Northwest Community Hospital, the hospital contributes an amount based on what its property tax payment would have been to the Village of Arlington Heights had the hospital been a “for profit” operation. By agreement the amount is increased 3% each year.

## **484.48 Wellness Programs**

An endowment of \$25,000 was received from the Moelhing Family for the perpetuation of health related tests, screenings and equipment. Interest on the principal and minor service charges to recipients are recorded in this account and used for ongoing programs.

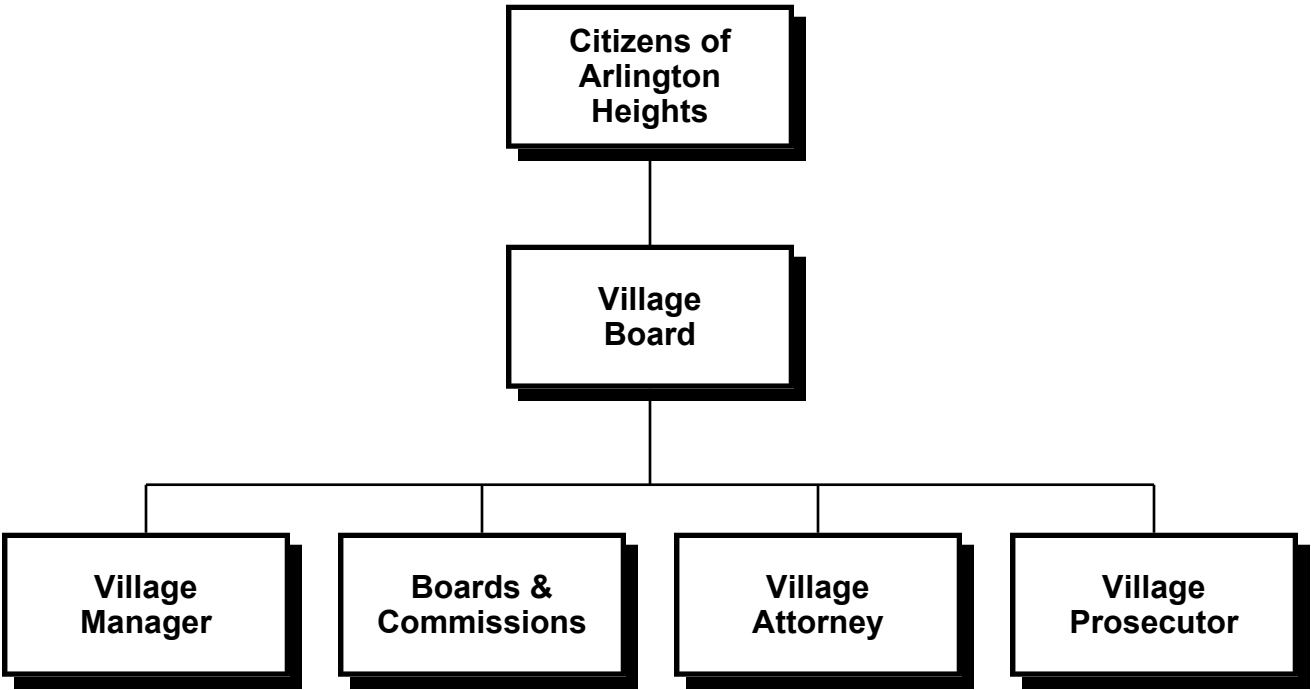
## **489.85 Bad Debt Recovery**

Any unpaid invoice or citation issued by the Village is referred to a collection agency after 90 days for further collection efforts.



**BOARD OF TRUSTEES**

**ORGANIZATION STRUCTURE**



# **BOARD OF TRUSTEES**

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## **Eight Trustees and the Village President comprise the Village Board.**

The President and Trustees are the elected representatives of the citizens of Arlington Heights. The Trustees and Village President are elected at large for four years with staggered terms. The Village Board meets formally on the first and third Monday of each month. The Board meets informally on the second Monday of the month and on other occasions as needed.

## **2022 Strategic Priorities**

These priorities and sub-priorities reflect the views of the Village Board identified at the July 12, 2021 Village Board goal setting session:

1. Facilitate a Balanced and Continuous Community and Organizational Post-COVID-19 Recovery
2. Expand Efforts to Embrace Diversity, Equity, and Inclusion within the Community and the Village Government
3. Work to Ensure the Redevelopment of Arlington Park Meets Community Standards and Provides a One of a Kind Regional Destination Worthy of the Property's Legacy
4. Identify, Explore, and Implement Sustainable and Green Initiatives
5. Ensure Revenue Sources are applied rationally across sectors while Monitoring the Overall Community Tax Burden
6. Ensure the Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure
7. Seek Opportunities to make the Community more Livable by increasing Pedestrian and Bicycle Options for Residents
8. Improve Communications with Residents and Businesses
9. Seek and Maintain Attainable Housing while Continuing to Review Affordable Housing Strategies

# OPERATION SUMMARY

## BOARD OF TRUSTEES

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Expenditures							
Personal Services	\$33,964	\$33,182	\$34,400	\$34,400	\$34,300	(\$100)	(0.3%)
Contractual Services	130,698	109,529	137,000	137,000	140,400	3,400	2.5%
Commodities	1,448	1,087	1,500	1,500	1,500	0	0.0%
Other Charges	4,186	0	0	6,000	0	(6,000)	(100.0%)
Total Expenditures	\$170,296	\$143,798	\$172,900	\$178,900	\$176,200	(\$2,700)	(1.5%)

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund	\$166,110	\$143,798	\$172,900	\$172,900	\$176,200	\$3,300	1.9%
A & E Fund	4,186	0	0	6,000	0	(6,000)	(100.0%)
Total Expenditures	\$170,296	\$143,798	\$172,900	\$178,900	\$176,200	(\$2,700)	(1.5%)

# BOARD OF TRUSTEES

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-0101-501.10-02	Elected Officials	30,666	29,733	30,900	30,900	<b>30,900</b>	0	0.0%
	<b>Salaries</b>	<b>30,666</b>	<b>29,733</b>	<b>30,900</b>	<b>30,900</b>	<b>30,900</b>	<b>0</b>	<b>0.0%</b>
101-0101-501.19-01	Workers Compensation	100	100	100	100	<b>100</b>	0	0.0%
101-0101-501.19-10	IMRF	851	1,074	1,100	1,100	<b>1,000</b>	(100)	(9.1%)
101-0101-501.19-11	Social Security	1,903	1,844	1,900	1,900	<b>1,900</b>	0	0.0%
101-0101-501.19-12	Medicare	444	431	400	400	<b>400</b>	0	0.0%
	<b>Fringe Benefits</b>	<b>3,298</b>	<b>3,449</b>	<b>3,500</b>	<b>3,500</b>	<b>3,400</b>	<b>(100)</b>	<b>(2.9%)</b>
101-0101-501.21-65	Other Services	70,048	59,900	80,300	80,300	<b>80,800</b>	500	0.6%
101-0101-501.22-02	Dues	47,068	38,743	44,400	44,400	<b>44,800</b>	400	0.9%
101-0101-501.22-03	Training	1,832	1,350	2,500	2,500	<b>2,500</b>	0	0.0%
101-0101-501.22-05	Postage	150	236	300	300	<b>300</b>	0	0.0%
101-0101-501.22-25	IT/GIS Service Charge	11,600	9,300	9,500	9,500	<b>12,000</b>	2,500	26.3%
	<b>Contractual Services</b>	<b>130,698</b>	<b>109,529</b>	<b>137,000</b>	<b>137,000</b>	<b>140,400</b>	<b>3,400</b>	<b>2.5%</b>
101-0101-501.30-01	Publications Periodicals	90	197	200	200	<b>200</b>	0	0.0%
101-0101-501.30-05	Office Supplies & Equip	1,358	890	1,300	1,300	<b>1,300</b>	0	0.0%
	<b>Commodities</b>	<b>1,448</b>	<b>1,087</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>0</b>	<b>0.0%</b>
<b>Total Board of Trustees</b>		<b>166,110</b>	<b>143,798</b>	<b>172,900</b>	<b>172,900</b>	<b>176,200</b>	<b>3,300</b>	<b>1.9%</b>

# BOARD OF TRUSTEES

## GENERAL FUND

## EXPENDITURE DETAIL

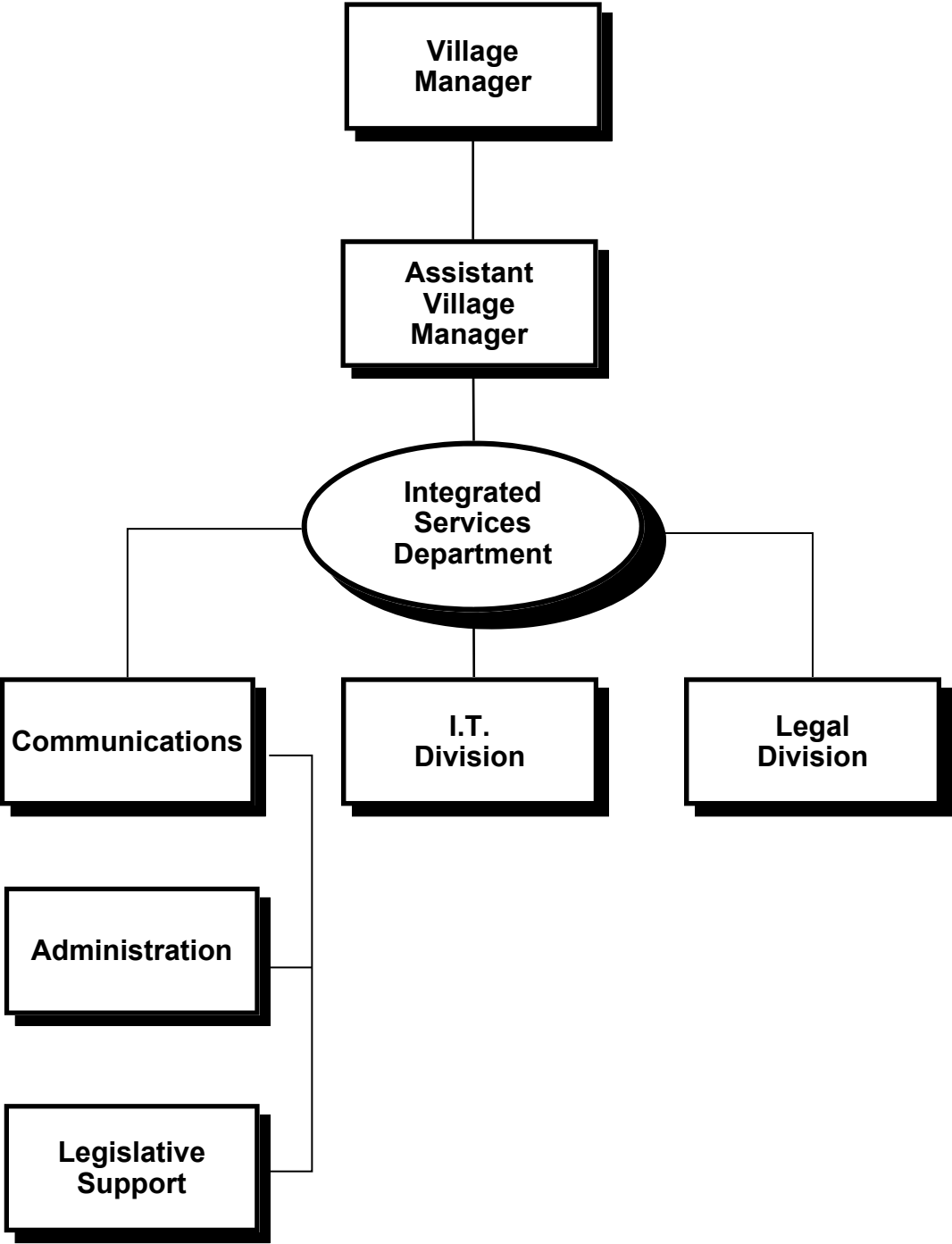
Account Number	Account Title	Description	Budget 2021		Budget 2022	
SALARIES:						
101-0101-501.10-02	Elected Officials	President	8,500		8,500	
		8 Trustees @ \$2,800 each	22,400	30,900	22,400	30,900
TOTAL SALARIES				30,900		30,900
FRINGE BENEFITS:						
101-0101-501.19-01	Workers' Compensation	Workers' Compensation Insurance		100		100
101-0101-501.19-10	IMRF	IMRF		1,100		1,000
101-0101-501.19-11	Social Security	Social Security		1,900		1,900
101-0101-501.19-12	Medicare	Medicare		400		400
TOTAL FRINGE BENEFITS				3,500		3,400
CONTRACTUAL SERVICES:						
101-0101-501.21-65	Other Services	Plaques, certificates of recognition and appreciation, mementos for dignitaries	6,500		6,500	
		Cable access channel programs & videos	66,000		66,000	
		Informational/Public Service Announcement	4,200		4,200	
		Contributions to post-prom events	600		600	
		Miscellaneous	3,000	80,300	3,500	80,800
101-0101-501.22-02	Dues	Northwest Municipal Conference	27,800		28,200	
		Chicago Metropolitan Agency for Planning (CMAP)	2,900		2,900	
		Illinois Municipal League	5,000		5,000	
		U.S. Conference of Mayors	5,300		5,300	
		Metropolitan Mayors Caucus	3,400	44,400	3,400	44,800
101-0101-501.22-03	Training	Illinois Municipal League meeting and other related meetings		2,500		2,500
101-0101-501.22-05	Postage	Postage		300		300
101-0101-501.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		9,500		12,000
TOTAL CONTRACTUAL SERVICES				137,000		140,400
COMMODITIES:						
101-0101-501.30-01	Publications/Periodicals	Miscellaneous publications		200		200
101-0101-501.30-05	Office Supplies & Equip	Miscellaneous office supplies		1,300		1,300
TOTAL COMMODITIES				1,500		1,500
TOTAL BOARD OF TRUSTEES				172,900		176,200

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**INTEGRATED SERVICES**

**(12.50 FTE)**

**ORGANIZATION STRUCTURE**



# INTEGRATED SERVICES DEPARTMENT

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The Integrated Services Department (ISD) includes the Village Manager's Office, Communications, the Information Technology Division and the Legal Division. The purpose of the department is to exercise administrative and operational oversight over all departments, ensure the achievement of Village Board goals and objectives, optimize interdepartmental processes, and lead in the development of organizational efficiencies. The ISD serves as the focal point for the executive leadership and direction of the organization.

**Overview of ISD:** In addition to overseeing the Village Manager's Office function, the department aims to increase the Village government's focus on four key areas:

- **Utilization of Information Technology** - Involvement of IT early in technology planning and project decisions in order to leverage technology as much as possible to optimize operations. ISD is responsible for the development, maintenance, and administration of the ERP system. Through embracing technological solutions, ISD leads in adapting to current events and needs of both internal and external stakeholders.
- **Communications & Outreach** - Oversee timely and accurate information through Village communication platforms: social media, website, e-news blasts, civic sign, press releases, and Arlington Alert; the Village's mass notification system. Performs proactive communication and assists with community outreach and engagement. Oversees the Village's special events.
- **"One Village Voice"** - Work with Village Staff to continue promoting the "One Village Voice" motto in a way that is clear, consistent and courteous throughout our communications and citizen engagement efforts.
- **Customer Service** - Explore new ways to enhance customer service and have it be a priority for the organization. Adapt to the changing needs and concerns of residents and businesses by providing customer focused solutions.

## 2021 Accomplishments

- **Diversity, Equity, & Inclusion (DEI) –**
  - DEI Audit Complete
  - Regional Law Enforcement Taskforce recruitment event held
  - DEI Taskforce being planned
  - DEI now part of the Village's Performance Evaluation Process
  - Communications and Outreach Coordinator Position Job Description Adjusted
  - Village Manager joined MMC DEI Taskforce
  - Frank White Project work with the Historical Museum and Planning & Community Development Department
- **Legal Division Incorporated into ISD** – After a thorough six month review of the Legal Division by Assistant Village Manager Mikula, the Legal Division was incorporated as a division of the Integrated Services Department.
- **COVID-19 Response** – The Integrated Services Department continued to lead the Village's response to the COVID-19 pandemic for both internal and external operations. By streamlining and automating processes, Village staff were able to provide quality services safely to residents and businesses.



## **INTEGRATED SERVICES DEPARTMENT**

**(Continued)**

- ISD kept an updated or up to date informational article on COVID-19 as the main news story on the Village's Home Page. This news article was updated with any changes to the State's Restore Illinois Plan, testing sites, health guidelines and financial assistance.
- Online applications for outdoor dining and liquor licenses were created and updated for virtual access.
- ISD collaborated with the Planning & Community Development Department on providing information to downtown residents and businesses about Arlington Alfresco and also on promoting Arlington Alfresco on the website and social media platforms.
- Continual social media messages and messages for the Community Events Sign were posted to remind residents of the importance of COVID-19 testing, vaccination opportunities, social distancing, wearing a face covering, etc.
- The deadline for Liquor License renewals were deferred from April to June in an effort to assist license holders experiencing difficulties during the pandemic.
- Internally, the Village Manager's Office worked with departments on how to safely allocate staffing to abide by social distancing, without sacrificing Village productivity and efficiency. In addition, staff served on a committee to determine rules and protocols to safely reopen Village Hall.
- ISD oversaw the return of Special Events under Phase 5 of the Governor's Restore Illinois.
- **ERP** – The Village selected Tyler Technologies, as the new ERP system that will enhance the employee, resident, and business experience. The Village can look forward to services such as paperless procurement, online permit processing and payment, and one centralized location for Village informational assets.
- **New Trustee Orientation & Onboarding** – ISD had the privilege to assist in the orientation of newly elected trustees. Meeting with all departments, providing necessary materials, and mentoring throughout the trustee's tenure were the main goals of acclimating the Trustees to their new role.
- **Streamlining and Automating Processes** – The Village Manager's Office automated cross department processes. In addition, online applications were developed for the Senior Center, social services, disability services, and planning services.
- **Village Board Goal Setting** – In July 2021, staff conducted a Goal Setting Session with the new Village Board. The new established goals will result in the creation of new Strategic Priorities and updated Staff Business Plan.
- **Liquor License Renewal** – 105 liquor licenses were processed and renewed.
- **Special Events** – Sounds of Summer concert series returned in late summer. The Village hosted 10 bands over 5 weeks within the Al Fresco Zone.
- **Electric Aggregation** – Ongoing assessment of the electric aggregation occurred throughout 2021. Due to the pandemic; huge shifts in consumption patterns and a change in a regulatory price impacted cost and volume dynamics in the power market resulting in participating customers to return to ComEd. ISD responded to provide thorough communication and customer service to impacted residents.
- **Communications & Outreach Coordinator** – In August a new employee, Avis Meade, began employment as the Village's Communications & Outreach Coordinator.

- **Arlington Park** - The Village adopted a new overlay district and negative use ordinance for the racetrack site. Discussion occurred throughout the year with Churchill Downs representatives and potential user groups to help express the Village's goals and viewpoints.

## 2022 Strategic Priorities & Key Projects

### 1. ERP Integration

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

The Village will begin to implement the new Enterprise Resource Planning System, Tyler Technologies, throughout the Village. Enterprise Resource Planning (ERP) is an information technology industry term for software— typically a suite of integrated applications— that an organization uses to capture, track, report, interpret and share data across the organization. The Village will be implementing new Financial, Human Resources, Community Development, and Utility Billing modules throughout the organization.

The Village's previous ERP software, SunGard HTE/Central Square, was in use since 1996. The ERP could not properly respond to internal, residential and business needs for billing, procurement, permits, licenses, etc. Factors such as inadequate reporting, limited and outdated payroll functionality, limited integration with cashiering, difficulty processing credit card payments, and concern that support and service by the software provider will be discontinued, all have contributed to the Village's decision to replace this software and implement the new Tyler solution. As the need for streamlined business processes, new and improved communication methods increase, the new ERP system will properly respond to internal, resident and business needs. Billing, procurement, permits, licenses, and customer service enhancements are able to efficiently evolve and improve under the new ERP system.

Project Lead: Diana Mikula, Assistant Village Manager

### 2. Enhance and Grow Arlington Alert

Strategic Priority #8: Improve Communications with Residents and Businesses

Continue to grow the use of Arlington Alert and increase resident buy-in. Attend training and learning opportunities with Everbridge to connect and learn more about Everbridge possibilities. Consistent marketing communications will be promoted throughout the Village.

Project Lead: Sarah Fitzgibbons, Management Analyst II

### 3. Arlington Racetrack Project

Strategic Priority #3: Work to Ensure the Redevelopment of Arlington Park Meets Community Standards and Provides a One of a Kind Regional Destination Worthy of the Property's Legacy

Staff will work with would be purchasers on a land use plan for the site that will address all Village concerns, take into consideration the perspectives of all stakeholders, and provide for a unique one of a kind development worthy of the site's legacy to our community and the region.

Project Lead: Randy Recklaus, Village Manager

# **INTEGRATED SERVICES DEPARTMENT**

(Continued)

## **4. Develop and Implement DEI Taskforce with Community Partners**

### Strategic Priority #2: Expand DEI Efforts

Staff will work with fellow governments and other community partners to create a new taskforce workgroup that will aim to engage in outreach with more community voices and ensure that Village services are reaching all groups and are appropriately calibrated to meet the needs of residents in all areas of our community.

Project Lead: Randy Recklaus, Village Manager

## **5. Village Website Improvement Project**

### Strategic Priority #8: Improve Communications with Residents and Businesses and Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

Assess the Village's current website for areas of improvements and scheduled contractual update. Efforts will focus on evaluating the website's usability and user experience to determine the continuation of the contract or to explore potential website options.

Project Lead: Avis Meade, Communications and Outreach Coordinator

## **6. Expand the Village of Arlington Height's Social Media Presence and Reach**

### Strategic Priority #8: Improve Communications with Residents and Businesses

Social media continues to be an evolving resource that provides the Village with a unique opportunity to reach residents and visitors about Village initiatives and community events. A strong social media presence is vital in building a strong Village reputation, supporting transparency, and in reaching new or hard to reach communities within the Village and beyond.

Project Lead: Avis Meade, Communications and Outreach Coordinator

## **7. Internal and External Communications Outreach**

### Strategic Priority #8: Improve Communications with Residents and Businesses

To support an inclusive community, staff will seek out opportunities to increase and promote community interactions.

Project Lead: Avis Meade, Communications and Outreach Coordinator

## **8. Evaluate Internal Communications Policies and Procedures**

### Strategic Priority #8: Improve Communications with Residents and Businesses

The Village of Arlington Heights seeks to communicate with a "one voice" approach. Determining set policies and guidelines and developing "best practices" training for employees is the most direct approach in achieving the "one voice" goal.

Project Lead: Avis Meade, Communications and Outreach Coordinator

## **INTEGRATED SERVICES DEPARTMENT**

**(Continued)**

### **9. Exploration of 2022 Fourth of July Fireworks**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

In the wake of the sale of the Arlington Race Track, the Village will explore alternative options for a 2022 Fourth of July fireworks.

Project Leads: Diana Mikula, Assistant Village Manager and Avis Meade, Communications and Outreach Coordinator

# OPERATION SUMMARY

## INTEGRATED SERVICES

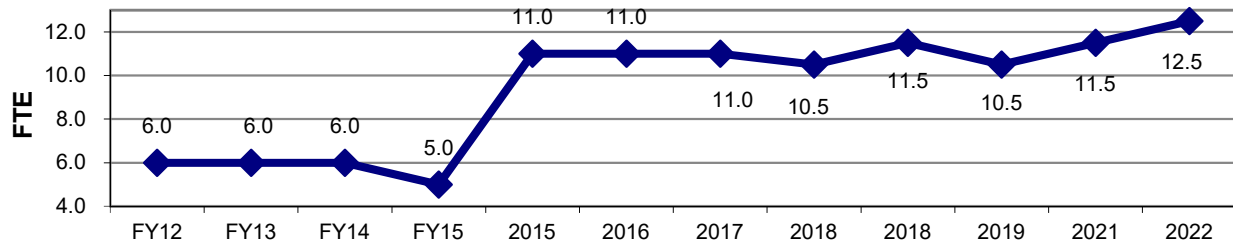
	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E							
General Fund	5.50	5.50	5.50	5.50	5.50	0.00	0.0%
Technology Fund	5.00	5.00	6.00	6.00	7.00	1.00	16.7%
Total F-T-E	10.50	10.50	11.50	11.50	12.50	1.00	8.7%

Expenditures							
Personal Services	\$1,583,536	\$1,790,468	\$1,765,800	\$1,853,200	\$2,006,000	\$152,800	8.2%
Contractual Services	703,263	674,305	775,400	775,400	1,371,600	596,200	76.9%
Commodities	67,468	76,118	83,500	83,450	78,900	(4,550)	(5.5%)
Other Charges	33,106	0	31,300	36,300	83,300	47,000	129.5%
Capital Items	260,498	353,763	2,923,000	4,391,005	383,300	(4,007,705)	(91.3%)
Total Expenditures	\$2,647,871	\$2,894,654	\$5,579,000	\$7,139,355	\$3,923,100	(\$3,216,255)	(45.0%)

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund	\$972,263	\$1,029,750	\$1,014,600	\$1,062,000	\$1,187,000	\$125,000	11.8%
Capital Projects Fund	119,893	95,410	126,500	126,500	141,500	15,000	11.9%
A & E Fund	33,106	0	31,300	31,300	31,300	0	0.0%
Technology Fund	1,522,609	1,769,494	4,406,600	5,919,555	2,563,300	(3,356,255)	(56.7%)
Total Expenditures	\$2,647,871	\$2,894,654	\$5,579,000	\$7,139,355	\$3,923,100	(\$3,216,255)	(45.0%)

## STAFFING HISTORY



# INTEGRATED SERVICES

# General Fund

## PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Village Manager		1.00	1.00	
Assistant Village Manager	12	1.00	1.00	
Communications & Outreach Coordinator	6	1.00	1.00	
Management Analyst II	6	1.00	1.00	
Administrative Assistant	2	1.50	1.50	
<b>Total F-T-E</b>		<b>5.50</b>	<b>5.50</b>	<b>0.00</b>

## Integrated Services Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	5.50	5.50	
625	Technology Fund	6.00	7.00	1.00
	<b>Total F-T-E All Funds</b>	<b>11.50</b>	<b>12.50</b>	<b>1.00</b>

# INTEGRATED SERVICES

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-0201-502.10-01	Salaries	679,407	711,881	678,900	718,600	<b>721,300</b>	2,700	0.4%
101-0201-502.18-01	Temporary Help	0	0	1,400	1,400	<b>1,400</b>	0	0.0%
101-0201-502.18-05	Overtime Civilian	6,135	3,098	6,100	6,100	<b>6,200</b>	100	1.6%
	<b>Salaries</b>	<b>685,542</b>	<b>714,979</b>	<b>686,400</b>	<b>726,100</b>	<b>728,900</b>	<b>2,800</b>	<b>0.4%</b>
101-0201-502.19-01	Workers Compensation	1,200	1,200	1,300	1,300	<b>1,400</b>	100	7.7%
101-0201-502.19-05	Medical Insurance	87,900	90,000	99,400	99,400	<b>111,200</b>	11,800	11.9%
101-0201-502.19-10	IMRF	68,440	89,943	86,600	91,600	<b>84,100</b>	(7,500)	(8.2%)
101-0201-502.19-11	Social Security	35,276	36,241	35,700	37,800	<b>37,100</b>	(700)	(1.9%)
101-0201-502.19-12	Medicare	9,662	10,144	10,000	10,600	<b>10,700</b>	100	0.9%
101-0201-502.19-23	Automobile Allowance	6,025	5,925	6,000	6,000	<b>6,000</b>	0	0.0%
	<b>Fringe Benefits</b>	<b>208,503</b>	<b>233,453</b>	<b>239,000</b>	<b>246,700</b>	<b>250,500</b>	<b>3,800</b>	<b>1.5%</b>
101-0201-502.20-05	Professional Services	0	0	0	0	<b>50,000</b>	50,000	N/A
101-0201-502.20-40	General Insurance	7,800	7,900	8,000	8,000	<b>5,700</b>	(2,300)	(28.8%)
101-0201-502.21-02	Equipment Maintenance	68	0	1,400	1,400	<b>900</b>	(500)	(35.7%)
101-0201-502.21-65	Other Services	8,081	15,953	11,500	11,500	<b>13,300</b>	1,800	15.7%
101-0201-502.22-02	Dues	10,191	7,754	6,400	6,400	<b>7,200</b>	800	12.5%
101-0201-502.22-03	Training	5,701	1,038	6,800	6,800	<b>7,800</b>	1,000	14.7%
101-0201-502.22-05	Postage	187	749	700	700	<b>700</b>	0	0.0%
101-0201-502.22-10	Printing	210	147	4,000	4,000	<b>4,000</b>	0	0.0%
101-0201-502.22-15	Photocopying	1,273	539	1,300	1,300	<b>1,300</b>	0	0.0%
101-0201-502.22-25	IT/GIS Service Charge	38,400	40,600	41,200	41,200	<b>58,800</b>	17,600	42.7%
	<b>Contractual Services</b>	<b>71,911</b>	<b>74,680</b>	<b>81,300</b>	<b>81,300</b>	<b>149,700</b>	<b>68,400</b>	<b>84.1%</b>
101-0201-502.30-01	Publications Periodicals	973	1,111	1,000	1,000	<b>1,000</b>	0	0.0%
101-0201-502.30-05	Office Supplies & Equip	5,334	5,527	6,900	6,900	<b>6,900</b>	0	0.0%
	<b>Commodities</b>	<b>6,307</b>	<b>6,638</b>	<b>7,900</b>	<b>7,900</b>	<b>7,900</b>	<b>0</b>	<b>0.0%</b>
101-0201-502.40-55	Other Special Events	0	0	0	0	<b>50,000</b>	50,000	N/A
	<b>Other Charges</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>50,000</b>	<b>N/A</b>
<b>Total Integrated Services</b>		<b>972,263</b>	<b>1,029,750</b>	<b>1,014,600</b>	<b>1,062,000</b>	<b>1,187,000</b>	<b>125,000</b>	<b>11.8%</b>

# INTEGRATED SERVICES

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>SALARIES:</b>						
101-0201-502.10-01	Salaries	Salaries	718,600		721,300	
101-0201-502.18-01	Temporary Help	Temporary Help	1,400		1,400	
101-0201-502.18-05	Overtime Civilian	Overtime Civilian	6,100		6,200	
	<b>TOTAL SALARIES</b>		<b>726,100</b>		<b>728,900</b>	
<b>FRINGE BENEFITS:</b>						
101-0201-502.19-01	Workers' Compensation	Workers' Compensation Insurance	1,300		1,400	
101-0201-502.19-05	Medical Insurance	Medical Insurance	99,400		111,200	
101-0201-502.19-10	IMRF	IMRF	91,600		84,100	
101-0201-502.19-11	Social Security	Social Security	37,800		37,100	
101-0201-502.19-12	Medicare	Medicare	10,600		10,700	
101-0201-502.19-23	Automobile Allowance	Automobile Allowance	6,000		6,000	
	<b>TOTAL FRINGE BENEFITS</b>		<b>246,700</b>		<b>250,500</b>	
<b>CONTRACTUAL SERVICES:</b>						
101-0201-502.20-05	Professional Services	Additional consultant services	0		50,000	
101-0201-502.20-40	General Insurance	Liability and property insurance	8,000		5,700	
101-0201-502.21-02	Equipment Maintenance	Maintenance of printers & computers	200		200	
		Civic Event Sign repair	1,200	1,400	700	900
101-0201-502.21-65	Other Services	Contractual services, online tools, miscellaneous services	2,400		3,000	
		Cell phone usage/wireless connectivity	2,300		2,900	
		Enhancements to Village website	2,000		2,000	
		Archive Social subscription	4,800		4,800	
		Adobe Cloud Suite	0	11,500	600	13,300
101-0201-502.22-02	Dues	Dues	6,400		7,200	
101-0201-502.22-03	Training	ICMA Annual Conference	4,600		4,600	
		Illinois Municipal League, Northwest Municipal Conference, IAMMA, ILCMA webinars & miscellaneous meetings	2,200	6,800	3,200	7,800
101-0201-502.22-05	Postage	General postage including residential mailers and special notices	700		700	
101-0201-502.22-10	Printing	Liquor license materials	300		300	
		Miscellaneous printing including brochures, flyers, special notices, post cards, booklets, ads, and photos	3,700	4,000	3,700	4,000



# INTEGRATED SERVICES

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
101-0201-502.22-15	Photocopying	Photocopies & supplies Maintenance agreement Xerox 5150	1,300	1,300
101-0201-502.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	41,200	58,800
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>81,300</b>	<b>149,700</b>
<b>COMMODITIES:</b>				
101-0201-502.30-01	Publications/Periodicals	Miscellaneous publications	1,000	1,000
101-0201-502.30-05	Office Supplies & Equip	Printer cartridges/toner, stationery, pens, etc.	6,900	6,900
<b>TOTAL COMMODITIES</b>			<b>7,900</b>	<b>7,900</b>
<b>OTHER CHARGES:</b>				
101-0201-502.40-55	Other Special Events	Fireworks (AE2103)	0	50,000
<b>TOTAL COMMODITIES</b>			<b>0</b>	<b>50,000</b>
<b>TOTAL INTEGRATED SERVICES</b>			<b>1,062,000</b>	<b>1,187,000</b>

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## **HUMAN RESOURCES**

**(4.00 FTE)**

### **ORGANIZATION STRUCTURE**



# HUMAN RESOURCES

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**The Human Resources Department administers and manages the Village's diverse human resources program.**

This includes recruitment, testing, selection, personnel management including; staff development and training, maintenance of the classification and pay plans, management of employee benefit and risk management programs including the villages workers' compensation program. Employee benefit programs include medical insurance, life insurance, wellness programs, pension programs, unemployment compensation, deferred income programs, vacation, sick leave, longevity and holiday pay programs. The Department is responsible for collective bargaining activities with employee unions and associations, including administration of the Villages personnel policies and procedures. The Department also provides many other vital services for the village's employees from their first day of work through separation and retirement

This department also serves as the liaison to the Village's Board of Fire and Police Commissioners. Duties entail assisting the Commission in the recruitment, testing, interviewing and establishment of eligibility lists for all non-exempt sworn fire and police classifications of work.

Additional responsibilities include administrative and management studies and projects assigned to the Department by the Village Manager.

## 2021 Accomplishments

- **The Supporting a Welcoming Community: Village Wide Diversity Initiative project continues:**
  - **Recruitment:**
    - The Human Resources Department continues to evaluate recruitment process and sources to expand diversity Village wide while partnering with both community and expanded other recruitment resources.
    - An internal Employee Diversity, Equity, and Inclusion (DEI) employee Workgroup has been created to seek views, perspectives and provide recommendations related to the Villages DEI strategic goal.
    - Performance evaluations have been reimaged to include a DEI component.
    - The Villages employee exit interview form has been revised to include questions on inclusivity.
    - A survey was conducted to determine the demographics of the Villages Board and Commission members.
  - **Audit- Internal Disability Accommodation:**
    - The Human Resources Department partnered with the Villages Disability Services Coordinator to design and implement an ongoing assessment.
    - Disability sensitively training was virtually conducted in the Spring of 2021.
    - The Village employment application has been reviewed by disability employment placement agencies providing valuable feedback to reflect a more inclusive culture.
    - The review of employment and retention practices continues.
- **The Human Resources Audit Continues for all process and procedures:**
  - The recruitment process has been streamlined thereby processing candidates more effectively and efficiently.
  - A review and analysis of offering expanded family forming benefits is currently under evaluation.
  - A voluntary employee paid Long Term Care benefit will be offered to all Village employees.
  - The Department completed the review of the entire Personnel Policy manual evaluating and updating Village policies to reflect best practices
  - The pandemic provided opportunities to integrate technology where in the past we had relied on paper, this has enhanced collaborations with other Departments.
  - Virtual training sessions through Target Solutions and Safety National provide further opportunities to offer training to all Village staff given variable work schedules.
  - Virtual open enrollment will continue due to the success of its implementation in the 2021 benefit plan year.

# HUMAN RESOURCES

(Continued)

## 2022 Strategic Priorities & Key Projects

### 1. Village Wide Diversity Recruitment Initiative continues

Strategic Priority: #2 Expand Efforts to Embrace Diversity, Equity, and Inclusion within the Community and the Village Government

The recommendations from the **Supporting a Welcoming Community** project will be ongoing.

Enhanced recruitment and selection strategies that attract and retain highly diverse qualified candidates while ensuring equal employment opportunities in accordance with the Village's Equal Opportunity Policy continues.

Project Leads: Mary Rath, Director of Human Resources

### 2. Continuation of Internal Disability Accommodation Assessment

Strategic Priority #2: Expand Efforts to Embrace Diversity, Equity, and Inclusion within the Community and the Village Government

Continue to evaluate all employment activities to identify potential enhancements to ensure otherwise qualified individuals with disabilities are afforded equal opportunities.

Project Leads: Mary Rath, Director of Human Resources

### 3. ERP Integration- Module Specific to Department Responsibilities

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

Lead by the Integrated Services, all Department Staff will assist in the implementation of department and module specific processes.

Project Lead: Diana Mikula, Assistant Village Manager- Integrated Services Department

### 4. Continuation of Supervisory Training Opportunities

Strategic Priority #6: Ensure that the Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure.

Additional training opportunities for supervisory staff will be sought and implemented, as needed.

Project Leads: Mary Rath, Director of Human Resources

## Performance Measures

	2018	2019	2020
<b>1. Employee Benefits – Reduce Medical Costs</b>			
Research and implement strategies to help control health risks and costs			
a) Medicare Retiree Drug Subsidy received	\$121,678	\$124,736	\$105,225
<b>2. Employee Benefits – Deferred Income Programs</b>			
a) Number of dollars pledged in Section 125	\$316,017	\$254,376	\$240,110
b) Number of employees contributing to ICMA-RC	420	433	435

# HUMAN RESOURCES

(Continued)

## Performance Measures (cont.)

	2018	2019	2020
<b>3. Risk Management – Workers Compensation</b>  Enhance our loss prevention efforts to become more proactive with safety and loss prevention programs throughout the Village in order to reduce the cost of workers' compensation.			
a) Number of claims forwarded to the Third Party Administrator (TPA) within 48 hours of the accident	40 out of 46	30 out of 33	37 out of 42
b) Number of claims submitted to the Third Party Administrator (TPA) where employees missed work due to their Workers' Compensation injury	20	15	23
c) Number of work days lost to Workers' Compensation injury	437	285	456
			PD 83 shift days
			FD 217 shift days
			PW 156 days
d) Number of pro se settlements	5 out of 7	4 out of 12	6 out of 8
e) Number of safety measures implemented	4	4	5
<b>4. Risk Management – Loss Prevention</b>  a) Number of accidents reviewed b) Number of safety training programs offered to employees sponsored through Human Resources	72 4	78 9	57 3
<b>5. Maintenance of Classification and Compensation Program</b>  Maintain and make necessary modifications to the Village's Classification Plan to ensure all employees are appropriately classified.			
a) Number of job audits conducted	4	9	9
b) Number of surveys conducted	79	57	59
<b>6. Personnel Management – Compliance</b>  Review personnel policies and related forms in order to ensure they are in compliance with applicable laws.			
a) Number of personnel policies revised/created	2	12	45

# HUMAN RESOURCES

(Continued)

## Performance Measures (cont.)

	2018	2019	2020
<b>7. Fire &amp; Police Commissions – Recruitment</b>			
Assist the Board of Fire and Police Commissioners with recruitment, selection and promotional activities for positions.			
a) Number of Fire and Police Commissioners meetings held	32	20	16
b) Number of interviews conducted	95	48	57
c) Number of eligibility lists created	4	2	3
d) Number of positions filled	17	17	14
Recruitment, selection and promotion of all other positions.			
a) Number of positions filled	26	28	12
b) Number of interviews conducted	104	86	36
<b>8. Professional Development / Personnel Management</b>			
Professional Development of Workforce Identify, assess and offer training programs to employees.			
a) Number of classes offered	0	1	3

# OPERATION SUMMARY

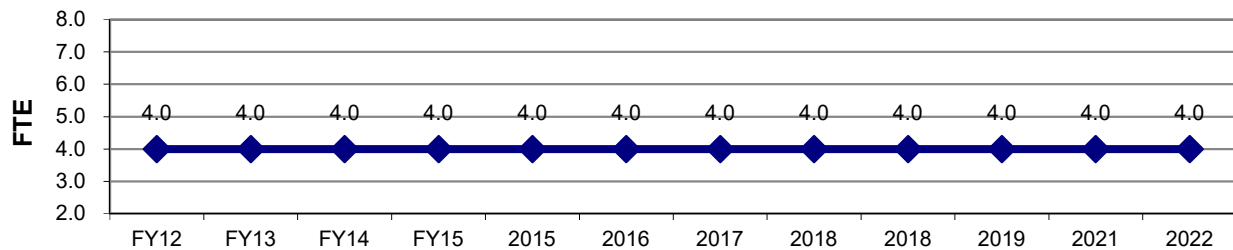
## HUMAN RESOURCES

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E							
General Fund	2.00	2.00	2.00	2.00	2.00	0.00	0.0%
Health Insurance Fund	1.00	1.00	1.00	1.00	1.00	0.00	0.0%
Worker's Comp Fund	1.00	1.00	1.00	1.00	1.00	0.00	0.0%
Total F-T-E	4.00	4.00	4.00	4.00	4.00	0.00	0.0%
Expenditures							
Personal Services	\$613,538	\$635,385	\$1,091,600	\$1,092,000	\$1,161,000	\$69,000	6.3%
Contractual Services	5,796,207	6,381,093	6,325,300	6,623,400	6,630,300	6,900	0.1%
Commodities	3,759	3,879	4,800	4,900	4,900	0	0.0%
Other Charges	11,284,391	8,828,847	9,077,000	9,123,200	9,515,000	391,800	4.3%
Total Expenditures	\$17,697,895	\$15,849,204	\$16,498,700	\$16,843,500	\$17,311,200	\$467,700	2.8%

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund	\$405,787	\$390,502	\$435,800	\$435,000	\$435,900	\$900	0.2%
Health Insurance Fund	14,400,294	13,009,046	13,361,400	13,596,500	14,065,600	469,100	3.5%
Worker's Comp Fund	2,891,814	2,449,656	2,701,500	2,812,000	2,809,700	(2,300)	(0.1%)
Total Expenditures	\$17,697,895	\$15,849,204	\$16,498,700	\$16,843,500	\$17,311,200	\$467,700	2.8%

## STAFFING HISTORY





## HUMAN RESOURCES

## General Fund

### PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Director of Human Resources	11	1.00	1.00	
Administrative Assistant	2	1.00	1.00	
<b>Total F-T-E</b>		<b>2.00</b>	<b>2.00</b>	<b>0.00</b>

### Human Resources Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	2.00	2.00	
605	Health Insurance Fund	1.00	1.00	
615	Workers' Compensation Fund	1.00	1.00	
<b>Total F-T-E All Funds</b>		<b>4.00</b>	<b>4.00</b>	<b>0.00</b>

# HUMAN RESOURCES

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-0301-503.10-01	Salaries	226,314	234,992	241,400	240,700	<b>252,700</b>	12,000	5.0%
101-0301-503.18-01	Temporary Help	10,579	6,892	7,800	7,800	<b>8,000</b>	200	2.6%
101-0301-503.18-05	Overtime Civilian	479	47	700	700	<b>700</b>	0	0.0%
	<b>Salaries</b>	<b>237,372</b>	<b>241,931</b>	<b>249,900</b>	<b>249,200</b>	<b>261,400</b>	<b>12,200</b>	<b>4.9%</b>
101-0301-503.19-01	Workers Compensation	500	500	500	500	<b>600</b>	100	20.0%
101-0301-503.19-05	Medical Insurance	52,225	53,600	54,500	54,500	<b>41,800</b>	(12,700)	(23.3%)
101-0301-503.19-10	IMRF	23,173	29,871	30,400	30,300	<b>29,100</b>	(1,200)	(4.0%)
101-0301-503.19-11	Social Security	13,604	13,721	14,300	14,300	<b>14,700</b>	400	2.8%
101-0301-503.19-12	Medicare	3,267	3,350	3,600	3,600	<b>3,800</b>	200	5.6%
	<b>Fringe Benefits</b>	<b>92,769</b>	<b>101,042</b>	<b>103,300</b>	<b>103,200</b>	<b>90,000</b>	<b>(13,200)</b>	<b>(12.8%)</b>
101-0301-503.20-05	Professional Services	0	1,188	3,400	3,400	<b>3,500</b>	100	2.9%
101-0301-503.20-40	General Insurance	6,600	6,700	6,800	6,800	<b>4,800</b>	(2,000)	(29.4%)
101-0301-503.20-75	Examinations	15,098	1,200	8,000	8,000	<b>8,000</b>	0	0.0%
101-0301-503.21-65	Other Services	1,846	1,471	1,600	1,600	<b>1,600</b>	0	0.0%
101-0301-503.22-01	Advertising	1,431	2,625	1,200	1,200	<b>1,800</b>	600	50.0%
101-0301-503.22-02	Dues	1,247	1,064	1,500	1,500	<b>1,500</b>	0	0.0%
101-0301-503.22-03	Training	2,652	305	3,000	3,000	<b>3,100</b>	100	3.3%
101-0301-503.22-05	Postage	438	497	500	500	<b>500</b>	0	0.0%
101-0301-503.22-10	Printing	134	57	200	200	<b>200</b>	0	0.0%
101-0301-503.22-15	Photocopying	1,529	807	2,500	2,500	<b>2,000</b>	(500)	(20.0%)
101-0301-503.22-25	IT/GIS Service Charge	26,100	27,900	28,400	28,400	<b>32,000</b>	3,600	12.7%
	<b>Contractual Services</b>	<b>57,075</b>	<b>43,814</b>	<b>57,100</b>	<b>57,100</b>	<b>59,000</b>	<b>1,900</b>	<b>3.3%</b>
101-0301-503.30-01	Publications Periodicals	302	150	600	600	<b>600</b>	0	0.0%
101-0301-503.30-05	Office Supplies & Equip	2,030	3,032	2,200	2,200	<b>2,200</b>	0	0.0%
	<b>Commodities</b>	<b>2,332</b>	<b>3,182</b>	<b>2,800</b>	<b>2,800</b>	<b>2,800</b>	<b>0</b>	<b>0.0%</b>
101-0301-503.40-70	Employee Recognition Program	16,239	533	22,700	22,700	<b>22,700</b>	0	0.0%
	<b>Other Charges</b>	<b>16,239</b>	<b>533</b>	<b>22,700</b>	<b>22,700</b>	<b>22,700</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Human Resources</b>	<b>405,787</b>	<b>390,502</b>	<b>435,800</b>	<b>435,000</b>	<b>435,900</b>	<b>900</b>	<b>0.2%</b>

# HUMAN RESOURCES

## GENERAL FUND

## EXPENDITURE DETAIL

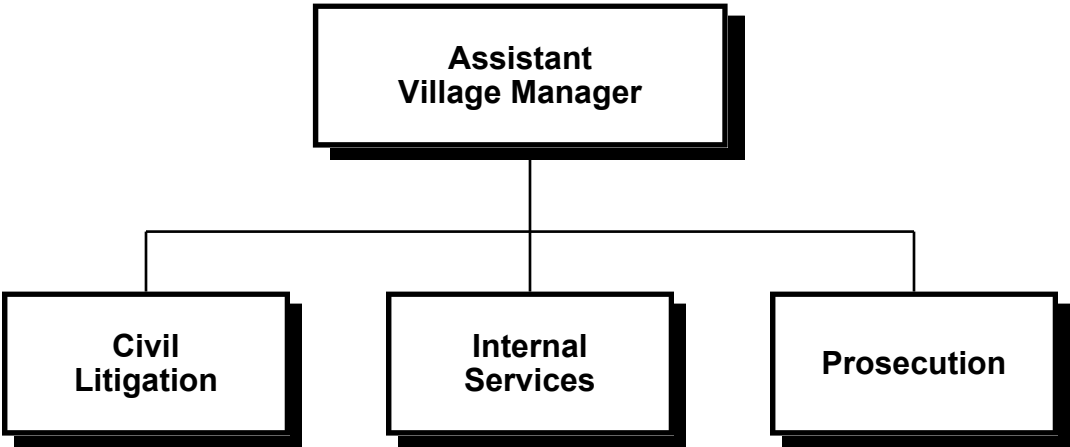
Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
101-0301-503.10-01	Salaries	Salaries	240,700	252,700
101-0301-503.18-01	Temporary Help	Temporary Help	7,800	8,000
101-0301-503.18-05	Overtime Civilian	Overtime Civilian	700	700
	<b>TOTAL SALARIES</b>		<b>249,200</b>	<b>261,400</b>
<b>FRINGE BENEFITS:</b>				
101-0301-503.19-01	Workers' Compensation	Workers' Compensation Insurance	500	600
101-0301-503.19-05	Medical Insurance	Medical Insurance	54,500	41,800
101-0301-503.19-10	IMRF	IMRF	30,300	29,100
101-0301-503.19-11	Social Security	Social Security	14,300	14,700
101-0301-503.19-12	Medicare	Medicare	3,600	3,800
	<b>TOTAL FRINGE BENEFITS</b>		<b>103,200</b>	<b>90,000</b>
<b>CONTRACTUAL SERVICES:</b>				
101-0301-503.20-05	Professional Services	Training programs	3,400	3,500
101-0301-503.20-40	General Insurance	Liability and property insurance	6,800	4,800
101-0301-503.20-75	Examinations	Promotional exams/candidate testing	8,000	8,000
101-0301-503.21-65	Other Services	Cell phone usage/wireless connectivity	1,600	1,600
101-0301-503.22-01	Advertising	Advertising	1,200	1,800
101-0301-503.22-02	Dues	Dues	1,500	1,500
101-0301-503.22-03	Training	Seminars & tuition reimbursement	3,000	3,100
101-0301-503.22-05	Postage	Postage	500	500
101-0301-503.22-10	Printing	Printing of forms and manuals	200	200
101-0301-503.22-15	Photocopying	Photocopies & supplies	1,500	1,000
		Maintenance agreement Xerox 5150	1,000	1,000
101-0301-503.22-25	IT/GIS Service Charge	Information Technology service charge	28,400	32,000
	<b>TOTAL CONTRACTUAL SERVICES</b>		<b>57,100</b>	<b>59,000</b>
<b>COMMODITIES:</b>				
101-0301-503.30-01	Publications/Periodicals	Miscellaneous publications	600	600
101-0301-503.30-05	Office Supplies & Equip	General office supplies	2,200	2,200
	<b>TOTAL COMMODITIES</b>		<b>2,800</b>	<b>2,800</b>

# HUMAN RESOURCES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
OTHER CHARGES:				
101-0301-503.40-70	Employee Recognition Prg	Service awards & forum for recognition of employees, DEI initiatives	22,700	22,700
TOTAL OTHER CHARGES			22,700	22,700
TOTAL HUMAN RESOURCES			435,000	435,900



# LEGAL

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**The Legal Division provides legal advice to elected and appointed officers and employees of the Village with respect to formulation, implementation, and enforcement of the policy decisions of the Board of Trustees, and represents the Village in court or at administrative proceedings. These services are by a combination of inside and outside advisors.**

The in-house Part-Time Staff Attorney and support personnel, are appointed by the Village Manager and overseen by the Assistant Village Manager. The Village Attorney, and Village Prosecutor, are appointed by the President and Board of Trustees.

The Legal Department is responsible for:

- Research and preparation - Ordinances as requested by the Village Board, the Village Manager, Village departments or on the initiative of the Legal Department.
- Interpretation and application - Ordinances, statutes and judicial decisions to particular situations, including HIPAA, FOIA and OMA.
- Drafting and reviewing - Documents related to transactions to which the Village is a party.
- Village's Interests - Action dealing with the Village's interest in real and personal property, including the sale and purchase of property and the vacation of rights-of-way.
- Compliance - Ensuring that the Village consistently complies with existing and newly passed federal and state laws.

The Village is represented in court or before administrative agencies with quasi-judicial functions by the Village Attorney, Village Prosecutor, attorneys in the department or outside counsel as may be required. Prosecution of traffic, misdemeanor and general municipal ordinance violations, and defense of suits against the Village are common types of litigation handled or overseen by the Department.

## **2021 Accomplishments**

### **1. Significant Contract Review and Approval**

- Enterprise Resource Planning (ERP)
- Administrative Adjudication Hearing Officer
- BKV Group for the Senior Center Needs Assessment
- Harmony Fest & Sounds of Summer Performer and Vendor Agreements

## **2022 Strategic Priorities & Key Projects**

### **1. Select and implement a FOIA System**

Strategic Priority #8: Improve Communications with Residents and Businesses

As the number of Freedom of Information Act requests continues to increase, the current process is very manual and occupies a great deal of staff time. Implementing a FOIA system will streamline the process thus reducing staff time required. A FOIA System can direct requesters to the Village's website for records available there, can include access to FOIA responses already provided (that do not involve or include any sensitive or private information) and can include automatic reminders so that responses are completed in a timely manner. Staff will review FOIA system vendors, select a system and move toward implementation and training across all departments.

Project Lead: Lisa Farrington, Staff Attorney

### **2. Implement the use of Elrod Friedman's contract forms and process**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

Village Attorney Hart Passman has recommended that the Village use Elrod Friedman's contract forms and

## LEGAL

(Continued)

process for approval. Use of the forms and the system will streamline processes and ensure that the Clerk has a record of fully signed contracts. Staff will work on the transition with all departments and provide training/guidance.

Project Lead: Lisa Farrington, Staff Attorney

### 3. Review the Website to Add Additional Records

#### Strategic Priority #8: Improve Communications with Residents and Businesses

Adding additional records will provide helpful information to residents in an efficient manner. Staff will review records available on the Village's website, review records available on other municipalities' websites and consult with departments on records that may be added.

Project Lead: Lisa Farrington, Staff Attorney

### 4. Liquor Code Update

#### Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

Review Chapter 13 of the Village Code and liquor license processes to determine if there are areas of improvements or deficits. Also review liquor license classifications to adjust or create new classifications.

Project Lead: Diana Mikula, Assistant Village Manager

## Performance Measures

	2018	2019	2020
1. Number of Code amendment packets issued	5	3	3
2. Number of Code sections amended	258	36	112
3. Number of ordinances amending the Code	15	14	10
4. Number of ordinances prepared and adopted	52	54	46
5. Number of resolutions prepared and adopted	26	40	34
6. Number of agreements prepared and adopted	37	56	86
7. Number of FOIA requests processed	1,556	1,565	1,476
8. Number of FOIA appeals	2	3	4
9. Number of FOIA denials in whole or in part	362	373	392
10. Number of new foreclosures processed	48	58	23
11. Number of liquor license hearings prosecuted	0	14	0

# OPERATION SUMMARY

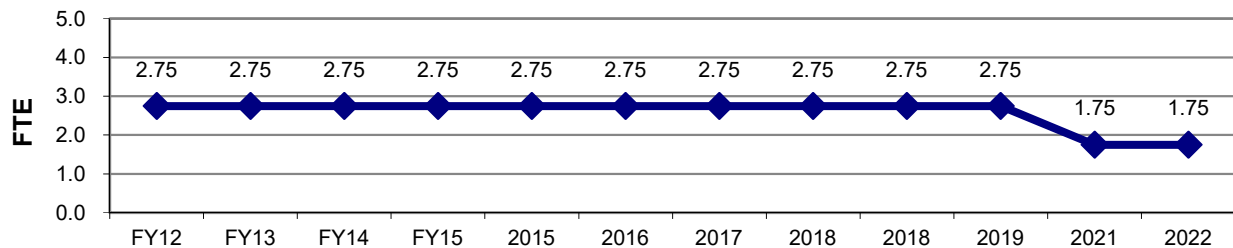
## LEGAL

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E	2.75	2.75	1.75	1.75	1.75	0.00	0.0%
Expenditures							
Personal Services	\$500,625	\$524,848	\$320,500	\$320,800	\$335,000	\$14,200	4.4%
Contractual Services	305,971	269,610	404,900	412,400	370,400	(42,000)	(10.2%)
Commodities	9,704	7,420	11,500	11,500	10,700	(800)	(7.0%)
Total Expenditures	\$816,300	\$801,878	\$736,900	\$744,700	\$716,100	(\$28,600)	(3.8%)

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund	\$816,300	\$801,878	\$736,900	\$744,700	\$716,100	(\$28,600)	(3.8%)
Total Expenditures	\$816,300	\$801,878	\$736,900	\$744,700	\$716,100	(\$28,600)	(3.8%)

## STAFFING HISTORY





**LEGAL****General Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Staff Attorney	8	0.50	0.50	
Paralegal	3	0.50	0.50	
Administrative Assistant	2	0.75	0.75	
<b>Total F-T-E</b>		<b>1.75</b>	<b>1.75</b>	<b>0.00</b>

**Legal Department  
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	1.75	1.75	
	<b>Total F-T-E All Funds</b>	<b>1.75</b>	<b>1.75</b>	<b>0.00</b>

# LEGAL

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-0401-503.10-01	Salaries	371,525	383,413	221,100	221,400	226,100	4,700	2.1%
101-0401-503.18-01	Temporary Help	1,800	0	0	0	0	0	N/A
	<b>Salaries</b>	<b>373,325</b>	<b>383,413</b>	<b>221,100</b>	<b>221,400</b>	<b>226,100</b>	<b>4,700</b>	<b>2.1%</b>
101-0401-503.19-01	Workers Compensation	600	600	600	600	700	100	16.7%
101-0401-503.19-05	Medical Insurance	64,100	66,000	54,500	54,500	65,400	10,900	20.0%
101-0401-503.19-10	IMRF	37,407	48,460	27,500	27,500	25,700	(1,800)	(6.5%)
101-0401-503.19-11	Social Security	19,980	21,015	13,600	13,600	13,900	300	2.2%
101-0401-503.19-12	Medicare	5,213	5,360	3,200	3,200	3,200	0	0.0%
	<b>Fringe Benefits</b>	<b>127,300</b>	<b>141,435</b>	<b>99,400</b>	<b>99,400</b>	<b>108,900</b>	<b>9,500</b>	<b>9.6%</b>
101-0401-503.20-10	Village Attorney Legal Services	837	0	175,000	228,000	180,000	(48,000)	(21.1%)
101-0401-503.20-15	Village Prosecutor Legal Services	148,911	106,076	55,500	70,000	50,100	(19,900)	(28.4%)
101-0401-503.20-20	Other Legal Services	92,111	122,276	120,000	60,000	100,000	40,000	66.7%
101-0401-503.20-40	General Insurance	3,300	3,300	3,300	3,300	2,300	(1,000)	(30.3%)
101-0401-503.21-02	Equipment Maintenance	34	34	100	100	100	0	0.0%
101-0401-503.21-65	Other Services	36,899	17,000	24,000	24,000	10,000	(14,000)	(58.3%)
101-0401-503.22-02	Dues	3,315	2,485	3,200	3,200	2,000	(1,200)	(37.5%)
101-0401-503.22-03	Training	3,177	270	4,500	4,500	2,500	(2,000)	(44.4%)
101-0401-503.22-05	Postage	740	714	1,000	1,000	900	(100)	(10.0%)
101-0401-503.22-15	Photocopying	2,147	1,955	2,500	2,500	2,500	0	0.0%
101-0401-503.22-25	IT/GIS Service Charge	14,500	15,500	15,800	15,800	20,000	4,200	26.6%
	<b>Contractual Services</b>	<b>305,971</b>	<b>269,610</b>	<b>404,900</b>	<b>412,400</b>	<b>370,400</b>	<b>(42,000)</b>	<b>(10.2%)</b>
101-0401-503.30-01	Publications Periodicals	900	0	500	500	500	0	0.0%
101-0401-503.30-05	Office Supplies & Equip	3,181	1,533	3,200	3,200	3,200	0	0.0%
101-0401-503.33-05	Other Supplies	5,623	5,887	7,800	7,800	7,000	(800)	(10.3%)
	<b>Commodities</b>	<b>9,704</b>	<b>7,420</b>	<b>11,500</b>	<b>11,500</b>	<b>10,700</b>	<b>(800)</b>	<b>(7.0%)</b>
<b>Total Legal</b>		<b>816,300</b>	<b>801,878</b>	<b>736,900</b>	<b>744,700</b>	<b>716,100</b>	<b>(28,600)</b>	<b>(3.8%)</b>

# LEGAL

## GENERAL FUND

## EXPENDITURE DETAIL

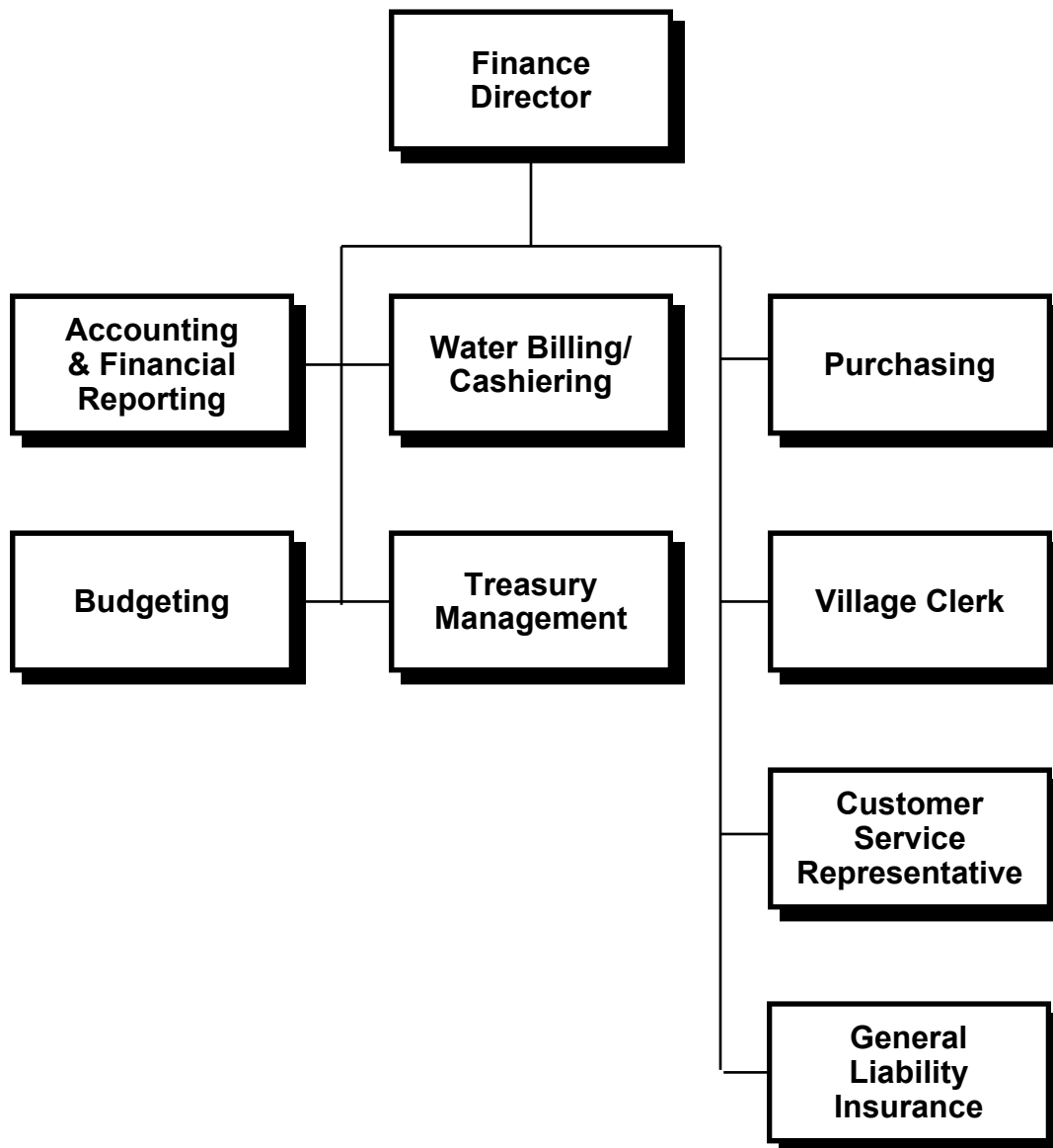
Account Number	Account Title	Description	Budget 2021		Budget 2022	
SALARIES:						
101-0401-503.10-01	Salaries	Salaries	221,400		226,100	
TOTAL SALARIES			221,400		226,100	
FRINGE BENEFITS:						
101-0401-503.19-01	Workers' Compensation	Workers' Compensation Insurance	600		700	
101-0401-503.19-05	Medical Insurance	Medical Insurance	54,500		65,400	
101-0401-503.19-10	IMRF	IMRF	27,500		25,700	
101-0401-503.19-11	Social Security	Social Security	13,600		13,900	
101-0401-503.19-12	Medicare	Medicare	3,200		3,200	
TOTAL FRINGE BENEFITS			99,400		108,900	
CONTRACTUAL SERVICES:						
101-0401-503.20-10	Village Attorney Legal Serv	Counsel to Village Board	228,000		180,000	
101-0401-503.20-15	Village Prosecutor Legal Ser	Retainer for five sessions monthly in Cook County District Court in Rolling Meadows for prosecution of traffic calls	50,100		50,100	
		Charges for additional legal services provided by Village Prosecutor	19,900	70,000	0	50,100
101-0401-503.20-20	Legal Services	Litigation and other outside counsel	60,000		100,000	
101-0401-503.20-40	General Insurance	Liability and property insurance	3,300		2,300	
101-0401-503.21-02	Equipment Maintenance	Maintenance of typewriter	100		100	
101-0401-503.21-65	Other Services	Transcripts, appraisals, recording fees, title searches, miscellaneous services	10,000		10,000	
		Court reporters - DUI cases	14,000	24,000	0	10,000
101-0401-503.22-02	Dues	Dues	3,200		2,000	
101-0401-503.22-03	Training	Seminars and meetings	1,500		1,000	
		Conference	3,000	4,500	1,500	2,500
101-0401-503.22-05	Postage	Correspondence and notices	1,000		900	
101-0401-503.22-15	Photocopying	Photocopies & supplies	800		800	
		Maintenance agreement Xerox 5150	1,700	2,500	1,700	2,500
101-0401-503.22-25	IT/GIS Service Charge	Information Technology service charge	15,800		20,000	
TOTAL CONTRACTUAL SERVICES			412,400		370,400	
COMMODITIES:						
101-0401-503.30-01	Publications/Periodicals	Miscellaneous publications	500		500	

# LEGAL

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
101-0401-503.30-05	Office Supplies & Equip	General office supplies	3,200	3,200
101-0401-503.33-05	Other Supplies & Equip	Legal books, including statutes, digests and citations	7,800	7,000
TOTAL COMMODITIES			11,500	10,700
TOTAL LEGAL			744,700	716,100



# FINANCE

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**The Finance Department provides professional financial management for the Village. The scope of its responsibilities covers the following functions:**

**Accounting and Financial Reporting** – Accounting records are maintained in accordance with generally accepted accounting principles (GAAP) for governments. Appropriate financial reports are regularly produced. Village financial reports regularly win national awards for excellence. All financial records of the Village are audited by external auditors on an annual basis.

**Budgeting** – The preparation of the annual budget includes the planning as well as the necessary financial analysis and actual budget production. The Department assists other Village departments with their respective budget requests. This function also includes on-going maintenance and monitoring of the budget.

**Treasury Management** – Village funds are invested to produce maximum income consistent with preservation of principal. Treasury Management includes monitoring receipts and disbursements and overseeing a control system of checks and balances. Treasury Management also includes follow-up on unpaid bills using a variety of methods including legal remedies. The Village has an investment policy that it follows which gives guidance to the Treasurer.

**Payroll Services** – Complete payroll services are provided including payroll services for the Library.

**Purchasing** – This function provides for the purchasing of services and goods at the lowest responsible price, frequently using formal or informal competitive bid processes. Procedures provide for review that legal requirements have been met in acquiring the goods and services.

**Accounts Payable/Accounts Receivable** – This function provides for timely payment by the Village for goods and services received, and prompt billing for amounts due to the Village. Payment procedures require appropriate controls to ensure that goods and services have been received. Billings for Village services, including water, vehicle license fees and other miscellaneous revenues, are issued and controlled by the Department.

**Village Clerk** – This position is appointed by the Village Manager and overall management and supervision has been delegated to the Finance Director. The Administrative Assistant II in the Finance Department also acts as the Deputy Village Clerk, handling the Village Clerk's duties in the Clerk's absence.

- **Municipal Records** – The Village Clerk prepares the official minutes of the Board of Trustees and arranges for the necessary publication and document filing actions resulting from Board action. The Clerk is also responsible for the management, indexing, and safeguarding of Village records.
- **Elections and Voter Registration** – The Village Clerk registers residents to vote and distributes absentee voting applications for all elections. The Clerk also accepts nominating petitions from Village candidates and certifies the Village election ballot.
- **Business License** – The Village Clerk's Office receives all business license applications. Applications are routed to the respective departments within the Village for comments and approvals.

**Customer Service Representatives** – Front-line phone and in-person interaction with the Village's customers. Provides answers to basic questions and forwards other questions and issues to the appropriate departments.

**General Liability Insurance** – The Finance Director is responsible for the administration of the Village's insurance program for general liability insurance.

**Water Billing & Cashiering** – This function provides for the billing and collection of bi-monthly water and sewer bills. Front Desk personnel handle the in-person or internet payment of fees, fines, and other charges.

## 2021 Accomplishments

- **Updated Capital Asset Policy** – Redefined the Village's Capital Account and Budget Definition. For numerous years the Village had defined a capital purchase as an expenditure of \$10,000 with an expected life of one or more years. The Village Board reviewed and approved the new threshold of \$25,000 for machinery, equipment, and vehicle asset classes; and \$200,000 for buildings, easements, improvements, infrastructure, and software.
- **Planned Spending Proposal for American Rescue Plan Grant** – The American Rescue Plan Act of 2021 was a \$1.9 trillion economic stimulus bill passed by Congress to speed up the recovery from the economic and health consequences of the COVID19 pandemic. The Village will receive \$6.78 million over two years as part of this stimulus. The Finance Department submitted a spending proposal which augments the financial position of various Village funds. The proposal was approved by the Village Board.
- **Revised & Automated the Travel & Training Form** – To increase efficiency and improve the internal review and approval process for travel and training requests the paper form was replaced with a revised, automated form.
- **Developed a Financing Plan for the Alfresco Program** – The cost to provide set up and maintenance activities for an annual Alfresco program, required the consideration and implementation of an additional targeted Food & Beverage tax.
- **Purchasing Diversity, Equity, & Inclusion (DEI) Data Collection Initiative** – Reviewed ways to gather and report DEI purchasing data.

## 2022 Strategic Priorities & Key Projects

### 1. Continue to Implement the Five-Year Fee & Fine Increase Plan

Strategic Priority #5: Ensure Revenue Sources are applied rationally across sectors while Monitoring the Overall Community Tax Burden

The Village Board directed staff to maintain a five-year fee and fine increase plan in order to provide for smaller but more frequent increases. The goal is to help temper property tax increases.

Project Leads: Tom Kuehne, Finance Director and Mary Ellen Juarez, Assistant Finance Director

### 2. Implement a DEI Data Collection Procedure for Village Vendors, Suppliers, and Contractors

Strategic Priority #2: Expand Efforts to Embrace Diversity, Equity, and Inclusion within the Community and the Village Government

As part of the Village Board's 2021 position statement on diversity, equity, and inclusion, it states that the Village of Arlington Heights' diversity initiatives are applicable, but not limited, to policies and strategies on government operations.

Project Leads: Tom Kuehne, Finance Director and Mary Ellen Juarez, Assistant Finance Director

### 3. ERP Integration- Module Specific to Department Responsibilities

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

Lead by the Integrated Services, all Department Staff will assist in the implementation of department and module specific processes.

Project Lead: Diana Mikula, Assistant Village Manager- Integrated Services Department

### 4. Arlington Racetrack Project- Specific to Department Responsibilities

Strategic Priority #3: Work to Ensure the Redevelopment of Arlington Park Meets Community Standards and Provides a One of a Kind Regional Destination Worthy of the Property's Legacy

Staff will work with would be purchasers on a land use plan for the site that will address all Village concerns, take into consideration the perspectives of all stakeholders, and provide for a unique one of a kind development worthy of the site's legacy to our community and the region. Departments, including Fire, Police, Public Works, Finance, Planning & Community Development, Building & Life Safety, and Integrated Services, will work on cross-department initiatives to support this project.

Project Lead: Randy Recklaus, Village Manager- Integrated Services Department

## Performance Measures

	2018	2019	2020
<b>1. Number &amp; Type of Payment Transactions</b>			
Vehicle Stickers Sold			
In-Person / Dropbox / Mail	39,809	53,707	39,699
Internet Payments	3,386	5,374	5,350
Through Banks / Currency Exchanges	1,728	1,112	733
Total Number of Vehicle Stickers Sold	44,923	60,193	45,782
Water Bill Transactions			
By Direct Bank Debit (ACH)	47,430	49,470	51,366
Electronic Lockbox (ACH)	24,279	28,370	28,344
Internet Payments	13,262	18,860	23,892
In-Person / Dropbox / Mail	67,617	69,248	68,502
Total Water Bill Transactions	152,588	165,948	172,104
% of Water Bills - Bank Debit (ACH)	33%	30%	30%
% of Water Bills - Electronic Lockbox (ACH)	17%	17%	17%
% of Water Bills - Internet	9%	12%	14%
% of Water Bills - In-Person / Dropbox / Mail	47%	42%	40%
Parking Ticket Transactions			
In-Person / Dropbox / Mail	7,776	9,740	6,348
Internet Payments	4,167	3,709	3,164
Total Parking Ticket Transactions	11,943	13,449	9,512



# FINANCE

(Continued)

## Performance Measures (cont.)

	2018	2019	2020
<b>2. Credit Card Payments</b>			
# of Transactions	39,252	54,045	54,872
Total Payments	\$ 5,635,718	\$ 6,728,421	\$ 6,996,476
Total Fees	\$ 102,250	\$ 167,124	\$ 155,139
Average Fee %	1.81%	2.48%	2.22%
Average Payment Transaction Amount	\$ 143.58	\$ 124.50	\$ 127.51
<b>3. Water Billing Activity</b>			
# of Metered Accounts	21,112	21,121	21,137
Water Consumption Billed (in 1,000s of Gallons)			
Residential	1,409,317	1,336,266	1,491,692
Commercial	236,518	219,346	203,179
Industrial	302,563	279,650	220,263
Apartments	289,940	287,690	292,669
Total Consumption Billed	2,238,338	2,122,952	2,207,803
Water / Sewer Revenues	\$ 17,004,943	\$ 17,274,521	\$ 18,886,650
<b>4. Cash &amp; Investments</b>			
Cash	\$ 12,450,890	\$ 13,138,267	\$ 12,073,126
Investments	\$110,977,593	\$ 97,138,290	\$110,099,939
Total	\$123,428,483	\$110,276,557	\$122,173,065
# of Funds Invested	89.9%	88.1%	90.1%
<b>5. Purchasing</b>			
# of Purchase Orders Processed	503	531	497
# of Field Purchase Orders Processed	5,228	5,547	5,265
Amount of Purchase Orders Processed	\$ 23,684,163	\$ 37,088,926	\$ 22,176,139
Amount of Field Purchase Orders Processed	\$ 2,477,387	\$ 2,875,542	\$ 2,839,524
Total Amount of Purchase Orders	\$ 26,161,550	\$ 39,964,468	\$ 25,015,663
# of Formal Bids / RFPs	25	35	24
Amount of Formal Bids / RFPs	\$ 779,068	\$ 25,358,926	\$ 13,022,102
% Amount of Formal Bids / RFPs	37%	63%	58%
<b>6. Checks Issued</b>			
Accounts Payable Checks Issued	6,068	5,795	5,384
Payroll Checks Issued	2,426	2,275	1,658
# of Direct Deposits	16,022	16,472	16,599
Total Payroll Payments	18,448	18,747	18,257
% of Payroll as Direct Deposits	87%	88%	91%

# FINANCE

(Continued)

## Performance Measures (cont.)

	2018	2019	2020
<b>7. Ambulance Billing &amp; Collections</b>			
# of Bills	4,900	4,342	4,384
Amount Billed	\$ 4,071,438	\$ 2,951,436	\$ 2,086,972
Amount of Payments	\$ 2,141,657	\$ 2,712,498	\$ 2,375,421
Amount of Current Receivable	\$ 1,371,084	\$ 1,634,484	\$ 1,372,406
Amount Past Due / In-Collections	\$ 612,183	\$ 848,562	\$ 1,056,021
 Billing Rates			
Village Charges / Medicare Allows (VAH / MED)			
Basic Life Support	1,500 / 375	1,500 / 384	1,500 / 389
Advanced Life Support	1,500 / 446	1,500 / 456	1,500 / 462
Advanced Life Support 2	1,500 / 645	1,500 / 660	1,500 / 668
 <b>8. Village Clerk</b>			
Processing Of:			
Ordinances	52	54	51
Resolutions	26	40	31
Agreements	36	56	78
Ethics Forms	167	168	155
Business Licenses:			
New Businesses	152	139	101
Renewals	1,659	1,643	1,597
 Transcribing of Village Board Minutes	27	23	18
Transcribing of Closed Session Minutes	8	7	4
Notarizations	247	262	111
Citizen Inquiries	1,065	868	1,389
Scanned Documents	242	222	213
 <b>9. GFOA Certifications</b>			
Certificate of Achievement for Excellence in Financial Reporting	Received	Received	Received
Distinguished Budget Presentation Award	Received	Received	Received

# OPERATION SUMMARY

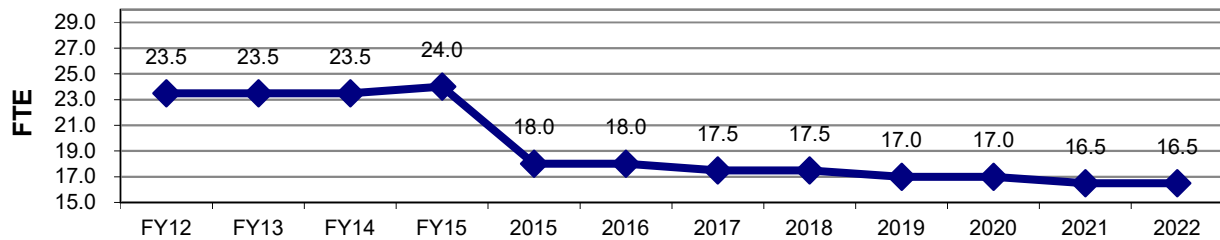
## FINANCE

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E							
General Fund	9.50	9.50	9.50	9.50	9.50	0.00	0.0%
Water & Sewer Fund	8.00	7.50	7.00	7.00	7.00	0.00	0.0%
Total F-T-E	17.50	17.00	16.50	16.50	16.50	0.00	0.0%
Expenditures							
Personal Services	\$2,105,093	\$2,200,430	\$2,251,200	\$2,301,600	\$2,340,500	\$38,900	1.7%
Contractual Services	949,175	977,141	948,500	965,700	1,015,700	50,000	5.2%
Commodities	35,887	29,726	32,100	33,200	32,800	(400)	(1.2%)
Other Charges	220,947	96,178	201,000	500,000	250,000	(250,000)	(50.0%)
Capital Items	0	0	36,000	36,000	20,000	(16,000)	(44.4%)
Total Expenditures	\$3,311,102	\$3,303,475	\$3,468,800	\$3,836,500	\$3,659,000	(\$177,500)	(4.6%)

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund	\$1,685,823	\$1,739,455	\$1,796,200	\$1,810,100	\$1,859,400	\$49,300	2.7%
Capital Projects Fund	0	0	36,000	36,000	20,000	(16,000)	(44.4%)
Water & Sewer Fund	1,086,784	1,099,598	1,095,700	1,117,400	1,156,600	39,200	3.5%
General Liability Ins Fund	538,495	464,422	540,900	873,000	623,000	(250,000)	(28.6%)
Total Expenditures	\$3,311,102	\$3,303,475	\$3,468,800	\$3,836,500	\$3,659,000	(\$177,500)	(4.6%)

## STAFFING HISTORY



**FINANCE****General Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Finance Director	12	1.00	1.00	
Assistant Finance Director	9	1.00	1.00	
Accounting Manager	7	1.00	1.00	
Payroll Coordinator	5	1.00	1.00	
Purchasing Coordinator	5	1.00	1.00	
Accountant / Budget Coordinator	5	1.00	1.00	
Village Clerk	4	1.00	1.00	
Accounting Assistant	2	1.00	1.00	
Account Clerk	1	0.50	0.50	
Customer Service Representative	1	1.00	1.00	
<b>Total F-T-E</b>		<b>9.50</b>	<b>9.50</b>	<b>0.00</b>

**Finance Department  
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	9.50	9.50	
505	Water & Sewer Fund	7.00	7.00	
	<b>Total F-T-E All Funds</b>	<b>16.50</b>	<b>16.50</b>	<b>0.00</b>

# FINANCE

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-0501-503.10-01	Salaries	938,884	959,606	1,007,600	1,014,100	1,029,200	15,100	1.5%
101-0501-503.18-01	Temporary Help	0	0	1,500	1,500	1,500	0	0.0%
101-0501-503.18-05	Overtime Civilian	13,208	18,168	6,100	6,100	6,200	100	1.6%
	<b>Salaries</b>	<b>952,092</b>	<b>977,774</b>	<b>1,015,200</b>	<b>1,021,700</b>	<b>1,036,900</b>	<b>15,200</b>	<b>1.5%</b>
101-0501-503.19-01	Workers Compensation	3,100	3,200	3,400	3,400	3,800	400	11.8%
101-0501-503.19-05	Medical Insurance	179,900	229,600	210,900	210,900	245,300	34,400	16.3%
101-0501-503.19-10	IMRF	96,273	124,508	127,100	127,900	118,800	(9,100)	(7.1%)
101-0501-503.19-11	Social Security	53,909	55,387	58,600	59,000	60,200	1,200	2.0%
101-0501-503.19-12	Medicare	13,325	13,758	14,700	14,800	15,000	200	1.4%
	<b>Fringe Benefits</b>	<b>346,507</b>	<b>426,453</b>	<b>414,700</b>	<b>416,000</b>	<b>443,100</b>	<b>27,100</b>	<b>6.5%</b>
101-0501-503.20-05	Professional Services	51,573	55,784	52,800	52,800	53,300	500	0.9%
101-0501-503.20-40	General Insurance	20,400	20,600	20,800	20,800	14,700	(6,100)	(29.3%)
101-0501-503.21-02	Equipment Maintenance	8,414	9,657	6,200	6,200	6,300	100	1.6%
101-0501-503.21-65	Other Services	156,342	141,990	133,300	133,300	140,000	6,700	5.0%
101-0501-503.22-01	Advertising	4,485	3,357	5,100	5,100	5,200	100	2.0%
101-0501-503.22-02	Dues	2,851	3,153	3,500	3,500	3,500	0	0.0%
101-0501-503.22-03	Training	6,559	416	8,300	8,300	8,400	100	1.2%
101-0501-503.22-05	Postage	42,945	18,712	40,000	41,900	40,000	(1,900)	(4.5%)
101-0501-503.22-10	Printing	17,205	8,032	20,000	24,200	21,300	(2,900)	(12.0%)
101-0501-503.22-15	Photocopying	4,772	6,109	6,100	6,100	6,100	0	0.0%
101-0501-503.22-25	IT/GIS Service Charge	34,800	37,300	37,900	37,900	48,000	10,100	26.6%
101-0501-503.22-30	Claims & Refunds	0	0	300	300	300	0	0.0%
	<b>Contractual Services</b>	<b>350,346</b>	<b>305,110</b>	<b>334,300</b>	<b>340,400</b>	<b>347,100</b>	<b>6,700</b>	<b>2.0%</b>
101-0501-503.30-01	Publications Periodicals	2,599	4,859	2,600	2,600	2,600	0	0.0%
101-0501-503.30-05	Office Supplies & Equip	12,521	14,947	18,800	18,800	19,000	200	1.1%
101-0501-503.30-25	Licensing Supplies	20,079	9,807	10,100	10,100	10,200	100	1.0%
101-0501-503.33-05	Other Supplies	212	102	500	500	500	0	0.0%
	<b>Commodities</b>	<b>35,411</b>	<b>29,715</b>	<b>32,000</b>	<b>32,000</b>	<b>32,300</b>	<b>300</b>	<b>0.9%</b>
101-0501-503.40-97	Inventory Short and Over	1,467	403	0	0	0	0	N/A
	<b>Other Charges</b>	<b>1,467</b>	<b>403</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Total Finance</b>		<b>1,685,823</b>	<b>1,739,455</b>	<b>1,796,200</b>	<b>1,810,100</b>	<b>1,859,400</b>	<b>49,300</b>	<b>2.7%</b>

# FINANCE

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>SALARIES:</b>						
101-0501-503.10-01	Salaries	Salaries	1,014,100		1,029,200	
101-0501-503.18-01	Temporary Help	Temporary Help	1,500		1,500	
101-0501-503.18-05	Overtime Civilian	Overtime Civilian	6,100		6,200	
<b>TOTAL SALARIES</b>			<b>1,021,700</b>		<b>1,036,900</b>	
<b>FRINGE BENEFITS:</b>						
101-0501-503.19-01	Workers' Compensation	Workers' Compensation Insurance	3,400		3,800	
101-0501-503.19-05	Medical Insurance	Medical Insurance	210,900		245,300	
101-0501-503.19-10	IMRF	IMRF	127,900		118,800	
101-0501-503.19-11	Social Security	Social Security	59,000		60,200	
101-0501-503.19-12	Medicare	Medicare	14,800		15,000	
<b>TOTAL FRINGE BENEFITS</b>			<b>416,000</b>		<b>443,100</b>	
<b>CONTRACTUAL SERVICES:</b>						
101-0501-503.20-05	Professional Services	Pension actuarial	14,300		14,400	
		Annual audit (governmental funds share)	31,400		31,700	
		Annual actuarial valuation of post employment benefits (governmental funds share)	7,100	52,800	7,200	53,300
101-0501-503.20-40	General Insurance	Liability and property insurance	20,800		14,700	
101-0501-503.21-02	Equipment Maintenance	Postage scale & postage meter	1,800		1,800	
		Folder/inserters	2,500		2,600	
		Alarm, check signer, typewriters, binding machine and archive storage system	1,900	6,200	1,900	6,300
101-0501-503.21-65	Other Services	GFOA CAFR certificate fee	700		700	
		GFOA budget certificate fee	600		600	
		Tracker annual fee	2,000		2,100	
		Title searches	500		500	
		Cell phone charges	800		800	
		Credit card processing fees	22,200		23,300	
		Bank service fees	13,200		13,900	
		Ambulance billing services	92,000		96,700	
		Miscellaneous	1,300	133,300	1,400	140,000
101-0501-503.22-01	Advertising	Bid advertising	2,100		2,200	
		Hearing notices	1,800		1,800	
		Annual Treasurers Report	1,200	5,100	1,200	5,200
101-0501-503.22-02	Dues	GFOA, IGFOA, CPA, AICPA, IMTA and other organizations for Finance, Purchasing, Payroll and Village Clerk	3,500		3,500	

# FINANCE

## GENERAL FUND

## EXPENDITURE DETAIL

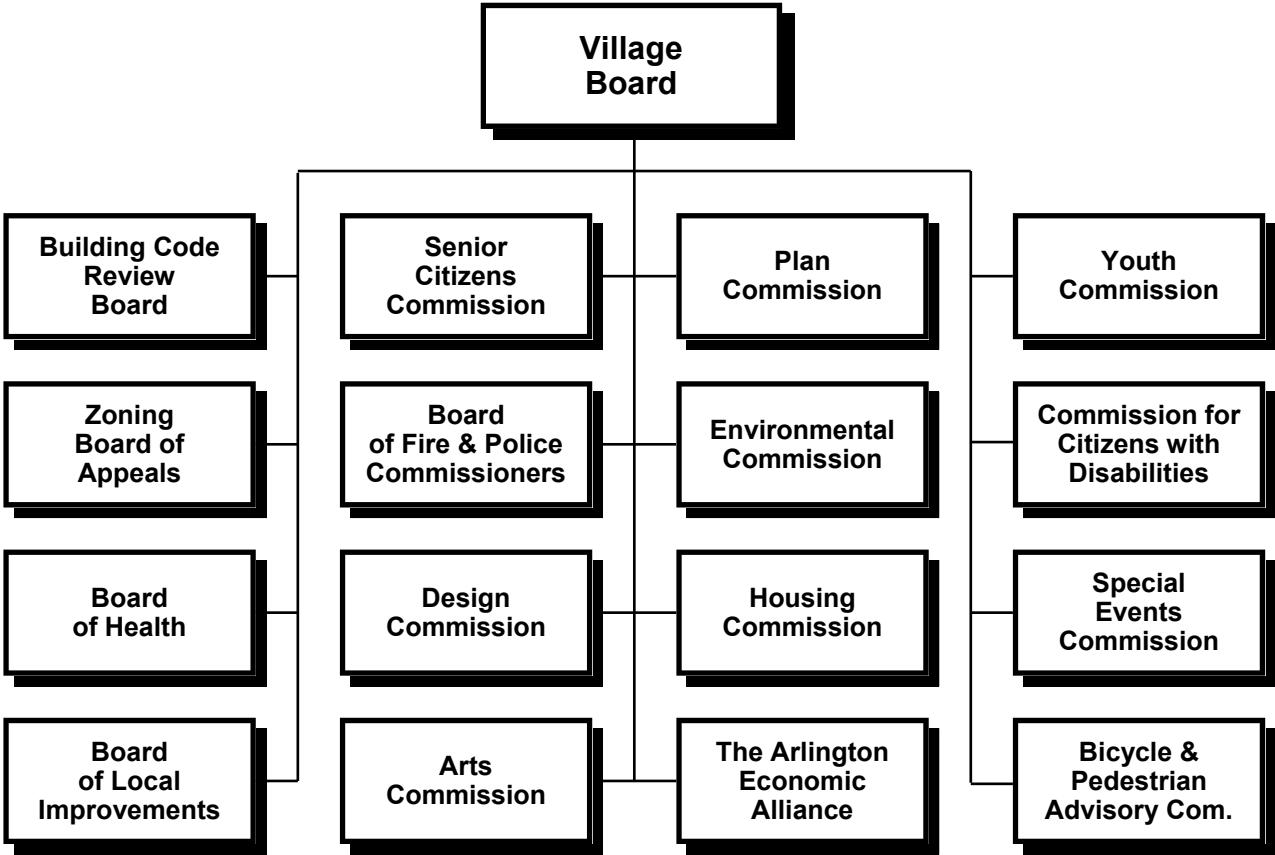
Account Number	Account Title	Description	Budget 2021		Budget 2022	
101-0501-503.22-03	Training	GFOA and IGFOA programs	2,500		2,600	
		Purchasing programs	600		600	
		National GFOA Committee	1,000		1,000	
		Tuition reimbursement	2,000		2,000	
		Municipal Clerks' Conference	1,000		1,000	
		Seminars & webinars	1,200	8,300	1,200	8,400
101-0501-503.22-05	Postage	Vehicle licenses, disbursement checks, purchase orders, bids, billings, special assessments, business licenses, & miscellaneous		41,900		40,000
101-0501-503.22-10	Printing	Comprehensive Annual Financial Report	2,000		1,700	
		Annual Budget	2,700		2,300	
		Forms, checks, notices, envelopes, report covers, ordinances and misc. printing	2,500		2,000	
		Vehicle/animal applications	17,000	24,200	15,300	21,300
101-0501-503.22-15	Photocopying	Photocopies & supplies	4,800		4,800	
		Maintenance agreement Xerox 5150	1,100		1,100	
		Maintenance agreement Xerox WC4118P	200	6,100	200	6,100
101-0501-503.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		37,900		48,000
101-0501-503.22-30	Claims & Refunds	Claims and refunds		300		300
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>340,400</b>		<b>347,100</b>	
<b>COMMODITIES:</b>						
101-0501-503.30-01	Publications/Periodicals	Miscellaneous publications		2,600		2,600
101-0501-503.30-05	Office Supplies & Equip	General office supplies and small equipment		18,800		19,000
101-0501-503.30-25	Licensing Supplies	Vehicle stickers	7,700		7,800	
		Dog tags & motorcycle tags	1,200		1,200	
		Taxi licensing supplies	1,200	10,100	1,200	10,200
101-0501-503.33-05	Other Supplies & Equip	Miscellaneous commodities		500		500
<b>TOTAL COMMODITIES</b>			<b>32,000</b>		<b>32,300</b>	
<b>TOTAL FINANCE</b>			<b>1,810,100</b>		<b>1,859,400</b>	

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# BOARDS & COMMISSIONS

## ORGANIZATION STRUCTURE



# BOARDS & COMMISSIONS

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The boards and commissions of the Village promote citizen involvement and utilize the expertise and ideas of the citizens of Arlington Heights. They include:

## Appointive Boards & Commissions

- **Plan Commission:** Holds public hearings and makes recommendations to the Village Board of Trustees relating to zoning, subdivision and planned development of land.
- **Zoning Board of Appeals:** May grant variances from zoning regulations.
- **Board of Health:** Protect health and prevent the spread of disease.
- **Board of Local Improvements:** Makes recommendations with regard to local improvements.
- **Board of Fire and Police Commissioners:** Appoints officers and sworn members of Fire and Police Departments, except chiefs and deputy chiefs.

## Other Boards & Commissions

- **Design Commission:** Reviews architectural elements for the Plan Commission, building permits, Zoning Board of Appeals and Downtown signs and sign variations.
- **Building Code Review Board:** Recommends variations from, and amendments to, the Building Code.
- **Environmental Commission:** Promotes the preservation and enhancement of the physical environment.
- **Housing Commission:** Recommends housing policies for the Village.
- **The Arlington Economic Alliance:** Provides advice to Village Board of Trustees on matters of business recruitment and retention.
- **Senior Citizens Commission:** Recommends programs for senior citizen welfare.
- **Youth Commission:** Recommends programs for youth welfare.
- **Commission for Citizens with Disabilities:** Recommends removal of barriers to handicapped citizens and otherwise identifies the needs of the disabled.
- **Bicycle & Pedestrian Advisory Commission:** Assists in the development of comprehensive plans for bikeways within the Village.
- **Special Events Commission:** Plans Village's special events.
- **Arts Commission:** Makes recommendations to the Village Board of Trustees on matters of culture and fine arts within the Village of Arlington Heights.

# OPERATION SUMMARY

## BOARDS & COMMISSIONS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Expenditures							
Personal Services	\$4,829	\$0	\$0	\$0	\$0	\$0	N/A
Contractual Services	138,940	140,673	140,600	145,800	89,800	(56,000)	(38.4%)
Commodities	2,237	495	2,500	3,700	3,500	(200)	(5.4%)
Other Charges	73,214	36,551	85,100	104,228	102,400	(1,828)	(1.8%)
Total Expenditures	\$219,220	\$177,719	\$228,200	\$253,728	\$195,700	(\$58,028)	(22.9%)

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund	\$158,835	\$168,043	\$195,200	\$202,900	\$147,700	(\$55,200)	(27.2%)
SWANCC Fund	0	0	0	5,000	5,000	0	0.0%
A & E Fund	60,385	9,676	33,000	45,828	43,000	(2,828)	(6.2%)
Total Expenditures	\$219,220	\$177,719	\$228,200	\$253,728	\$195,700	(\$58,028)	(22.9%)

## BOARDS & COMMISSIONS - ADMINISTRATION

### GENERAL FUND

### EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1001-502.20-40	General Insurance	3,200	3,200	3,200	3,200	<b>2,300</b>	(900)	(28.1%)
101-1001-502.22-02	Dues - Meet Chicago Northwest	83,500	86,300	88,700	88,700	<b>32,700</b>	(56,000)	(63.1%)
	<b>Contractual Services</b>	<b>86,700</b>	<b>89,500</b>	<b>91,900</b>	<b>91,900</b>	<b>35,000</b>	<b>(56,900)</b>	<b>(61.9%)</b>
101-1001-502.40-05	Grants - Arl Hts Com Con Band	7,300	7,400	7,400	7,400	<b>7,400</b>	0	0.0%
101-1001-502.40-70	B & C Recognition Program	0	0	10,000	10,000	<b>10,000</b>	0	0.0%
	<b>Other Charges</b>	<b>7,300</b>	<b>7,400</b>	<b>17,400</b>	<b>17,400</b>	<b>17,400</b>	<b>0</b>	<b>0.0%</b>
<b>Total B &amp; C Administration</b>		<b>94,000</b>	<b>96,900</b>	<b>109,300</b>	<b>109,300</b>	<b>52,400</b>	<b>(56,900)</b>	<b>(52.1%)</b>

## ZONING BOARD OF APPEALS

### GENERAL FUND

### EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1003-502.10-03	Boards and Commissions	890	0	0	0	<b>0</b>	0	N/A
	<b>Salaries</b>	<b>890</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
101-1003-502.19-11	Social Security	54	0	0	0	<b>0</b>	0	N/A
101-1003-502.19-12	Medicare	13	0	0	0	<b>0</b>	0	N/A
	<b>Fringe Benefits</b>	<b>67</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
101-1003-502.22-15	Photocopying	0	0	0	200	<b>0</b>	(200)	(100.0%)
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>(200)</b>	<b>(100.0%)</b>
101-1003-502.30-05	Office Supplies & Equip	45	0	100	100	<b>100</b>	0	0.0%
	<b>Commodities</b>	<b>45</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>0.0%</b>
<b>Total Zoning Brd of Appeals</b>		<b>1,002</b>	<b>0</b>	<b>100</b>	<b>300</b>	<b>100</b>	<b>(200)</b>	<b>(66.7%)</b>

# BUILDING CODE REVIEW BOARD

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1004-502.10-03	Boards and Commissions	125	0	0	0	0	0	N/A
	<b>Salaries</b>	<b>125</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
101-1004-502.19-11	Social Security	8	0	0	0	0	0	N/A
101-1004-502.19-12	Medicare	2	0	0	0	0	0	N/A
	<b>Fringe Benefits</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Bldg Code Review Brd</b>	<b>135</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

# BOARD OF LOCAL IMPROVEMENTS

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1007-502.10-03	Boards and Commissions	50	0	0	0	0	0	N/A
	<b>Salaries</b>	<b>50</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
101-1007-502.19-11	Social Security	3	0	0	0	0	0	N/A
101-1007-502.19-12	Medicare	1	0	0	0	0	0	N/A
	<b>Fringe Benefits</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Brd of Local Improv</b>	<b>54</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

# BOARD OF FIRE AND POLICE COMMISSIONERS

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1008-502.10-03	Boards and Commissions	985	0	0	0	0	0	N/A
	<b>Salaries</b>	<b>985</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
101-1008-502.19-11	Social Security	61	0	0	0	0	0	N/A
101-1008-502.19-12	Medicare	14	0	0	0	0	0	N/A
	<b>Fringe Benefits</b>	<b>75</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
101-1008-502.20-75	Examinations	45,782	48,803	40,000	40,000	42,000	2,000	5.0%
101-1008-502.22-01	Advertising	498	1,554	1,900	1,500	1,500	0	0.0%
101-1008-502.22-02	Dues	375	375	400	400	400	0	0.0%
101-1008-502.22-05	Postage	0	0	100	100	100	0	0.0%
	<b>Contractual Services</b>	<b>46,655</b>	<b>50,732</b>	<b>42,400</b>	<b>42,000</b>	<b>44,000</b>	<b>2,000</b>	<b>4.8%</b>
<b>Total Fire &amp; Police Comm</b>		<b>47,715</b>	<b>50,732</b>	<b>42,400</b>	<b>42,000</b>	<b>44,000</b>	<b>2,000</b>	<b>4.8%</b>

# PLAN COMMISSION

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1009-502.10-03	Boards and Commissions	1,535	0	0	0	0	0	N/A
	<b>Salaries</b>	<b>1,535</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
101-1009-502.19-11	Social Security	95	0	0	0	0	0	N/A
101-1009-502.19-12	Medicare	22	0	0	0	0	0	N/A
	<b>Fringe Benefits</b>	<b>117</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
101-1009-502.22-02	Dues	0	0	200	200	200	0	0.0%
101-1009-502.22-03	Training	0	0	0	300	300	0	0.0%
101-1009-502.22-15	Photocopying	0	0	0	300	0	(300)	(100.0%)
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>800</b>	<b>500</b>	<b>(300)</b>	<b>(37.5%)</b>
<b>Total Plan Commission</b>		<b>1,652</b>	<b>0</b>	<b>200</b>	<b>800</b>	<b>500</b>	<b>(300)</b>	<b>(37.5%)</b>

# ENVIRONMENTAL COMMISSION

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1010-502.10-03	Boards and Commissions	902	0	0	0	0	0	N/A
	<b>Salaries</b>	<b>902</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
101-1010-502.19-11	Social Security	56	0	0	0	0	0	N/A
101-1010-502.19-12	Medicare	13	0	0	0	0	0	N/A
	<b>Fringe Benefits</b>	<b>69</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
101-1010-502.22-05	Postage	0	0	100	100	100	0	0.0%
101-1010-502.22-10	Printing	760	0	400	400	400	0	0.0%
101-1010-502.22-15	Photocopying	0	0	100	100	100	0	0.0%
	<b>Contractual Services</b>	<b>760</b>	<b>0</b>	<b>600</b>	<b>600</b>	<b>600</b>	<b>0</b>	<b>0.0%</b>
101-1010-502.30-05	Office Supplies & Equip	0	0	100	100	100	0	0.0%
	<b>Commodities</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>0.0%</b>
<b>Total Environmental Commission</b>		<b>1,731</b>	<b>0</b>	<b>700</b>	<b>700</b>	<b>700</b>	<b>0</b>	<b>0.0%</b>

# HOUSING COMMISSION

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1011-502.22-05	Postage	943	0	100	100	100	0	0.0%
101-1011-502.22-15	Photocopying	0	0	100	100	100	0	0.0%
	<b>Contractual Services</b>	<b>943</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>200</b>	<b>0</b>	<b>0.0%</b>
101-1011-502.33-05	Other Supplies	0	0	1,100	1,100	1,100	0	0.0%
	<b>Commodities</b>	<b>0</b>	<b>0</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>	<b>0</b>	<b>0.0%</b>
<b>Total Housing Commission</b>		<b>943</b>	<b>0</b>	<b>1,300</b>	<b>1,300</b>	<b>1,300</b>	<b>0</b>	<b>0.0%</b>

# SENIOR CITIZENS COMMISSION

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1013-502.22-01	Advertising	0	0	100	100	500	400	400.0%
101-1013-502.22-03	Training	0	0	500	500	500	0	0.0%
101-1013-502.22-05	Postage	262	0	400	400	200	(200)	(50.0%)
101-1013-502.22-15	Photocopying	205	0	200	200	200	0	0.0%
	<b>Contractual Services</b>	<b>467</b>	<b>0</b>	<b>1,200</b>	<b>1,200</b>	<b>1,400</b>	<b>200</b>	<b>16.7%</b>
101-1013-502.30-05	Office Supplies & Equip	0	0	200	200	200	0	0.0%
101-1013-502.33-05	Other Supplies	457	0	500	500	300	(200)	(40.0%)
	<b>Commodities</b>	<b>457</b>	<b>0</b>	<b>700</b>	<b>700</b>	<b>500</b>	<b>(200)</b>	<b>(28.6%)</b>
	<b>Total Senior Citizen Comm</b>	<b>924</b>	<b>0</b>	<b>1,900</b>	<b>1,900</b>	<b>1,900</b>	<b>0</b>	<b>0.0%</b>

# YOUTH COMMISSION

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1014-502.22-05	Postage	0	0	100	100	100	0	0.0%
101-1014-502.22-10	Printing	0	0	100	100	100	0	0.0%
101-1014-502.22-15	Photocopying	0	0	100	100	100	0	0.0%
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>0</b>	<b>0.0%</b>
101-1014-502.33-05	Other Supplies	288	0	100	100	100	0	0.0%
	<b>Commodities</b>	<b>288</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Youth Commission</b>	<b>288</b>	<b>0</b>	<b>400</b>	<b>400</b>	<b>400</b>	<b>0</b>	<b>0.0%</b>



# DESIGN COMMISSION

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1015-502.22-15	Photocopying	0	0	100	100	100	0	0.0%
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>0.0%</b>
101-1015-502.30-05	Office Supplies & Equip	350	359	400	400	400	0	0.0%
	<b>Commodities</b>	<b>350</b>	<b>359</b>	<b>400</b>	<b>400</b>	<b>400</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Design Commission</b>	<b>350</b>	<b>359</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>0.0%</b>

# COMMISSION FOR CITIZENS WITH DISABILITIES

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1017-502.20-24	Disabled Citizen Programs	951	70	100	1,900	1,900	0	0.0%
101-1017-502.22-03	Training	0	0	0	300	300	0	0.0%
101-1017-502.22-05	Postage	363	178	400	500	500	0	0.0%
101-1017-502.22-15	Photocopying	178	36	200	300	300	0	0.0%
	<b>Contractual Services</b>	<b>1,492</b>	<b>284</b>	<b>700</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0%</b>
101-1017-502.33-05	Other Supplies	206	0	0	200	200	0	0.0%
	<b>Commodities</b>	<b>206</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>0</b>	<b>0.0%</b>
101-1017-502.40-55	Special Events	0	0	0	100	100	0	0.0%
101-1017-502.40-58	Disabled Citizen Donation	1,000	0	0	1,000	1,000	0	0.0%
	<b>Other Charges</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>1,100</b>	<b>1,100</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Disabilities Comm</b>	<b>2,698</b>	<b>284</b>	<b>700</b>	<b>4,300</b>	<b>4,300</b>	<b>0</b>	<b>0.0%</b>

## SPECIAL EVENTS COMMISSION

### GENERAL FUND

### EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1018-502.21-65	Other Services	1,094	0	1,500	1,500	<b>1,500</b>	0	0.0%
101-1018-502.22-05	Postage	138	0	100	100	<b>200</b>	100	100.0%
101-1018-502.22-10	Printing	0	0	600	600	<b>0</b>	(600)	(100.0%)
	<b>Contractual Services</b>	<b>1,232</b>	<b>0</b>	<b>2,200</b>	<b>2,200</b>	<b>1,700</b>	<b>(500)</b>	<b>(22.7%)</b>
101-1018-502.40-55	Special Events	0	19,411	19,000	19,000	<b>20,000</b>	1,000	5.3%
	<b>Special Events</b>	<b>0</b>	<b>19,411</b>	<b>19,000</b>	<b>19,000</b>	<b>20,000</b>	<b>1,000</b>	<b>5.3%</b>
	<b>Total Special Events Comm</b>	<b>1,232</b>	<b>19,411</b>	<b>21,200</b>	<b>21,200</b>	<b>21,700</b>	<b>500</b>	<b>2.4%</b>

## BICYCLE & PEDESTRIAN ADVISORY COMMISSION

### GENERAL FUND

### EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1019-502.22-02	Dues	455	0	500	500	<b>500</b>	0	0.0%
101-1019-502.22-03	Training	0	0	0	400	<b>400</b>	0	0.0%
101-1019-502.22-10	Printing	0	0	0	700	<b>700</b>	0	0.0%
101-1019-502.22-15	Photocopying	0	0	0	100	<b>100</b>	0	0.0%
	<b>Contractual Services</b>	<b>455</b>	<b>0</b>	<b>500</b>	<b>1,700</b>	<b>1,700</b>	<b>0</b>	<b>0.0%</b>
101-1019-502.40-55	Special Events	9	0	0	200	<b>200</b>	0	0.0%
	<b>Other Charges</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>200</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Bicycle &amp; Pedestrian Advisory Commission</b>	<b>464</b>	<b>0</b>	<b>500</b>	<b>1,900</b>	<b>1,900</b>	<b>0</b>	<b>0.0%</b>

# THE ARLINGTON ECONOMIC ALLIANCE

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1021-502.22-15	Photocopying	0	0	300	300	300	0	0.0%
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>0</b>	<b>0.0%</b>
101-1021-502.40-40	Promote Economic Bus Dev	4,520	64	15,700	15,700	15,700	0	0.0%
	<b>Other Charges</b>	<b>4,520</b>	<b>64</b>	<b>15,700</b>	<b>15,700</b>	<b>15,700</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Arl Economic Alliance</b>	<b>4,520</b>	<b>64</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>	<b>0</b>	<b>0.0%</b>

# ARTS COMMISSION

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-1022-502.22-05	Postage	175	152	0	800	500	(300)	(37.5%)
101-1022-502.22-15	Photocopying	61	5	0	500	500	0	0.0%
	<b>Contractual Services</b>	<b>236</b>	<b>157</b>	<b>0</b>	<b>1,300</b>	<b>1,000</b>	<b>(300)</b>	<b>(23.1%)</b>
101-1022-502.33-05	Other Supplies	891	136	0	1,000	1,000	0	0.0%
	<b>Commodities</b>	<b>891</b>	<b>136</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Arts Commission</b>	<b>1,127</b>	<b>293</b>	<b>0</b>	<b>2,300</b>	<b>2,000</b>	<b>(300)</b>	<b>(13.0%)</b>
	<b>TOTAL BRDS &amp; COMM</b>	<b>158,835</b>	<b>168,043</b>	<b>195,200</b>	<b>202,900</b>	<b>147,700</b>	<b>(55,200)</b>	<b>(27.2%)</b>

## BOARDS & COMMISSIONS - ADMINISTRATION

### GENERAL FUND

### EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1001-502.20-40	General Insurance	Insurance for Boards and Commissions and Historical Museum	3,200	2,300
101-1001-502.22-02	Dues	Meet Chicago Northwest (2022 based on 8% of the 2020 Hotel Tax receipts)	88,700	32,700
		<b>TOTAL CONTRACTUAL SERVICES</b>	<b>91,900</b>	<b>35,000</b>
<b>OTHER CHARGES:</b>				
101-1001-502.40-05	Grants	Arlington Heights Community Concert Band	7,400	7,400
101-1001-502.40-70	B & C Recognition Prog.	Boards & Commissions Recognition Program	10,000	10,000
		<b>TOTAL OTHER CHARGES</b>	<b>17,400</b>	<b>17,400</b>
		<b>TOTAL B&amp;C ADMINISTRATION</b>	<b>109,300</b>	<b>52,400</b>

## ZONING BOARD OF APPEALS

### GENERAL FUND

### EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1003-502.22-15	Photocopying	Photocopying	200	0
		<b>TOTAL CONTRACTUAL SERVICES</b>	<b>200</b>	<b>0</b>
<b>COMMODITIES:</b>				
101-1003-502.30-05	Office Supplies & Equip	Miscellaneous office supplies	100	100
		<b>TOTAL COMMODITIES</b>	<b>100</b>	<b>100</b>
		<b>TOTAL ZONING BOARD OF APPEALS</b>	<b>300</b>	<b>100</b>

# BOARD OF FIRE AND POLICE COMMISSIONERS

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1008-502.20-75	Examinations	Examinations	40,000	42,000
101-1008-502.22-01	Advertising	Advertising	1,500	1,500
101-1008-502.22-02	Dues	Fire/Police Comm. State membership	400	400
101-1008-502.22-05	Postage	Postage	100	100
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>42,000</b>	<b>44,000</b>
<b>TOTAL BRD. OF POL. &amp; FIRE COMM.</b>			<b>42,000</b>	<b>44,000</b>

# PLAN COMMISSION

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1009-502.22-02	Dues	APA membership dues	200	200
101-1009-502.22-03	Training	Educational and training materials	300	300
101-1009-502.22-15	Photocopying	Photocopying of minutes & agendas	300	0
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>800</b>	<b>500</b>
<b>TOTAL PLAN COMMISSION</b>			<b>800</b>	<b>500</b>

# ENVIRONMENTAL COMMISSION

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1010-502.22-05	Postage	Postage	100	100
101-1010-502.22-10	Printing	Printing of promotional materials	400	400
101-1010-502.22-15	Photocopying	Photocopying	100	100
	<b>TOTAL CONTRACTUAL SERVICES</b>		<u>600</u>	<u>600</u>
<b>COMMODITIES:</b>				
101-1010-502.30-05	Office Supplies & Equip	Office supplies; awards	100	100
	<b>TOTAL COMMODITIES</b>		<u>100</u>	<u>100</u>
	<b>TOTAL ENVIRONMENTAL COMMISSION</b>		<u>700</u>	<u>700</u>

# HOUSING COMMISSION

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1011-502.22-05	Postage	Postage	100	100
101-1011-502.22-15	Photocopying	Photocopying	100	100
	<b>TOTAL CONTRACTUAL SERVICES</b>		<u>200</u>	<u>200</u>
<b>COMMODITIES:</b>				
101-1011-502.33-05	Other Supplies	Program marketing	1,100	1,100
	<b>TOTAL COMMODITIES</b>		<u>1,100</u>	<u>1,100</u>
	<b>TOTAL HOUSING COMMISSION</b>		<u>1,300</u>	<u>1,300</u>

# SENIOR CITIZENS COMMISSION

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1013-502.22-01	Advertising	Outreach/marketing/advertising	100	500
101-1013-502.22-03	Training	Senior Citizen Commission	500	500
101-1013-502.22-05	Postage	Postage	400	200
101-1013-502.22-15	Photocopying	Photocopying	200	200
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>1,200</b>	<b>1,400</b>
<b>COMMODITIES:</b>				
101-1013-502.30-05	Office Supplies & Equip	Office supplies for public meetings	200	200
101-1013-502.33-05	Other Supplies & Equip	Commissioner pins, memorials, etc.	500	300
<b>TOTAL COMMODITIES</b>			<b>700</b>	<b>500</b>
<b>TOTAL SENIOR CITIZENS COMM.</b>			<b>1,900</b>	<b>1,900</b>

# YOUTH COMMISSION

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1014-502.22-05	Postage	Postage	100	100
101-1014-502.22.10	Printing	Printing (Folders)	100	100
101-1014-502.22-15	Photocopying	Photocopying	100	100
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>300</b>	<b>300</b>
<b>COMMODITIES:</b>				
101-1014-502.33-05	Other Supplies & Equip	Teen Job Fair supplies & food	100	100
<b>TOTAL COMMODITIES</b>			<b>100</b>	<b>100</b>
<b>TOTAL YOUTH COMMISSION</b>			<b>400</b>	<b>400</b>

# DESIGN COMMISSION

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1015-502.22-15	Photocopying	Photocopying	100	100
	<b>TOTAL CONTRACTUAL SERVICES</b>		<b>100</b>	<b>100</b>
<b>COMMODITIES:</b>				
101-1015-502.30-05	Office Supplies & Equip	Award plaques	400	400
	<b>TOTAL COMMODITIES</b>		<b>400</b>	<b>400</b>
	<b>TOTAL DESIGN COMMISSION</b>		<b>500</b>	<b>500</b>

# COMMISSION FOR CITIZENS WITH DISABILITIES

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1017-502.20-24	Disabled Citizen Program	Disabled Citizens Community Awareness Projects	1,900	1,900
101-1017-502.22-03	Training	Local seminars, expos & conferences	300	300
101-1017-502.22-05	Postage	Postage	500	500
101-1017-502.22-15	Photocopying	Newletters	300	300
	<b>TOTAL CONTRACTUAL SERVICES</b>		<b>3,000</b>	<b>3,000</b>
<b>COMMODITIES:</b>				
101-1017-502.33-05	Other Supplies & Equip	Misc. supplies including instant film for Disabilities Carnival (funded by donations)	200	200
	<b>TOTAL COMMODITIES</b>		<b>200</b>	<b>200</b>
<b>OTHER CHARGES:</b>				
101-1017-502.40-55	Special Events	Disabled Citizens Event	100	100
101-1017-502.40-58	Disabled Citizen Donations	Disability Carnival Sponsorship (funded entirely by donations)	1,000	1,000
	<b>TOTAL OTHER CHARGES</b>		<b>1,100</b>	<b>1,100</b>
	<b>TOTAL COM. FOR CITIZENS W/DISAB</b>		<b>4,300</b>	<b>4,300</b>



## SPECIAL EVENTS COMMISSION

### GENERAL FUND

### EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1018-502.21-65	Other Services	Awards & plaques	1,500	1,500
101-1018-502.22-05	Postage	Postage	100	200
101-1018-502.22-10	Printing	Printing	600	0
		<b>TOTAL CONTRACTUAL SERVICES</b>	<b>2,200</b>	<b>1,700</b>
<b>SPECIAL EVENTS:</b>				
101-1018-502.40-55	Special Events	Hearts of Gold (AE0622)	19,000	20,000
		<b>TOTAL SPECIAL EVENTS</b>	<b>19,000</b>	<b>20,000</b>
		<b>TOTAL SPECIAL EVENTS COMM.</b>	<b>21,200</b>	<b>21,700</b>

## BICYCLE & PEDESTRIAN ADVISORY COMMISSION

### GENERAL FUND

### EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1019-502.22-02	Dues	Membership dues	500	500
101-1019-502.22-03	Training	Education	400	400
101-1019-502.22-10	Printing	Printing of educational material, bike maps	700	700
101-1019-502.22-15	Photocopying	Photocopying	100	100
		<b>TOTAL CONTRACTUAL SERVICES</b>	<b>1,700</b>	<b>1,700</b>
<b>OTHER CHARGES:</b>				
101-1019-502.40-55	Special Events	Bike Arlington Heights community event (shirts, printing, food, misc supplies)	200	200
		<b>TOTAL OTHER CHARGES</b>	<b>200</b>	<b>200</b>
		<b>TOTAL BICYCLE &amp; PEDESTRIAN ADVISORY COMMISSION</b>	<b>1,900</b>	<b>1,900</b>

# THE ARLINGTON ECONOMIC ALLIANCE

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1021-502.22-15	Photocopying	Photocopying	300	300
		<b>TOTAL CONTRACTUAL SERVICES</b>	<u>300</u>	<u>300</u>
<b>OTHER CHARGES:</b>				
101-1021-502.40-40	Promote Econ & Bus Devlp	Business Retention Outreach - used for one-on-one and group meetings with businesses (includes Economic Outreach Breakfasts)	10,700	10,700
		Marketing & Communications	5,000	5,000
		<b>TOTAL OTHER CHARGES</b>	<u>15,700</u>	<u>15,700</u>
		<b>TOTAL ARL. ECONOMIC ALLIANCE</b>	<u>16,000</u>	<u>16,000</u>

# ARTS COMMISSION

## GENERAL FUND

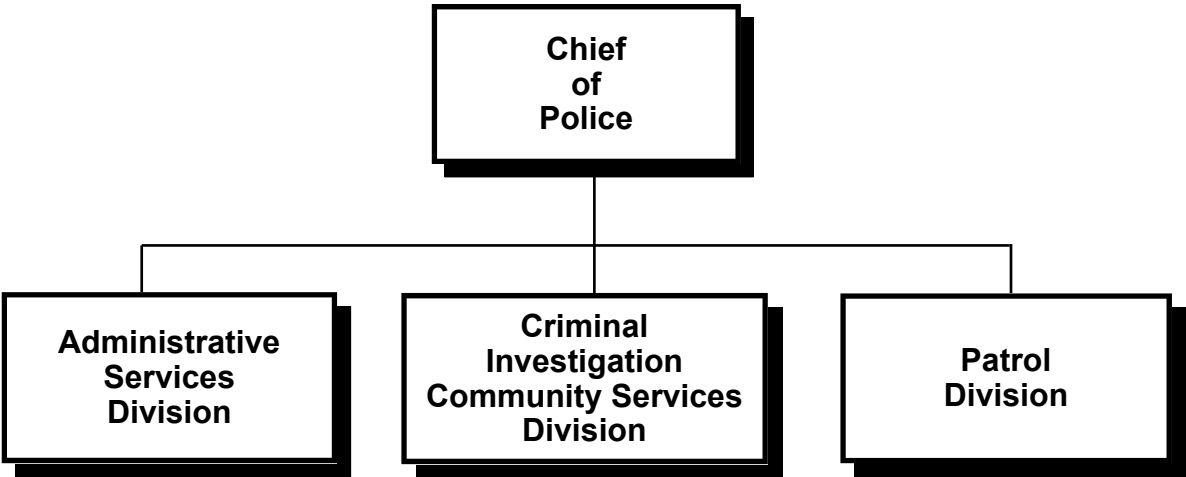
## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
101-1022-502.22-05	Postage	Postage	800	500
101-1022-502.22-15	Photocopying	Photocopying	500	500
		<b>TOTAL CONTRACTUAL SERVICES</b>	<u>1,300</u>	<u>1,000</u>
<b>COMMODITIES:</b>				
101-1022-502.33-05	Other Supplies & Equip	Awards, other supplies	1,000	1,000
		<b>TOTAL COMMODITIES</b>	<u>1,000</u>	<u>1,000</u>
		<b>TOTAL ARTS COMMISSION</b>	<u>2,300</u>	<u>2,000</u>
		<b>TOTAL BOARDS &amp; COMMISSIONS</b>	<u>202,900</u>	<u>147,700</u>

**POLICE**

**(139.00 FTE)**

**ORGANIZATION STRUCTURE**



# POLICE

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**The Police Department is comprised of three Divisions.**

**ADMINISTRATIVE SERVICES DIVISION:** This Division consists of the Records Bureau and the Support Bureau, which coordinate all support activity relative to the overall needs of the Police Department.

## **Records Bureau**

- **Automated Data Processing, Networking and Records Management System Coordination:** Manages police networking and communication systems.
- **Identification Services:** Identification and processing of arrestees' records and photographs.
- **Records Management and Crime Analysis:** The administrative processing and storage of police records/reports and computing of crime statistical data.

## **Support Bureau**

- **Budgetary Preparation and Fiscal Management:** Facilitates purchasing, payroll and reconciliatory budget activity.
- **Commission on Accreditation for Law Enforcement Agencies:** Maintains and ensures compliance in standards set by the Commission on Accreditation for Law Enforcement Agencies.
- **Court Liaison:** Provides supervision and coordination of cases prosecuted through the Court.
- **Emergency Operations Planning:** Coordinates disaster planning, Homeland Security and civil defense assistance.
- **Evidence/Property Management:** Controls evidence and property held by the Department.
- **Grant Preparation:** Conducts research and develops grant opportunities.
- **I.T. Support:** Coordinates technical support for computer and communication equipment.
- **Professional Standards-Internal Affairs:** Investigates citizen inquiries and complaints regarding procedural and operational issues.
- **Training:** Facilitates formal and in-service training programs.

**CRIMINAL INVESTIGATION/COMMUNITY SERVICES DIVISION:** The function of this Division is to provide both criminal and juvenile investigation/enforcement while responding to the needs of the community. This Division includes the Criminal Investigation Bureau and the Community Services Bureau.

## **Criminal Investigation Bureau**

- **Adult Investigations:** Investigates unsolved crimes, conducts follow-up investigations on calls for service, conducts financial crimes investigations, gathers intelligence, performs sex offender registration and monitoring, and initiates special investigations.
- **North Central Narcotics Task Force:** One officer assigned to the North Central Narcotics Task Force (NCNTF) for regional drug enforcement in Northwest Cook County.
- **Drug Enforcement Administration Task Force:** An officer assigned to the DEA Task Force for drug enforcement and asset forfeitures.

# POLICE

(Continued)

- **High School Liaison:** Officers assigned to area high schools for direct counseling and intervention.
- **Juvenile Investigations:** Prevention of youthful involvement in criminal activity through counseling services, Peer Jury, investigation and apprehension of juvenile offenders.
- **Gang Crimes:** Gang deterrence through investigation, intervention, education and community interaction.

## Community Services Bureau

- **Crime Prevention:** Pro-active approach to crime prevention and community relations. Community based and long-term collaborative problem-solving management.
- **Problem Oriented Policing:** Group initiative to address complex issues before they develop.
- **School Safety Planning:** Liaison with school districts to develop and implement plans and procedures for addressing both man-made and natural disasters.
- **Special Event Planning:** Security and planning of special events conducted in the community.
- **Victim Services:** Formal assistance for victims of domestic violence and violent crimes.

**PATROL DIVISION:** The Patrol Division is responsible for the initial delivery of police services to the community. The Division includes the Patrol Bureau and the Traffic Bureau.

## Patrol Bureau

- **Evidence Collection and Preservation:** Forensic technician program to recover evidence.
- **Field Training:** Coordination of the field training officers and process.
- **Park Counselor Program:** Coordination of the park counselor summer program.
- **Preventative Patrol:** Car, motorcycle, bicycle and foot patrol of the community.
- **Traffic Crash Investigation/Analysis:** Traffic crash investigation and reconstruction.
- **Police Information Desk:** Citizen assistance and direction provided at the reception desk.
- **K-9 Program:** Dual-Purpose Narcotic Dogs/Handlers to assist with searches and tracking.

## Traffic Bureau

- **Animal Welfare:** Program for the control of domestic and wild animals within the limits of the Village.
- **Overweight Truck Enforcement:** Selective enforcement of vehicle weight-limit violations.
- **Parking Enforcement:** Responsible for the enforcement of parking ordinances.
- **Traffic Enforcement:** Responsible for selective enforcement to address the on-going traffic concerns of the community.

**2021 Accomplishments**

- **Explored Alternative Funding Sources for CARE (Community Addiction Recovery Effort) Program**
  - The Village was awarded, by the Illinois Criminal Justice Information Authority (ICJIA), \$129,893 to continue the operation of the CARE program through the Community-Law and Deflection Program (CLEDP) grant. The length of the award corresponds with the State's fiscal year, July 1, 2020 through June 30, 2021.
- **Implementation of License Plate Reader (LPR) Technology**
  - The LPR system was implemented and has, thus far, proved highly efficient and effective. The LPR has captured a significantly higher number of violations, specifically time zones, as compared to traditional enforcement methods.
  - The technology has allowed the Department to reallocate staff hours for other parking enforcement priorities. In addition to enforcement efficiencies, the technology also allows for a more robust review and analysis of parking-related behavior in the central business district.
- **Exploration of Public Service Officers (PSOs) Taking Non-Criminal Police Reports**
  - A comprehensive review of all police call types, as well as their dispatch priority, were reviewed and amended to reflect those calls for service that could be facilitated by a PSO.
  - Training was conducted to include, traffic crash reporting, management of traffic data sampling devices, LPR technology, traffic direction, non-emergency public service calls (such as found property, animal complaints, roadway hazard responses), and forensic training.
- **Identify External & Internal Services/Processes that can be transitioned to See-Click-Fix or CityWorks**
  - See-Click-Fix was expanded to allow residents to request child safety seat inspections which integrated with the CityWorks platform.
  - The Department received positive feedback from residents and staff regarding the enhanced customer service experience.
- **Implementation of Computer-Aided-Dispatch (CAD) and Records Management System (RMS) Software**
  - Motorola's Premier One CAD/RMS software was implemented at the end of the first quarter of 2021. The project was spearheaded by Northwest Central Dispatch (NWCD) with input from representatives of member agencies. The Department started an extensive training program for personnel during the fourth quarter of 2020 in preparation for the transition.
- **Creation of a Cannabis Task Force**
  - The impact of recreational cannabis on police services has not been significant in relative terms. The community has experienced no spikes in crimes or calls for service related to the sale and/or legal consumption of cannabis in either the medicinal or the recreational sense.
- **Prioritizing Diversity for Sworn Officer Recruitment**
  - The Department worked with Human Resources, Village Manager's Office, and the Northwest Suburban working group of municipal managers and Chiefs to review existing police workforce demographic data, research recruitment opportunities, connect with minority organizations and other activities to assist in recruiting diverse candidates for law enforcement.
  - The Village, along with the Northwest Suburban working group, executed an agreement with Harper College to host a daylong workshop in March 2021 regarding the entry-level test and other expectations of becoming a police officer. The event was considered a success based on positive feedback from attendees and the Department hopes the workshop will lead to increased minority participation in the next entry-level exam.

**2022 Strategic Priorities & Key Projects****1. Assess Citizen & Business Satisfaction Survey Results to Enhance Public Safety Communication**

Strategic Priority #8: Improve Communications with Residents and Businesses

Citizen and business satisfaction surveys were recently conducted and compiled by Loyola University of Chicago. These results will be assessed to determine areas of focus for public safety related communications. Once these areas of focus have been identified, the Department will coordinate with the Village to enhance public outreach. Communication will be multi-faceted to include, but not limited to, social media, in-person presentations, and participation in community events.

Project Lead: Joseph Pinnello, Commander

**2. Enhance Educational Pedestrian & Bicycle Safety Programs**

Strategic Priority #7: Seek Opportunities to make the Community more Livable by Increasing Pedestrian and Bicycle Options for Residents

New and innovative initiatives will be explored to supplement our existing pedestrian and bicycle safety program. The Department's Bicycle Unit will be proactive in seeking opportunities to engage the public, including young and inexperienced bicyclists. Partnerships with resident bicycle clubs and businesses will be established in order to expand outreach. Educational presentations and materials will strive to create a culture of pedestrian and bicycle safety throughout the community.

Project Lead: Russell Mandel, Sergeant

**3. Pursue Training Curriculum & Resources that Enhances Core Traffic Safety Initiatives**

Strategic Priority #6: Ensure that the Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

The Department actively participates in the Illinois Department of Transportation's Sustained Traffic Enforcement Program (STEP) and has been a top recipient of the Illinois Association of Chiefs of Police's Illinois Traffic Safety Award for the past several years. During the third quarter of 2021, the Department was awarded grant funding in the amount of \$107,184 to continue traffic enforcement in four core areas. These include impaired driving, occupant protection, distracted driving, and speed enforcement. Training curriculum and resources will focus on aligning with these core traffic safety areas.

Project Lead: Greg Czernecki, Deputy Chief

**4. Explore Opportunities for Increasing Diversity in Certified Sworn Officer Recruitment**

Strategic Priority #2: Continue and Expand Efforts that Embrace Diversity, Equity, and Inclusion within the Community and the Village Government

The Department's Certified Officer Entry Program allows current sworn law enforcement officers the opportunity to apply year-round through a streamlined hiring process. Recruitment efforts are prioritized to these candidates during the year in between entry-level exams. The Department will expand recruitment efforts to not only increase volume, but also explore methods to enhance the diversity of certified applicants.

Project Lead: Greg Czernecki, Deputy Chief

**5. ERP Integration- Module Specific to Department Responsibilities**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

Lead by the Integrated Services, all Department Staff will assist in the implementation of department and module specific processes.

Project Lead: Diana Mikula, Assistant Village Manager- Integrated Services Department

**6. Arlington Racetrack Project- Specific to Department Responsibilities**

Strategic Priority #3: Work to Ensure the Redevelopment of Arlington Park Meets Community Standards and Provides a One of a Kind Regional Destination Worthy of the Property's Legacy

Staff will work with would be purchasers on a land use plan for the site that will address all Village concerns, take into consideration the perspectives of all stakeholders, and provide for a unique one of a kind development worthy of the site's legacy to our community and the region. Departments, including Fire, Police, Public Works, Finance, Planning & Community Development, Building & Life Safety, and Integrated Services, will work on cross-department initiatives to support this project.

Project Lead: Randy Recklaus, Village Manager- Integrated Services Department

**Performance Measures**

	2018	2019	2020
1. Overall Crash Experience Percent change	1,742 -7.6%	1,659 -4.8%	890 -46.4%
2. # of Citations Issued: State Citations and Local Ordinance Parking, Compliance, Animal & Administrative Impounds Total Citations Issued	10,767 <u>12,539</u> 23,306	11,425 <u>9,998</u> 21,423	3,422 <u>9,410</u> 12,832
3. Part I Crimes Part II Crimes (all other offenses) Total Crime Reported	685 <u>1,253</u> 1,938	643 <u>1,406</u> 2,049	580 <u>1,035</u> 1,615
4. Arrests: Adult Juvenile Total Arrests	522 <u>70</u> 592	735 <u>99</u> 834	505 <u>53</u> 558



On a triennial basis, the Arlington Heights Police Department coordinates with Loyola University of Chicago's Center for Criminal Justice Research, Policy & Practice to distribute a survey to the residential and commercial stakeholders within the community. The surveys assist the Department in gauging the level of satisfaction with public safety services and identifies areas where the Department can improve. Below are the summaries of each of the respective survey results.

### **Business Satisfaction Survey**

In the fall of 2018, the Arlington Heights Police Department distributed a survey to a sample of 1,200 business owners in the village. The goal of the survey was to obtain business owners' feedback on their interactions with the police, gauge perceptions of the efforts and visibility of the Arlington Heights Police Department, and assess business owner perceptions of safety and concern about crime. Completed surveys were returned by 243 village business owners, and analyses of those completed surveys revealed the following:

- The majority of business owners *who had contact* with Arlington Heights Police Department officers rated the competence, demeanor, fairness and courtesy of the officers they encountered as "excellent;"
- Among both those who had direct contact with the police and those that did not, Arlington Heights business owners indicated a very high level of satisfaction with the Arlington Heights Police Department;
- Almost all respondents who had an opinion felt safe leaving their business alone at night: more than one-half (50.6%) felt "very safe" and 46.4% felt "somewhat safe" leaving their place of business alone at night.
- The majority of respondents to the survey who had an opinion regarding being the victim of a serious crime indicated a low level of concern about victimization.

### **Citizen Satisfaction Survey**

In the spring of 2021, the Arlington Heights Police Department distributed a survey to a sample of residents in the Village. The goal of the survey was to obtain resident feedback on their interactions with the police, gauge resident perceptions of the efforts and visibility of the Arlington Heights Police Department, and assess resident perceptions of neighborhood safety. Completed surveys were returned by more than 675 Village residents, and analyses of those completed surveys, each category revealed the following:

- Among both those who had direct contact with the police and those that did not, Arlington Heights residents indicated a very high level of satisfaction with their police department;
- The majority (89%) of residents who had contact with the police rated the competence, demeanor, fairness and courtesy of the officers as a combined "Excellent" or "Good" across each of these dimensions.
- Among all residents, the majority (85%) rated traffic enforcement, police visibility in the community, and the overall services provided by the Arlington Heights Police Department as a combined "Excellent" or "Good."
- In general, the majority (70%) of respondents to the survey indicated a low level of concern about being the victim of a serious crime, which showed improvement from the 2017 survey, when 67 percent indicated a low level of concern about serious crime victimization.
- Each matrix represents a more favorable perspective by citizens as compared to the previous 2017 survey.

# OPERATION SUMMARY

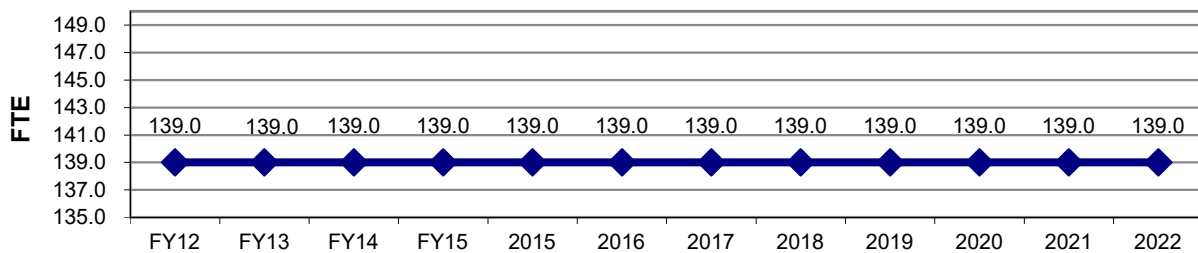
## POLICE

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E							
General Fund - Police	133.00	133.00	133.00	133.00	133.00	0.00	0.0%
General Fund - Police Grant	1.00	1.00	1.00	1.00	1.00	0.00	0.0%
Municipal Park Opr Fund	5.00	5.00	5.00	5.00	5.00	0.00	0.0%
Total F-T-E	139.00	139.00	139.00	139.00	139.00	0.00	0.0%
Expenditures							
Personal Services	\$ 23,173,270	\$ 23,316,567	\$ 24,295,100	\$ 24,830,500	\$ 25,552,700	\$ 722,200	2.9%
Contractual Services	2,722,537	2,557,052	2,618,400	2,618,400	2,596,500	(21,900)	(0.8%)
Commodities	503,976	399,298	522,900	522,278	513,200	(9,078)	(1.7%)
Capital Items	130,817	180,390	92,800	92,775	102,600	9,825	10.6%
Total Expenditures	\$ 26,530,600	\$ 26,453,307	\$ 27,529,200	\$ 28,063,953	\$ 28,765,000	\$ 701,047	2.5%

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund - Police	\$ 25,700,853	\$ 25,641,739	\$ 26,713,400	\$ 27,178,678	\$ 27,853,200	\$ 674,522	2.5%
General Fund - Police Grant	122,370	129,531	132,800	133,600	135,800	2,200	1.6%
Municipal Park Opr Fund	503,960	501,647	555,000	594,100	611,700	17,600	3.0%
Capital Projects Fund	130,817	180,390	92,800	92,775	102,600	9,825	10.6%
A & E Fund	72,600	0	35,200	64,800	61,700	(3,100)	(4.8%)
Total Expenditures	\$ 26,530,600	\$ 26,453,307	\$ 27,529,200	\$ 28,063,953	\$ 28,765,000	\$ 701,047	2.5%

## STAFFING HISTORY



**POLICE****General Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Chief of Police	12	1.00	1.00	
Deputy Chief of Police	10	3.00	3.00	
Police Commander	9	5.00	5.00	
Police Sergeant	8	14.00	14.00	
Police Officer	--	86.00	86.00	
Records Supervisor	5	1.00	1.00	
Operations Support Supervisor	5	1.00	1.00	
Management Analyst I	4	1.00	1.00	
Public Service Officer II	3	2.00	2.00	
Police Fiscal Clerk	2	1.00	1.00	
Public Service Officer	2	10.00	10.00	
Administrative Services Officer	2	2.00	2.00	
Administrative Assistant	2	2.00	2.00	
Records Clerk	1	4.00	4.00	
<b>Total F-T-E</b>		<b>133.00</b>	<b>133.00</b>	<b>0.00</b>

**Police Department**  
**Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund			
	Police - Administration	133.00	133.00	
	Police Grant	1.00	1.00	
235	Municipal Parking Fund	5.00	5.00	
	<b>Total F-T-E All Funds</b>	<b>139.00</b>	<b>139.00</b>	<b>0.00</b>

**POLICE GRANT****General Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Victim Services Coordinator	6	1.00	1.00	
<b>Total F-T-E</b>		<b>1.00</b>	<b>1.00</b>	<b>0.00</b>

**Police Department  
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund			
	Police - Administration	133.00	133.00	
	Police Grant	1.00	1.00	
235	Municipal Parking Fund	5.00	5.00	
	<b>Total F-T-E All Funds</b>	<b>139.00</b>	<b>139.00</b>	<b>0.00</b>

# POLICE

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-3001-511.10-01	Salaries	1,742,370	1,847,312	1,838,800	1,897,900	<b>1,928,600</b>	30,700	1.6%
101-3001-511.11-61	Police Administration	1,229,796	1,329,072	1,393,700	1,405,100	<b>1,427,600</b>	22,500	1.6%
101-3001-511.11-64	Police Supervision	1,794,593	1,809,803	1,826,200	1,854,500	<b>1,900,900</b>	46,400	2.5%
101-3001-511.11-70	Police Officer	8,156,476	8,114,745	8,686,600	9,040,100	<b>9,327,500</b>	287,400	3.2%
101-3001-511.18-01	Temporary Help	1,162	88	3,300	3,300	<b>3,400</b>	100	3.0%
101-3001-511.18-03	Seasonal Help	144,479	107,575	173,100	173,100	<b>177,000</b>	3,900	2.3%
101-3001-511.18-05	Overtime Civilian	35,497	41,402	68,300	68,300	<b>69,800</b>	1,500	2.2%
101-3001-511.18-07	Overtime Sworn	973,518	796,259	940,000	757,200	<b>774,200</b>	17,000	2.2%
101-3001-511.18-08	Overtime Sworn Court	127,122	58,328	60,000	130,000	<b>132,900</b>	2,900	2.2%
101-3001-511.18-09	Holiday Sworn	130,659	140,413	144,200	144,200	<b>147,400</b>	3,200	2.2%
101-3001-511.18-80	Special Detail	215,068	53,855	110,000	248,300	<b>253,900</b>	5,600	2.3%
101-3001-511.18-81	Special Detail Grants	72,679	69,673	106,000	93,500	<b>95,600</b>	2,100	2.2%
	<b>Salaries</b>	<b>14,623,419</b>	<b>14,368,525</b>	<b>15,350,200</b>	<b>15,815,500</b>	<b>16,238,800</b>	<b>423,300</b>	<b>2.7%</b>
101-3001-511.19-01	Workers Compensation	631,500	644,100	676,300	676,300	<b>750,900</b>	74,600	11.0%
101-3001-511.19-05	Medical Insurance	2,750,000	2,955,700	2,905,900	2,905,900	<b>3,081,200</b>	175,300	6.0%
101-3001-511.19-09	Public Safety Pension	4,017,000	4,209,000	4,073,000	4,073,000	<b>4,114,000</b>	41,000	1.0%
101-3001-511.19-10	IMRF	170,631	228,026	246,600	246,600	<b>229,200</b>	(17,400)	(7.1%)
101-3001-511.19-11	Social Security	108,589	114,714	132,800	132,800	<b>135,100</b>	2,300	1.7%
101-3001-511.19-12	Medicare	205,212	201,951	221,900	221,900	<b>229,600</b>	7,700	3.5%
	<b>Fringe Benefits</b>	<b>7,882,932</b>	<b>8,353,491</b>	<b>8,256,500</b>	<b>8,256,500</b>	<b>8,540,000</b>	<b>283,500</b>	<b>3.4%</b>
101-3001-511.20-37	Central Dispatch	904,221	619,378	728,800	728,800	<b>665,100</b>	(63,700)	(8.7%)
101-3001-511.20-40	General Insurance	279,700	282,500	285,300	285,300	<b>201,400</b>	(83,900)	(29.4%)
101-3001-511.21-02	Equipment Maintenance	28,545	22,608	19,600	19,600	<b>19,600</b>	0	0.0%
101-3001-511.21-65	Other Services	149,708	227,828	235,100	235,100	<b>235,100</b>	0	0.0%
101-3001-511.22-02	Dues	13,139	13,155	17,400	17,400	<b>17,400</b>	0	0.0%
101-3001-511.22-03	Training	113,437	94,762	112,100	112,100	<b>112,100</b>	0	0.0%
101-3001-511.22-05	Postage	8,377	6,888	13,000	13,000	<b>13,000</b>	0	0.0%
101-3001-511.22-10	Printing	8,189	9,349	10,200	10,200	<b>10,200</b>	0	0.0%
101-3001-511.22-15	Photocopying	9,498	5,603	12,300	12,300	<b>12,300</b>	0	0.0%
101-3001-511.22-25	IT/GIS Service Charge	516,200	626,400	635,600	635,600	<b>733,500</b>	97,900	15.4%
101-3001-511.22-37	Vehicle/Equip Lease Charge	667,100	618,800	522,700	522,700	<b>550,600</b>	27,900	5.3%
	<b>Contractual Services</b>	<b>2,698,114</b>	<b>2,527,271</b>	<b>2,592,100</b>	<b>2,592,100</b>	<b>2,570,300</b>	<b>(21,800)</b>	<b>(0.8%)</b>
101-3001-511.30-01	Publications Periodicals	501	37	3,300	3,300	<b>3,300</b>	0	0.0%
101-3001-511.30-05	Office Supplies & Equip	28,227	24,864	30,000	30,000	<b>30,000</b>	0	0.0%
101-3001-511.30-20	Photographic Supplies	1,943	2,012	2,000	2,000	<b>2,000</b>	0	0.0%
101-3001-511.30-35	Clothing	194,408	179,384	203,300	203,254	<b>189,800</b>	(13,454)	(6.6%)
101-3001-511.30-50	Petroleum Products	132,882	96,250	130,600	130,600	<b>151,800</b>	21,200	16.2%
101-3001-511.33-05	Other Supplies	16,109	7,463	16,700	16,749	<b>13,400</b>	(3,349)	(20.0%)
101-3001-511.33-25	Operational Supplies	107,857	77,344	110,700	110,685	<b>99,800</b>	(10,885)	(9.8%)
101-3001-511.33-30	Community Service Supply	14,461	5,098	18,000	17,990	<b>14,000</b>	(3,990)	(22.2%)
	<b>Commodities</b>	<b>496,388</b>	<b>392,452</b>	<b>514,600</b>	<b>514,578</b>	<b>504,100</b>	<b>(10,478)</b>	<b>(2.0%)</b>
<b>Total Police Admin</b>		<b>25,700,853</b>	<b>25,641,739</b>	<b>26,713,400</b>	<b>27,178,678</b>	<b>27,853,200</b>	<b>674,522</b>	<b>2.5%</b>

# POLICE GRANT

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-3005-511.10-01	Salaries	97,542	100,841	103,400	104,100	107,000	2,900	2.8%
	<b>Salaries</b>	<b>97,542</b>	<b>100,841</b>	<b>103,400</b>	<b>104,100</b>	<b>107,000</b>	<b>2,900</b>	<b>2.8%</b>
101-3005-511.19-01	Workers Compensation	300	300	300	300	300	0	0.0%
101-3005-511.19-05	Medical Insurance	7,300	8,000	8,100	8,100	8,000	(100)	(1.2%)
101-3005-511.19-10	IMRF	9,832	12,745	13,000	13,100	12,300	(800)	(6.1%)
101-3005-511.19-11	Social Security	5,994	6,196	6,500	6,500	6,600	100	1.5%
101-3005-511.19-12	Medicare	1,402	1,449	1,500	1,500	1,600	100	6.7%
	<b>Fringe Benefits</b>	<b>24,828</b>	<b>28,690</b>	<b>29,400</b>	<b>29,500</b>	<b>28,800</b>	<b>(700)</b>	<b>(2.4%)</b>
	<b>Total Police Grant</b>	<b>122,370</b>	<b>129,531</b>	<b>132,800</b>	<b>133,600</b>	<b>135,800</b>	<b>2,200</b>	<b>1.6%</b>
	<b>Total Police Dept</b>	<b>25,823,223</b>	<b>25,771,270</b>	<b>26,846,200</b>	<b>27,312,278</b>	<b>27,989,000</b>	<b>676,722</b>	<b>2.5%</b>

# POLICE

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
101-3001-511.10-01	Salaries	Salaries	1,897,900	1,928,600
101-3001-511.11-61	Police Administration	Police Administration	1,405,100	1,427,600
101-3001-511.11-64	Police Supervision	Police Supervision	1,854,500	1,900,900
101-3001-511.11-70	Police Officer	Police Officer	9,040,100	9,327,500
101-3001-511.18-01	Temporary Help	Temporary Help	3,300	3,400
101-3001-511.18-03	Seasonal Help	Seasonal Help	173,100	177,000
101-3001-511.18-05	Overtime Civilian	Overtime Civilian	68,300	69,800
101-3001-511.18-07	Overtime Sworn	Overtime Sworn	757,200	774,200
101-3001-511.18-08	Overtime Sworn Court	Overtime Sworn Court	130,000	132,900
101-3001-511.18-09	Holiday Sworn	Holiday Sworn	144,200	147,400
101-3001-511.18-80	Special Detail	Special Detail	248,300	253,900
101-3001-511.18-81	Special Detail Grant	Special Detail Grant	93,500	95,600
<b>TOTAL SALARIES</b>			<b>15,815,500</b>	<b>16,238,800</b>
<b>FRINGE BENEFITS:</b>				
101-3001-511.19-01	Workers' Compensation	Workers' Compensation Insurance	676,300	750,900
101-3001-511.19-05	Medical Insurance	Medical Insurance	2,905,900	3,081,200
101-3001-511.19-09	Public Safety Pension	Public Safety Pension	4,073,000	4,114,000
101-3001-511.19-10	IMRF	IMRF	246,600	229,200
101-3001-511.19-11	Social Security	Social Security	132,800	135,100
101-3001-511.19-12	Medicare	Medicare	221,900	229,600
<b>TOTAL FRINGE BENEFITS</b>			<b>8,256,500</b>	<b>8,540,000</b>
<b>CONTRACTUAL SERVICES:</b>				
101-3001-511.20-37	Central Dispatch	Police Department portion (75%) of costs for dispatching calls-for-service through the Northwest Central Dispatch System	728,800	665,100
101-3001-511.20-40	General Insurance	Liability and property insurance	285,300	201,400

# POLICE

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021		Budget 2022	
101-3001-511.21-02	Equipment Maintenance	Office machine equipment maint. Contracts				
		Typewriters	600		600	
		Fax machines	300		300	
		BEAST (property inventory system)	1,300		1,300	
		Portable radios, modems, ISPERN				
		maintenance contracts	5,000		5,000	
		Radar, security door lock & intercom				
		system (Front Desk)	2,000		2,000	
		Records Management System	0		0	
		Miscellaneous equipment maintenance:				
		Breathalyzer	3,300		3,300	
		Video maintenance (desk/ops cameras)	4,000		4,000	
		Kodak I4200 Scanner	2,100		2,100	
		Microfilm	1,000	19,600	1,000	19,600
101-3001-511.21-65	Other Services	Cellular telephone service	35,000		35,000	
		T1 Data Line (Criminal Apprehension &				
		Booking System)	12,000		12,000	
		Prisoner food	2,000		2,000	
		Bureau Investigation license applicants	1,100		1,100	
		Department weapons repair	400		400	
		Micro-film, duplication & shredding	2,500		2,500	
		Officers badge, shield & leather repair	800		800	
		Morgue transportation	7,500		7,500	
		Animal Welfare Services:				
		Animal impounding fees	5,000		5,000	
		Blood Borne Pathogen Program:				
		Equipment sterilization	2,000		2,000	
		Background reports	3,000		3,000	
		Language line	200		200	
		Critical Reach Alert (Trak System)	1,200		1,200	
		Annual software renewal/maintenance	13,000		13,000	
		Administrative Hearing Officer Program	19,000		19,000	
		Bio-hazard cleaning cell/squad car	2,000		2,000	
		Village-use background checks for non-				
		criminal justice/criminal history inquires	2,000		2,000	
		Prisoner drug prescriptions	1,000		1,000	
		Secretary of State License Suspensions	2,000		2,000	
		Ticket Scofflaw Program	9,800		9,800	
		Cell phone forensic license renewal	3,300		3,300	
		GPS Traker Data upgrades	2,000		2,000	
		Processing fees - subpoena records	500		500	
		Electronic file transfer fees	3,000		3,000	
		Crash Data Recorder software renewal	2,000		2,000	
		Forensic Computer software renewal	2,800		2,800	
		DACRA fees	50,000		50,000	
		CARE Grant	50,000	235,100	50,000	235,100
101-3001-511.22-02	Dues	MCAT	3,100		3,100	
		Northern Illinois Police Alarm System	6,800		6,800	
		Other dues	7,500	17,400	7,500	17,400



# POLICE

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
101-3001-511.22-03	Training	Course titles are listed as a selective representation of needed skills and specialty training:		
		Comprehensive Departmental Training	30,300	30,300
		Northeast Multi-Regional training, Suburban Law Enforcement Academy memberships		
		Basic Recruit Training	12,800	12,800
		Field Operations	12,300	12,300
		Accident Investigation		
		Procedural Justice		
		Civil Rights		
		Firearms Instructor		
		Law/Legal Updates		
		Mental Health Awareness		
		Response to Resistance		
		De-Escalation		
		Cultural Competency		
		Sexual Assault Trauma-Informed Response		
		Officer Wellness		
		Child Abuse and Neglect		
		Traffic Law		
		Sensitivity Relations		
		Street Survival		
		Traffic Law Enforcement		
		Search and Seizure		
		Community Police Training	6,800	6,800
		Problem Oriented Policing		
		Cultural and Ethnic Awareness		
		Community Policing Concepts		
		Technical Support	6,000	6,000
		Field Training Officers		
		Breathalyzer		
		Forensic Technician		
		Crime Lab		
		Police Photography		
		Property Management		
		Police Records Management		
		Records Management System	1,500	1,500
		Crime Analysis		
		Community Services	1,900	1,900
		Crime Prevention		
		Criminal Investigations	3,500	3,500
		Management of Criminal Investigations		
		Narcotic and Dangerous Drugs		
		Homicide, Suicide & Accidental Death		
		Rape & Sexual Deviance Investigation		
		Advd. Interrogations & Interviewing		
		Burglary & Theft Reduction		
		Forgery, Fraud & White Collar Crime		
		Death Investigations		
		Juvenile Investigations		
		Gang Awareness		
		Lead Homicide		
		Sex Crimes Investigations		
		Juvenile Investigations	2,100	2,100
		Gang Awareness		
		Narcotic and Dangerous Drugs		

# POLICE

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021		Budget 2022	
101-3001-511.22-03	Training (continued)	Suicide and Accidental Death Illinois Juvenile Officers Training Advanced Juvenile Interviewing Burglary and Theft Reduction Command, Management & Supervision Supervisory & Mid-Mngmnt Training Records Supervisor Leadership Training Police Staff and Command Disaster Management Police Budgeting Managing Change Managing Productivity Tuition Reimbursement	25,900		25,900	
		Conferences, Seminars & Meetings Ill. Assoc. of Chiefs of Police Ill. Chief's Conference Captain's Association Meetings North Suburban Chief's Assoc. Ill. Crime Prevention Conference Emergency & Disaster Preparedness Northern Ill. Police Alarm System Rapid Response Team	7,500		7,500	
			1,500		1,500	
			112,100		112,100	
101-3001-511.22-05	Postage	Regular and registered postage	13,000		13,000	
101-3001-511.22-10	Printing	Crime Prevention Booklets, Pamphlet & Identification Stickers Operational Police Report & Identification Forms Administrative Police manuals, records, envelopes & other related forms Administrative Hearing Officer Program	1,000		1,000	
			4,000		4,000	
			4,000		4,000	
			1,200	10,200	1,200	10,200
101-3001-511.22-15	Photocopying	Photocopies & supplies Maintenance agreements	7,000		7,000	
			5,300	12,300	5,300	12,300
101-3001-511.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	635,600		733,500	
101-3001-511.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	522,700		550,600	
		<b>TOTAL CONTRACTUAL SERVICES</b>	<b>2,592,100</b>		<b>2,570,300</b>	
<b>COMMODITIES:</b>						
101-3001-511.30-01	Publications/Periodicals	Miscellaneous publications	3,300		3,300	
101-3001-511.30-05	Office Supplies & Equip	General office supplies	30,000		30,000	
101-3001-511.30-20	Photographic Supplies	CD/DVD reproduction, flashes & batteries Digital imaging supplies	1,000		1,000	
			1,000	2,000	1,000	2,000

# POLICE

## GENERAL FUND

## EXPENDITURE DETAIL

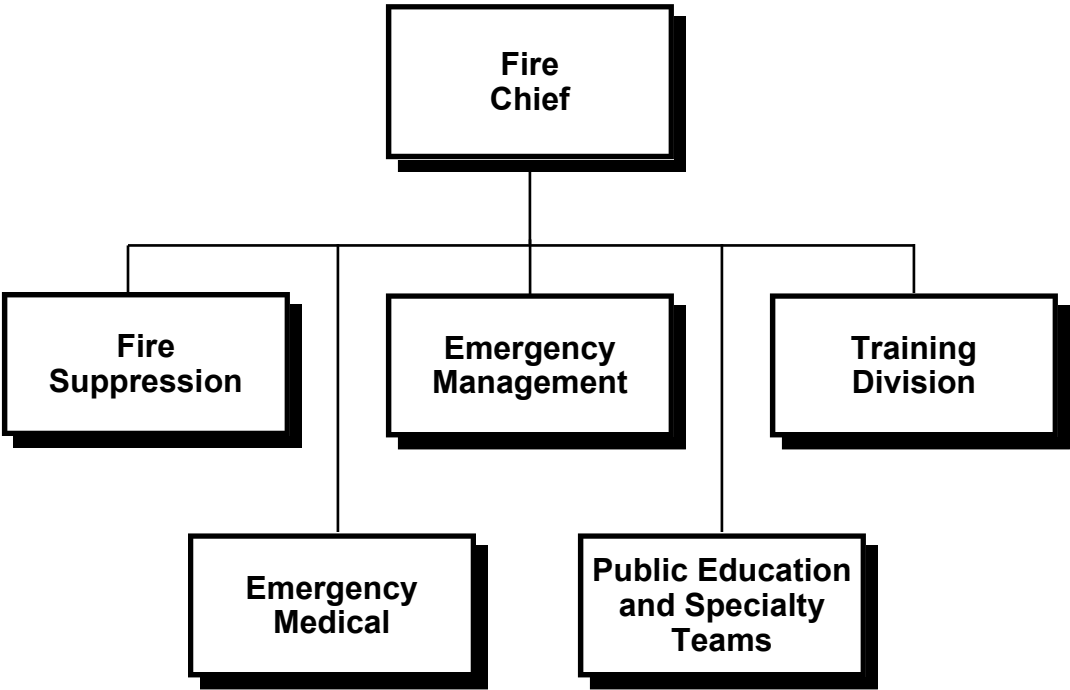
Account Number	Account Title	Description	Budget 2021		Budget 2022	
101-3001-511.30-35	Clothing	Police Personnel				
		Sworn Officers	149,000		149,000	
		Sworn Officers - new hires	27,800		27,800	
		Civilian Personnel	5,000		5,000	
		New and replacement badges, hat shields, and shoulder patches	3,500		3,500	
		Specialty clothing				
		Motorcycle / Bicycle Officers / Northern Illinois Police Alarm System	3,500		3,500	
		Park Counselors	1,000		1,000	
		Prior Year Encumbrance Carryover	13,454	203,254	0	189,800
101-3001-511.30-50	Petroleum Products	Gasoline for department vehicle(s)		130,600		151,800
101-3001-511.33-05	Other Supplies & Equip	Computer hardware/software	6,800		6,800	
		Employee recognition	6,600		6,600	
		Prior Year Encumbrance Carryover	3,349	16,749	0	13,400
101-3001-511.33-25	Operational Supplies	Ammunition	28,600		30,700	
		Range safety equipment & supplies	3,100		5,000	
		Evidence Processing/Property Security:				
		Property Management Section	1,500		3,000	
		Identification Technicians	1,500		2,000	
		Forensic Technicians	5,000		6,000	
		Criminal Investigations Bureau	1,000		1,000	
		Emergency equipment for Patrol Operations: flares, flashlight batteries, traffic vests, fire extinguishers, first-aid equipment	4,600		4,600	
		Station operation & lock-up expenditures:				
		Cell mattresses, blankets, personal hygiene items for prisoners & identification equipment	4,100		4,500	
		Community Policing supplies	1,500		1,500	
		Motorola batteries	5,000		5,000	
		Bullet proof vest replacement	18,000		18,000	
		Taser accessories	9,500		9,500	
		Animal welfare supplies	3,000		3,000	
		Bio-hazard equipment & supplies	6,000		6,000	
		Prior Year Encumbrance Carryover	18,285	110,685	0	99,800
101-3001-511.33-30	Community Service Supl	Training aids	1,500		1,500	
		Crime prevention specialty items	10,500		10,500	
		Citizen Police Academy supplies	1,000		1,000	
		Rockin with the Cops supplies	1,000		1,000	
		Prior Year Encumbrance Carryover	3,990	17,990	0	14,000
		<b>TOTAL COMMODITIES</b>	<b>514,578</b>		<b>504,100</b>	
		<b>TOTAL POLICE - ADMINISTRATION</b>	<b>27,178,678</b>		<b>27,853,200</b>	

# POLICE GRANT \*

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
101-3005-511.10-01	Salaries	Salaries	104,100	107,000
	<b>TOTAL SALARIES</b>		<b>104,100</b>	<b>107,000</b>
<b>FRINGE BENEFITS:</b>				
101-3005-511.19-01	Workers' Compensation	Workers' Compensation Ins	300	300
101-3005-511.19-05	Medical Insurance	Medical Insurance	8,100	8,000
101-3005-511.19-10	IMRF	IMRF	13,100	12,300
101-3005-511.19-11	Social Security	Social Security	6,500	6,600
101-3005-511.19-12	Medicare	Medicare	1,500	1,600
	<b>TOTAL FRINGE BENEFITS</b>		<b>29,500</b>	<b>28,800</b>
	<b>TOTAL POLICE GRANT</b>		<b>133,600</b>	<b>135,800</b>
	<b>TOTAL POLICE DEPARTMENT</b>		<b>27,312,278</b>	<b>27,989,000</b>
* Victim Services Grant				



# FIRE

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## Firefighting and support functions are comprised of five main divisions.

**Administrative Division:** This division is responsible for providing administrative support to the Fire Department. In addition, Emergency Management Agency (EMA), Community Risk Reduction, Public Education, Hazardous Materials monitoring and Fire Investigations have been incorporated into this division.

**Fire Suppression Division:** This division is responsible for firefighting with three staffed engine companies and one truck company. During large-scale incidents, front-line equipment may be augmented by reserve apparatus staffed by off-duty personnel and the Mutual Aid Box Alarm System (MABAS) which is a multi-community, state-wide mutual aid system.

**Emergency Medical Division:** Four advanced life support (ALS) ambulances are operated along with two ALS rescue squads and three engines with ALS capability. The Department also maintains two reserve ALS ambulances, one reserve ALS rescue squad, and one reserve ALS engine. All firefighters are trained and certified as Emergency Medical Technicians and nearly two-thirds are trained and state-certified as paramedics. Both paramedics and EMTs are kept current through an extensive continuing education program facilitated by our system provider, Northwest Community Hospital.

**Training Division:** This division is responsible for the initial and ongoing training of all Fire personnel. The Fire Department participates in a State Certification Program whereby all personnel receive the basic, advanced and officer training necessary to achieve the required certification levels. Nearly all Village firefighting personnel have achieved advanced certification or higher.

**Community Risk Reduction:** Under supervision of the Fire Chief, the Fire Risk Reduction Officer is responsible for developing and implementing the department's risk reduction / life safety strategies. This position is evolving in to the department's Public Information Officer while coordinating timely safety messages to the community through multiple forms of media. This position is also working with our Recruitment / Diversity team in an effort to attract applicants that reflect the demographics of our community. Future focus areas will include: safety home inspections for independently living seniors, trip and fall prevention programs within our nursing homes, multi-lingual fire prevention programs for both students and residents, and mobile integrated health care.

These divisions work out of four well-equipped fire stations and an administrative headquarters.

The Fire Department responded to 9,689 calls for assistance in 2020. This included 1,957 fire and emergency calls and 7,732 ambulance calls.

## 2021 Accomplishments

- Rewrite of Fire Department General Orders and Standard Operating Guidelines
- Firefighter Safety & Response during COVID-19
- Back-to-the Basic Training Initiative
- Community Outreach
  - CPR
  - Senior Home Safety
  - EMS Youth Program
  - Pop-up Block Parties
  - Safety Presentations and Educational Workshops

**2022 Strategic Priorities & Key Projects****1. Replacement of Ambulance and Engine Purchase in 2022**

Strategic Priority #6: Ensure the Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

In 2022, the Fire Department will purchase a new ambulance and engine. Committees will be formed to identify needs, cost efficiency and idle reduction systems to reduce fuel and maintenance costs. The Fire Department will work in conjunction with Public Works to design and spec the vehicles for the current and future needs of the Fire Department.

Project Lead: Curt Hanselman, Acting Deputy Fire Chief

**2. High-Rise and Commercial Operating Guidelines / Policy Statements Development**

Strategic Priority #6: Ensure the Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

Create High-Rise and Commercial Operating Guidelines / Policy Statements. With current and anticipated multi-family developments, the Fire Department through its revision and review process has identified that these policies require updating. The previous Standard Operating Guideline for High-Rise Structure Operations was written 15 years ago. The Department is researching and developing new techniques and equipment for operating in these types of structures.

Project Lead: Curt Hanselman, Acting Deputy Fire Chief

**3. Expansion of Community Risk Division**

Strategic Priority #8: Improve Communications with Residents and Businesses

The Risk Reduction Division assisted the EMS Division with development of the Department's COVID-19 Pandemic response. Risk Reduction enhanced the Public Education initiative by sharing safety messages via Social Media, a new platform for the Department. The Risk Reduction Division will work on providing programs and training to community stakeholders to include evacuation plans, providing information relative to natural disasters and life safety strategies.

Project Lead: David Roberts, Community Risk Reduction Division Chief

**4. Succession Planning through Officer Development**

Staff Generated Project

The Department continues to send members through the State of Illinois enhanced Company Fire Officer program (COFO), which is designed for Firefighters working toward promotion to Lieutenant and Chief Fire Officer (CFO), which is designed for the Administration team. The Fire Department will continue structured quarterly company officer training which focuses on leadership, emergency tactics, current events and administrative functions.

Project Lead: Curt Hanselman, Acting Deputy Fire Chief

**5. Strategic Planning**

Staff Generated Project

Members of the Command Staff along with various members of the Department of all ranks will complete a five (5) year plan to identify short- and long-term goals for the Department.

Project Lead: Chief Larson, Fire Chief

**6. ERP Integration- Module Specific to Department Responsibilities**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

Lead by the Integrated Services, all Department Staff will assist in the implementation of department and module specific processes.

Project Lead: Diana Mikula, Assistant Village Manager- Integrated Services Department

**7. Arlington Racetrack Project- Specific to Department Responsibilities**

Strategic Priority #3: Work to Ensure the Redevelopment of Arlington Park Meets Community Standards and Provides a One of a Kind Regional Destination Worthy of the Property's Legacy

Staff will work with would be purchasers on a land use plan for the site that will address all Village concerns, take into consideration the perspectives of all stakeholders, and provide for a unique one of a kind development worthy of the site's legacy to our community and the region. Departments, including Fire, Police, Public Works, Finance, Planning & Community Development, Building & Life Safety, and Integrated Services, will work on cross-department initiatives to support this project.

Project Lead: Randy Recklaus, Village Manager- Integrated Services Department

**Performance Measures**

	2018	2019	2020
1. Service Calls:			
Fire	153	152	160
EMS	7,515	7,989	7,732
Hazardous Conditions	448	298	226
Emergency Assists	1,048	1,189	654
False Alarms	1,165	1,079	917
Total Calls	10,329	10,707	9,689
2. Mutual Aid / Auto Aid Responses:			
Calls Given	1,101	1,135	663
Calls Received	1,079	915	677
3. % of Operational Personnel Meeting Minimum Training Standards	98%	98%	97%
4. ISO Rating:	1	1	1



**FIRE****(Continued)****Performance Measures (cont.)**

	<b>2018</b>	<b>2019</b>	<b>2020</b>
5. Unit Responses:			
Ambulance 1	2,332	2,423	2,233
Ambulance 2	2,292	2,545	2,405
Ambulance 3	1,935	2,042	1,952
Ambulance 4	1,535	1,630	1,579
Ambulance 5	0	84	17
Subtotal Ambulances	8,094	8,724	8,186
Squad 1	2,642	2,756	2,557
Squad 2	2,712	2,903	2,856
Subtotal Squads	5,354	5,659	5,413
Engine 2	1,365	1,412	1,276
Engine 3	1,904	1,416	1,926
Engine 4	1,553	1,574	1,411
Subtotal Engines	4,822	4,902	4,613
Boat 4	0	2	2
Battalion 1	1,022	1,055	951
Ladder Tower 1	1,216	1,195	1,168
Reserve Ambulance 1	3	2	1
Reserve Ambulance 2	9	12	4
Reserve Squad 2	2	0	1
Reserve Engine 1	1	1	0
Reserve Engine 2	0	12	0
Reserve Engine 3	0	0	3
Decontamination vehicle	2	1	0
Dive van	2	1	0
Total Unit Responses	20,527	21,566	20,342

# OPERATION SUMMARY

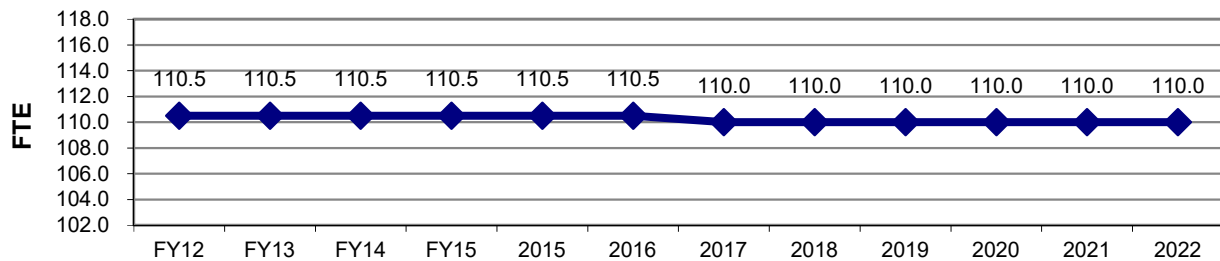
## FIRE

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E	110.00	110.00	110.00	110.00	110.00	0.00	0.0%
Expenditures							
Personal Services	\$20,995,973	\$21,687,883	\$21,827,100	\$21,723,300	\$22,123,300	\$400,000	1.8%
Contractual Services	1,783,612	1,807,549	2,064,600	2,064,630	2,111,400	46,770	2.3%
Commodities	318,547	352,710	352,100	352,087	326,600	(25,487)	(7.2%)
Capital Items	501,550	226,187	160,100	203,767	340,000	136,233	66.9%
Total Expenditures	\$23,599,682	\$24,074,329	\$24,403,900	\$24,343,784	\$24,901,300	\$557,516	2.3%

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund	\$23,087,932	\$23,848,142	\$24,239,700	\$24,132,817	\$24,557,200	\$424,383	1.8%
Capital Projects Fund	501,550	226,187	160,100	203,767	340,000	136,233	66.9%
A & E Fund	10,200	0	4,100	7,200	4,100	(3,100)	(43.1%)
Total Expenditures	\$23,599,682	\$24,074,329	\$24,403,900	\$24,343,784	\$24,901,300	\$557,516	2.3%

## STAFFING HISTORY



**FIRE****General Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Fire Chief	12	1.00	1.00	
Deputy Fire Chief	10	1.00	1.00	
Battalion Chief	9	3.00	3.00	
Division Chief	9	3.00	3.00	
Fire Lieutenant	--	16.00	16.00	
Firefighter II (Engineer)	--	12.00	12.00	
Firefighter II (Paramedic)	--	67.00	67.00	
Firefighter I	--	5.00	5.00	
Administrative Assistant	2	1.00	1.00	
Fire Fiscal Clerk	2	1.00	1.00	
<b>Total F-T-E</b>		<b>110.00</b>	<b>110.00</b>	<b>0.00</b>

**Fire Department  
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	110.00	110.00	
	<b>Total F-T-E All Funds</b>	<b>110.00</b>	<b>110.00</b>	<b>0.00</b>

# FIRE

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-3501-512.10-01	Salaries	175,652	169,058	179,800	182,000	<b>186,200</b>	4,200	2.3%
101-3501-512.12-01	Fire Administration	1,086,256	1,122,531	1,157,900	1,176,900	<b>1,198,300</b>	21,400	1.8%
101-3501-512.12-16	Fire Supervision	1,943,200	1,994,718	2,022,700	2,030,900	<b>2,075,500</b>	44,600	2.2%
101-3501-512.12-21	Firefighter	8,469,475	8,673,941	9,080,500	9,217,400	<b>9,414,500</b>	197,100	2.1%
101-3501-512.18-05	Overtime Civilian	0	0	500	500	<b>500</b>	0	0.0%
101-3501-512.18-07	Overtime Sworn	824,082	1,003,253	660,000	420,800	<b>430,300</b>	9,500	2.3%
101-3501-512.18-09	Holiday Sworn	192,424	190,048	177,000	194,500	<b>198,900</b>	4,400	2.3%
101-3501-512.18-80	Special Detail	100,223	42,463	111,000	59,500	<b>60,800</b>	1,300	2.2%
	<b>Salaries</b>	<b>12,791,312</b>	<b>13,196,012</b>	<b>13,389,400</b>	<b>13,282,500</b>	<b>13,565,000</b>	<b>282,500</b>	<b>2.1%</b>
101-3501-512.19-01	Workers Compensation	631,600	644,200	676,400	676,400	<b>751,000</b>	74,600	11.0%
101-3501-512.19-05	Medical Insurance	2,403,300	2,501,600	2,619,700	2,619,700	<b>2,613,900</b>	(5,800)	(0.2%)
101-3501-512.19-09	Public Safety Pension	4,953,000	5,130,000	4,913,000	4,913,000	<b>4,962,000</b>	49,000	1.0%
101-3501-512.19-10	IMRF	17,684	21,366	22,900	22,900	<b>21,400</b>	(1,500)	(6.6%)
101-3501-512.19-11	Social Security	10,685	10,249	11,300	11,300	<b>11,600</b>	300	2.7%
101-3501-512.19-12	Medicare	178,192	184,456	190,300	190,300	<b>194,300</b>	4,000	2.1%
	<b>Fringe Benefits</b>	<b>8,194,461</b>	<b>8,491,871</b>	<b>8,433,600</b>	<b>8,433,600</b>	<b>8,554,200</b>	<b>120,600</b>	<b>1.4%</b>
101-3501-512.20-37	Central Dispatch	320,974	228,291	260,400	260,400	<b>243,900</b>	(16,500)	(6.3%)
101-3501-512.20-40	General Insurance	233,000	235,300	237,700	237,700	<b>167,900</b>	(69,800)	(29.4%)
101-3501-512.21-02	Equipment Maintenance	33,695	57,012	19,300	19,300	<b>28,600</b>	9,300	48.2%
101-3501-512.21-07	Vehicle Equip Maintenance	400	7	5,000	5,000	<b>5,000</b>	0	0.0%
101-3501-512.21-11	Building Maintenance	0	0	19,400	19,400	<b>19,400</b>	0	0.0%
101-3501-512.21-16	EMS Maintenance	0	0	68,500	68,500	<b>69,000</b>	500	0.7%
101-3501-512.21-65	Other Services	29,407	42,307	54,800	54,800	<b>58,700</b>	3,900	7.1%
101-3501-512.22-02	Dues	26,387	27,738	12,500	12,500	<b>12,500</b>	0	0.0%
101-3501-512.22-03	Training	75,440	58,459	66,000	66,000	<b>66,000</b>	0	0.0%
101-3501-512.22-05	Postage	400	534	2,000	2,000	<b>2,000</b>	0	0.0%
101-3501-512.22-10	Printing	2,400	836	3,900	3,930	<b>2,500</b>	(1,430)	(36.4%)
101-3501-512.22-15	Photocopying	3,609	2,765	3,300	3,300	<b>3,300</b>	0	0.0%
101-3501-512.22-25	IT/GIS Service Charge	214,700	234,000	237,400	237,400	<b>319,000</b>	81,600	34.4%
101-3501-512.22-37	Vehicle/Equip Lease Charge	843,200	920,300	1,074,400	1,074,400	<b>1,113,600</b>	39,200	3.6%
	<b>Contractual Services</b>	<b>1,783,612</b>	<b>1,807,549</b>	<b>2,064,600</b>	<b>2,064,630</b>	<b>2,111,400</b>	<b>46,770</b>	<b>2.3%</b>
101-3501-512.30-01	Publications Periodicals	1,096	1,077	1,100	1,100	<b>1,100</b>	0	0.0%
101-3501-512.30-05	Office Supplies & Equip	5,630	9,813	9,000	9,000	<b>9,000</b>	0	0.0%
101-3501-512.30-20	Photographic Supplies	0	10	100	100	<b>100</b>	0	0.0%
101-3501-512.30-35	Clothing	91,424	120,212	95,700	95,650	<b>87,700</b>	(7,950)	(8.3%)
101-3501-512.30-50	Petroleum Products	71,577	53,836	69,100	69,100	<b>83,200</b>	14,100	20.4%
101-3501-512.31-45	Janitorial Supplies	5,150	9,026	0	0	<b>0</b>	0	N/A
101-3501-512.31-55	Building Supplies	156	996	0	0	<b>0</b>	0	N/A
101-3501-512.31-60	Chemicals	5,384	8,914	5,000	5,000	<b>5,000</b>	0	0.0%
101-3501-512.31-65	Other Equip & Supplies	28,177	21,287	19,900	19,941	<b>15,100</b>	(4,841)	(24.3%)
101-3501-512.31-85	Small Tools & Equipment	56,061	31,402	73,500	73,544	<b>52,900</b>	(20,644)	(28.1%)
101-3501-512.32-80	Books	6,096	3,402	5,700	5,700	<b>5,700</b>	0	0.0%
101-3501-512.33-05	Other Supplies	10,584	8,391	8,000	8,000	<b>8,000</b>	0	0.0%
101-3501-512.33-45	Comm Risk Reduction	0	0	19,200	19,200	<b>19,200</b>	0	0.0%
101-3501-512.33-50	Medical Supplies	37,212	84,344	45,800	45,752	<b>39,600</b>	(6,152)	(13.4%)
	<b>Commodities</b>	<b>318,547</b>	<b>352,710</b>	<b>352,100</b>	<b>352,087</b>	<b>326,600</b>	<b>(25,487)</b>	<b>(7.2%)</b>
<b>Total Fire</b>		<b>23,087,932</b>	<b>23,848,142</b>	<b>24,239,700</b>	<b>24,132,817</b>	<b>24,557,200</b>	<b>424,383</b>	<b>1.8%</b>

# FIRE

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>SALARIES:</b>						
101-3501-512.10-01	Salaries	Salaries	182,000		186,200	
101-3501-512.12-01	Fire Administration	Fire Administration	1,176,900		1,198,300	
101-3501-512.12-16	Fire Supervision	Fire Supervision	2,030,900		2,075,500	
101-3501-512.12-21	Firefighter	Firefighter	9,217,400		9,414,500	
101-3501-512.18-05	Overtime Civilian	Overtime Civilian	500		500	
101-3501-512.18-07	Overtime Sworn	Overtime Sworn	420,800		430,300	
101-3501-512.18-09	Holiday Sworn	Holiday Sworn	194,500		198,900	
101-3501-512.18-80	Special Detail	Fireguard/ Ambulance Detail	24,000		24,400	
		Fire Instruction	7,000		7,400	
		MABAS Training (Reimbursable):				
		Fire Apparatus Engineering				
		Specialized Rescue Classes	28,500	59,500	29,000	60,800
		<b>TOTAL SALARIES</b>	<b>13,282,500</b>		<b>13,565,000</b>	
<b>FRINGE BENEFITS:</b>						
101-3501-512.19-01	Workers' Compensation	Workers' Compensation Insurance	676,400		751,000	
101-3501-512.19-05	Medical Insurance	Medical Insurance	2,619,700		2,613,900	
101-3501-512.19-09	Public Safety Pension	Public Safety Pension	4,913,000		4,962,000	
101-3501-512.19-10	IMRF	IMRF	22,900		21,400	
101-3501-512.19-11	Social Security	Social Security	11,300		11,600	
101-3501-512.19-12	Medicare	Medicare	190,300		194,300	
		<b>TOTAL FRINGE BENEFITS</b>	<b>8,433,600</b>		<b>8,554,200</b>	
<b>CONTRACTUAL SERVICES:</b>						
101-3501-512.20-37	Central Dispatch	Fire Department portion (25%)				
		Communications Services	242,900		221,700	
		JEMC Annual Membership Fee	17,500	260,400	22,200	243,900
101-3501-512.20-40	General Insurance	Liability and property insurance	237,700		167,900	
101-3501-512.21-02	Equipment Maintenance	Mobile, main, portable & pager				
		radio repairs	8,100		8,100	
		Hose Testing	0		6,600	
		Ladder Testing	0		2,700	
		Office equipment repairs	200		200	
		Hose, nozzle & brass goods	500		500	
		Academy - hose, nozzle & brass goods	1,000		1,000	
		Station appliances	2,500		2,500	
		Self-contained breathing apparatus				
		testing and repairs (IL OSHA)	5,000		5,000	
		Small tools & equipment	500		500	
		Academy - small tools & equipment	1,000		1,000	

# FIRE

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021		Budget 2022	
101-3501-512.21-02	Equipment Maint (cont)	Test equipment repairs	500	19,300	500	28,600
101-3501-512.21-07	Vehicle Equip. Maint.	Lettering and graphics	1,000		1,000	
		Vehicle equipment changeovers	4,000	5,000	4,000	5,000
101-3501-512.21-11	Building Maintenance	Miscellaneous janitorial supplies	7,900		7,900	
		Miscellaneous building supplies (lumber, paint and hardware)	2,500		2,500	
		Fire Station Appliance Maintenance	5,000		5,000	
		Fire Station Furniture Maintenance	4,000	19,400	4,000	19,400
101-3501-512.21-16	EMS Maintenance	Medical telemetry repairs	1,000		1,000	
		Medical equipment repairs	1,000		1,000	
		Medical defibrillator service contract	22,000		22,500	
		AED service contract	8,000		8,000	
		Paramedic Continuing Education Classes	28,500		28,500	
		Medical oxygen	6,000		6,000	
		Telemetry & defibrillator batteries/parts	2,000	68,500	2,000	69,000
101-3501-512.21-65	Other Services	Cellular phone contract	15,000		15,000	
		Northwest Community Hospital computerized reporting system	7,000		7,000	
		Telestaff Scheduling Software-annual support	7,000		10,000	
		Video-conferencing system - annual maintenance & technical support	8,000		8,000	
		Target Solutions Annual Maintenance	9,200		9,200	
		Imagetrend Annual Maintenance	6,600		7,500	
		Firehouse software license	2,000	54,800	2,000	58,700
101-3501-512.22-02	Dues	Dues	2,500		2,500	
		Paramedic/EMT License Renewal	5,000		5,000	
		MABAS	5,000	12,500	5,000	12,500
101-3501-512.22-03	Training	Firefighter/Officer Training:				
		State Cert. Basic Firefighter Course (3)	10,700		10,700	
		Fire Apparatus Engineer Cert. Class	2,000		2,000	
		State Certified F/O Programs	7,600		7,600	
		Mid-level Management Courses	5,000		5,000	
		Chief Officer Courses	7,100		7,100	
		Fire Dept. Instructors Conference	3,100		3,100	
		Academy - Instructor Training Seminar	1,500		1,500	
		Illinois Fire Chiefs Conferences	800		800	
		Continuing Education-Local Colleges	6,000		6,000	
		International Fire Chiefs Conference	1,000		1,000	
		Paramedic Course NWCH	20,000		20,000	
		ESDA meetings, courses & seminars	1,200	66,000	1,200	66,000
101-3501-512.22-05	Postage	Regular and registered mail		2,000		2,000
101-3501-512.22-10	Printing	Fire, investigation and emergency incident reports	200		200	
		Ambulance reports	700		700	
		Administration forms and reports	1,100		1,100	
		Public education/ESDA	500		500	
		Prior Year Encumbrance Carryover	1,430	3,930	0	2,500
101-3501-512.22-15	Photocopying	Photocopies & supplies	200		200	
		Maintenance agreement Xerox 5150 (#2)	700		700	
		Maintenance agreement WC4118P (#2)	1,100		1,100	
		Maintenance agreement WC4118P (#1)	500		500	

# FIRE

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021		Budget 2022	
101-3501-512.22-15 Photocopying (cont.)	Maintenance agreement WC4118P (#3)		400		400	
	Maintenance agreement WC4118P (#4)		400	3,300	400	3,300
101-3501-512.22-25 IT/GIS Service Charge	Information Technology/GIS service charge			237,400		319,000
101-3501-512.22-37 Vehicle/Equip Lease Chrg	Vehicle lease charge			1,074,400		1,113,600
TOTAL CONTRACTUAL SERVICES			2,064,630		2,111,400	
COMMODITIES:						
101-3501-512.30-01 Publications/Periodicals	Miscellaneous publications			1,100		1,100
101-3501-512.30-05 Office Supplies & Equip	General office supplies		6,000		6,000	
	Academy - office supplies		1,000		1,000	
	Administrative office furniture		2,000	9,000	2,000	9,000
101-3501-512.30-20 Photographic Supplies	Misc. film, processing			100		100
101-3501-512.30-35 Clothing	Clothing for officers		6,000		6,000	
	Clothing for firefighters & paramedics		48,600		44,700	
	Contractual employee uniform maintenance		37,000		37,000	
	Prior Year Encumbrance Carryover		4,050	95,650	0	87,700
101-3501-512.30-50 Petroleum Products	Gasoline for department vehicle(s)			69,100		83,200
101-3501-512.31-60 Chemicals	Fire extinguisher recharging & testing		1,800		1,800	
	Foam concentrates		3,200	5,000	3,200	5,000
101-3501-512.31-65 Other Equip. & Supplies	Radio & pager batteries and parts		4,000		4,000	
	Miscellaneous repairs to small equipment		4,600		4,600	
	Filters for air purification compressors		2,000		2,000	
	HAZ/MAT test sensors		2,500		2,500	
	Emergency lighting and warning for vehicles		2,000		2,000	
	Prior Year Encumbrance Carryover		4,841	19,941	0	15,100
101-3501-512.31-85 Small Tools and Equip.	Fire hose		8,500		8,500	
	Rope & related equipment		2,000		2,000	
	Dive rescue equipment		2,000		2,000	
	Hazmat equipment		3,000		3,000	
	Nozzles, applicators, brass goods & appliances		5,000		5,000	
	Miscellaneous tools, lights, etc.		22,000		17,400	
	Rescue equipment		5,000		5,000	
	USAR equipment		3,000		3,000	
	Radios, VHF portables		5,000		5,000	
	Academy - tools and related equipment		2,000		2,000	
	Prior Year Encumbrance Carryover		16,044	73,544	0	52,900
101-3501-512.32-80 Books	Officer Training Series updates		300		300	
	Advanced Firefighter Series		2,000		2,000	
	Updating station training manuals		300		300	
	Update maps and map books		100		100	
	Academy - reference books		2,000		2,000	
	Miscellaneous reference books		1,000	5,700	1,000	5,700
101-3501-512.33-05 Other Supplies & Equip	Station supplies & materials		3,000		3,000	
	Public education materials		5,000	8,000	5,000	8,000

# FIRE

## GENERAL FUND

## EXPENDITURE DETAIL

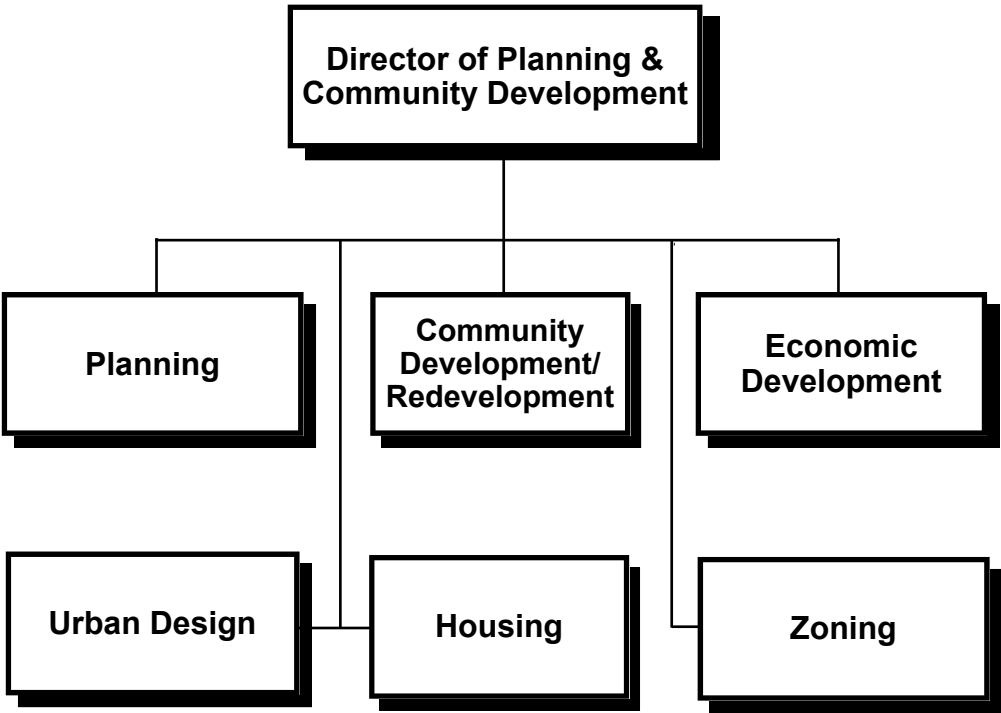
Account Number	Account Title	Description	Budget 2021		Budget 2022	
101-3501-512.33-45	Community Risk Reduction	Emergency Operations Center/ Emergency Management	1,900		1,900	
		ISO Tracking	600		600	
		MyID Medical Identification System	5,500		5,500	
		Smoke Alarm Program	3,300		3,300	
		Public Education Trailer	1,900		1,900	
		Public Education Program updates	1,100		1,100	
		Safety Initiatives	3,800		3,800	
		Misc. Programs	1,100	19,200	1,100	19,200
101-3501-512.33-50	Medical Supplies	Expendable bandages, drugs and various portable equipment	39,600		39,600	
		Prior Year Encumbrance Carryover	6,152	45,752	0	39,600
		<b>TOTAL COMMODITIES</b>		<b>352,087</b>		<b>326,600</b>
		<b>TOTAL FIRE DEPARTMENT</b>		<b>24,132,817</b>		<b>24,557,200</b>



**PLANNING & COMMUNITY DEVELOPMENT**

**(10.00 FTE)**

**ORGANIZATION STRUCTURE**



# PLANNING & COMMUNITY DEVELOPMENT

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**The Planning & Community Development Department provides professional and technical assistance in the following areas:**

**Planning and Management Assistance:** Maintains and updates planning related data, responds to inquiries on planning, zoning, signage, and subdivision matters, and conducts studies which assist the decision-making process of Village development. Analyzes and interprets zoning for all properties in the Village, Planned Unit Developments (PUD's) and special uses.

**Long Range/Comprehensive Planning:** Formulates policies affecting overall and long-term Village development; collects, analyzes and presents data to determine community goals, assists in their attainment and interprets the Comprehensive Plan and implements the Comprehensive Planning Program. Facilitates development of the Downtown Master Plan, Metra STAR Line Master Plan, Hickory Kensington Redevelopment Plan, Tax Increment Financing Districts, and coordinates its implementation.

**Zoning and Development Review:** Coordinates the Village's development review process for new development or redevelopment including PUD's, rezoning, special uses, preliminary and final plats of subdivision, land use variations and zoning variations. Analyzes issues and formulates recommendations to the Plan Commission and Village Board regarding the Zoning and Subdivision Control Regulations to better implement the Comprehensive Plan. Review building permits for compliance with zoning & subdivision, and sign codes.

**Housing and Community Development:** Administers the various grant programs available from Federal agencies and provides assistance to qualified residents and public/private agencies in obtaining funds for eligible services from these programs. Prepares the Village's 5-year Consolidated Plan, Annual Action Plans, and Fair Housing Plan, monitors legislation, and develops proposals and projects concerning affordable housing and other community development needs in the Village. Lead the Northwest Suburban Housing Collaborative in analyzing and addressing common housing issues of the Villages of Arlington Heights, Palatine, Buffalo Grove, Mount Prospect, and the City of Rolling Meadows.

**Economic Development:** Monitors community and economic development activities, and promotes and markets the Village to maintain and enhance its economic base. Coordinates the Business Retention and Attraction Programs and develops and coordinates the Discover Arlington Marketing and the Village's Economic Development Strategy.

**Urban Design and Beautification:** Oversees the review process for Design Commission applications, including single family homes, commercial development, variances for signage as well as administrative review of single-family homes, commercial administrative review and signs in the Downtown and Village-wide. Implement Design Guidelines and Sign Code Tool Kit. Works in conjunction with other Village Departments to design and develop Capital Improvement design projects including Downtown streetscape, beautification, pedestrian spaces, banners, signage, and Green corridors.

**Redevelopment:** Analyzes, defines, selects, and prepares specific area redevelopment studies including a systematic approach to Downtown revitalization. Administer the Village's four Tax Increment Financing (TIF) Districts.

**Boards and Commissions:** Provides technical and administrative support, professional assistance and liaison to Boards and Commissions/Committees.

## **Vision Statement**

A Planning & Community Development Department that is recognized as an award-winning professional department providing a pro-business environment while maintaining a superior quality of life and ensuring quality development that is balanced and meeting needs of the citizens of Arlington Heights.

## **Mission Statement**

To ensure professional, courteous, consistent and reliable service through management and oversight of the divisions within the Planning & Community Development Department.

## PLANNING & COMMUNITY DEVELOPMENT

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### 2021 Accomplishments

- COVID -19 Response
  - COVID-19 Relief Zero Interest Loans
  - Covid-19 Forgivable Small Business Loan
  - Arlington Alfresco
- South Arlington Heights Road Corridor
- TIF Redevelopment Plan was approved
- Arlington 425 - Mixed use redevelopment of the block approved amended PUD
- Sigwalt 16 Development on southern ¼ of Block 425 approved and construction commenced
- Amazon Warehouse/Distribution facility was attracted and construction completed
- Downtown Parking Guidance system was bid and installed
- Northwest Crossing's new tenant at 1501 W. Shure Drive occupancy
- Arlington Downs – PUD amendment ADR II completed
- Facilitated First Ascent Rock Climbing attraction and development
- Chez Hotel was approved and under construction
- Trammell Crow Senior Living facility approved
- Former AT&T property redevelopment pursue
- 4 N. Hickory mixed-use apartments redevelopment.
- Town & Country redevelopment agreement negotiated
- A Confidential Tax Base Expansion Report was completed and distributed to the Board
- Senior Center Feasibility Assessment

### 2022 Strategic Priorities & Key Projects

#### 1. Business Spotlight

Strategic Priority #2: Expand efforts to embrace diversity, equity, and inclusion within the community and the Village Government

Explore the willingness of businesses to participate in and develop a program to highlight a “business spotlight” segment on the Village’s website and social media for businesses with ethnic and diverse backgrounds in the community.

Project Lead: Michael Mertes, Business Development Manager

## PLANNING & COMMUNITY DEVELOPMENT

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### **2. Explore New Sustainability Initiatives**

Strategic Priority #4: Identify, Explore and Implement Sustainable and Green Initiatives

Refine the Sustainable Initiatives Project Priorities based upon Board Feedback and Pursue Implementation of:

- I. EV Charging Stations
- II. EV Fleet
- III. Vail Avenue permeable paver project

Project Lead: Derek Mach, Landscape Planner and Jake Schmidt, Assistant Planner

### **3. Sustainability Redevelopment Projects**

Strategic Priority #4: Identify, Explore and Implement Sustainable and Green Initiatives

Work with Developers to include sustainable features in Redevelopment Projects, in particular with projects within TIF Districts.

Project Lead: Bill Enright, Assistant Director

### **4. Incentive Based Sustainable Features**

Strategic Priority #4: Identify, Explore and Implement Sustainable and Green Initiatives

Explore incentive-based requirements for sustainable building improvements

Project Lead: Michael Mertes, Business Development Manager

### **5. Create “Livable” Developments**

Strategic Priority #7: Seek Opportunities to make the Community more Livable by increasing Pedestrian and Bicycle Options for Residents

Continue to work with developers in creating livable developments that include implementing the bike parking code along with improved access for bicycles and pedestrians along redevelopment corridors.

Project Lead: Sam Hubbard, Development Planner

### **6. Southtown Corridor Study**

Strategic Priority #7: Seek Opportunities to make the Community more Livable by increasing Pedestrian and Bicycle Options for Residents

Continue discussions with the major property owners along the south Arlington Heights Road corridor with respect to implementation of the corridor study and implementation of the Tax Increment Financing District.

Project Lead: Bill Enright, Assistant Director

### **7. Uptown Corridor Study**

Strategic Priority #7: Seek Opportunities to make the Community more Livable by increasing Pedestrian and Bicycle Options for Residents

Continue to pursue implementation of the Uptown Rand/Palatine/Arlington Heights Road corridor study. Focusing on a phased approach with gateway signage, corridor banners, enhance landscaping and improve pedestrian crossings.

Project Lead: Derek Mach, Landscape Planner

## PLANNING & COMMUNITY DEVELOPMENT

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### **8. Northwest Highway Corridor**

Strategic Priority #7: Seek Opportunities to make the Community more Livable by increasing Pedestrian and Bicycle Options for Residents

Continue implementation of the phased landscaping improvement along Northwest Highway corridor as approved in the corridor study.

Project Lead: Derek Mach, Landscape Planner

### **9. New Business Development Portal**

Strategic Priority #8: Improve Communications with Residents and Businesses.

Explore the reestablishment of the new business development portal on the Village's website.

Project Lead: Michael Mertes, Business Development Manager

### **10. Inclusionary Zoning Ordinance**

Strategic Priority #9: Seek and Maintain Attainable Housing while Continuing to Review Affordable Housing Strategies.

Continue to implement the inclusionary zoning ordinance adopted August 2020.

Project Lead: Nora Boyer, Housing Planner

### **11. Affordable Housing Trust Fund Program**

Strategic Priority #9: Seek and Maintain Attainable Housing while Continuing to Review Affordable Housing Strategies.

Complete review and elevation of the affordable housing trust fund prioritization and pursue implementation of approved approach.

Project Lead: Nora Boyer, Housing Planner

### **12. ERP Integration- Module Specific to Department Responsibilities**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

Lead by the Integrated Services, all Department Staff will assist in the implementation of department and module specific processes.

Project Lead: Diana Mikula, Assistant Village Manager- Integrated Services Department

### **13. Arlington Racetrack Project- Specific to Department Responsibilities**

Strategic Priority #3: Work to Ensure the Redevelopment of Arlington Park Meets Community Standards and Provides a One of a Kind Regional Destination Worthy of the Property's Legacy

Staff will work with would be purchasers on a land use plan for the site that will address all Village concerns, take into consideration the perspectives of all stakeholders, and provide for a unique one of a kind development worthy of the site's legacy to our community and the region. Departments, including Fire, Police, Public Works, Finance, Planning & Community Development, Building & Life Safety, and Integrated Services, will work on cross-department initiatives to support this project.

Project Lead: Randy Recklaus, Village Manager- Integrated Services Department

## PLANNING & COMMUNITY DEVELOPMENT

### Performance Measures

	2018	2019	2020
<b>1. Development – Plan Commission</b>			
# of Temporary Files	31	39	36
# of Conceptual Plan Reviews	22	24	20
# of Comprehensive Plan Sub-Committees	1	0	0
# of Ordinance Review Committee Cases	1	1	0
# of Special Use Waiver Cases for	12	12	9
Antennas			56
# of Small Cell Antenna Reviews	27	24	16
# of PC Applications			
<b>2. Development – Other</b>			
# of all Zoning Reviews	1,490	1,499	2,124
# of ZBA Applications/Reviewed	41	31	38
# of Building Permit Reviews	1,237	1,254	1,921
# of Business License Reviews	99	128	106
# of Home Occupation Reviews	9	13	9
# of FOIA Requests	108	86	81
# of Special Use Waiver Restaurants	4	3	3
# of Administrative Parking Waiver	1	6	1
# of Landscaping Code Enforcement	6	21	5
# of Zoning Code Enforcement	2	8	3
# of Private Dining Waiver	N/A	N/A	24
<b>3. Sign Permits</b>	247	215	244
<b>4. Community Development</b>			
# CDBG Public Services Beneficiaries	538	403	369
# Facility Improvement Projects	7	6	3
<b>5. Business Development</b>			
# Retention Business Visits	371	237	300
# Leads from all Sources	323	401	228
# Leads from ICSC Events	82	51	0
# Total Recruitment Contacts	488	401	308
# Chamber & Business Events Attended	79	111	16
# New Business Welcome Letters Sent	81	59	58
# Zero Interest Loans	4	3	16
# Tax Abatement Reviews	6	1	3
# Arlington Alfresco License Agreements	N/A	N/A	25
<b>6. Design Review</b>			
# of Reviews by Design Commission	70	50	37
# of Administrative Review	148	155	121
<b>8. # Special Projects</b>			
# of Special Projects	38	38	36

# OPERATION SUMMARY

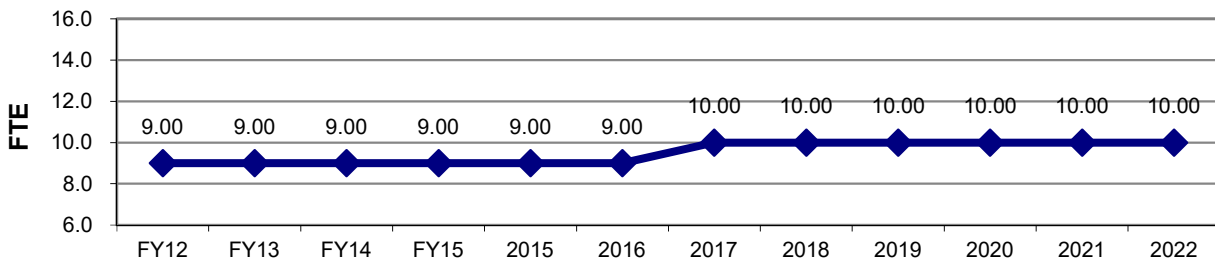
## PLANNING & COMMUNITY DEVELOPMENT

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E							
General Fund	9.50	9.50	9.50	9.50	9.50	0.00	0.0%
CDBG Fund	0.50	0.50	0.50	0.50	0.50	0.00	0.0%
Total F-T-E	10.00	10.00	10.00	10.00	10.00	0.00	0.0%
Expenditures							
Personal Services	\$1,515,863	\$1,584,766	\$1,635,000	\$1,636,000	\$1,656,200	\$20,200	1.2%
Contractual Services	113,439	131,040	251,500	324,525	493,900	169,375	52.2%
Commodities	10,762	9,598	40,200	20,238	17,600	(2,638)	(13.0%)
Other Charges	271,928	322,686	472,600	695,656	488,000	(207,656)	(29.9%)
Capital Items	232,595	53,520	3,337,200	4,862,605	4,150,400	(712,205)	(14.6%)
Total Expenditures	\$2,144,587	\$2,101,610	\$5,736,500	\$7,539,024	\$6,806,100	(\$732,924)	(9.7%)

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund	\$1,696,833	\$1,733,623	\$1,944,000	\$1,978,080	\$1,934,400	(\$43,680)	(2.2%)
CDBG Fund	68,000	60,500	62,500	62,500	64,300	1,800	2.9%
Affordable Housing Fund	0	0	25,000	25,000	25,000	0	0.0%
Zero Interest Loan Fund	48,300	170,084	60,000	250,000	150,000	(100,000)	(40.0%)
Municipal Park Opr Fund	9,270	0	2,000	0	2,000	2,000	N/A
TIF IV Fund	58,789	68,883	635,800	610,839	1,727,000	1,116,161	182.7%
TIF V Fund	13,609	738	1,887,500	2,487,469	1,228,000	(1,259,469)	(50.6%)
Hickory/Kensington TIF Fund	30,000	15,000	715,000	1,590,000	1,115,000	(475,000)	(29.9%)
S Arlington Heights Rd TIF Fund	0	0	120,400	70,800	195,000	124,200	175.4%
Capital Projects Fund	219,786	52,782	264,300	464,336	360,400	(103,936)	(22.4%)
A & E Fund	0	0	20,000	0	5,000	5,000	N/A
Total Expenditures	\$2,144,587	\$2,101,610	\$5,736,500	\$7,539,024	\$6,806,100	(\$732,924)	(9.7%)

## STAFFING HISTORY



## PLANNING

## General Fund

### PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Director of Planning & Com Dvlp	11	1.00	1.00	
Asst Dir of Plan & Com Dvlp	9	1.00	1.00	
Business Development Manager	7	1.00	1.00	
Planner II	7	3.50	3.50	
Planning Assistant	2	1.00	1.00	
Administrative Assistant	2	2.00	2.00	
<b>Total F-T-E</b>		<b>9.50</b>	<b>9.50</b>	<b>0.00</b>

### Planning Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	9.50	9.50	
215	CDBG Fund	0.50	0.50	
	<b>Total F-T-E All Funds</b>	<b>10.00</b>	<b>10.00</b>	<b>0.00</b>



# PLANNING

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-4001-521.10-01	Salaries	1,048,177	1,089,410	1,109,700	1,110,500	<b>1,137,900</b>	27,400	2.5%
101-4001-521.18-01	Temporary Help	5,724	480	9,200	9,200	<b>8,800</b>	(400)	(4.3%)
	<b>Salaries</b>	<b>1,053,901</b>	<b>1,089,890</b>	<b>1,118,900</b>	<b>1,119,700</b>	<b>1,146,700</b>	<b>27,000</b>	<b>2.4%</b>
101-4001-521.19-01	Workers Compensation	2,800	2,900	3,000	3,000	<b>3,300</b>	300	10.0%
101-4001-521.19-05	Medical Insurance	193,800	200,600	211,900	211,900	<b>209,500</b>	(2,400)	(1.1%)
101-4001-521.19-10	IMRF	112,276	144,072	146,900	147,000	<b>137,900</b>	(9,100)	(6.2%)
101-4001-521.19-11	Social Security	64,551	65,955	69,900	70,000	<b>72,100</b>	2,100	3.0%
101-4001-521.19-12	Medicare	15,715	16,109	17,100	17,100	<b>17,600</b>	500	2.9%
101-4001-521.19-23	Automobile Allowance	4,820	4,740	4,800	4,800	<b>4,800</b>	0	0.0%
	<b>Fringe Benefits</b>	<b>393,962</b>	<b>434,376</b>	<b>453,600</b>	<b>453,800</b>	<b>445,200</b>	<b>(8,600)</b>	<b>(1.9%)</b>
101-4001-521.20-05	Professional Services	0	8,660	39,100	39,065	<b>35,400</b>	(3,665)	(9.4%)
101-4001-521.20-40	General Insurance	7,100	7,200	7,300	7,300	<b>5,200</b>	(2,100)	(28.8%)
101-4001-521.21-02	Equipment Maintenance	0	0	500	500	<b>500</b>	0	0.0%
101-4001-521.21-65	Other Services	8,300	9,005	8,600	8,621	<b>8,600</b>	(21)	(0.2%)
101-4001-521.22-01	Advertising	5,982	7,414	6,000	6,000	<b>6,000</b>	0	0.0%
101-4001-521.22-02	Dues	2,241	1,343	3,000	3,000	<b>3,000</b>	0	0.0%
101-4001-521.22-03	Training	4,299	2,627	7,200	7,200	<b>7,200</b>	0	0.0%
101-4001-521.22-05	Postage	944	3,832	1,200	1,200	<b>1,200</b>	0	0.0%
101-4001-521.22-10	Printing	310	311	2,000	2,000	<b>2,000</b>	0	0.0%
101-4001-521.22-15	Photocopying	1,704	865	2,500	2,500	<b>1,500</b>	(1,000)	(40.0%)
101-4001-521.22-25	IT/GIS Service Charge	59,300	65,800	66,700	66,700	<b>77,600</b>	10,900	16.3%
101-4001-521.22-37	Vehicle/Equip Lease Charge	4,400	5,100	4,600	4,600	<b>3,700</b>	(900)	(19.6%)
	<b>Contractual Services</b>	<b>94,580</b>	<b>112,157</b>	<b>148,700</b>	<b>148,686</b>	<b>151,900</b>	<b>3,214</b>	<b>2.2%</b>
101-4001-521.30-01	Publications Periodicals	1,276	247	1,500	1,500	<b>1,500</b>	0	0.0%
101-4001-521.30-05	Office Supplies & Equip	4,719	7,388	7,000	7,000	<b>7,000</b>	0	0.0%
101-4001-521.30-50	Petroleum Products	111	48	100	100	<b>100</b>	0	0.0%
101-4001-521.33-05	Other Supplies	4,656	1,915	11,600	11,638	<b>4,000</b>	(7,638)	(65.6%)
	<b>Commodities</b>	<b>10,762</b>	<b>9,598</b>	<b>20,200</b>	<b>20,238</b>	<b>12,600</b>	<b>(7,638)</b>	<b>(37.7%)</b>
101-4001-521.40-40	Promote Economic Bus Dev	81,474	59,201	75,500	103,515	<b>98,000</b>	(5,515)	(5.3%)
101-4001-521.40-41	Discover Arlington	62,154	28,401	127,100	132,141	<b>80,000</b>	(52,141)	(39.5%)
	<b>Other Charges</b>	<b>143,628</b>	<b>87,602</b>	<b>202,600</b>	<b>235,656</b>	<b>178,000</b>	<b>(57,656)</b>	<b>(24.5%)</b>
	<b>Total Planning</b>	<b>1,696,833</b>	<b>1,733,623</b>	<b>1,944,000</b>	<b>1,978,080</b>	<b>1,934,400</b>	<b>(43,680)</b>	<b>(2.2%)</b>

# PLANNING

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>SALARIES:</b>						
101-4001-521.10-01	Salaries	Salaries	1,110,500		1,137,900	
101-4001-521.18-01	Temporary Help	Temporary Help	9,200		8,800	
<b>TOTAL SALARIES</b>			<b>1,119,700</b>		<b>1,146,700</b>	
<b>FRINGE BENEFITS:</b>						
101-4001-521.19-01	Workers' Compensation	Workers' Compensation Insurance	3,000		3,300	
101-4001-521.19-05	Medical Insurance	Medical Insurance	211,900		209,500	
101-4001-521.19-10	IMRF	IMRF	147,000		137,900	
101-4001-521.19-11	Social Security	Social Security	70,000		72,100	
101-4001-521.19-12	Medicare	Medicare	17,100		17,600	
101-4001-521.19-23	Automobile Allowance	Automobile Allowance	4,800		4,800	
<b>TOTAL FRINGE BENEFITS</b>			<b>453,800</b>		<b>445,200</b>	
<b>CONTRACTUAL SERVICES:</b>						
101-4001-521.20-05	Professional Services	Contractual planning services	5,000		15,400	
		Laserfiche scanning ZBA/Design Comm.	28,000		20,000	
		Prior Year Encumbrance Carryover	6,065	39,065	0	35,400
101-4001-521.20-40	General Insurance	Liability and property insurance	7,300		5,200	
101-4001-521.21-02	Equipment Maintenance	Office equipment and computers	500		500	
101-4001-521.21-65	Other Services	Cell phone charges	1,200		1,200	
		Plan Commission transcribing	7,300		7,400	
		Prior Year Encumbrance Carryover	121	8,621	0	8,600
101-4001-521.22-01	Advertising	Plan Commission notices and other advertisements	3,000		3,000	
		Zoning Board of Appeals legal ads	3,000	6,000	3,000	6,000
101-4001-521.22-02	Dues	Dues	3,000		3,000	
101-4001-521.22-03	Training	APA Convention	3,000		3,000	
		Upper Mid-West Conference	1,000		1,000	
		State & local meetings, court, CMAP, etc.	1,500		1,500	
		Continuing education/certification	1,700	7,200	1,700	7,200
101-4001-521.22-05	Postage	Mailing charges including mailing costs for survey and marketing mailings	1,200		1,200	
101-4001-521.22-10	Printing	Reprint planning documents, reports, studies, etc.	2,000		2,000	
101-4001-521.22-15	Photocopying	Photocopies & supplies Maintenance agreement Minolta BH362	2,500		1,500	

# PLANNING

## GENERAL FUND

## EXPENDITURE DETAIL

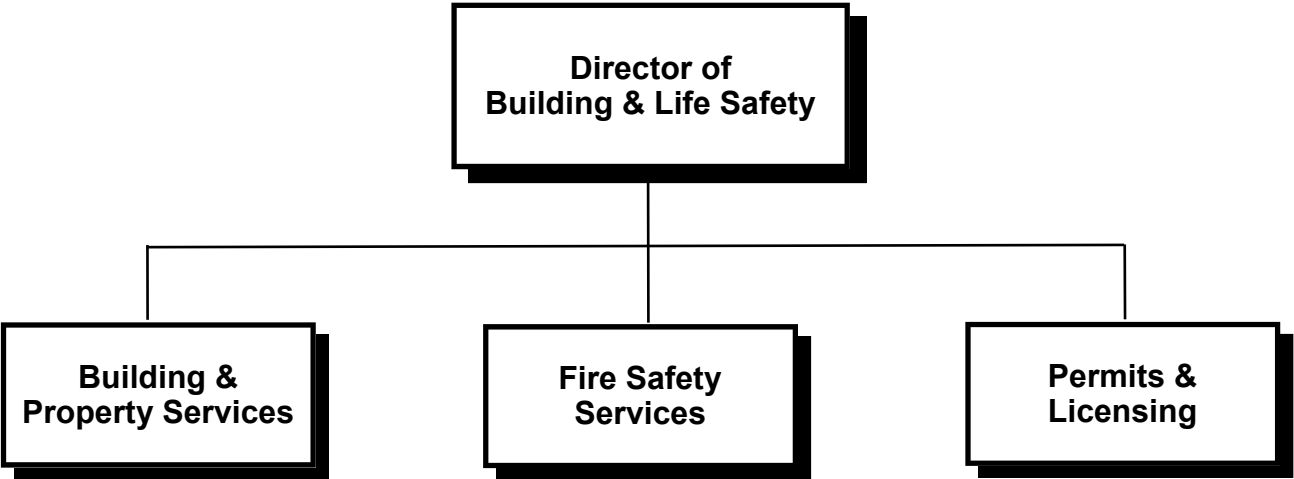
Account Number	Account Title	Description	Budget 2021	Budget 2022
101-4001-521.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	66,700	77,600
101-4001-521.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	4,600	3,700
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>148,686</b>	<b>151,900</b>
<b>COMMODITIES:</b>				
101-4001-521.30-01	Publications/Periodicals	Miscellaneous publications	1,500	1,500
101-4001-521.30-05	Office Supplies & Equip	Stationery, file folders, pens, drafting materials and supplies	7,000	7,000
101-4001-521.30-50	Petroleum Products	Gasoline for department vehicle(s)	100	100
101-4001-521.33-05	Other Supplies & Equip	Specialized software	3,000	3,000
		Miscellaneous materials	1,000	1,000
		Prior Year Encumbrance Carryover	7,638	0
<b>TOTAL COMMODITIES</b>			<b>20,238</b>	<b>12,600</b>
<b>OTHER CHARGES:</b>				
101-4001-521.40-40	Promote Econ & Business Development	Promote economic development meetings, expos, conference, workshop display, space, equipment and rental, Costar Special targeted marketing project e.g. market segment retail - vacant store front, hotel concierge, direct mail target attractions	17,500	17,500
		Business attraction/trade advertising	25,000	25,000
		Trade shows	21,000	21,000
		New marketing materials/re-print	11,000	11,000
		Business Retention - open house, survey, Chamber of Commerce meetings	11,000	11,000
		Chamber of Commerce funding	4,000	4,000
		Prior Year Encumbrance Carryover	8,500	8,500
			5,515	0
			103,515	98,000
101-4001-521.40-41	Discover Arlington	Discover Arlington Heights Program	80,000	80,000
		Prior Year Encumbrance Carryover	52,141	0
<b>TOTAL OTHER CHARGES</b>			<b>235,656</b>	<b>178,000</b>
<b>TOTAL PLANNING</b>			<b>1,978,080</b>	<b>1,934,400</b>

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**BUILDING & LIFE SAFETY**

**(19.00 FTE)**

**ORGANIZATION STRUCTURE**



## **BUILDING & LIFE SAFETY**

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**The Building & Life Safety Department (B&LS) regulates Building Construction, Use, and Maintenance as well as interfaces with the Building Code Review Board.**

B&LS accomplishes regulation through a permitting process for construction, a licensing process for businesses, and a periodic inspection process for maintenance; use of buildings is verified during each of these processes.

### **PERMITTING PROCESS:**

- **Coordination:** B&LS receives applications for construction and special events permits, and routes documents to appropriate departments of the Village. Once approved, final plans are organized, fees are calculated, contractors' licensing is verified and permits are issued.
- **Plan Review:** Plans are reviewed for building code compliance. This includes, but is not necessarily limited to, structural integrity, use, exiting, electrical, plumbing, HVAC, elevators, and Fire Department access, fire sprinklers, and fire alarms. Also, new buildings are assigned street addresses which are communicated to multiple departments and agencies.
- **Inspections:** Site inspections validate code compliance for building, electrical, plumbing, HVAC, fire protection, elevators, and other systems.
- **Certificate of Occupancy:** New construction, major remodels, and change of use receive a certificate of occupancy once all work associated with a project has been completed and approved.

**BUSINESS LICENSING:** B&LS directly oversees licensing of construction contractors, verifying required licenses to perform particular types of work are current; also, the Department coordinates with the Village Clerk to perform plan review and inspection of proposed brick and mortar businesses within the Village.

**CODE ENFORCEMENT AND MAINTENANCE:** B&LS oversees code compliance and maintenance of buildings through several programs.

- **Periodic Business Inspections:** Fire Inspectors visit businesses on a periodic basis to assure they are operating in a safe manner.
- **Fire Systems Testing Monitoring:** The Department monitors fire life safety systems, such as fire sprinklers and fire alarms, that require periodic testing to assure their efficacy.
- **Elevator Inspection:** Elevators are inspected annually to assure they remain in safe operating condition.
- **General Code Enforcement:** Buildings and properties are visited on an as need basis to address property maintenance, work without permit, signage, emergency/disaster call-outs, and similar events.

**INTERFACE WITH BOARDS AND COMMISSIONS:** The Director's office interfaces with the Building Code Review Board (BCRB). The recommendations made by the BCRB and subsequently approved by the Village Board for buildings, structures, and premises are enforced.

- **Referrals and Support to the BCRB:** B&LS makes recommendations and provides support to the BCRB where applicants encounter unusual hardships in meeting the codes.
- **Code proposals for review by the BCRB:** B&LS analyzes code provisions and makes code change recommendations.

## **2021 Accomplishments**

- **Reorganization of Electronic Records into Centralized System**
  - In 2020 a significant amount of existing paper and electronic records were scanned and incorporated into the Village-wide centralized system - Laserfiche.
- **Reorganization of Department Staff**
  - Staffing levels, duties, and roles were reorganized to optimize service offerings.
  - An additional Plan Reviewer position was added to improve return-time on plan reviews.
- **Targeted Communication of Customer Service Improvements and Initiatives**
  - **SurveyMonkey-** Better formalize the customer service survey process. This includes surveys being emailed both immediately prior to permit issuance and then at the beginning of the month following permit issuance. A final survey would then be emailed following the completion of the permitted project.
  - **Stakeholders quarterly virtual meetings** - B&LS Director and appropriate staff convene user service with specific user groups – architects/design professionals, contractors, permit applicants – to obtain input related to their experience with the department as well as educate them on our processes for their projects. This specific user group workshop is being held quarterly.
  - **B&LS Director and/or Supervisors meet with appropriate staff from other Village Departments** – Public Works, Planning & Community Development, Finance, Health & Human Services on a semi regular as needed basis, to foster communication and better understanding of departmental related activities.
  - **Pre-Construction virtual meeting** are being held for all major projects, basically to go over all the procedures and to control expectation on both sides.
  - **Reduced internal plan review** deadlines for BLS only residential plan reviews (projects that do not need to be reviewed by other departments) from 10 to 5 business days.
  - **All permit application materials were updated** in the first half of the year. Along with the updates, project type (sheds, fences, additions, remodeling, new construction, etc.) packets were developed and made available on the village web site. This has been an ongoing project with continual improvements to the forms and packets trying to make them user friendly and updated as to the changes in the way we are doing business today.
  - **We have started to develop “How-To” videos for homeowners**, on how to submit plans for a permit, using a fence permit as an example. This is a step by step video explaining what forms need to be filled out. Where to get the forms on line, what other information is required for this permit, and how to submit this information to the BLS Department.

## **2022 Strategic Priorities & Key Projects**

### **1. Analyze Electronic Plan Review Potential**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

In exploration with the new ERP, evaluate the potential for implementing an electronic plan review management system. This will be done in conjunction with analysis of new permitting software.

Project Lead: Michael Boyle, Permits Supervisor

# **BUILDING & LIFE SAFETY**

(Continued)

## **2. Evaluate New Permitting Software**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

In exploration with the new ERP, analyze new potential permitting software.

Project Lead: Michael Boyle, Permits Supervisor

## **3. Improve Building & Life Safety Department Web Page(s) Structure, Information, Etc.**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

Continue to update and keep current the B&LS web pages by restructuring and improving information. This includes existing handouts, checklists, applications, and all other information available to the public.

Project Lead: Michael Boyle, Permits Supervisor

## **4. Critical Risk Assessment (CRA) and Community Risk Reduction (CRR) Plan Update**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

Evaluate the existing Critical Risk Assessment and if necessary, update the Community Risk Reduction Plan.

Project Lead: Jorge Torres, Director

## **5. Remote Virtual Inspections**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

Use visual or electronic aids that allow inspectors to observe specific construction projects, products or materials from a distance. These remote inspections are beneficial when the materials or buildings are inaccessible, in dangerous environments, or in other circumstances, prevent an in-person inspection. The implementation of remote virtual inspections can save the department time and money as there is no longer a need for inspectors to travel to and from sites. Setting up a virtual inspection process and determine a list of project types that can be virtually inspected. For example, the following will be eligible for virtual inspections: electrical panel changeouts, water heaters, HVAC changeouts, sewer connections, minor footings, gas lines, patio/decks, and re-inspections. Some projects are not conducive to virtual inspection. The Department would determine which live video applications it will use. Options include Google Duo, Facetime, Skype, Zoom, WhatsApp and WebEx. Some services may only work on some types of phones (e.g., Apple Facetime) and some may require the download of stand-alone apps while others can operate directly from any web browser.

Project Lead: Jorge Torres, Director

## **6. Inspector Cross Training**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

During slow building seasons, two building inspectors will be performing life safety inspections along with the fire inspectors- the goal being that all commercial/industrial buildings shall be inspected annually.

Project Lead: Jorge Torres, Director



## **BUILDING & LIFE SAFETY**

(Continued)

### **7. Implement on line credit card payments for permits and inspection Scheduling.**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

Currently the applicant receives a "Permit Ready for Pick Up" notice with their invoice attached. The applicant then calls BLS and a credit card form is completed by staff over the phone. Time spent on this volume of calls to provide us a credit card number, address and permit information is at least 5-10 minutes on the phone, not including risk of error in transposing a number and having to call back and start over again due to wrong information. Staff then takes this information to finance for processing, at times waiting in line, before finalizing and sending the permit via email.

Offer a better customer service by having the option for the applicant to schedule their inspection online 24/7 without calling the office

Project Lead: Michael Boyle, Permits Supervisor

### **8.Fee Analysis, Restructuring and Updating**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

Analyze existing fee structure, design new structure and to simplify the usage for both the applicant and staff.

Project Lead: Jorge Torres, Director

### **9. ERP Integration- Module Specific to Department Responsibilities**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

Lead by the Integrated Services, all Department Staff will assist in the implementation of department and module specific processes.

Project Lead: Diana Mikula, Assistant Village Manager- Integrated Services Department

### **10. Arlington Racetrack Project- Specific to Department Responsibilities**

Strategic Priority #3: Work to Ensure the Redevelopment of Arlington Park Meets Community Standards and Provides a One of a Kind Regional Destination Worthy of the Property's Legacy

Staff will work with would be purchasers on a land use plan for the site that will address all Village concerns, take into consideration the perspectives of all stakeholders, and provide for a unique one of a kind development worthy of the site's legacy to our community and the region. Departments, including Fire, Police, Public Works, Finance, Planning & Community Development, Building & Life Safety, and Integrated Services, will work on cross-department initiatives to support this project.

Project Lead: Randy Recklaus, Village Manager- Integrated Services Department

# BUILDING & LIFE SAFETY

(Continued)

## Performance Measures

		2018	2019	2020
Permit Applications	Residential	3,489	3,766	3,208
	Commercial	1,192	1,010	858
	<b>TOTAL:</b>	<b>4,681</b>	<b>4,776</b>	<b>4,066</b>
Permit Plan Reviews	Building/HVAC/Energy	3,185	3,966	3,722
	Electric	1,468	1,585	1,149
	Plumbing	770	832	755
	Fire Life Safety	294	249	203
	Fire Alarm	159	145	105
	Fire Suppression/Hood & Duct	55	71	56
	Structural Consultant	57	53	53
	Elevator Consultant	36	33	17
	<b>TOTAL:</b>	<b>6,024</b>	<b>6,934</b>	<b>6,060</b>
Permit Inspections	Building	8,739	9,169	9,342
	Electric	2,930	2,993	2,941
	HVAC	1,024	1,079	1,077
	Plumbing	2,142	2,118	1,889
	Fire Systems	574	637	753
	<b>TOTAL:</b>	<b>15,411</b>	<b>15,887</b>	<b>15,858</b>
Fire Safety Inspections	Initial Periodic	1,219	1,676	1,183
	Re-inspection Periodic	523	653	440
	Business License	108	139	89
	Miscellaneous	1,044	922	871
	<b>TOTAL:</b>	<b>2,894</b>	<b>3,390</b>	<b>2,583</b>
Elevator Inspections	Annual Initial Inspections	486	474	472
	Annual Re-inspections	83	141	67
	Permit Initial Inspections	31	33	14
	Permit Re-inspections	8	23	6
	<b>TOTAL:</b>	<b>608</b>	<b>671</b>	<b>559</b>
	New Elevators	NA	10	3
Licenses	Contractor Renewals	1,869	1,700	1,064
	New Contractors	636	696	127
	<b>TOTAL:</b>	<b>2,505</b>	<b>2,396</b>	<b>1,191</b>
Citizen Contacts	FOIA Responses	627	600	523

**BUILDING & LIFE SAFETY****(Continued)****Three Year Comparison of Construction Values**

Type of Permit	2018	2019	2020
One- & Two-Family Structures: Alterations, Additions, & New Const.	\$50,325,067	\$53,756,553	\$39,355,606.00
Commercial & Multi-Family Structures: Alterations, Additions, & New Const.	\$109,953,360	\$140,251,289	\$46,135,938.00
Miscellaneous	\$11,020,309	\$11,463,907	\$13,602,268.00
<b>TOTAL:</b>	<b>\$171,298,736</b>	<b>\$205,471,749</b>	<b>\$99,093,812.00</b>

**Revenue Generated by Permits and Licensing Fees**

Type of Permit	2018	2019	2020
Construction Permit Fees	\$1,815,778	\$1,856,891	\$1,173,967.00
Business License Fees	\$714,343	\$637,785	\$623,074.00
<b>TOTAL:</b>	<b>\$2,530,121</b>	<b>\$2,494,676</b>	<b>\$1,797,041.00</b>
Operating Budget	\$2,623,400	\$2,667,800	\$2,789,700.00
Revenue/Budget	96.44%	93.51%	64.41%

# OPERATION SUMMARY

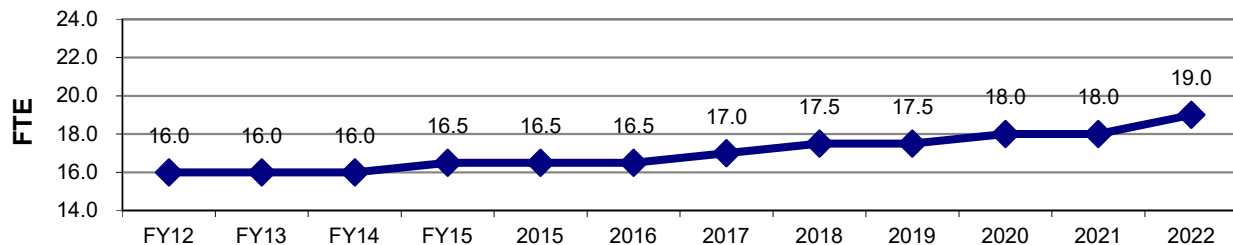
## BUILDING SERVICES

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E	17.50	17.50	18.00	18.00	19.00	1.00	0.1
Expenditures							
Personal Services	\$2,190,609	\$2,345,099	\$2,391,700	\$2,432,000	\$2,658,500	\$226,500	9.3%
Contractual Services	399,192	373,879	280,500	358,000	350,600	(7,400)	(2.1%)
Commodities	29,957	26,612	25,300	25,300	27,100	1,800	7.1%
Capital Items	11,695	5,000	0	0	0	0	N/A
Total Expenditures	\$2,631,453	\$2,750,590	\$2,697,500	\$2,815,300	\$3,036,200	\$220,900	7.8%

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund	\$2,619,758	\$2,745,590	\$2,697,500	\$2,815,300	\$3,036,200	\$220,900	7.8%
Capital Projects Fund	11,695	5,000	0	0	0	0	N/A
Total Expenditures	\$2,631,453	\$2,750,590	\$2,697,500	\$2,815,300	\$3,036,200	\$220,900	7.8%

## STAFFING HISTORY



**BUILDING & LIFE SAFETY****General Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Director of Building Services	11	1.00	1.00	
Assistant Building Official	9	1.00	1.00	
Property Maintenance Inspector	5	0.00	1.00	1.00
Permits Supervisor	5	1.00	1.00	
Building & Property Inspector	5	3.00	3.00	
Fire Safety Inspector	5	3.00	3.00	
Electrical Inspector	5	1.00	1.00	
Plumbing Inspector	5	1.00	1.00	
Plan Reviewer	4	2.00	2.00	
Permits, Inspect & Licensing Coord.	3	1.00	1.00	
Permits Technician	2	3.00	3.00	
Administrative Assistant	2	1.00	1.00	
<b>Total F-T-E</b>		<b>18.00</b>	<b>19.00</b>	<b>1.00</b>

**Building & Life Safety Department  
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	18.00	19.00	1.00
	<b>Total F-T-E All Funds</b>	<b>18.00</b>	<b>19.00</b>	<b>1.00</b>

# BUILDING & LIFE SAFETY

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-4501-523.10-01	Salaries	1,575,496	1,665,483	1,711,600	1,753,700	<b>1,841,700</b>	88,000	5.0%
101-4501-523.18-01	Temporary Help	3,102	2,888	12,000	2,600	<b>30,000</b>	27,400	1053.8%
101-4501-523.18-05	Overtime Civilian	6,543	2,601	5,000	4,200	<b>4,300</b>	100	2.4%
	<b>Salaries</b>	<b>1,585,141</b>	<b>1,670,972</b>	<b>1,728,600</b>	<b>1,760,500</b>	<b>1,876,000</b>	<b>115,500</b>	<b>6.6%</b>
101-4501-523.19-01	Workers Compensation	45,300	46,200	48,500	48,500	<b>53,900</b>	5,400	11.1%
101-4501-523.19-05	Medical Insurance	284,800	294,600	272,500	272,500	<b>377,500</b>	105,000	38.5%
101-4501-523.19-10	IMRF	156,933	208,779	215,100	220,400	<b>211,700</b>	(8,700)	(3.9%)
101-4501-523.19-11	Social Security	95,987	100,941	102,100	104,600	<b>112,200</b>	7,600	7.3%
101-4501-523.19-12	Medicare	22,448	23,607	24,900	25,500	<b>27,200</b>	1,700	6.7%
	<b>Fringe Benefits</b>	<b>605,468</b>	<b>674,127</b>	<b>663,100</b>	<b>671,500</b>	<b>782,500</b>	<b>111,000</b>	<b>16.5%</b>
101-4501-523.20-05	Professional Services	94,886	92,660	10,000	60,000	<b>30,000</b>	(30,000)	(50.0%)
101-4501-523.20-35	Reimbursable Plan Reviews	61,821	22,346	35,000	35,000	<b>35,000</b>	0	0.0%
101-4501-523.20-40	General Insurance	12,900	13,000	13,100	13,100	<b>9,300</b>	(3,800)	(29.0%)
101-4501-523.21-02	Equipment Maintenance	0	0	600	600	<b>600</b>	0	0.0%
101-4501-523.21-65	Other Services	56,649	82,182	40,000	67,500	<b>52,500</b>	(15,000)	(22.2%)
101-4501-523.22-02	Dues	1,621	2,454	2,500	2,500	<b>2,500</b>	0	0.0%
101-4501-523.22-03	Training	8,892	4,046	12,000	12,000	<b>12,000</b>	0	0.0%
101-4501-523.22-05	Postage	3,914	2,547	2,800	2,800	<b>2,800</b>	0	0.0%
101-4501-523.22-10	Printing	6,571	3,005	7,500	7,500	<b>7,500</b>	0	0.0%
101-4501-523.22-15	Photocopying	3,338	1,839	3,300	3,300	<b>3,300</b>	0	0.0%
101-4501-523.22-25	IT/GIS Service Charge	95,600	100,500	101,800	101,800	<b>147,100</b>	45,300	44.5%
101-4501-523.22-37	Vehicle/Equip Lease Charge	53,000	49,300	51,900	51,900	<b>48,000</b>	(3,900)	(7.5%)
	<b>Contractual Services</b>	<b>399,192</b>	<b>373,879</b>	<b>280,500</b>	<b>358,000</b>	<b>350,600</b>	<b>(7,400)</b>	<b>(2.1%)</b>
101-4501-523.30-01	Publications Periodicals	3,782	4,008	3,000	3,000	<b>3,000</b>	0	0.0%
101-4501-523.30-05	Office Supplies & Equip	16,305	15,416	13,000	13,000	<b>13,000</b>	0	0.0%
101-4501-512.30-35	Clothing	3,121	1,804	3,000	3,000	<b>3,000</b>	0	0.0%
101-4501-523.30-50	Petroleum Products	6,276	5,097	6,100	6,100	<b>7,900</b>	1,800	29.5%
101-4501-523.33-05	Other Supplies	473	287	200	200	<b>200</b>	0	0.0%
	<b>Commodities</b>	<b>29,957</b>	<b>26,612</b>	<b>25,300</b>	<b>25,300</b>	<b>27,100</b>	<b>1,800</b>	<b>7.1%</b>
<b>Total Building &amp; Life Safety</b>		<b>2,619,758</b>	<b>2,745,590</b>	<b>2,697,500</b>	<b>2,815,300</b>	<b>3,036,200</b>	<b>220,900</b>	<b>7.8%</b>

# BUILDING & LIFE SAFETY

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
101-4501-523.10-01	Salaries	Salaries	1,753,700	1,841,700
101-4501-523.18-01	Temporary Help	On-call inspectors, summer interns, and data entry	2,600	30,000
101-4501-523.18-05	Overtime Civilian	Overtime Civilian	4,200	4,300
<b>TOTAL SALARIES</b>			<b>1,760,500</b>	<b>1,876,000</b>
<b>FRINGE BENEFITS:</b>				
101-4501-523.19-01	Workers' Compensation	Workers' Compensation Insurance	48,500	53,900
101-4501-523.19-05	Medical Insurance	Medical Insurance	272,500	377,500
101-4501-523.19-10	IMRF	IMRF	220,400	211,700
101-4501-523.19-11	Social Security	Social Security	104,600	112,200
101-4501-523.19-12	Medicare	Medicare	25,500	27,200
<b>TOTAL FRINGE BENEFITS</b>			<b>671,500</b>	<b>782,500</b>
<b>CONTRACTUAL SERVICES:</b>				
101-4501-523.20-05	Professional Services	Contractual services	60,000	30,000
101-4501-523.20-35	Reimbursable Plan Reviews	Contractual reviews of building plans for fire, structural and other code requirements	35,000	35,000
101-4501-523.20-40	General Insurance	Liability and property insurance	13,100	9,300
101-4501-523.21-02	Equipment Maintenance	Office equipment & computers	600	600
101-4501-523.21-65	Other Services	Digital scanning of building, sign, fence and air-conditioning permits	30,000	15,000
		Cell phone and wireless charges	9,000	9,000
		Board-ups, fences and property cleanups	1,500	1,500
		Elevator inspections	27,000	27,000
			67,500	52,500
101-4501-523.22-02	Dues	Dues	2,500	2,500
101-4501-523.22-03	Training	Conferences, training & seminars	10,000	10,000
		Metro travel, tolls, court, etc.	500	500
		Miscellaneous (Supervision, Administration)	1,500	1,500
			12,000	12,000
101-4501-523.22-05	Postage	Mailing business licenses, building & code related communications, sign, electrical & misc. correspondence	2,800	2,800
101-4501-523.22-10	Printing	Misc. forms, cards, stickers, placards, and licenses	7,500	7,500

# BUILDING & LIFE SAFETY

## GENERAL FUND

## EXPENDITURE DETAIL

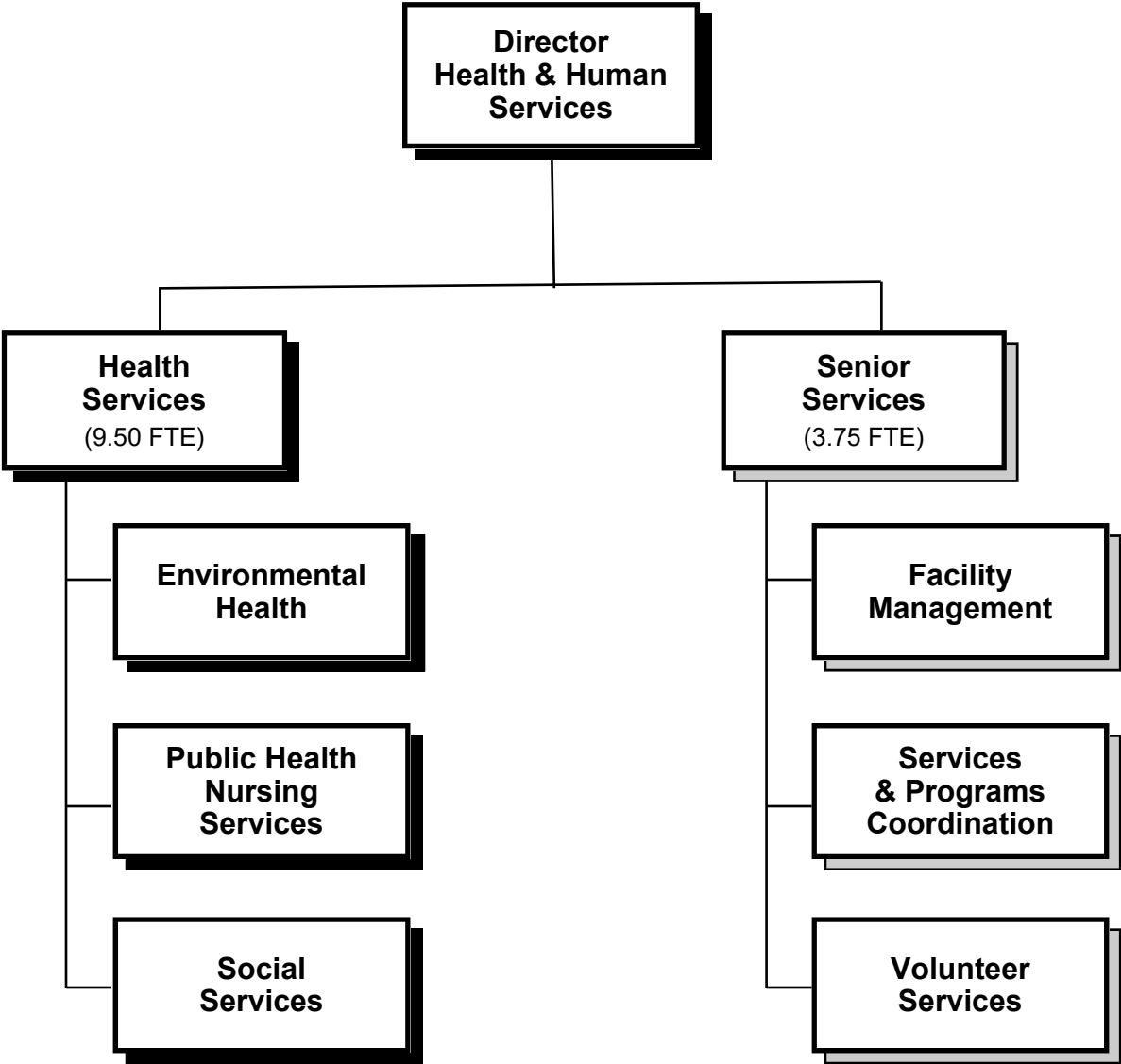
Account Number	Account Title	Description	Budget 2021		Budget 2022	
101-4501-523.22-15	Photocopying	Photocopies & supplies	2,000		2,000	
		Maintenance agreement Xerox 5150	600		600	
		Maintenance agreement Xerox WC4118X	700	3,300	700	3,300
101-4501-523.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		101,800		147,100
101-4501-523.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		51,900		48,000
		<b>TOTAL CONTRACTUAL SERVICES</b>		<b>358,000</b>		<b>350,600</b>
<b>COMMODITIES:</b>						
101-4501-523.30-01	Publications/Periodicals	Miscellaneous publications	1,500		1,500	
		Online subscription to NFPA codes	1,500	3,000	1,500	3,000
101-4501-523.30-05	Office Supplies & Equip	Miscellaneous equipment and supplies	10,000		10,000	
		Electronic plan review monitors	3,000	13,000	3,000	13,000
101-4501-523.30-35	Clothing	Clothing, Shoes, Outerware		3,000		3,000
101-4501-523.30-50	Petroleum Products	Gasoline for department vehicle(s)		6,100		7,900
101-4501-523.33-05	Other Supplies & Equip	Safety equipment, tools, etc.		200		200
		<b>TOTAL COMMODITIES</b>		<b>25,300</b>		<b>27,100</b>
		<b>TOTAL BUILDING &amp; LIFE SAFETY</b>		<b>2,815,300</b>		<b>3,036,200</b>



**HEALTH & HUMAN SERVICES**

**(13.25 FTE)**

**ORGANIZATION STRUCTURE**



# DEPARTMENT SUMMARY

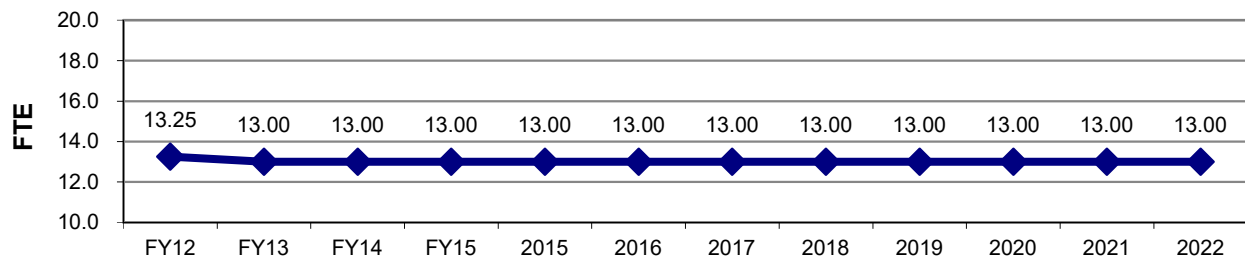
## HEALTH & SENIOR SERVICES

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E							
Health Services	9.50	9.50	9.50	9.50	9.50	0.00	0.00
Senior Services	3.50	3.50	3.75	3.75	3.75	0.00	0.00
Total F-T-E	13.00	13.00	13.25	13.25	13.25	0.00	0.00
Expenditures							
Personal Services	\$1,835,440	\$1,887,257	\$1,981,500	\$1,995,300	\$2,038,900	\$43,600	2.2%
Contractual Services	278,140	265,128	298,900	298,900	314,200	15,300	5.1%
Commodities	53,135	45,112	71,700	71,700	72,600	900	1.3%
Other Charges	73,282	79,951	105,000	105,000	105,000	0	0.0%
Capital Items	0	10,000	0	5,000	0	(5,000)	(100.0%)
Total Expenditures	\$2,239,997	\$2,287,448	\$2,457,100	\$2,475,900	\$2,530,700	\$54,800	2.2%

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund - Health Services	\$1,687,437	\$1,704,099	\$1,850,900	\$1,849,500	\$1,881,500	\$32,000	1.7%
General Fund - Senior Services	552,560	573,349	606,200	621,400	649,200	\$27,800	4.5%
Capital Projects Fund	0	10,000	0	5,000	0	(\$5,000)	(100.0%)
Total Expenditures	\$2,239,997	\$2,287,448	\$2,457,100	\$2,475,900	\$2,530,700	\$54,800	2.2%

## STAFFING HISTORY



# HEALTH & HUMAN SERVICES

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**Health & Human Services addresses the physical, environmental and social needs of the community through the divisions described below:**

## **Environmental Health Services**

Three Licensed Environmental Health Practitioners monitor and inspect commercial, institutional and industrial sites, public food establishments, day care facilities and swimming pools, handle nuisance complaints, and perform other types of inspections as needed. This division also manages program areas including weed cutting, private well water and radon testing, foodservice education, and refuse, recycling and landscape waste.

## **Nursing Services**

Two registered nurses provide a Home Visit Program, serve as consultants to day cares, provide various low-cost health screening clinics and vaccinations. Nursing Services also provides CPR and AED instruction support for the Fire Department and community. Blood Borne Pathogen training is provided to mandated employees which include Police, Fire and certain Public Works employees. Consultation regarding health matters are available to all Village Employees. A close working relationship is maintained with the local hospitals, area municipalities, County and State government bodies and the Medical Reserve Corps Coordinator for disaster preparedness and communicable disease outbreaks. Vision and Hearing screening is provided to the parochial schools, as they do not have nurses IDPH certified in these screenings. First aid and blood pressure screenings are provided at non-profit community events when requested. Skilled nursing visits are provided to residents that are homebound which allow them to remain in their homes as long as they can safely do so. Adult vaccinations are provided to homebound residents as well.

## **Social Services**

The Social Services Division is responsible for providing disability and social services to residents. The division consists of a Social Services Coordinator, Disability Services Coordinator, and Social Services Case Worker.

The Disability Services Coordinator (DSC) acts as the Village's Americans with Disabilities Act (ADA) Compliance Coordinator and as a community resource related to disability issues. The division works to ensure all Village programs, services, activities, and modes of communication are accessible to persons with disabilities. As a community resource on disability issues, the DSC keeps current on Federal, State, and Local programs and services that benefit persons with disabilities and their families. The DSC also is a community resource to businesses regarding accessibility requirements of the ADA, Illinois Accessibility Code, Federal Fair Housing Amendments Act as well as local laws and ordinances. The DSC provides information and referrals to residents. Additionally, the DSC coordinates the Emergency 9-1-1 Registration, Vehicle Sticker Discount Program, Taxi Discount Program for low-income senior citizens and persons with disabilities and the Low-Income Refuse Discount Program.

The Social Services Coordinator (SSC) evaluates, recommends, and coordinates social service programs for the Village. The SSC oversees the Emergency Assistance Fund and provides additional resources to residents struggling with financial health. Additionally, the SSC provides mental health services through holistic assessment, referrals, and when appropriate offers brief-strategic therapy. The SSC oversees the Counseling Subsidy Program, which provides sliding scale subsidy for mental health services with the intention of increasing health equity. The SSC performs crisis intervention services at the request of the Police & Fire Departments. Other services administered through the Social Services Division include the Children at Play Scholarship Program, the Arlington Heights Park District Scholarship Program, the Arlington Heights Ministerial Association Emergency Fund, the Salvation Army Service Extension Fund, the Village Holiday Assistance Program, and the Village Emergency Assistance Fund. The SSC acts as coordinator for Access to Care, the Nicor Share Program, and the Parish Emergency Assistance Resource

# HEALTH & HUMAN SERVICES

(Continued)

(PEAR). The SSC is also the Liaison to Arlington Cares, NFP that fundraises for the Emergency Assistance Fund.

## Additional Services

Health & Human Services staff provides liaison support for the Board of Health, Environmental Commission, Commission for Citizens with Disabilities, and Youth Commission.

## 2021 Accomplishments

- **Nursing Services**
  - Nursing Services provided a total of 21 COVID-19 clinics for Village employees and residents.
  - Nurses Lindsay Dohse and Mary Sterrenberg continued to provide consultation for employees who were either diagnosed with COVID-19 or had direct contact with someone with COVID-19. Antigen testing was provided for employees who had symptoms of COVID-19 or direct contact with someone who tested positive for the virus.
  - Lindsay Dohse successfully completed the Designated Infection Control Officer course to better assist with employee exposures. Mary Sterrenberg recertified her CPR instructor status with the American Heart Association and vision and hearing requirements with the Illinois Department of Public Health (IDPH).
- **Social Services**
  - The Social Services Division provided \$139,226.84 in financial assistance to 315 residents directly impacted by COVID-19 from March 31, 2020 through June 1, 2021.
  - Counseling Subsidy has been highly utilized during the pandemic and fortunately through Village and Federal CDBG-CV funds, Social Services was able to meet the needs of residents.
- **Environmental Health**
  - Environmental Health staff continued to distribute special mailings in response to COVID-19. These mailings went to food service establishments and swimming pool facilities to notify managers/owners of changes in the different phases of Restore Illinois.
  - Environmental Health staff was responsible for responding to a large variety of complaints and/or general questions related to COVID-19, and the phases of Restore Illinois initiated by the Governor's Office. Staff assisted the Cook County Department of Public Health (CCDPH) by notifying establishments that were violating state closure orders for indoor dining.
  - A new solid waste collection agreement with Groot Industries, Inc. began in April 2021. New sustainability initiatives in the contract included eliminating twice a week collection and adding weekly curbside electronics collection.
  - Environmental Health inspection reports for daycares and swimming facilities were transitioned to digital formats.
- **Disability Services**
  - The Arlington Heights Medical Reserve Corps (AHMRC) added 12 new volunteers for a total of 31 active members. In 2021, AHMRC Volunteers helped out at five different vaccination events.
  - The Disability Services Coordinator (DSC) purchased 1000 Emergency Information Packets which are adhered to residents' refrigerators for first responders during a medical emergency.
  - The DSC helped arrange a "JJ's List" online Disability Awareness & Sensitivity Training for Department Directors on "Person First Language" and "Disability Etiquette."
  - Commission for Citizens with Disabilities hosted an online Disability Awareness & Sensitivity Training by Progress Center for Independent Living. The Commission plans to host a community presentation in the Spring of 2022.

## 2022 Strategic Priorities & Key Projects

### 1. Remain focused on the evolving COVID-19 pandemic and adjust to appropriate mitigation measures as determined by the Illinois Department of Public Health (IDPH)

#### Staff Generated Projects

Continue to support the Cook County Department of Public Health (CCDPH) as the local health department with vaccine distribution, contact tracing and unforeseen measures that may be needed to protect residents and employees.

Project Lead: Mary Sterrenberg, Nursing Supervisor

Project Completion: 4Q 2022

### 2. Provide New Community Outreach Events

#### Staff Generated Projects

The Social Services Division plans to assist in creating new community outreach events to inform residents of services offered, engage new community members, and collaborate with Police, Fire and Community Partners.

Project Lead: Nicole Espinoza, Social Services Coordinator

Project Completion: 4Q 2022

### 3. Host a Disability Awareness & Sensitivity Presentation for the Public

#### Staff Generated Projects

The Disability Services Coordinator with the Village's Commission for Citizens with Disabilities will host a Disability Awareness & Sensitivity Presentation for the Public.

Project Lead: David Robb, Disability Services Coordinator

Project Completion: 4Q 2022

### 4. Special Collection Waste Event Evaluation

#### Staff Generated Projects

Staff will discuss options available for a special waste collection event with the single-family solid waste contractor, Groot Industries, Inc., the Solid Waste Agency of Northern Cook County (SWANCC) and Administration to determine an appropriate time-frame for the decided upon event.

Project Lead: Terese Biskner, Environmental Health Officer

Project Completion: 4Q 2022

# HEALTH & HUMAN SERVICES

(Continued)

## Performance Measures

	2018	2019	2020
1. Routine In-Service Food Service Inspections:			
High Risk	333	305	240
Medium Risk	249	259	176
Low Risk	47	51	42
Seasonal Inspections	69	*31	5
Total Inspections	698	646	463
Total Re-Inspections	176	141	72
Temporary Food Inspections	261	199	46

2. Routine Swimming Pool/Spa Inspections:	462	447	152
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3. Routine Day Care Inspections	30	36	9
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\*Seasonal Inspections primarily include Park District concession stands and all food service operations at Arlington Park and Park District facilities. Prior to 2019, there were 22 inspection sites at Arlington Park (i.e. different kitchens, bars, etc.). In 2019, the new Executive Chef requested that the different inspection sites be grouped together by each manager. This grouping created a count of 7 inspections per visit rather than 22, even though 22 were inspected.

Inspection totals in all Environmental Health areas were reduced in 2020 due to 15 weeks of not being able to complete inspections during the pandemic. The State of Illinois suspended food inspections for several weeks at the beginning of the pandemic, and many establishments remained closed when only to-go food was allowed. Swimming facilities were closed by State order for several months and several remained closed after the State allowed some facilities to open, such as hot tubs. Day Care facilities were not inspected during COVID-19 to mitigate potential exposure to children and inspections resumed in Phase 5.

4. Nursing Services In-Home Visits	851	773	612
INR	292	255	284
Injections	87	63	59
Blood Pressure Readings	851	773	612
Pulse Oximeter	712	597	440

5. Influenza vaccine	342	359	370
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# HEALTH & HUMAN SERVICES

(Continued)

## Performance Measures (cont.)

	2018	2019	2020
6. *Clinic Services:			
Diabetic Screenings	227	217	118
INR	90	73	78
Injections	34	63	39
Blood Pressure Readings	2,318	2,139	773
Pulse Oximeter	2,186	1,772	653
Cholesterol Screenings	178	163	81
TB Skin Tests	176	140	57
Community Events - blood pressure/body fat analysis	69	494	0
Total Clinical Services	5,595	5,061	1,799

\*Clinics were closed due to COVID-19 and were safe to reopen in June 2020, but with limited capacity.

\*COVID-19 clinics began in 2021 when vaccine was received from the Cook County Department of Public Health (CCDPH).

# of COVID-19 Vaccination clinics	21
# of COVID-19 Vaccinations given	887
# of COVID-19 Vaccinations given during home visits	146

7. Park District Scholarship Program:			
Total Applications	108	84	*35
Portion of applications for Children at Play (CAP)	17	12	*3

\*Park District Scholarship applicants reduced due to Park District closures and programs, such as the pool pass, being removed from the scholarship during 2020. CAP enrollment also significantly dropped due to school closings.

8. Emergency Assistance Fund:			
Residents Served	408	562	631
Total Expenditures	\$52,558	\$56,305	\$134,901

9. Holiday Assistance Program – Total Households Served	58	63	35
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# HEALTH & HUMAN SERVICES

(Continued)

## Performance Measures (cont.)

	2018	2019	2020
10. Mental Health Services			
Crisis Interventions (hours spent)	238	157	171
Resource Referral	394	474	648
*Counseling Subsidy Participants	18	22	23
**Therapeutic Interventions (hours spent)	178	108	45
**Community Addiction Recovery Effort (CARE) (hours spent)	n/a	94	18.5

### \*2021 Counseling Subsidy (as of 9/15/21)

<b>Total</b>	<b>\$17,907.00</b>
CDBG-CV	\$11,880.00
Village	\$6,027.00

**Total** is more reflective of monthly budget from Finance as CDBG-CV funds are transferred periodically throughout the year.

Usage of Counseling Subsidy funds has been greatly impacted by whether the economy is open or shut-down due to COVID-19. As such, usage increased during 2020 and portions of 2021 while residents were unemployed and uninsured. CDBG-CV funding has substantially off-set the overall cost of the Counseling Subsidy Program since the majority of applicants were COVID impacted and could qualify for CDBG-CV funds. I am estimating Counseling Subsidy usage will be \$2,970 monthly which is \$11,880 in additional funds by the end of 2021.

\*\*2020 Mental Health data was impacted by a re-design of the client database, a reduction in data collection due to the Administrative Assistant position being vacant for three months, and the substantial amount of time that was reallocated to address the financial assistance needs during COVID-19.

The CARE data reflects the amount of time the SSC spent on the program. In 2019, a substantial amount of time was spent designing the CARE program. In 2020, the program was implemented and thus necessitated less time. The program served 13 participants in 2019 and 170 participants in 2020.

11. Taxi Subsidy Rides	141	101	*80
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\*Taxi rides decreased due to COVID-19.



# OPERATION SUMMARY

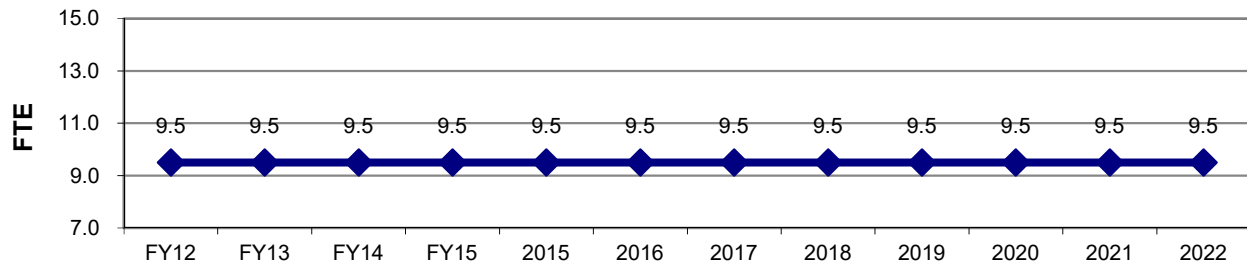
## HEALTH SERVICES

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E	9.50	9.50	9.50	9.50	9.50	0.00	0.0%
Expenditures							
Personal Services	\$1,385,200	\$1,407,479	\$1,494,200	\$1,492,800	\$1,523,700	\$30,900	2.1%
Contractual Services	195,623	182,184	207,300	207,300	207,500	200	0.1%
Commodities	33,332	34,485	44,400	44,400	45,300	900	2.0%
Other Charges	73,282	79,951	105,000	105,000	105,000	0	0.0%
Capital Items	0	5,000	0	0	0	0	N/A
Total Expenditures	\$1,687,437	\$1,709,099	\$1,850,900	\$1,849,500	\$1,881,500	\$32,000	1.7%

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund	\$1,687,437	\$1,704,099	\$1,850,900	\$1,849,500	\$1,881,500	\$32,000	1.7%
Capital Projects Fund	0	5,000	0	0	0	0	N/A
Total Expenditures	\$1,687,437	\$1,709,099	\$1,850,900	\$1,849,500	\$1,881,500	\$32,000	1.7%

## STAFFING HISTORY



## HEALTH SERVICES

## General Fund

### PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Director of Health & Human Services	11	1.00	1.00	
Nursing Supervisor	8	1.00	1.00	
Social Services Coordinator	7	1.00	1.00	
Environmental Health Practitioner	6	3.00	3.00	
Community Health Nurse	6	0.50	0.50	
Disability Services Coordinator	5	1.00	1.00	
Administrative Assistant	2	1.00	1.00	
Social Services Case Worker	2	1.00	1.00	
<b>Total F-T-E</b>		<b>9.50</b>	<b>9.50</b>	<b>0.00</b>

### Health & Senior Services Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund			
	Health & Human Services			
	Health Services	9.50	9.50	
	Senior Services	3.75	3.75	
	<b>Total F-T-E All Funds</b>	<b>13.25</b>	<b>13.25</b>	<b>0.00</b>

# HEALTH SERVICES

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-7001-541.10-01	Salaries	1,008,630	992,098	1,059,100	1,057,900	<b>1,091,800</b>	33,900	3.2%
101-7001-541.18-01	Temporary Help	9,593	12,712	14,500	14,500	<b>14,800</b>	300	2.1%
101-7001-541.18-05	Overtime Civilian	0	0	300	300	<b>300</b>	0	0.0%
	<b>Salaries</b>	<b>1,018,223</b>	<b>1,004,810</b>	<b>1,073,900</b>	<b>1,072,700</b>	<b>1,106,900</b>	<b>34,200</b>	<b>3.2%</b>
101-7001-541.19-01	Workers Compensation	18,800	19,200	20,200	20,200	<b>22,400</b>	2,200	10.9%
101-7001-541.19-05	Medical Insurance	172,300	185,300	197,500	197,500	<b>196,800</b>	(700)	(0.4%)
101-7001-541.19-10	IMRF	101,660	125,359	125,800	125,700	<b>118,500</b>	(7,200)	(5.7%)
101-7001-541.19-11	Social Security	60,042	58,863	61,200	61,100	<b>63,000</b>	1,900	3.1%
101-7001-541.19-12	Medicare	14,175	13,947	15,600	15,600	<b>16,100</b>	500	3.2%
	<b>Fringe Benefits</b>	<b>366,977</b>	<b>402,669</b>	<b>420,300</b>	<b>420,100</b>	<b>416,800</b>	<b>(3,300)</b>	<b>(0.8%)</b>
101-7001-541.20-25	Counseling Services	40,812	26,390	35,600	35,600	<b>35,600</b>	0	0.0%
101-7001-541.20-40	General Insurance	20,500	20,700	20,900	20,900	<b>14,800</b>	(6,100)	(29.2%)
101-7001-541.21-02	Equipment Maintenance	490	1,355	2,000	2,000	<b>2,000</b>	0	0.0%
101-7001-541.21-10	Property Maintenance	13,880	8,275	17,000	17,000	<b>16,800</b>	(200)	(1.2%)
101-7001-541.21-65	Other Services	6,255	5,401	6,400	6,400	<b>6,700</b>	300	4.7%
101-7001-541.22-02	Dues	961	2,092	2,400	2,400	<b>2,400</b>	0	0.0%
101-7001-541.22-03	Training	3,901	765	5,200	5,200	<b>5,200</b>	0	0.0%
101-7001-541.22-05	Postage	1,108	2,555	2,500	2,500	<b>2,500</b>	0	0.0%
101-7001-541.22-10	Printing	597	543	1,000	1,000	<b>1,000</b>	0	0.0%
101-7001-541.22-15	Photocopying	2,619	2,091	2,600	2,600	<b>2,600</b>	0	0.0%
101-7001-541.22-25	IT/GIS Service Charge	70,400	74,800	75,900	75,900	<b>90,700</b>	14,800	19.5%
101-7001-541.22-37	Vehicle/Equip Lease Charge	34,100	36,800	33,400	33,400	<b>24,800</b>	(8,600)	(25.7%)
101-7001-541.22-40	Taxi Service Subsidy	0	417	2,400	2,400	<b>2,400</b>	0	0.0%
	<b>Contractual Services</b>	<b>195,623</b>	<b>182,184</b>	<b>207,300</b>	<b>207,300</b>	<b>207,500</b>	<b>200</b>	<b>0.1%</b>
101-7001-541.30-01	Publications Periodicals	602	935	1,000	1,000	<b>1,000</b>	0	0.0%
101-7001-541.30-05	Office Supplies & Equip	4,983	3,531	6,200	6,200	<b>6,200</b>	0	0.0%
101-7001-541.30-35	Clothing	995	224	1,000	1,000	<b>1,000</b>	0	0.0%
101-7001-541.30-50	Petroleum Products	1,381	728	1,300	1,300	<b>1,100</b>	(200)	(15.4%)
101-7001-541.33-05	Other Supplies	10,223	10,113	11,700	11,700	<b>12,800</b>	1,100	9.4%
101-7001-541.33-10	Wellness Program Supplies	15,148	18,954	23,200	23,200	<b>23,200</b>	0	0.0%
	<b>Commodities</b>	<b>33,332</b>	<b>34,485</b>	<b>44,400</b>	<b>44,400</b>	<b>45,300</b>	<b>900</b>	<b>2.0%</b>
101-7001-541.40-53	A H Emergency Assistance	40,000	40,000	55,000	55,000	<b>55,000</b>	0	0.0%
101-7001-541.40-57	A H Emergency Asst Donations	5,800	24,278	20,000	20,000	<b>20,000</b>	0	0.0%
101-7001-541.40-60	Rental Housing Assistance Prog	15,000	15,000	0	0	<b>0</b>	0	N/A
101-7001-541.40-61	MRC Capacity Building Award	1,450	310	1,000	1,000	<b>1,000</b>	0	0.0%
101-7001-541.41-16	CAP Program	11,032	363	29,000	29,000	<b>29,000</b>	0	0.0%
	<b>Other Charges</b>	<b>73,282</b>	<b>79,951</b>	<b>105,000</b>	<b>105,000</b>	<b>105,000</b>	<b>0</b>	<b>0.0%</b>
<b>Total Health Services</b>		<b>1,687,437</b>	<b>1,704,099</b>	<b>1,850,900</b>	<b>1,849,500</b>	<b>1,881,500</b>	<b>32,000</b>	<b>1.7%</b>

# HEALTH SERVICES

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>SALARIES:</b>						
101-7001-541.10-01	Salaries	Salaries	1,057,900		1,091,800	
101-7001-541.18-01	Temporary Help	Temporary Help (part-time nurses, environmental health and social services interns)	14,500		14,800	
101-7001-541.18-05	Overtime	Overtime	300		300	
<b>TOTAL SALARIES</b>			<b>1,072,700</b>		<b>1,106,900</b>	
<b>FRINGE BENEFITS:</b>						
101-7001-541.19-01	Workers' Compensation	Workers' Compensation Insurance	20,200		22,400	
101-7001-541.19-05	Medical Insurance	Medical Insurance	197,500		196,800	
101-7001-541.19-10	IMRF	IMRF	125,700		118,500	
101-7001-541.19-11	Social Security	Social Security	61,100		63,000	
101-7001-541.19-12	Medicare	Medicare	15,600		16,100	
<b>TOTAL FRINGE BENEFITS</b>			<b>420,100</b>		<b>416,800</b>	
<b>CONTRACTUAL SERVICES:</b>						
101-7001-541.20-25	Counseling Services	Counseling services for youth, seniors, and low income residents	35,600		35,600	
101-7001-541.20-40	General Insurance	Liability and property insurance	20,900		14,800	
101-7001-541.21-02	Equipment Maintenance	Medical equipment, radon equipment, vision & hearing units, 3 defibrillators, etc.	2,000		2,000	
101-7001-541.21-10	Property Maintenance	Weed cutting and lot clearing	14,300		14,000	
		Property search software subscription	2,700	17,000	2,800	16,800
101-7001-541.21-65	Other Services	Cell phone/iPad service charges	4,000		4,000	
		Water testing	500		500	
		Sign language Interpreting services	1,500		1,800	
		Nursing fax subscription	400	6,400	400	6,700
101-7001-541.22-02	Dues	Dues	2,400		2,400	
101-7001-541.22-03	Training	Nursing Seminars	500		500	
		IEHA, North Chapter Conference (4)	500		500	
		IEHA, State Conference (3)	1,200		1,200	
		IDPH Preparedness Summit (3)	400		400	
		Pest Control Conference (4)	200		200	
		IPHA (2)	700		700	
		Disability & Social Services conferences, seminars and meetings	500		500	
		Director/Clerical training	500		500	
		Mileage for personal vehicles	700	5,200	700	5,200

# HEALTH SERVICES

## GENERAL FUND

## EXPENDITURE DETAIL

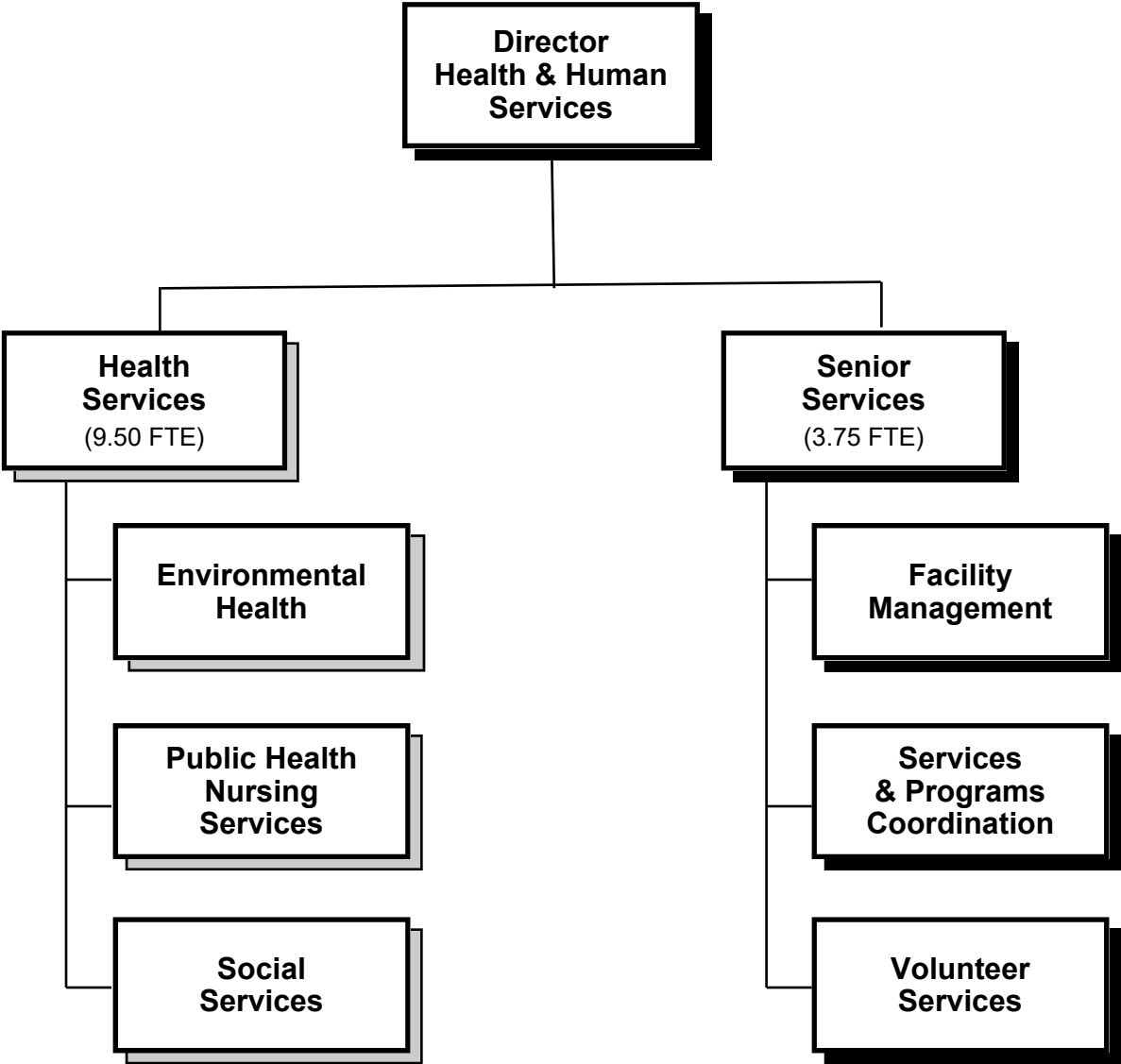
Account Number	Account Title	Description	Budget 2021		Budget 2022	
101-7001-541.22-05	Postage	Mailings		2,500		2,500
101-7001-541.22-10	Printing	Forms and reports		1,000		1,000
101-7001-541.22-15	Photocopying	Photocopies & supplies	1,600		1,600	
		Maintenance agreement Xerox 5150	1,000	2,600	1,000	2,600
101-7001-541.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		75,900		90,700
101-7001-541.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		33,400		24,800
101-7001-541.22-40	Taxi Service Subsidy	Taxi Service Subsidy Program		2,400		2,400
		<b>TOTAL CONTRACTUAL SERVICES</b>		<b>207,300</b>		<b>207,500</b>
<b>COMMODITIES:</b>						
101-7001-541.30-01	Publications/Periodicals	Miscellaneous publications		1,000		1,000
101-7001-541.30-05	Office Supplies & Equip	General office supplies		6,200		6,200
101-7001-541.30-35	Clothing	Uniforms & protective clothing		1,000		1,000
101-7001-541.30-50	Petroleum Products	Gasoline for department vehicle(s)		1,300		1,100
101-7001-541.33-05	Other Supplies & Equip	Swimming pool testing kits, film, small hardware, cameras, radon kits, misc. CDP software annual fee	1,600 10,100	11,700	1,600 11,200	12,800
101-7001-541.33-10	Wellness Program	Immunization / Flu Clinics (WE9710) Festival First Aid (WE9713) Medical Waste Disposal (WE0201) Clinic Supplies (WE0601)	10,000 1,000 1,400 10,800	23,200	10,000 1,000 1,400 10,800	23,200
		<b>TOTAL COMMODITIES</b>		<b>44,400</b>		<b>45,300</b>
<b>OTHER CHARGES:</b>						
101-7001-541.40-53	AH Emergency Assist.	Arlington Heights Emergency Assistance Program (general funds)		55,000		55,000
101-7001-541.40-57	AH Emerg Asst Donations	Emergency assistance for Arlington Heights residents funded by donations		20,000		20,000
101-7001-541.40-61	MRC Capacity Bldg Award	Medical Reserve Corps (MRC) supplies, training, and advertisement		1,000		1,000
101-7001-541.41-16	Children at Play	Grant to Children at Play Program - subsidy for low income residents		29,000		29,000
		<b>TOTAL OTHER CHARGES</b>		<b>105,000</b>		<b>105,000</b>
		<b>TOTAL HEALTH SERVICES</b>		<b>1,849,500</b>		<b>1,881,500</b>

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**HEALTH & HUMAN SERVICES**

**(13.25 FTE)**

**ORGANIZATION STRUCTURE**



## SENIOR SERVICES

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The Arlington Heights Senior Center is the community focal point in which adults aged 55 and older determine their needs and interests, and work within the community to build services and programs addressing these needs. In addition, the Arlington Heights Senior Center serves as the fundamental resource for information on aging.

The services at the Senior Center may be provided by any one of the eight different agencies at the Senior Center and include Meals on Wheels, a congregate luncheon program, information and assistance, benefits access counseling, health, fitness, and wellness programs, transportation, volunteer and civic engagement opportunities, social and recreational programs, educational and creative arts programs and intergenerational programs.

### 2021 Accomplishments

- The Student Snow Removal Referral Program was spotlighted with a Daily Herald article noting some of the student's efforts. 37 middle and high school students and 195 residents participated in the referral program.
- The Senior Center received official confirmation from the National Council on Aging's (NCOA) Accreditation Board of accreditation status in February 2021. Some suggestions for the future included implementing a participant database, create a website and Social Media options that are easily visible on the Village of Arlington Heights' website.
- The Senior Center served as a host site for vaccinations two-two shot vaccination clinics working with the Village Health Nurses and the area agency on aging. The Senior Center staff gathered contact information from individuals who expressed they needed assistance in obtaining the vaccine.
- Director McCalister and Manager Colagrossi are part of the Executive Committee for the Senior Center Space Utilization, Modernization, and Program Plan study with an architectural firm. The study encompassed interviews with stakeholders, focus groups, community survey, project visioning, program and architectural structure, concept plans and projected final decision in January 2022.
- The part-time Program Coordinator position was made into a full-time position with the retirement of Karie Van Grinsven' in May. Sarah Adelphia joined the Senior Center team on July. Sarah has vast experience in research, development, implementation, and evaluation for programs serving older adults and reaching younger cohorts.

### 2022 Strategic Priorities & Key Projects

#### 1. Age-Friendly Community Certification

Strategic Priority #2: Expand Efforts to Embrace Diversity, Equity, and Inclusion within the Community and Village Government.

A community survey was disseminated in late fall 2019. The Senior Citizens Commission evaluated the results and made recommendations to focus on affordable housing, safe and affordable transportation options, and improved communication programs and services. The Commission and staff have created an action plan addressing Housing, Safe and Affordable Transportation, and Communication to be presented and accepted by AARP and the World Health Organization for Age Friendly Certification.

Project Lead: Tracey Colagrossi, Senior Center Manager



## SENIOR SERVICES

(Continued)

### 2. Update the Senior Center

#### Staff Generated Projects

Conduct facility assessment based upon possible facility changes to meet future generation of older adult's needs. Produce cosmetic, technology, and other changes which will increase comfort, use and encourage an energizing environment for patrons, volunteers and staff.

A Request for Proposal was made available in October 2020. The BKV Group was awarded the project and work began in June 2021. BKV conducted interviews with stakeholders, implemented a survey with over 600 responses, and completed focus groups that resulted in a presentation to the Board of Trustees in September. The second phase of the study works with the tenant agencies and Village staff to evaluate space utilization for program and service needs for now and the future. Floor plans will be drafted later in 2021 and presented to the board for a final decision in 2022. Funding and construction of recommendations will come in the following years.

Project Lead: James McCalister, Health & Human Services Director

### 3. Expand Outreach and Marketing Efforts of the Senior Center

#### Strategic Priority #8: Improve Communications with Residents and Businesses

Combine existing participant information to one master database and conduct outreach to expand awareness of the Senior Center and its services. Adhere to a marketing plan to recruit new participants at the Senior Center, evaluate for improvement. Ensure messaging and programs are diverse, promote inclusion and lifelong learning.

Project Lead: Tracey Colagrossi, Senior Center Manager

### 9.ERP Integration- Module Specific to Department Responsibilities

#### Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

Lead by the Integrated Services, all Department Staff will assist in the implementation of department and module specific processes.

Project Lead: Diana Mikula, Assistant Village Manager- Integrated Services Department

### Performance Measures

	2018	2019	2020
1. Congregate Meals	5,750	6,966	7,539
2. Home Delivered Meals	42,036	48,832	62,293
3. Social Work Cases Opened	9,177	8,814	6,867
4. Recreation Participation - Attendance at Park District Programming at Senior Center	39,784	37,424	11,151
5. Senior Health Insurance Program Appointments	588	497	356

# OPERATION SUMMARY

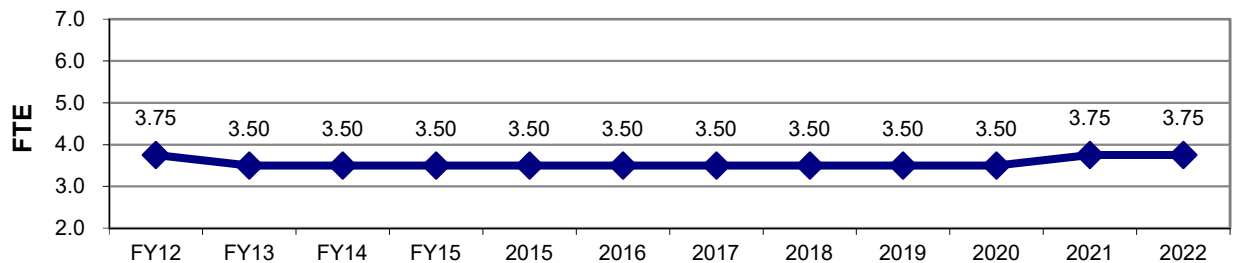
## SENIOR SERVICES

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E	3.50	3.50	3.75	3.75	3.75	0.00	0.0%
Expenditures							
Personal Services	\$450,240	\$479,778	\$487,300	\$502,500	\$515,200	\$12,700	2.5%
Contractual Services	82,517	82,944	91,600	91,600	106,700	15,100	16.5%
Commodities	19,803	10,627	27,300	27,300	27,300	0	0.0%
Capital Items	0	5,000	0	5,000	0	(5,000)	(100.0%)
Total Expenditures	\$552,560	\$578,349	\$606,200	\$626,400	\$649,200	\$22,800	3.6%

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund	\$552,560	\$573,349	\$606,200	\$621,400	\$649,200	\$27,800	4.5%
Capital Projects Fund	0	5,000	0	5,000	0	(5,000)	(100.0%)
Total Expenditures	\$552,560	\$578,349	\$606,200	\$626,400	\$649,200	\$22,800	3.6%

## STAFFING HISTORY



## SENIOR SERVICES

## General Fund

### PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Senior Center Manager	9	1.00	1.00	
Program Coordinator	5	1.00	1.00	
Volunteer Coordinator	4	0.50	0.50	
Administrative Assistant	2	1.00	1.00	
Office Assistant	1	0.25	0.25	
<b>Total F-T-E</b>		<b>3.75</b>	<b>3.75</b>	<b>0.00</b>

### Health & Senior Services Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund			
	Health & Human Services			
	Health Services	9.50	9.50	
	Senior Services	3.75	3.75	
	<b>Total F-T-E All Funds</b>	<b>13.25</b>	<b>13.25</b>	<b>0.00</b>

# SENIOR SERVICES

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-7007-541.10-01	Salaries	328,396	355,140	327,200	340,000	<b>347,000</b>	7,000	2.1%
101-7007-541.18-01	Temporary Help	13,573	5,861	18,000	18,000	<b>18,400</b>	400	2.2%
101-7007-541.18-05	Overtime Civilian	0	0	200	200	<b>200</b>	0	0.0%
	<b>Salaries</b>	<b>341,969</b>	<b>361,001</b>	<b>345,400</b>	<b>358,200</b>	<b>365,600</b>	<b>7,400</b>	<b>2.1%</b>
101-7007-541.19-01	Workers Compensation	500	500	500	500	<b>600</b>	100	20.0%
101-7007-541.19-05	Medical Insurance	51,600	53,100	77,100	77,100	<b>84,300</b>	7,200	9.3%
101-7007-541.19-10	IMRF	30,545	37,985	37,900	39,300	<b>36,700</b>	(2,600)	(6.6%)
101-7007-541.19-11	Social Security	20,769	22,038	21,400	22,200	<b>22,700</b>	500	2.3%
101-7007-541.19-12	Medicare	4,857	5,154	5,000	5,200	<b>5,300</b>	100	1.9%
	<b>Fringe Benefits</b>	<b>108,271</b>	<b>118,777</b>	<b>141,900</b>	<b>144,300</b>	<b>149,600</b>	<b>5,300</b>	<b>3.7%</b>
101-7007-541.20-40	General Insurance	11,800	11,900	12,000	12,000	<b>8,500</b>	(3,500)	(29.2%)
101-7007-541.21-02	Equipment Maintenance	3,567	1,539	4,500	4,500	<b>4,500</b>	0	0.0%
101-7007-541.21-65	Other Services	14,872	11,323	15,600	15,600	<b>15,800</b>	200	1.3%
101-7007-541.22-02	Dues	573	2,045	1,000	1,000	<b>1,000</b>	0	0.0%
101-7007-541.22-03	Training	0	885	2,100	2,100	<b>2,100</b>	0	0.0%
101-7007-541.22-05	Postage	0	1,196	1,300	1,300	<b>1,300</b>	0	0.0%
101-7007-541.22-10	Printing	0	270	200	200	<b>200</b>	0	0.0%
101-7007-541.22-15	Photocopying	1,580	986	1,300	1,300	<b>1,300</b>	0	0.0%
101-7007-541.22-25	IT/GIS Service Charge	49,300	52,800	53,600	53,600	<b>72,000</b>	18,400	34.3%
101-7007-541.22-40	Taxi Service Subsidy	825	0	0	0	<b>0</b>	0	0.0%
	<b>Contractual Services</b>	<b>82,517</b>	<b>82,944</b>	<b>91,600</b>	<b>91,600</b>	<b>106,700</b>	<b>15,100</b>	<b>16.5%</b>
101-7007-541.30-05	Office Supplies & Equip	4,016	2,107	4,400	4,400	<b>4,400</b>	0	0.0%
101-7007-541.31-65	Other Equip & Supplies	15,787	8,520	22,900	22,900	<b>22,900</b>	0	0.0%
	<b>Commodities</b>	<b>19,803</b>	<b>10,627</b>	<b>27,300</b>	<b>27,300</b>	<b>27,300</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Senior Services</b>	<b>552,560</b>	<b>573,349</b>	<b>606,200</b>	<b>621,400</b>	<b>649,200</b>	<b>27,800</b>	<b>4.5%</b>
	<b>Total Health &amp; Senior Serv</b>	<b>2,239,997</b>	<b>2,277,448</b>	<b>2,457,100</b>	<b>2,470,900</b>	<b>2,530,700</b>	<b>59,800</b>	<b>2.4%</b>

# SENIOR SERVICES

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
101-7007-541.10-01	Salaries	Salaries	340,000	347,000
101-7007-541.18-01	Temporary Help	Temporary Help	18,000	18,400
101-7007-541.18-05	Overtime	Overtime	200	200
	<b>TOTAL SALARIES</b>		<b>358,200</b>	<b>365,600</b>
<b>FRINGE BENEFITS:</b>				
101-7007-541.19-01	Workers' Compensation	Workers' Compensation Insurance	500	600
101-7007-541.19-05	Medical Insurance	Medical Insurance	77,100	84,300
101-7007-541.19-10	IMRF	IMRF	39,300	36,700
101-7007-541.19-11	Social Security	Social Security	22,200	22,700
101-7007-541.19-12	Medicare	Medicare	5,200	5,300
	<b>TOTAL FRINGE BENEFITS</b>		<b>144,300</b>	<b>149,600</b>
<b>CONTRACTUAL SERVICES:</b>				
101-7007-541.20-40	General Insurance	Liability and property insurance	12,000	8,500
101-7007-541.21-02	Equipment Maintenance	Office, institutional equipment	200	200
		Billiard table maintenance	1,900	1,900
		Piano tuning	400	400
		Kitchen equipment repairs	2,000	2,000
			4,500	4,500
101-7007-541.21-65	Other Services	Online support	800	800
		Volunteer banquet-meal	8,200	8,200
		Volunteer banquet entertainment	500	300
		Classes & programs instructional fees	5,400	5,800
		Outreach/marketing/advertising for programs	400	400
		Intergenerational programs support services	300	300
			15,600	15,800
101-7007-541.22-02	Dues	Dues	1,000	1,000
101-7007-541.22-03	Training	Gerontology or Volunteer conference	1,000	1,800
		Mileage	300	300
		National Institute for Senior Centers Accreditation	800	0
			2,100	2,100
101-7007-541.22-05	Postage	General postage	1,000	1,000
		Volunteer banquet postage	300	300
			1,300	1,300
101-7007-541.22-10	Printing	Volunteer banquet invitations	200	200
101-7007-541.22-15	Photocopying	Photocopies & supplies	1,300	1,300
101-7007-541.22-25	IT/GIS Service Charge	Information Technology service charge	53,600	72,000
	<b>TOTAL CONTRACTUAL SERVICES</b>		<b>91,600</b>	<b>106,700</b>

# SENIOR SERVICES

## GENERAL FUND

## EXPENDITURE DETAIL

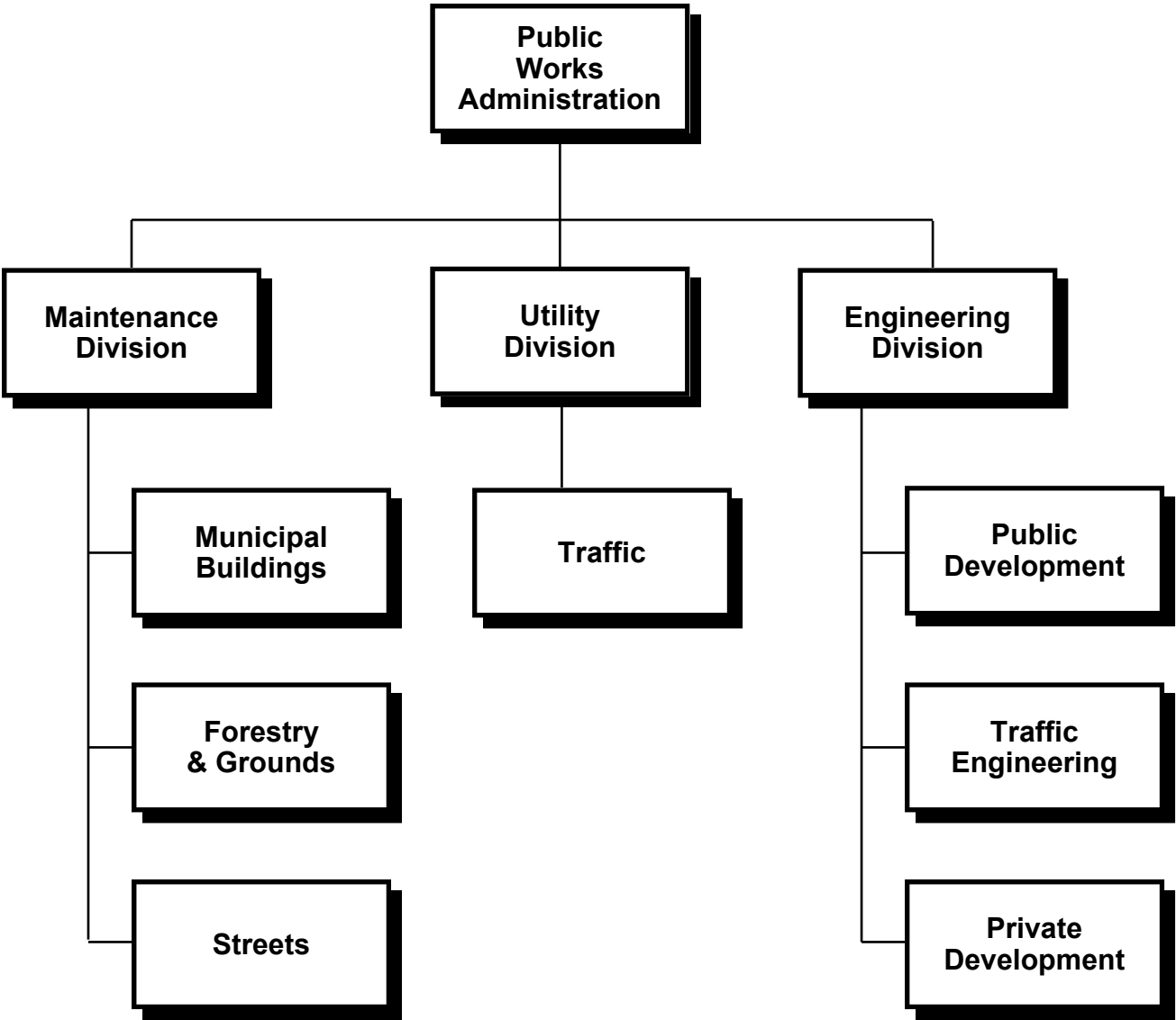
Account Number	Account Title	Description	Budget 2021		Budget 2022	
COMMODITIES:						
101-7007-541.30-05	Office Supplies & Equip	General office supplies	4,100		4,100	
		Software and software upgrades	300	4,400	300	4,400
101-7007-541.31-65	Other Equip & Supplies	Small institutional and office equipment	1,300		800	
		Clothing	0		500	
		Volunteer banquet awards, decorations and supplies	1,800		1,800	
		Replacement tables	1,300		0	
		* Programs (Patio Cookouts and Barbecue)	3,600		3,600	
		Series of Special Events	800		800	
		Classes & programs supplies	3,800		6,400	
		National Senior Fitness Day	600		600	
		Coffee service 25¢ discount for volunteers	600		0	
		Coffee service at Senior Center meetings	400		0	
		Birthday cards for volunteers	300		0	
		Program supplies for intergenerational programs, interns, Eagle Scouts and local schools	1,000		1,000	
		Food purchases from private vendor for Café operation (offset by matching revenue)	7,400	22,900	7,400	22,900
TOTAL COMMODITIES			27,300		27,300	
TOTAL SENIOR SERVICES			621,400		649,200	
TOTAL HEALTH & SENIOR SERVICES			2,470,900		2,530,700	
* Partial revenue returns specific to fees charged for these events are anticipated.						

\* Partial revenue returns specific to fees charged for these events are anticipated.

**PUBLIC WORKS**

**(102.50 FTE)**

**ORGANIZATION STRUCTURE**



## PUBLIC WORKS

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The Public Works Department maintains all municipally owned streets and sidewalks, trees and landscaping, water and sewer systems, buildings and grounds, street lights and traffic signals, vehicle and equipment maintenance, and provides other necessities of suburban life such as street sweeping, snow removal and ice control. It also is responsible for planning, designing, and inspecting construction of public improvements and the infrastructure of the Village.

The Public Works Department is also responsible for Fleet Operations, portions of the Motor Fuel Tax, Parking, Storm Water Control, and Arts, Entertainment, and Events Funds as well which appear elsewhere in the budget.

### Maintenance Division

- **Administration and Internal Services Unit** – Provides direct and indirect management of all Public Works Maintenance, Engineering, and Utility Divisions. Manage progress, payments, and completion of capital projects. Creates, procures, and oversees all contractual services. Responsible for regulatory requirements and conducting necessary staff training. Prepares agenda items and budget necessary for the operation of the division.

Reception and secretarial services maintain residential contacts and department records including service request systems and work management records, prepares analyses and recommendations for purchasing of equipment and supplies, maintains supplies and inventory controls.

- **Street Unit** – This unit repairs and maintains 230 miles of streets including 321 cul-de-sacs. Services include snow plowing and ice control, resurfacing and patching of streets, curbs, and sidewalks, and sweeping the equivalent of 10,000 curb miles of streets annually. Our Street Maintenance Program includes three phases of 6 to 8-foot-wide edge grinding on pavements where the center lane of streets is in a serviceable condition, but the edges are failing and allowing water to penetrate the subbase. The Street unit also assists with and coordinates the setup and planning of numerous Village-sponsored special events. Responsible for winter snow and ice control.
- **Forestry & Grounds Unit** – This unit is responsible for the maintenance and trimming of 36,000 parkway trees, and the selective removal and sustainable assessment of site appropriate plantings of approximately 500 parkway trees annually. The Forestry Unit oversees the planting and maintenance of three annual flower rotations in 31 urns/pots, 12 Arlington Alfresco planters, and nine planting beds. This unit oversees contracts for tree trimming and removal, disease control, mowing, weed spraying, and landscape maintenance of 209 acres of land. Unit personnel remove snow from sidewalks abutting Village owned and maintained sites. The Forestry Unit also assists with the setup and planning of Village-sponsored special events.
- **Municipal Buildings Unit** – This unit is responsible for maintaining 28 Village owned buildings. Maintenance is provided for the building structures and for all mechanical equipment and includes providing custodial maintenance and day-to-day services in 546,500 square feet of occupied floor space. All heating and air conditioning systems are maintained by the staff, which also provide skilled work in minor building revisions and renovations, painting, electrical, plumbing and similar building and grounds related maintenance services. Major repairs, alterations and remodeling are accomplished through contract services when necessary. This unit is responsible for managing the Metropolis Theatre building. The Municipal Building Unit also assists with and coordinates the setup and planning of numerous Village-sponsored special events.
- **Fleet Unit** – The Village created an internal service fund for fleet operations. This allows departments to "lease" their vehicles internally from the Fleet Operations Fund, and allows the Village to accumulate reserves for the maintenance and periodic replacement of the fleet.

Fleet Operations is organizationally within the Maintenance Division of the Public Works Department.



## PUBLIC WORKS

(Continued)

The unit is responsible for maintaining the 248 vehicles and 79 pieces of maintenance equipment operated by the various departments within the Village.

Preventive maintenance and most repairs are made by personnel assigned to the Fleet Unit. Repairs such as mufflers, front-end alignments, transmissions, body repairs and several other repairs, are contracted to local businesses when possible. All vehicle maintenance personnel are ASE certified; this is the same certification carried by repair personnel in car dealerships and franchise service stations.

### Utilities Division

The Water & Sewer Utility Operations are conducted within the Utilities Division of the Public Works Department. Responsibilities include the operations of the water distribution, production and storage system, water meters, the sanitary sewage collection system and the storm water collection system. Monies for the operations, maintenance and capital improvements of the water, sanitary, combined and storm sewer systems are generated by the sale of water and sewer use charges and charges made on new construction for capital improvements.

Potable water is delivered from Lake Michigan through the City of Evanston's filtration plant by way of the Northwest Water Commission transmission system. Six deep wells are maintained by the Village for standby emergency purposes only.

The operational units within the Utilities Division are as follows:

- **Administration and Internal Services Unit** – Provides direct and indirect management of all Public Works Maintenance and Utility Divisions. Manage progress, payments, and completion of all capital projects. Creates, procures, and oversees all contractual services. Prepares agenda items and budgets necessary for the operation of the division.

Reception and secretarial services maintain residential contacts and department records including service request systems and work management records, prepares analyses and recommendations for purchasing of equipment and supplies, maintains supplies and inventory controls.

- **Traffic Unit** – This unit maintains an estimated 3,900 street lights, 12 traffic signalized intersections, 6,900 traffic signs, 12 solar powered disaster warning sirens and the fare boxes for commuter parking facilities. The unit also provides electrical maintenance service for municipal buildings, parking garages, and parking lots.
- **Water Production Unit** – This unit is responsible for the operation and maintenance of six deep wells, ten storage reservoirs, four booster pumping stations, six sanitary sewer lift stations and five storm water pump stations, 24 facility generators, all electrical maintenance on water and sewer facilities, and daily required IEPA water testing. An average of 8.6 million gallons of water per day is pumped into the distribution system.
- **Water Distribution Unit** – This unit is responsible for the operation and maintenance of 232 miles of water main ranging in size from four inches to thirty inches in diameter, 2,400 valves, 2,700 fire hydrants, 21,300 individual water services and repairing an average of 225 water main breaks or leaks each year.
- **Sewer Unit** – This unit is responsible for the operation and maintenance of 193 miles of sanitary and combined sewer mains, 149 miles of storm sewer, 22 detention basins, 4,700 catch basins and 6,100 manholes. Sewer flushing and root cutting operations are performed on approximately 325,000 lineal feet of sewers each year and 2,900 catch basins are cleaned annually.
- **Water Meter Unit** – This unit is responsible for the repair and maintenance of all residential and commercial water meters. This unit also oversees Village-wide contracts for backflow preventer testing and larger commercial meter testing and repair as well as bi-monthly meter reading.

# PUBLIC WORKS

(Continued)

## Engineering Division

The **Engineering Division** is responsible for planning, designing, and inspecting public improvements and the infrastructure of the Village.

The Division also responds to citizens' inquiries, advises developers with respect to engineering requirements of the Village, keeps Village maps current, determines plan review and inspection fees, and inspects private construction of public improvements to ensure that they meet Village requirements.

Engineering is made up of the following operational units:

- **Public Development Construction Inspection and Systems Design:** This unit is responsible for the preparation of plans, construction inspection and layout for all publicly funded municipal system projects, including flood control and road improvements; planning and administering the Village's infrastructure improvement program, including inventory, evaluation and construction; reviewing and approving all plans prepared by consulting engineers engaged by the Village in these activities; and performing all engineering services for the Board of Local Improvements.
- **Private Development Construction Inspection and Systems Design:** This unit is responsible for reviewing and approving all plans prepared by developers for privately funded municipal system projects and sites to be developed; inspecting the construction of these projects and sites; making bond release inspections; and responding to citizen inquiries on developments.
- **Traffic Engineering:** This unit is responsible for the compilation of traffic data for proposed traffic controls; investigating and evaluating requests and needs for traffic safety measures and traffic control devices; reviewing the traffic impact of new development; coordinating the installation of street lighting systems; coordinating school traffic sign installation and updates; preparing plans for traffic signal modifications and street lighting systems; coordinating the Village's involvement with proposals for improvements by the Illinois Department of Transportation and Cook County Highway Department; and performing long and short range transportation planning.

## 2021 Accomplishments

- **Water Main Replacement Program:** The 2021 Water Main Replacement included 16,000 linear feet of water main replacement within residential neighborhoods. The two major neighborhoods improved in 2021 were Greenbrier Park and Thomas Street near Arlington Heights Road.
- **Cured-In-Place Pipe (CIPP) Lining:** Sanitary sewer rehabilitation progresses at a steady pace through a process called Cured-In-Place Pipe (CIPP) Lining. This sustainable process is an ideal procedure that enables the Utilities Division to rehabilitate the existing sewer line, without the cost of excavation or road restoration, and the environmental impact of hauling all of the excavated material away from and to the site.
- **Kensington Road Resurfacing and Multi-Use Path Improvements:** This project is on the Northwest Council of Mayors Technical Committee's MYB (un-programmed) list. This project received 75% Federal funding for construction and construction engineering.
- **Buffalo Creek Multi-Use Trail Extension:** The Buffalo Creek Multi-Use Trail Extension is complete and was opened to the public on June 8, 2021. The project provides a safer dedicated crossing of Lake Cook Road at the signalized intersection with Wilke Road, connecting the north side of Arlington Heights with the Buffalo Creek Preserve trails.
- **Snow Plow Route Optimization:** New snow plow routes were implemented in 2020. The new routes were completed with the assistance of the GIS Consortium. All zones were calculated to produce an equal route size for all 18 zones and the downtown business district including travel distance from home base.
- **Arlington Alfresco:** The Public Works Department was responsible for the daily operational necessities of the Alfresco event. These efforts included daily cleanups, scheduling contracted work inside the Alfresco space, and resolving business owner issues. In addition, Public Works have been available to the business owners within the Alfresco space via a direct cell number for any problems that may arise.

## PUBLIC WORKS

(Continued)

- **COVID-19 Response:** Public Works provided support to Village Departments by modifying working spaces to promote social distance, installed signage to remind patrons of pandemic protocols, provided PPE, and installed sanitizing stations.
- **Paver Brick Maintenance:** Public Works continues to improve paver brick walkways throughout the downtown in order to reduce and eliminate trip hazards. In 2021, this project included the installation of the mid-block pedestrian crossing on Evergreen Avenue.
- **Parking Garage Rehabilitation:** The top level of the municipal parking structure was improved with the addition of a waterproof membrane to protect the steel within the structure from corrosion.

### 2022 Strategic Priorities & Key Projects

#### 1. Water Main Replacement Program

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

In October of 2019, the Village instituted a new five-year water and sewer rate schedule that will increase rates starting in 2020. The increase for the first year of the schedule will be 8.5% followed by an additional 5% increase per year for the remaining years of the schedule. The schedule will end in December of 2024. The industry standard for water main replacement is 1% per year, based upon the design life of a 100-year life span for existing and future pipe. The Village Board action included \$9 million in bond proceeds that allowed us to begin spending the required \$4 million per year to reach our goal of replacing 1% of water main.

Project Leads: Scott Schweda, Superintendent of Utilities; Dave Nordin, Water Distribution Foreman

#### 2. Explore Use of Electric-Hybrid Vehicles and Alternate Fuels in the Village's Fleet

Strategic Priority #4: Identify, Explore, and Implement Sustainable and Green Initiatives

Staff will continue to explore the use of electric-hybrid vehicles in all Village Departments. In 2021, the Village increased their hybrid usage in the Police Department when five non-hybrid vehicles were replaced with hybrid utility interceptors.

The Village also continues to use a higher blend of biodiesel fuel which is primarily made from soybeans, vegetable oils, and animal fats that are all produced in Illinois. Arlington Heights is only one of seven communities within Illinois to solely use such a blend. Staff estimates that by using this type of biodiesel, the Village fleet reduces their carbon dioxide emissions by 117 tons annually.

Project Leads: Cris Papierniak, Director of Public Works; Ray Salisbury, Fleet Foreman

#### 3. Further Improve Communication on SeeClickFix and Other Social Media Platforms

Strategic Priority #8: Improve Communications with Residents and Businesses

Public Works continues to improve the SeeClickFix platform as a two-way communication tool between the department and the community. SeeClickFix receives 10% of the department's requests and gives users the ability to report routine maintenance items through the framework of social media. This includes threaded communication and the ability to vote on which maintenance item should receive higher levels of attention. Public Works also continues to work with the Village Manager's Office on scheduling posts through Facebook and Twitter as another means to engage the community.

Project Leads: Cris Papierniak, Director of Public Works; Steve Mullany, Services Coordinator; and Chester Gorecki, Management Analyst II

## **PUBLIC WORKS**

**(Continued)**

### **4. Water Meter – AMR Updates**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

The Village will be starting the first phase of a four-year program to replace all residential water meter radios. New meters will have improved accuracy and offer additional conveniences for residents.

Project Leads: Cris Papierniak, Director of Public Works; Scott Schweda, Superintendent of Utilities; Mike Gilles, Water Meters Supervisor

### **5. ERP Integration- Module Specific to Department Responsibilities**

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

Lead by the Integrated Services, all Department Staff will assist in the implementation of department and module specific processes.

Project Lead: Diana Mikula, Assistant Village Manager- Integrated Services Department

### **6. Arlington Racetrack Project- Specific to Department Responsibilities**

Strategic Priority #3: Work to Ensure the Redevelopment of Arlington Park Meets Community Standards and Provides a One of a Kind Regional Destination Worthy of the Property's Legacy

Staff will work with would be purchasers on a land use plan for the site that will address all Village concerns, take into consideration the perspectives of all stakeholders, and provide for a unique one of a kind development worthy of the site's legacy to our community and the region. Departments, including Fire, Police, Public Works, Finance, Planning & Community Development, Building & Life Safety, and Integrated Services, will work on cross-department initiatives to support this project.

Project Lead: Randy Recklaus, Village Manager- Integrated Services Department

# PUBLIC WORKS

(Continued)

## Performance Measures

	2018	2019	2020
1. Traffic Unit:			
Traffic Signal Repairs	102	68	107
Street Light Repairs	1,066	1,227	1,388
Building Circuit Repairs	129	123	865
Sign Maintenance	1,986	3,093	2,072
Pavement Striping (In Linear Feet)	3,041	1,919	2,739
2. Street Unit:			
Snow Removal Cost	\$ 1,232,879	\$ 952,896	\$ 686,779
Snow Removal Curb Miles	60,762	62,784	25,604
Street Sweeping Curb Miles	9,336	10,699	11,473
Asphalt Repairs (tons)	220	210	220
In-House Paving Program (tons)	4,049	4,723	2,897
In-House Paving Program (lin. ft.)	38,934	39,682	28,695
3. Forestry Unit:			
Parkway Trees Trimmed by Contractor	8,843	5,977	6,097
In-House Trees Trimmed	356	419	414
Parkway Trees Removed	702	811	657
Parkway Trees Planted	789	686	683
Parkway Restorations	1,076	758	656
Branch Pickup Requests	931	836	1,453
Broken and Hanging Branch Removals	279	280	411
4. Building Maintenance Unit:			
Work Orders Completed	893	1,226	2,221
5. Administration:			
Service Requests Received	4,413	6,484	9,458
Invoices Processed	5,863	6,145	6,279
Incoming Phone Calls	11,470	17,378	12,631

# PUBLIC WORKS

(Continued)

## Performance Measures (cont.)

	2018	2019	2020
6. Private Development			
Number of Inspections:			
Pre-pour	614	534	616
Final	716	619	651
All Other	624	609	479
Total	1,954	1,762	1,746
Number of Service Requests	345	242	405
Number of Permit Plan Reviews	1,829	1,733	1,868
Number of Plan Commission Reviews	71	42	34
Number of ZBA Reviews	30	31	39
MWRD Permit Application Reviews	20	10	6
MWRD Final Inspections	11	14	8
IEPA Water Permit Application Reviews	3	4	3
IEPA Sanitary Permit Application Reviews	4	4	1

7. Public Development			
Miles of streets resurfaced	6	7.5	6.95
Miles of streets reconstructed	2	2.2	1.76
Miles of streets rehabilitated	1	0	0
Linear feet of sidewalks replaced	40,555	28,000	22,274
Linear feet of curb and gutter replaced	67,449	37,772	34,930
Miles of streets treated with Reclamite	8.7	9.0	9.70

## DRAINAGE SERVICE REQUESTS

Drainage Service Request Type	2018			2019			2020		
	Rec'd	Closed	In Progress End of Year	Rec'd	Closed	In Progress End of Year	Rec'd	Closed	In Progress End of Year
Downspouts	20	11	14	13	13	14	8	22	0
Sump Pumps	50	29	40	52	49	43	29	67	5
Downspouts & Sump Pumps	14	4	14	11	8	17	10	27	0
Yard Flooding / Drainage	221	129	218	152	154	216	197	395	18
Grading Issue	3	3	3	14	9	8	8	15	1
<b>Totals</b>	<b>308</b>	<b>176</b>	<b>289</b>	<b>242</b>	<b>233</b>	<b>298</b>	<b>252</b>	<b>526</b>	<b>24</b>

# PUBLIC WORKS

(Continued)

## Performance Measures (cont.)

TRAFFIC SERVICE REQUESTS									
Traffic Service Request Type	2018			2019			2020		
	Rec'd	Closed	In Progress End of Year	Rec'd	Closed	In Progress End of Year	Rec'd	Closed	In Progress End of Year
Lighting	5	2	6	2	4	4	4	4	4
Other Street Sign Request	13	6	32	22	50	4	20	18	6
Parking	0	0	2	7	7	2	10	6	6
Pedestrian Crossing	18	11	33	7	32	8	10	6	12
School	6	0	18	2	19	1	4	2	3
Sight Distance or Obstruction	20	4	28	37	60	5	79	65	19
Speed Request	4	1	18	11	18	11	13	9	15
Stop Sign Request	26	7	74	35	68	41	12	19	34
Traffic Signal	9	6	16	0	14	2	1	2	1
<b>Totals</b>	<b>101</b>	<b>37</b>	<b>227</b>	<b>123</b>	<b>272</b>	<b>78</b>	<b>153</b>	<b>131</b>	<b>100</b>

# PUBLIC WORKS

(Continued)

## Performance Measures (cont.)

### TURNAROUND TIME FOR PLAN COMMISSION REVIEWS

Plan Commission Review Turnaround Time * (working days)	FY2018			FY2019			FY2020		
	# Plan Comm. Reviews	% of Total		# Plan Comm. Reviews	% of Total		# Plan Comm. Reviews	% of Total	
0-5 Days	36	51 %	94%	24	57 %	98%	17	50 %	94%
6-10 days	31	44 %		17	40 %		15	44 %	
11-15 days	4	6%	6%	1	2%	2%	2	6%	6%
Over 15 days	0	0%		0	0%		0	0%	
Total Number of Plan Commission Reviews	71	100%		42	100%		34	100%	

\* The normal requested turnaround time is 10 days. The review time can vary widely and is directly dependent on the complexity of the project.

### TURNAROUND TIME FOR PERMIT REVIEWS

Permit Review Turnaround Time (working days)	FY2018		FY2019		FY2020	
	# Permits Completed	%	# Permits Completed	%	# Permits Completed	%
Same Day	604	33%	303	18%	234	13%
1 Day	530	29%	602	35%	403	22%
2 Days	238	13%	349	20%	268	14%
3 Days	128	7%	102	6%	220	12%
4 Days	73	4%	68	4%	184	10%
5 Days / +	256	14%	305	18%	559	30%
<b>Total Number of Permit Reviews</b>	<b>1829</b>	<b>100 %</b>	<b>1729</b>	<b>100 %</b>	<b>1868</b>	<b>100 %</b>



# OPERATION SUMMARY

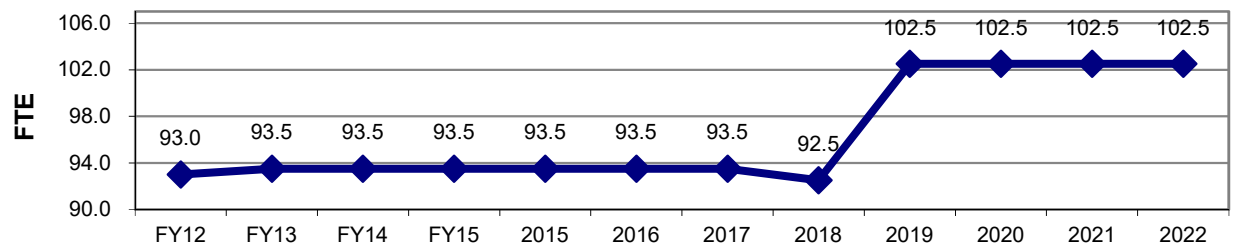
## PUBLIC WORKS (Including Water Utilities & Fleet Services)

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Authorized Positions in F-T-E							
General Fund	41.25	51.25	51.25	51.25	51.25	0.00	0.0%
Emerald Ash Borer Fund	0.00	0.00	0.00	0.00	0.00	0.00	N/A
Water & Sewer Fund	40.75	40.75	40.75	40.75	40.75	0.00	0.0%
Fleet Operations Fund	10.50	10.50	10.50	10.50	10.50	0.00	0.0%
Total F-T-E	92.50	102.50	102.50	102.50	102.50	0.00	0.0%
Expenditures							
Personal Services	\$15,331,780	\$15,026,279	\$16,249,500	\$16,585,500	\$16,995,200	\$409,700	2.5%
Contractual Services	11,692,536	11,580,762	12,158,600	12,514,727	12,655,100	140,373	1.1%
Commodities	2,941,560	1,835,467	2,712,500	2,675,072	2,730,700	55,628	2.1%
Other Charges	1,717,032	1,715,089	1,871,500	1,871,500	1,926,100	54,600	2.9%
Capital Items	25,546,364	16,842,805	27,791,300	32,934,879	28,429,200	(4,505,679)	(13.7%)
Total Expenditures	\$57,229,272	\$47,000,402	\$60,783,400	\$66,581,678	\$62,736,300	(\$3,845,378)	(5.8%)

## CROSS REFERENCE TO FUNDS

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
General Fund	\$14,753,358	\$14,301,998	\$15,350,100	\$15,533,759	\$15,974,300	\$440,541	2.8%
MFT Fund	1,873,979	2,371,133	4,232,200	4,232,220	4,116,800	(115,420)	(2.7%)
Municipal Park Opr Fund	434,484	580,687	530,200	526,125	644,900	118,775	22.6%
Capital Projects Fund	7,681,761	4,516,460	7,714,500	9,593,726	8,467,200	(1,126,526)	(11.7%)
Storm Water Control Fund	8,252,798	973,582	5,615,700	8,204,294	3,822,000	(4,382,294)	(53.4%)
Water & Sewer Fund	20,463,980	21,091,044	22,784,600	23,972,756	24,467,700	494,944	2.1%
SWANCC Fund	0	0	0	1,300	1,300	0	0.0%
A & E Fund	141,755	0	173,000	139,600	210,600	71,000	50.9%
Fleet Operations Fund	3,627,157	3,165,498	4,383,100	4,377,898	5,031,500	653,602	14.9%
Total Expenditures	\$57,229,272	\$47,000,402	\$60,783,400	\$66,581,678	\$62,736,300	(\$3,845,378)	(5.8%)

## STAFFING HISTORY



**PUBLIC WORKS****General Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Public Works Director	12	1.00	1.00	
Asst Director of Public Works	10	1.00	1.00	
Village Engineer	10	1.00	1.00	
Senior Civil Engineer	8	1.00	1.00	
Foreman II	7	2.00	2.00	
Forester	7	1.00	1.00	
Crew Chief Electrical	7	1.00	1.00	
Civil Engineer II	7	1.00	1.00	
Crew Chief	6	4.00	4.00	
Management Analyst II	6	1.00	1.00	
Maintenance Mechanic II	6	2.00	2.00	
Foreman I	6	1.00	1.00	
Electrician II	6	3.00	3.00	
Engineering Inspector	6	1.00	1.00	
Civil Engineer I	5	3.00	3.00	
Engineering Data Coordinator	5	1.00	1.00	
Maintenance Worker II	4	19.00	19.00	
Engineering Technician	3	1.00	1.00	
Maintenance Worker I	2	2.00	2.00	
Administrative Assistant	2	1.00	1.00	
Custodian	1	3.00	3.00	
Account Clerk	1	0.25	0.25	
<b>Total F-T-E</b>		<b>51.25</b>	<b>51.25</b>	<b>0.00</b>

**Public Works Department  
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	51.25	51.25	
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
	<b>Total F-T-E All Funds</b>	<b>102.50</b>	<b>102.50</b>	<b>0.00</b>

# PUBLIC WORKS

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-7101-531.10-01	Salaries	4,755,704	4,900,290	5,002,000	5,154,800	5,240,400	85,600	1.7%
101-7101-531.18-01	Temporary Help	103,059	6,426	115,000	115,000	117,600	2,600	2.3%
101-7101-531.18-05	Overtime Civilian	700,941	469,095	663,100	663,100	678,000	14,900	2.2%
101-7101-531.18-80	Special Detail	0	0	8,100	8,100	8,300	200	2.5%
	<b>Salaries</b>	<b>5,559,704</b>	<b>5,375,811</b>	<b>5,788,200</b>	<b>5,941,000</b>	<b>6,044,300</b>	<b>103,300</b>	<b>1.7%</b>
101-7101-531.19-01	Workers Compensation	458,900	468,100	491,500	491,500	545,800	54,300	11.0%
101-7101-531.19-05	Medical Insurance	1,023,300	1,002,600	1,010,800	1,010,800	1,091,500	80,700	8.0%
101-7101-531.19-10	IMRF	541,433	651,923	723,300	742,400	690,900	(51,500)	(6.9%)
101-7101-531.19-11	Social Security	325,515	312,434	359,900	369,400	377,100	7,700	2.1%
101-7101-531.19-12	Medicare	76,973	74,074	85,500	87,800	89,400	1,600	1.8%
	<b>Fringe Benefits</b>	<b>2,426,121</b>	<b>2,509,131</b>	<b>2,671,000</b>	<b>2,701,900</b>	<b>2,794,700</b>	<b>92,800</b>	<b>3.4%</b>
101-7101-531.20-05	Professional Services	242,941	243,832	292,600	292,605	314,100	21,495	7.3%
101-7101-531.20-40	General Insurance	149,200	150,700	152,200	152,200	107,500	(44,700)	(29.4%)
101-7101-531.21-01	Traffic Signal Maintenance	8,908	26,434	15,000	15,000	15,000	0	0.0%
101-7101-531.21-02	Equipment Maintenance	348,707	441,421	346,100	346,100	393,100	47,000	13.6%
101-7101-531.21-11	Building Maintenance	374,629	416,536	371,900	371,882	358,500	(13,382)	(3.6%)
101-7101-531.21-15	Street and Sidewalk Maint	658,898	687,231	663,000	663,000	678,000	15,000	2.3%
101-7101-531.21-36	Equipment Rental	175,734	108,691	223,000	223,000	203,000	(20,000)	(9.0%)
101-7101-531.21-50	Utility Services	400,256	373,334	436,000	436,000	416,000	(20,000)	(4.6%)
101-7101-531.21-55	Forestry & Ground Services	778,441	790,802	806,600	806,600	891,700	85,100	10.6%
101-7101-531.21-62	Disposal Services	28,843	13,333	26,200	26,200	26,200	0	0.0%
101-7101-531.21-65	Other Services	64,239	68,497	82,400	82,400	114,600	32,200	39.1%
101-7101-531.22-02	Dues	7,604	10,871	10,400	10,400	10,400	0	0.0%
101-7101-531.22-03	Training	30,753	17,307	31,600	31,600	49,000	17,400	55.1%
101-7101-531.22-05	Postage	2,493	2,997	2,800	2,800	2,800	0	0.0%
101-7101-531.22-10	Printing	1,408	838	3,700	3,700	2,200	(1,500)	(40.5%)
101-7101-531.22-15	Photocopying	7,646	5,985	7,800	7,800	7,800	0	0.0%
101-7101-531.22-25	IT/GIS Service Charge	270,800	297,800	301,900	301,900	407,700	105,800	35.0%
101-7101-531.22-37	Vehicle/Equip Lease Charge	1,452,700	1,357,700	1,418,300	1,418,300	1,408,100	(10,200)	(0.7%)
101-7101-531.22-70	Telephone Services	258,791	305,403	222,200	222,200	222,200	0	0.0%
	<b>Contractual Services</b>	<b>5,262,991</b>	<b>5,319,712</b>	<b>5,413,700</b>	<b>5,413,687</b>	<b>5,627,900</b>	<b>214,213</b>	<b>4.0%</b>
101-7101-531.30-01	Publications Periodicals	1,232	1,604	1,400	1,400	1,400	0	0.0%
101-7101-531.30-05	Office Supplies & Equip	7,498	8,892	13,700	13,700	11,000	(2,700)	(19.7%)
101-7101-531.30-35	Clothing	33,227	24,503	34,500	34,500	34,500	0	0.0%
101-7101-531.30-50	Petroleum Products	129,800	77,070	112,500	112,500	115,100	2,600	2.3%
101-7101-531.31-40	Agricultural Supplies	32,674	33,569	32,700	32,700	32,700	0	0.0%
101-7101-531.31-45	Janitorial Supplies	35,945	63,189	45,000	45,000	45,000	0	0.0%
101-7101-531.31-55	Building Supplies	90,282	77,509	74,000	74,000	74,000	0	0.0%
101-7101-531.31-65	Other Equip & Supplies	60,957	168,714	103,500	103,500	103,500	0	0.0%
101-7101-531.31-70	Traffic Signal Supplies	20,043	21,532	21,000	21,000	21,000	0	0.0%
101-7101-531.31-75	Street Light Supplies	115,614	72,554	86,200	86,172	76,500	(9,672)	(11.2%)
101-7101-531.31-80	Street Sign Supplies	30,023	29,640	30,000	30,000	30,000	0	0.0%
101-7101-531.31-85	Small Tools and Equipment	20,966	16,093	21,200	21,200	21,200	0	0.0%
101-7101-531.31-90	Street and Sidewalk Supplies	886,755	502,461	901,500	901,500	941,500	40,000	4.4%
101-7101-531.33-05	Other Supplies	39,526	14	0	0	0	0	N/A
	<b>Commodities</b>	<b>1,504,542</b>	<b>1,097,344</b>	<b>1,477,200</b>	<b>1,477,172</b>	<b>1,507,400</b>	<b>30,228</b>	<b>2.0%</b>
<b>Total Public Works</b>		<b>14,753,358</b>	<b>14,301,998</b>	<b>15,350,100</b>	<b>15,533,759</b>	<b>15,974,300</b>	<b>440,541</b>	<b>2.8%</b>

# PUBLIC WORKS

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
101-7101-531.10-01	Salaries	Salaries	5,154,800	5,240,400
101-7101-531.18-01	Temporary Help	Temporary Help	115,000	117,600
101-7101-531.18-05	Overtime Civilian	Overtime Civilian	663,100	678,000
101-7101-531.18-80	Special Detail	Special Detail	8,100	8,300
	<b>TOTAL SALARIES</b>		<b>5,941,000</b>	<b>6,044,300</b>
<b>FRINGE BENEFITS:</b>				
101-7101-531.19-01	Workers' Compensation	Workers' Compensation Insurance	491,500	545,800
101-7101-531.19-05	Medical Insurance	Medical Insurance	1,010,800	1,091,500
101-7101-531.19-10	IMRF	IMRF	742,400	690,900
101-7101-531.19-11	Social Security	Social Security	369,400	377,100
101-7101-531.19-12	Medicare	Medicare	87,800	89,400
	<b>TOTAL FRINGE BENEFITS</b>		<b>2,701,900</b>	<b>2,794,700</b>
<b>CONTRACTUAL SERVICES:</b>				
101-7101-531.20-05	Professional Services	Consulting services (incl. storm warning) concrete testing and bid reviews, incl. Pavement Management Services Surveying Services Construction Inspection Services Traffic Data Analysis Plan Review Services Prior Year Encumbrance Carryover	37,500 35,000 800 155,800 2,700 35,000 25,805	37,500 50,000 800 155,800 35,000 35,000 0
			292,605	314,100
101-7101-531.20-40	General Insurance	Liability and property insurance	152,200	107,500
101-7101-531.21-01	Traffic Signal Maintenance	Repairs to controllers and opticom	15,000	15,000
101-7101-531.21-02	Equipment Maintenance	Maintenance of: office, electrical, shop and radio equipment; generators and fire extinguishers Preventative maintenance, inspections, repairs, and certifications of HVAC systems Preventative maintenance, inspections, repairs, and certifications of elevators Emergency siren upgrade (traffic) Preventative maintenance, inspections, repair and certifications of life safety equip Water feature and irrigation system maint. Traffic counters & survey levels Prior Year Encumbrance Carryover	16,400  236,800 22,000 15,000 20,500 22,000 400 13,000	16,400  296,800 22,000 15,000 20,500 22,000 400 0
			346,100	393,100
101-7101-531.21-11	Building Maintenance	Custodial services for all municipal buildings, historical, police, fire, senior center and train station	236,000	236,000

# PUBLIC WORKS

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021		Budget 2022	
101-7101-531.21-11	Building Maint. (cont.)	Misc. cleaning services for mats, windows, blinds and carpets	27,500		27,500	
		Repairs to roofs, doors, windows, plumbing, generators, and painting	58,000		58,000	
		Pest control	9,000		9,000	
		Police firing range cleaning and lead compliance testing	28,000		28,000	
		Prior Year Encumbrance Carryover	13,382	371,882	0	358,500
101-7101-531.21-15	Street/ Sidewalk Maint.	Asphalt	265,000		265,000	
		Asphalt Spray Patching	90,000		85,000	
		Concrete	185,000		185,000	
		Pavement striping	75,000		75,000	
		Paver Brick Repair	25,000		45,000	
		Concrete Sidewalk Cutting	23,000	663,000	23,000	678,000
101-7101-531.21-36	Equipment Rental	Small tool and equipment rental	10,000		10,000	
		In-house paving program:				
		Asphalt grinder rental	28,000		28,000	
		Asphalt trucking	165,000		165,000	
		Material hauling	20,000	223,000	0	203,000
101-7101-531.21-50	Utility Services	Rental of Com. Ed. Co. street lights	114,000		114,000	
		Electrical energy for Village owned street lights and traffic signals	131,000		121,000	
		Electric excess facilities & charges for usage of natural gas in excess of franchise agreement	191,000	436,000	181,000	416,000
101-7101-531.21-55	Forestry & Ground Svcs	Forestry Services / Tree Maintenance:				
		Tree trimming	250,000		275,000	
		Tree and stump removals	125,000		125,000	
		New planting	175,000		175,000	
		Landscape Maintenance:				
		High Profile Site Maintenance	69,300		51,000	
		Secondary Site Maintenance	31,100		82,500	
		Grass Cutting	94,500		145,000	
		Weed Control	29,400		22,200	
		Gateway Sign Maintenance	2,000		2,000	
		Parkway Restoration	5,300		2,000	
		Corridor Landscape Maintenance	25,000	806,600	12,000	891,700
101-7101-531.21-62	Disposal Services	Landfill charges (non-tree) and misc.	21,200		21,200	
		Leaf composting/wood chips	5,000	26,200	5,000	26,200
101-7101-531.21-65	Other Services	Special service, service calls, moving projects & material testing	22,600		22,600	
		Service Request Software	6,300		6,300	
		Work Management Software	27,600		27,600	
		SDS Database	500		500	
		JULIE charge	6,600		6,600	
		Digitizing of records	1,000		33,200	
		Technical computer software	3,800		3,800	
		Executime licensing	14,000	82,400	14,000	114,600
101-7101-531.22-02	Dues	Dues		10,400		10,400
101-7101-531.22-03	Training	Street Unit:				
		APWA Snow Conference	0		1,500	
		APWA Suburban Snow & Ice	0		600	

# PUBLIC WORKS

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021		Budget 2022	
101-7101-531.22-03	Training (cont.)	NIPSTA Training Courses & Misc Forestry Unit:	1,800		6,800	
		APWA Snow Conference	0		1,500	
		Int'l Society Arborists	1,800		1,800	
		Illinois Arborists Conference (5)	800		800	
		iLandscape Show	400		400	
		Arboricultural Skills Workshop	400		400	
		Tree City Seminar	100		100	
		Safety & training textbooks	100		100	
		Illinois Landscape Contractors Association Certification (1)	400		400	
		Illinois Arborists Training & Workshops	700		700	
		Traffic Unit:				
		IMSA/ITE Traffic Signal Maintenance Certification	1,300		1,300	
		Administration:				
		APWA Annual Conference (2)	0		4,800	
		APWA Suburban Expo	900		900	
		Illinois Public Service Institute	2,400		2,400	
		In-service management training	400		400	
		Tuition reimbursement	9,000		9,000	
		Safety training materials - Fed requirement	1,600		1,600	
		Municipal Buildings Unit:				
		A/C controls operation/maintenance	2,500		2,500	
		APWA Suburban Expo	300		300	
		Safety and training aids	100		100	
		Engineering:				
		APWA Internat'l Congress (2)	0		4,000	
		Short Courses APWA, University of Wisconsin, ASCE, PCA, AWWA	6,600	31,600	6,600	49,000
101-7101-531.22-05	Postage	Mailings		2,800		2,800
101-7101-531.22-10	Printing	Printing of shop orders, time cards and miscellaneous forms		3,700		2,200
101-7101-531.22-15	Photocopying	Photocopies & supplies	2,000		2,000	
		Maintenance agreement Xerox WC5645	5,800	7,800	5,800	7,800
101-7101-531.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		301,900		407,700
101-7101-531.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		1,418,300		1,408,100
101-7101-531.22-70	Telephone Services	Cell phone charges and telephone charges for all service except for commissions	183,000		183,000	
		EOC phone lines	11,000		11,000	
		GPS-AVL data	15,000		15,000	
		Fire Stations Optic Connection Upgrade	13,200	222,200	13,200	222,200
		<b>TOTAL CONTRACTUAL SERVICES</b>		<b>5,413,687</b>		<b>5,627,900</b>
<b>COMMODITIES:</b>						
101-7101-531.30-01	Publications/Periodicals	Miscellaneous publications		1,400		1,400
101-7101-531.30-05	Office Supplies & Equip	General office supplies	7,700		7,000	
		Drafting supplies	2,500		2,000	

# PUBLIC WORKS

## GENERAL FUND

## EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021		Budget 2022	
101-7101-531.30-05	Office Supplies (cont.)	Misc. supplies for plan preparation	3,500	13,700	2,000	11,000
101-7101-531.30-35	Clothing	Uniform rental and cleaning	6,500		6,500	
		Boots and miscellaneous clothing	13,000		13,000	
		Personal protective equipment	15,000	34,500	15,000	34,500
101-7101-531.30-50	Petroleum Products	Gasoline for department vehicles		112,500		115,100
101-7101-531.31-40	Agricultural Supplies	Materials for parkway and landscape restoration and maintenance:				
		Black dirt	3,700		3,700	
		Sod & seeds	5,000		5,000	
		Fertilizers & weed killers	4,000		4,000	
		Compost	2,500		2,500	
		Plants & materials	17,500	32,700	17,500	32,700
101-7101-531.31-45	Janitorial Supplies	Custodial supplies not furnished by contract maintenance service, including paper products, soap, etc.		45,000		45,000
101-7101-531.31-55	Building Supplies	Electrical, plumbing & hardware supplies, lumber & paint for maintenance & repairs of Municipal Building		74,000		74,000
101-7101-531.31-65	Other Equip. & Supplies	Saw blades, batteries, hose and misc. parts & supplies for small equipment	60,000		60,000	
		Marking Paint	2,500		2,500	
		Holiday lighting & decorations	38,000		38,000	
		Traffic Counter Supplies	1,000		1,000	
		Flags	2,000	103,500	2,000	103,500
101-7101-531.31-70	Traffic Signal Supplies	Poles, components, etc.		21,000		21,000
101-7101-531.31-75	Street Light Supplies	Poles, fixtures, lamps & misc. materials	61,000		61,000	
		Damage replacement (reimbursable)	15,500		15,500	
		Prior Year Encumbrance Carryover	9,672	86,172	0	76,500
101-7101-531.31-80	Street Sign Supplies	Blank signs, reflective sheeting, letters, numbers, adhesives, & misc.	20,000		20,000	
		Materials for thermoplastic marking	4,300		4,300	
		Damage replacement (reimbursable)	2,700		2,700	
		Bike Route Posts/Signs	3,000	30,000	3,000	30,000
101-7101-531.31-85	Small Tools & Equipment	Misc. expendable hand tools & equipment		21,200		21,200
101-7101-531.31-90	Street & Sidewalk Supply	Patching materials, gravel and sand	26,900		26,900	
		Asphalt for In-house paving program.	317,000		317,000	
		Concrete	20,000		20,000	
		Rock salt	425,000		465,000	
		Liquid calcium chloride	99,000		99,000	
		Ice melt	10,000		10,000	
		Forming materials and lumber	3,600	901,500	3,600	941,500
TOTAL COMMODITIES			1,477,172		1,507,400	
TOTAL PUBLIC WORKS			15,533,759		15,974,300	

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## **NON-OPERATING**

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# NON-OPERATING

## GENERAL FUND

## EXPENDITURES

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
101-9901-591.40-89	Sales Tax Abatement	485,763	507,370	450,000	450,000	<b>500,000</b>	50,000	11.1%
101-9901-591.40-93	PPRT to Library	0	112,988	153,000	108,000	<b>132,000</b>	24,000	22.2%
101-9901-591.40-96	Operating Contingency	0	0	175,000	175,000	<b>200,000</b>	25,000	14.3%
101-9901-591.40-99	Tax Rebates	221,533	0	0	0	<b>0</b>	0	N/A
	<b>Other Charges</b>	<b>707,296</b>	<b>620,358</b>	<b>778,000</b>	<b>733,000</b>	<b>832,000</b>	<b>99,000</b>	<b>13.5%</b>
101-9901-591.90-05	Operating Transfer Out	3,452,670	0	0	0	<b>0</b>	0	N/A
	<b>Non-Operating</b>	<b>3,452,670</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Non-Operating</b>	<b>4,159,966</b>	<b>620,358</b>	<b>778,000</b>	<b>733,000</b>	<b>832,000</b>	<b>99,000</b>	<b>13.5%</b>
	<b>Total General Fund</b>	<b>78,586,185</b>	<b>75,571,855</b>	<b>78,664,200</b>	<b>79,403,734</b>	<b>81,376,100</b>	<b>(71,787,540)</b>	<b>2.5%</b>

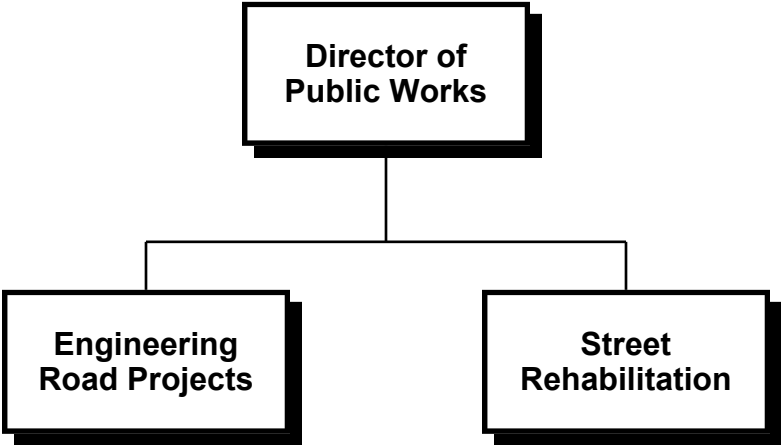
# NON-OPERATING

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2021	Budget 2022
101-9901-591.40-89	Sales Tax Abatements	Sales tax abatement - Napleton/Lexus/Le Obsession	450,000	500,000
101-9901-591.40-93	PPRT to Library	Library's Portion of PPRT Revenue (24%)	108,000	132,000
101-9901-591.40-96	Operating Contingency	Operating Contingency	175,000	200,000
		<b>TOTAL OTHER CHARGES</b>	<b>733,000</b>	<b>832,000</b>
		<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>733,000</b>	<b>832,000</b>
		<b>TOTAL GENERAL FUND</b>	<b>79,403,734</b>	<b>81,376,100</b>

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# MOTOR FUEL TAX FUND

211

## Fund at a Glance

Separate funds are received from the State of Illinois during a per capita distribution of the taxes we pay at the gas pump. There are only certain legal purposes for the use of these funds as prescribed. Basically, the Village is using this fund for the resurfacing and rehabilitation of our deteriorating streets and roads.

### Restrictions:

STATE LAW – The statutes are very specific as to how these funds are to be spent. Eligibility includes programs such as: storm water management, pavement repair or reconstruction, snow & ice removal, parkway maintenance, traffic control, street lighting, traffic signal maintenance, etc.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Taxes	\$2,463,757	\$2,733,024	\$3,000,000	\$3,000,000	<b>\$3,000,000</b>	\$0	0.0%
Intergovernmental	0	1,649,817	1,650,000	1,650,000	<b>1,650,000</b>	0	0.0%
Interest Income	15,285	8,590	1,000	4,000	<b>4,000</b>	0	0.0%
<b>Total Revenues</b>	<b>\$2,479,042</b>	<b>\$4,391,431</b>	<b>\$4,651,000</b>	<b>\$4,654,000</b>	<b>\$4,654,000</b>	<b>\$0</b>	<b>0.0%</b>
Interfund Transfers In	0	0	0	0	0	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$2,479,042</b>	<b>\$4,391,431</b>	<b>\$4,651,000</b>	<b>\$4,654,000</b>	<b>\$4,654,000</b>	<b>\$0</b>	<b>0.0%</b>
Expenditures							
Capital Items	1,873,979	2,371,133	4,232,200	4,232,220	<b>4,116,800</b>	(115,420)	(2.7%)
<b>Total Expenditures</b>	<b>\$1,873,979</b>	<b>\$2,371,133</b>	<b>\$4,232,200</b>	<b>\$4,232,220</b>	<b>\$4,116,800</b>	<b>(\$115,420)</b>	<b>(2.7%)</b>
Interfund Transfers Out	0	0	0	0	0	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$1,873,979</b>	<b>\$2,371,133</b>	<b>\$4,232,200</b>	<b>\$4,232,220</b>	<b>\$4,116,800</b>	<b>(\$115,420)</b>	<b>(2.7%)</b>
Revenues over (under) Expenditures	<b>\$605,063</b>	<b>\$2,020,298</b>	<b>\$418,800</b>	<b>\$421,780</b>	<b>\$537,200</b>	<b>\$115,420</b>	<b>27.4%</b>
<b>BEGINNING FUND BALANCE</b>	<b>2,300,745</b>	<b>2,905,808</b>	<b>4,926,106</b>	<b>4,926,106</b>	<b>5,344,906</b>	<b>418,800</b>	<b>8.5%</b>
<b>ENDING FUND BALANCE</b>	<b>\$2,905,808</b>	<b>\$4,926,106</b>	<b>\$5,344,906</b>	<b>\$5,347,886</b>	<b>\$5,882,106</b>	<b>\$534,220</b>	<b>10.0%</b>

# MOTOR FUEL TAX FUND (211)

## 5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2019 ACTUAL	2020 ACTUAL	2021 ESTIMATED ACTUAL	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
<b>REVENUES</b>										
MOTOR FUEL TAX ALLOTMENT		2,463,757	2,733,024	3,000,000	3,000,000	<b>3,000,000</b>	3,000,000	3,000,000	3,000,000	3,000,000
INTEREST INCOME		15,285	8,590	1,000	4,000	<b>4,000</b>	4,000	4,000	4,000	4,000
GRANTS		0	1,649,817	1,650,000	1,650,000	<b>1,650,000</b>	0	0	0	0
<b>TOTAL REVENUES</b>		<b>2,479,042</b>	<b>4,391,431</b>	<b>4,651,000</b>	<b>4,654,000</b>	<b>4,654,000</b>	<b>3,004,000</b>	<b>3,004,000</b>	<b>3,004,000</b>	<b>3,004,000</b>
<b>EXPENDITURES</b>										
<b>SIGNALS</b>										
Traffic Signal Maintenance	SG-03-02	111,355	87,737	114,500	114,500	<b>116,800</b>	119,100	121,400	123,700	126,200
SUBTOTAL - SIGNALS		111,355	87,737	114,500	114,500	<b>116,800</b>	119,100	121,400	123,700	126,200
<b>STREETS</b>										
Street Rehabilitation Program	ST-90-09	1,762,624	2,283,396	4,117,700	4,117,720	<b>4,000,000</b>	3,800,000	3,800,000	3,800,000	3,800,000
SUBTOTAL - STREETS		1,762,624	2,283,396	4,117,700	4,117,720	<b>4,000,000</b>	3,800,000	3,800,000	3,800,000	3,800,000
<b>TOTAL EXPENDITURES</b>		<b>1,873,979</b>	<b>2,371,133</b>	<b>4,232,200</b>	<b>4,232,220</b>	<b>4,116,800</b>	<b>3,919,100</b>	<b>3,921,400</b>	<b>3,923,700</b>	<b>3,926,200</b>
<b>BEGINNING FUND BALANCE</b>		2,300,745	2,905,808	4,926,106	4,926,106	<b>5,344,906</b>	5,882,106	4,967,006	4,049,606	3,129,906
REVENUES OVER (UNDER) EXPENDITURES		605,063	2,020,298	418,800	421,780	<b>537,200</b>	(915,100)	(917,400)	(919,700)	(922,200)
<b>ENDING FUND BALANCE</b>		<b>2,905,808</b>	<b>4,926,106</b>	<b>5,344,906</b>	<b>5,347,886</b>	<b>5,882,106</b>	<b>4,967,006</b>	<b>4,049,606</b>	<b>3,129,906</b>	<b>2,207,706</b>
<b>Fund Balance as a Percent of Expenditures</b>						<b>143%</b>	<b>127%</b>	<b>103%</b>	<b>80%</b>	<b>56%</b>

# MOTOR FUEL TAX FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
211-0000-403.20-00	Motor Fuel Tax Allotment	2,463,757	2,733,024	3,000,000	3,000,000	<b>3,000,000</b>	0	0.0%
	<b>Intergovernmental Taxes</b>	<b>2,463,757</b>	<b>2,733,024</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>0</b>	<b>0.0%</b>
211-0000-411.55-00	State Grants	0	1,649,817	1,650,000	1,650,000	<b>1,650,000</b>	0	0.0%
	<b>Intergovernmental</b>	<b>0</b>	<b>1,649,817</b>	<b>1,650,000</b>	<b>1,650,000</b>	<b>1,650,000</b>	<b>0</b>	<b>0.0%</b>
211-0000-461.02-00	Interest on Investments	15,285	8,590	1,000	4,000	<b>4,000</b>	0	0.0%
	<b>Interest Income</b>	<b>15,285</b>	<b>8,590</b>	<b>1,000</b>	<b>4,000</b>	<b>4,000</b>	<b>0</b>	<b>0.0%</b>
	<b>Total MFT Fund</b>	<b>2,479,042</b>	<b>4,391,431</b>	<b>4,651,000</b>	<b>4,654,000</b>	<b>4,654,000</b>	<b>0</b>	<b>0.0%</b>

## EXPENDITURES

### Public Works

7101

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
211-7101-571.50-40	MFT Programs	1,873,979	2,371,133	4,232,200	4,232,220	<b>4,116,800</b>	(115,420)	(2.7%)
	<b>Capital Outlay</b>	<b>1,873,979</b>	<b>2,371,133</b>	<b>4,232,200</b>	<b>4,232,220</b>	<b>4,116,800</b>	<b>(115,420)</b>	<b>(2.7%)</b>
	<b>Total Public Works</b>	<b>1,873,979</b>	<b>2,371,133</b>	<b>4,232,200</b>	<b>4,232,220</b>	<b>4,116,800</b>	<b>(115,420)</b>	<b>(2.7%)</b>
	<b>Total MFT Fund</b>	<b>1,873,979</b>	<b>2,371,133</b>	<b>4,232,200</b>	<b>4,232,220</b>	<b>4,116,800</b>	<b>(115,420)</b>	<b>(2.7%)</b>



MOTOR FUEL TAX FUND

EXPENDITURE DETAIL

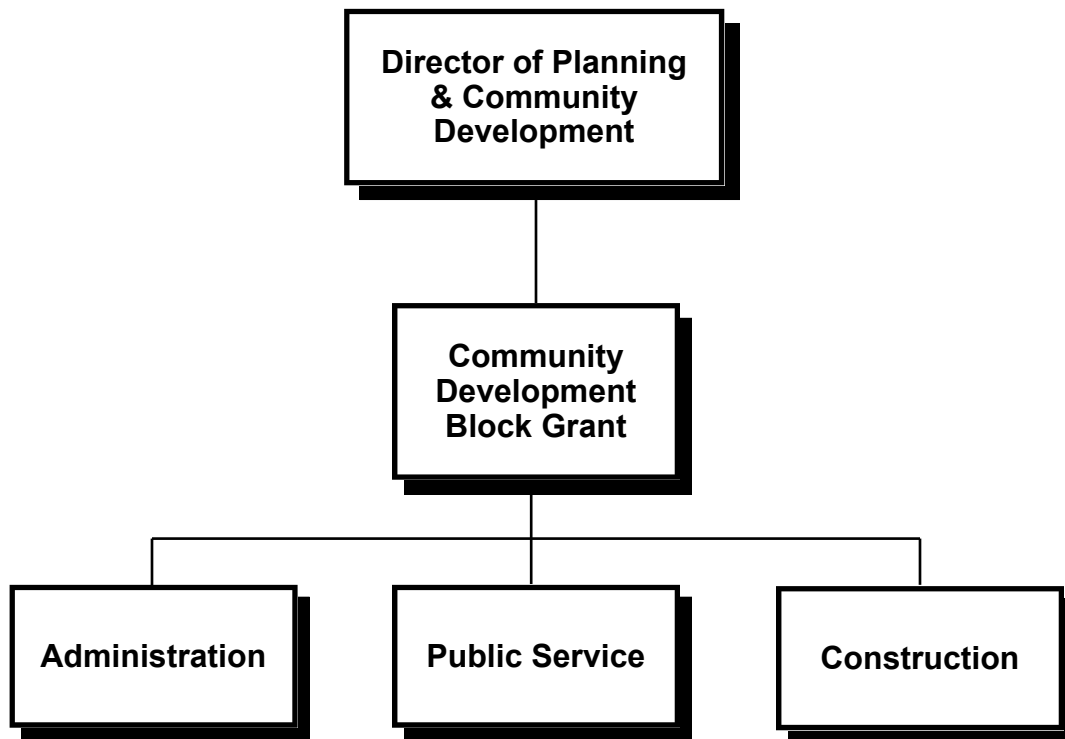
PUBLIC WORKS 7101

Account Number	Account Title	Description	Budget 2021		Budget 2022	
CAPITAL OUTLAY:						
211-7101-571.50-40	MFT Programs	Contract maintenance of traffic signal controllers on IDOT and CCHD roadways (SG0302)	114,500		116,800	
		Street Rehabilitation Program (ST9009)	4,000,000		4,000,000	
		Prior Year Encumbrance Carryover	117,720	4,232,220	0	4,116,800
		TOTAL CAPITAL OUTLAY		4,232,220		4,116,800
		TOTAL PUBLIC WORKS		4,232,220		4,116,800
		TOTAL MOTOR FUEL TAX FUND		4,232,220		4,116,800

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# **COMMUNITY DEVELOPMENT BLOCK GRANT**

## **ORGANIZATION STRUCTURE**



## Fund at a Glance

Federal monies are made available to the Village to provide benefits for low to moderate income residents of the community. There are specific federal guidelines that must be followed in appropriating these funds. A separate tracking of revenues and expenditures are accounted for in this fund.

### Restrictions:

FEDERAL LAW – The law was written to charge the Department of Housing and Urban Development with administering these funds. In general, the funds must be targeted to benefit low to moderate income residents.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Intergovernmental	\$340,801	\$356,951	\$510,400	\$871,200	<b>\$829,200</b>	(\$42,000)	(4.8%)
Other	38,782	43,639	54,800	50,000	<b>50,000</b>	0	0.0%
<b>Total Revenues</b>	<b>\$379,583</b>	<b>\$400,590</b>	<b>\$565,200</b>	<b>\$921,200</b>	<b>\$879,200</b>	<b>(\$42,000)</b>	<b>(4.6%)</b>
Interfund Transfers In	0	42,800	0	0	<b>0</b>	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$379,583</b>	<b>\$443,390</b>	<b>\$565,200</b>	<b>\$921,200</b>	<b>\$879,200</b>	<b>(\$42,000)</b>	<b>(4.6%)</b>
Expenditures							
Personal Services	\$68,000	\$60,500	\$62,500	\$62,500	<b>\$64,300</b>	\$1,800	2.9%
Other Charges	311,583	382,890	502,700	886,550	<b>814,900</b>	(71,650)	(8.1%)
<b>Total Expenditures</b>	<b>\$379,583</b>	<b>\$443,390</b>	<b>\$565,200</b>	<b>\$949,050</b>	<b>\$879,200</b>	<b>(\$69,850)</b>	<b>(7.4%)</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$379,583</b>	<b>\$443,390</b>	<b>\$565,200</b>	<b>\$949,050</b>	<b>\$879,200</b>	<b>(\$69,850)</b>	<b>(7.4%)</b>
Revenues over (under) Expenditures	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$27,850)</b>	<b>\$0</b>	<b>\$27,850</b>	<b>(100.0%)</b>
<b>BEGINNING FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>ENDING FUND BALANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$27,850)</b>	<b>\$0</b>	<b>\$27,850</b>	<b>(100.0%)</b>

## PLANNING

## CDBG Fund

### PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Planner II	7	0.50	0.50	
<b>Total F-T-E</b>		<b>0.50</b>	<b>0.50</b>	<b>0.00</b>

### Planning Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	9.50	9.50	
215	CDBG Fund	0.50	0.50	
<b>Total F-T-E All Funds</b>		<b>10.00</b>	<b>10.00</b>	<b>0.00</b>

# CDBG FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
215-0000-411.40-00	CDBG Allotment - Current YR	340,801	356,951	396,300	373,200	<b>395,300</b>	22,100	5.9%
215-0000-411.48-00	CDBG-CV Allotment - Curr YR	0	0	114,100	498,000	<b>433,900</b>	(64,100)	(12.9%)
	<b>Intergovernmental Revenue</b>	<b>340,801</b>	<b>356,951</b>	<b>510,400</b>	<b>871,200</b>	<b>829,200</b>	<b>22,100</b>	<b>(4.8%)</b>
215-0000-484.92-00	Project Income	38,782	43,639	54,800	50,000	<b>50,000</b>	0	0.0%
	<b>Special Operations</b>	<b>38,782</b>	<b>43,639</b>	<b>54,800</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0.0%</b>
215-0000-491.05-00	Operating Transfer In	0	42,800	0	0	<b>0</b>	0	N/A
	<b>Other Financing Sources</b>	<b>0</b>	<b>42,800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total CDBG Fund</b>	<b>379,583</b>	<b>443,390</b>	<b>565,200</b>	<b>921,200</b>	<b>879,200</b>	<b>(9,950)</b>	<b>(4.6%)</b>

# CDBG FUND

## EXPENDITURES

### Planning

4001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
215-4001-522.10-01	Salaries	68,000	60,500	62,500	62,500	64,300	1,800	2.9%
	<b>Salaries</b>	<b>68,000</b>	<b>60,500</b>	<b>62,500</b>	<b>62,500</b>	<b>64,300</b>	<b>1,800</b>	<b>2.9%</b>
	<b>Total Planning</b>	<b>68,000</b>	<b>60,500</b>	<b>62,500</b>	<b>62,500</b>	<b>64,300</b>	<b>1,800</b>	<b>2.9%</b>

### CDBG Program

4101

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
215-4101-522.41-01	Single Family Rehab	1,100	26,049	39,300	39,300	60,500	21,200	53.9%
215-4101-522.41-02	CDBG Administration	1,344	1,748	2,500	2,500	2,500	0	0.0%
215-4101-522.41-03	Group/Trans Housing Rehab	62,356	28,350	68,900	68,850	85,000	16,150	23.5%
215-4101-522.41-04	Resources for Comm Living	5,000	4,494	5,000	5,000	5,000	0	0.0%
215-4101-522.41-08	Public Services	0	0	25,000	25,000	0	(25,000)	(100.0%)
215-4101-522.41-16	CAP Program	6,947	9,100	9,100	9,100	9,000	(100)	(1.1%)
215-4101-522.41-17	Children Advocacy Center	2,500	2,500	2,500	2,500	3,500	1,000	40.0%
215-4101-522.41-44	Suburban Prim Health Care	5,079	4,300	4,300	4,300	6,000	1,700	39.5%
215-4101-522.41-48	Journeys The Road Home	4,500	4,500	4,500	4,500	33,000	28,500	633.3%
215-4101-522.41-52	WINGS Program	6,000	6,000	6,000	6,000	6,500	500	8.3%
215-4101-522.41-54	Dist 214 ESL Program	1,500	1,500	1,500	1,500	1,500	0	0.0%
215-4101-522.41-62	Connections to Care	3,500	3,500	3,500	3,500	4,000	500	14.3%
215-4101-522.41-68	Northwest CASA	2,500	2,500	2,500	2,500	3,500	1,000	40.0%
215-4101-522.41-70	Faith Community Homes	2,500	2,500	2,500	2,500	3,000	500	20.0%
215-4101-522.41-73	Lifespan	3,000	3,000	3,000	3,000	3,500	500	16.7%
215-4101-522.41-74	Children's Adv. Cntr Reno	2,736	0	4,500	4,500	0	(4,500)	(100.0%)
215-4101-522.41-75	CDBG Public Facilities	48,022	5,911	28,000	28,000	0	(28,000)	(100.0%)
215-4101-522.41-76	CDBG Infrastructure	150,000	192,800	150,000	150,000	150,000	0	0.0%
215-4101-522.41-77	Alexian Bros. Apartment Reno.	2,999	0	14,000	14,000	0	(14,000)	(100.0%)
215-4101-522.41-78	Little City Foundation	0	0	4,000	4,000	0	(4,000)	(100.0%)
215-4101-522.41-79	Northwest Compass	0	0	4,000	4,000	4,500	500	12.5%
215-4101-522.41-80	Catholic Charities	0	0	4,000	4,000	0	(4,000)	(100.0%)
	<b>Other Charges</b>	<b>311,583</b>	<b>298,752</b>	<b>388,600</b>	<b>388,550</b>	<b>381,000</b>	<b>(50)</b>	<b>(1.9%)</b>
	<b>Total CDBG Program</b>	<b>311,583</b>	<b>298,752</b>	<b>388,600</b>	<b>388,550</b>	<b>381,000</b>	<b>(3,800)</b>	<b>(1.9%)</b>

### CDBG-CV Program

4101

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
215-4102-522.41-08	CDBG-CV1 Public Services	0	84,138	114,100	114,100	50,000	(64,100)	(56.2%)
215-4102-522.41-81	CDBG-CV3 Public Services	0	0	0	383,900	383,900	0	0.0%
	<b>Other Charges</b>	<b>0</b>	<b>84,138</b>	<b>114,100</b>	<b>498,000</b>	<b>433,900</b>	<b>(64,100)</b>	<b>(12.9%)</b>
	<b>Total CDBG-CV Program</b>	<b>0</b>	<b>84,138</b>	<b>114,100</b>	<b>498,000</b>	<b>433,900</b>	<b>(64,100)</b>	<b>(12.9%)</b>
	<b>Total CDBG Fund</b>	<b>379,583</b>	<b>443,390</b>	<b>565,200</b>	<b>949,050</b>	<b>879,200</b>	<b>(63,600)</b>	<b>(7.4%)</b>

## CDBG FUND

### EXPENDITURE DETAIL

#### PLANNING

4001

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
215-4001-522.10-01	Salaries	Salaries	62,500	64,300
		<b>TOTAL SALARIES</b>	<b>62,500</b>	<b>64,300</b>
		<b>TOTAL PLANNING</b>	<b>62,500</b>	<b>64,300</b>

#### CDBG PROGRAM

4101

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>OTHER CHARGES:</b>				
215-4101-522.41-01	Single Family Rehab	Interest free loans to low income property owners for home rehabilitation which becomes a lien on property and recovered upon sale of home	39,300	60,500
215-4101-522.41-02	CDBG Admin/Audit	Audit, legal ads, misc. costs	2,500	2,500
215-4101-522.41-03	Group/Trans Housing Rehab	Group Residence/Transitional Housing Rehab Grant Program	41,000	85,000
		Prior Year Encumbrance Carryover	27,850	0
			68,850	85,000
215-4101-522.41-04	Resources for Comm Living	Shared housing for special populations	5,000	5,000
215-4101-522.41-08	Public Services	COVID19 Related Public Services	25,000	0
215-4101-522.41-16	Children at Play	Grant to Children at Play (CAP) Program - subsidy for low income participants	9,100	9,000
215-4101-522.41-17	Children Advocacy Center	Child Abuse Services	2,500	3,500
215-4101-522.41-44	Sub Prim Health Care	Grant to Suburban Primary Health Care Council - Access to Care Program	4,300	6,000
215-4101-522.41-48	Journeys The Road Home	Journeys The Road Home Homeless services	4,500	5,000
		Rebudget capital expenditures	0	28,000
			4,500	33,000
215-4101-522.41-52	WINGS Program	Traditional Housing and Safe House Public Service	6,000	6,500
215-4101-522.41-54	Dist. 214 ESL Program	District 214 Beginning English as a Second Language Program	1,500	1,500
215-4101-522.41.62	Connections to Care	Medical Transportation for Seniors	3,500	4,000
215-4101-522.41-68	Northwest CASA	Sexual assault counseling, crisis intervention and advocacy	2,500	3,500
215-4101-522.41-70	Faith Community Homes	Supportive housing	2,500	3,000



## CDBG FUND

### EXPENDITURE DETAIL

#### CDBG PROGRAM (cont.)

4101

Account Number	Account Title	Description	Budget 2021	Budget 2022
215-4101-522.41-73	Lifespan	Services to Victims of Domestic Violence and Sexual Assault	3,000	3,500
215-4101-522.41-74	Children's Adv. Cntr Reno	Prior Year Encumbrance Carryover	4,500	0
215-4101-522.41-75	CDBG Public Facilities	ADA Electric Doors and Security Cameras Prior Year Encumbrance Carryover	28,000	0
215-4101-522.41-76	CDBG Infrastructure	ADA or Low/Mod Area Infrastructure	150,000	150,000
215-4101-522.41-77	Alexian Bros. Apartment Reno.		14,000	0
215-4101-522.41-78	Little City Foundation		4,000	0
215-4101-522.41-79	Northwest Compass		4,000	4,500
215-4101-522.41-80	Catholic Charities		4,000	0
TOTAL OTHER CHARGES			<u>388,550</u>	<u>381,000</u>
TOTAL CDBG PROGRAM			<u>388,550</u>	<u>381,000</u>

#### CDBG-CV PROGRAM

4101

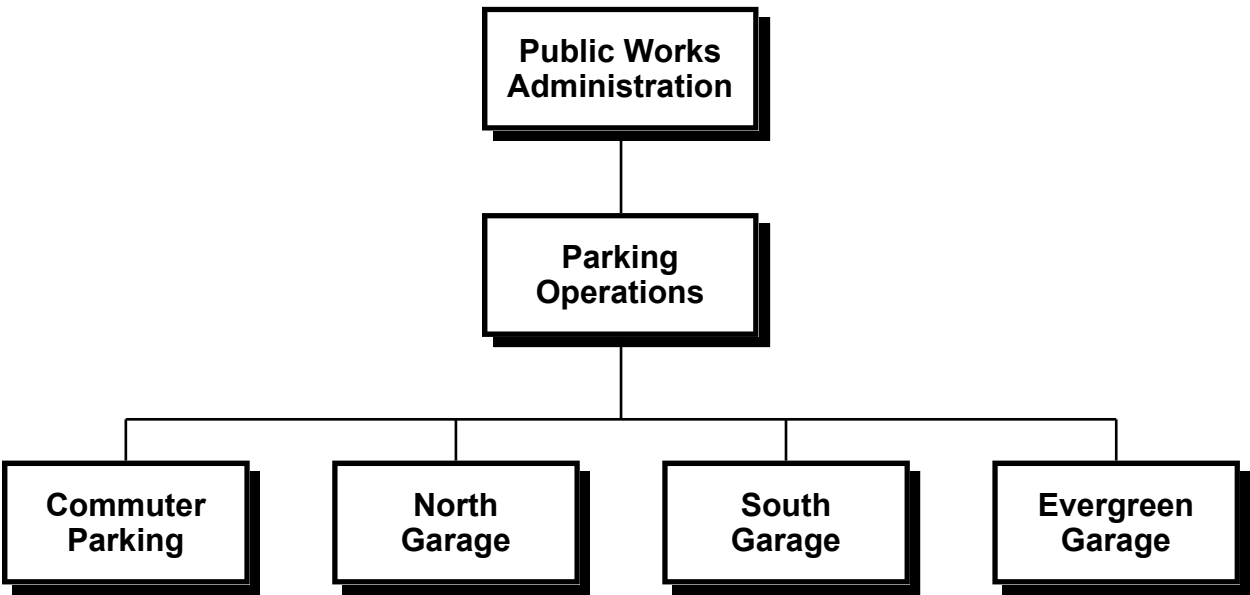
Account Number	Account Title	Description	Budget 2021	Budget 2022
OTHER CHARGES:				
215-4102-522.41-08	CDBG-CV Public Services	COVID19 Related Expenses	114,100	50,000
215-4102-522.41-81	CDBG-CV3 Public Services	COVID19 Related Expenses	383,900	383,900
TOTAL OTHER CHARGES			<u>498,000</u>	<u>433,900</u>
TOTAL CDBG-CV PROGRAM			<u>498,000</u>	<u>433,900</u>
TOTAL CDBG FUND			<u>949,050</u>	<u>879,200</u>

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# MUNICIPAL PARKING FUND

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## ORGANIZATION STRUCTURE



**Fund at a Glance**

The Village has been very responsive in providing parking for commuters as well as Downtown merchants, their employees and shoppers. As a result, a major investment by this community was made in the construction of many commuter lots and parking garages providing available parking for the redevelopment of the Downtown. Major improvements resulting from the creation of TIF Districts I and II were the construction of the North Garage, the Vail Avenue Garage and the Evergreen Underground Garage below the Arlington Towne Square development. In 2007, a 317-space addition was completed in the Vail Avenue Garage.

After having a consultant analyze the condition of all four parking garages, a four-year program was developed to rehabilitate all four garages. Phase 1 included the rehabilitation of the entire Village Hall Municipal Garage, and the roofs of the North Garage and Vail Garage. Phase 2 was the rehabilitation of the remaining floors in the North Garage. Phase 3 will complete the Vail Garage. Phase 4 will address minor issues in the Evergreen Garage.

Commuters pay either monthly or daily user fees to pay for the costs associated with operation of these garages. Separate operations are maintained to show the results of operation of the North Garage, Vail Avenue Garage, Evergreen Underground Garage and the other commuter parking lots.

**Restrictions:**

VILLAGE POLICY – The Village finances parking operations by the user fee concept. Since October 1, 2017, the monthly commuter permit rate is \$40 for residents and the daily rate is \$2.00. Twenty-four hour parking permits range from \$40 to \$50 and have restrictions for their use based on agreement.

# MUNICIPAL PARKING FUND

(Continued)

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Fees	\$1,305,814	\$883,688	\$961,000	\$961,000	<b>\$1,229,700</b>	\$268,700	28.0%
Fines	57,470	37,463	55,000	55,000	<b>70,300</b>	15,300	27.8%
Interest Income	97,199	25,243	5,600	31,000	<b>31,000</b>	0	0.0%
Other	8,919	1,668,688	4,400	0	<b>0</b>	0	N/A
<b>Total Revenues</b>	<b>\$1,469,402</b>	<b>\$2,615,082</b>	<b>\$1,026,000</b>	<b>\$1,047,000</b>	<b>\$1,331,000</b>	<b>\$284,000</b>	<b>27.1%</b>
Interfund Transfers In	0	0	644,375	580,000	<b>0</b>	(580,000)	(100.0%)
<b>Total Revenues and Interfund Transfers In</b>	<b>\$1,469,402</b>	<b>\$2,615,082</b>	<b>\$1,670,375</b>	<b>\$1,627,000</b>	<b>\$1,331,000</b>	<b>(\$296,000)</b>	<b>(18.2%)</b>
Expenditures							
Personal Services	\$471,948	\$465,020	\$520,400	\$560,100	<b>\$576,400</b>	\$16,300	2.9%
Contractual Services	343,912	262,999	372,200	376,700	<b>361,100</b>	(15,600)	(4.1%)
Commodities	80,562	79,388	91,700	94,600	<b>92,500</b>	(2,100)	(2.2%)
Other Charges	281,700	287,300	287,300	287,300	<b>287,300</b>	0	0.0%
Capital Items	370,384	543,287	501,200	497,125	<b>611,500</b>	114,375	23.0%
<b>Total Expenditures</b>	<b>\$1,548,506</b>	<b>\$1,637,994</b>	<b>\$1,772,800</b>	<b>\$1,815,825</b>	<b>\$1,928,800</b>	<b>\$112,975</b>	<b>6.2%</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$1,548,506</b>	<b>\$1,637,994</b>	<b>\$1,772,800</b>	<b>\$1,815,825</b>	<b>\$1,928,800</b>	<b>\$112,975</b>	<b>6.2%</b>
Revenues over (under) Expenditures	<b>(\$79,104)</b>	<b>\$977,088</b>	<b>(\$102,425)</b>	<b>(\$188,825)</b>	<b>(\$597,800)</b>	<b>(\$408,975)</b>	<b>216.6%</b>
<b>BEGINNING FUND BALANCE</b>	<b>4,714,984</b>	<b>4,635,880</b>	<b>5,612,968</b>	<b>5,612,968</b>	<b>5,510,543</b>	<b>(102,425)</b>	<b>(1.8%)</b>
<b>ENDING FUND BALANCE</b>	<b>\$4,635,880</b>	<b>\$5,612,968</b>	<b>\$5,510,543</b>	<b>\$5,424,143</b>	<b>\$4,912,743</b>	<b>(\$511,400)</b>	<b>(9.4%)</b>

# MUNICIPAL PARKING OPERATIONS FUND (235)

## 5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2019	2020	2021	2021	2022	2023	2024	2025	2026
			ACTUAL	ACTUAL	ESTIMATED ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES											
FEES & FINES			1,363,284	921,151	1,016,000	1,016,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000
INTEREST INCOME			106,118	25,243	5,600	31,000	31,000	31,000	31,000	31,000	31,000
OTHER INCOME			0	5,548	4,400	0	0	0	0	0	0
BOND PROCEEDS			0	1,663,140	0	0	0	0	0	0	0
TRANSFER IN FROM PUBLIC BUILDING FUND			0	0	644,375	580,000	0	0	0	0	0
TOTAL REVENUES			1,469,402	2,615,082	1,670,375	1,627,000	1,331,000	1,331,000	1,331,000	1,331,000	1,331,000
EXPENDITURES											
OPERATING EXPENDITURES											
Personal Services			471,949	465,020	520,400	560,100	576,400	610,300	624,000	638,000	652,400
Contractual Services			343,911	262,999	372,200	376,700	361,100	364,700	368,300	372,000	375,700
Commodities			80,562	79,388	91,700	94,600	92,500	93,400	94,300	95,200	96,200
Other Charges			281,700	287,300	287,300	287,300	287,300	290,200	293,100	296,000	299,000
SUBTOTAL - OPERATING EXPENDITURES			1,178,122	1,094,707	1,271,600	1,318,700	1,317,300	1,358,600	1,379,700	1,401,200	1,423,300
BUILDING & LAND											
Ongoing Maintenance to Brick Exterior	(1)	BL-96-03	0	0	10,000	10,000	5,000	5,000	5,000	5,000	5,000
Parking Structure Maintenance/Repairs		BL-00-06	82,521	199,730	289,000	289,000	548,500	920,400	296,500	594,500	0
LED Parking Garage Lighting Conversions		BL-19-03	43,141	0	97,200	97,247	48,000	48,000	0	0	0
Vail Garage Parking Guidance System		BL-19-05	244,722	244,722	0	0	0	0	0	0	0
Downtown Parking Signs		BL-19-06	0	98,828	95,000	90,878	0	0	0	0	0
Municipal Parking Lot Improvements		BL-21-02	0	0	0	0	0	200,000	30,000	25,000	90,000
SUBTOTAL - BLDG & LAND			370,384	543,280	491,200	487,125	601,500	1,173,400	331,500	624,500	95,000
EQUIPMENT											
Operational Equipment - Municipal Parking Fund		EQ-09-01	0	7	10,000	10,000	10,000	10,000	10,000	10,000	10,000
SUBTOTAL - EQUIPMENT			0	7	10,000	10,000	10,000	10,000	10,000	10,000	10,000
TOTAL EXPENDITURES			1,548,506	1,637,994	1,772,800	1,815,825	1,928,800	2,542,000	1,721,200	2,035,700	1,528,300
BEGINNING FUND BALANCE			4,714,984	4,635,880	5,612,968	5,612,968	5,510,543	4,912,743	3,701,743	3,311,543	2,606,843
REVENUES OVER (UNDER) EXPENDITURES			(79,104)	977,088	(102,425)	(188,825)	(597,800)	(1,211,000)	(390,200)	(704,700)	(197,300)
ENDING FUND BALANCE			4,635,880	5,612,968	5,510,543	5,424,143	4,912,743	3,701,743	3,311,543	2,606,843	2,409,543
Fund Balance as a Percent of Expenditures							255%	146%	192%	128%	158%

# MUNICIPAL PARKING FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
235-0000-435.54-00	Parking Lot A Daily Fees	27,006	11,348	21,700	21,700	<b>27,700</b>	6,000	27.6%
235-0000-435.60-00	Parking Lot E Daily Fees	11,565	2,526	9,000	9,000	<b>11,500</b>	2,500	27.8%
235-0000-435.62-00	Parking Lot N Daily Fees	0	16	0	0	<b>0</b>	0	N/A
235-0000-435.64-01	Municipal Garage Daily Fees	12,870	3,357	14,700	14,700	<b>18,800</b>	4,100	27.9%
235-0000-435.64-02	Vail Street Gar Daily Fees	36,793	10,567	30,200	30,200	<b>38,600</b>	8,400	27.8%
235-0000-435.64-03	North Garage Daily Fees	81,402	17,363	65,000	65,000	<b>83,200</b>	18,200	28.0%
235-0000-435.65-02	Vail Street Gar Monthly Fees	490,096	367,522	325,000	325,000	<b>416,000</b>	91,000	28.0%
235-0000-435.65-03	North Garage Monthly Fees	433,544	378,807	318,000	318,000	<b>407,000</b>	89,000	28.0%
235-0000-435.66-00	Parking Lot P Daily Fees	49,937	11,631	41,000	41,000	<b>52,400</b>	11,400	27.8%
235-0000-435.68-00	Parking Lot S Daily Fees	74,518	16,764	63,000	63,000	<b>80,600</b>	17,600	27.9%
235-0000-435.70-00	Parking Lot T Daily Fees	1,628	418	800	800	<b>1,000</b>	200	25.0%
235-0000-435.72-00	Evergreen Garage U Fees	81,912	62,208	69,000	69,000	<b>88,300</b>	19,300	28.0%
235-0000-435.74-00	Parking Lot O Daily Fees	4,543	1,161	3,600	3,600	<b>4,600</b>	1,000	27.8%
	<b>Parking Fees</b>	<b>1,305,814</b>	<b>883,688</b>	<b>961,000</b>	<b>961,000</b>	<b>1,229,700</b>	<b>268,700</b>	<b>28.0%</b>
235-0000-441.15-00	Parking Fines	57,470	37,463	55,000	55,000	<b>70,300</b>	15,300	27.8%
	<b>Fines</b>	<b>57,470</b>	<b>37,463</b>	<b>55,000</b>	<b>55,000</b>	<b>70,300</b>	<b>15,300</b>	<b>27.8%</b>
235-0000-461.02-00	Interest on Investments	70,450	20,049	3,200	27,000	<b>27,000</b>	0	0.0%
235-0000-462.10-00	Market Value Adjustments	26,749	5,194	2,400	4,000	<b>4,000</b>	0	0.0%
	<b>Interest Income</b>	<b>97,199</b>	<b>25,243</b>	<b>5,600</b>	<b>31,000</b>	<b>31,000</b>	<b>0</b>	<b>0.0%</b>
235-0000-489.90-00	Other Income	8,919	5,548	4,400	0	<b>0</b>	0	N/A
	<b>Other</b>	<b>8,919</b>	<b>5,548</b>	<b>4,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
235-0000-491.05-00	Operating Transfer In	0	0	644,375	580,000	<b>0</b>	(580,000)	(100.0%)
235-0000-491.15-00	Bond Proceeds	0	1,398,000	0	0	<b>0</b>	0	N/A
235-0000-491.16-00	Bond Premium Proceeds	0	265,140	0	0	<b>0</b>	0	N/A
	<b>Other Financing Sources</b>	<b>0</b>	<b>1,663,140</b>	<b>644,375</b>	<b>580,000</b>	<b>0</b>	<b>(580,000)</b>	<b>(100.0%)</b>
	<b>Total Municipal Parking Fund</b>	<b>1,469,402</b>	<b>2,615,082</b>	<b>1,670,375</b>	<b>1,627,000</b>	<b>1,331,000</b>	<b>(296,000)</b>	<b>(18.2%)</b>

# POLICE

# Municipal Parking Fund

## PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Public Service Officer	2	4.00	4.00	
Records Clerk	1	1.00	1.00	
<b>Total F-T-E</b>		<b>5.00</b>	<b>5.00</b>	<b>0.00</b>

## Police Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund			
	Police - Administration	133.00	133.00	
	Police Grant	1.00	1.00	
235	Municipal Parking Fund	5.00	5.00	
	<b>Total F-T-E All Funds</b>	<b>139.00</b>	<b>139.00</b>	<b>0.00</b>



# MUNICIPAL PARKING FUND

## EXPENDITURES

### Police

3001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
235-3001-532.10-01	Salaries	314,999	298,903	337,500	370,600	<b>379,600</b>	9,000	2.4%
235-3001-532.18-05	Overtime Civilian	0	0	6,000	6,000	<b>6,100</b>	100	1.7%
	<b>Salaries</b>	<b>314,999</b>	<b>298,903</b>	<b>343,500</b>	<b>376,600</b>	<b>385,700</b>	<b>9,100</b>	<b>2.4%</b>
235-3001-532.19-01	Workers Compensation	9,800	10,000	10,500	10,500	<b>11,700</b>	1,200	11.4%
235-3001-532.19-05	Medical Insurance	90,400	95,600	97,000	97,000	<b>105,300</b>	8,300	8.6%
235-3001-532.19-10	IMRF	32,800	38,289	43,100	47,200	<b>44,200</b>	(3,000)	(6.4%)
235-3001-532.19-11	Social Security	19,410	18,015	21,300	23,300	<b>23,900</b>	600	2.6%
235-3001-532.19-12	Medicare	4,539	4,213	5,000	5,500	<b>5,600</b>	100	1.8%
	<b>Fringe Benefits</b>	<b>156,949</b>	<b>166,117</b>	<b>176,900</b>	<b>183,500</b>	<b>190,700</b>	<b>7,200</b>	<b>3.9%</b>
235-3001-532.20-40	General Insurance	10,300	10,600	10,700	10,700	<b>7,600</b>	(3,100)	(29.0%)
235-3001-532.22-10	Printing	3,023	6,581	4,000	4,000	<b>4,000</b>	0	0.0%
235-3001-532.22-25	IT/GIS Service Charge	2,900	3,100	3,200	3,200	<b>8,000</b>	4,800	150.0%
235-3001-532.22-37	Vehicle/Equip Lease Chrg	8,200	9,500	8,400	8,400	<b>6,600</b>	(1,800)	(21.4%)
	<b>Contractual Services</b>	<b>24,423</b>	<b>29,781</b>	<b>26,300</b>	<b>26,300</b>	<b>26,200</b>	<b>(100)</b>	<b>(0.4%)</b>
235-3001-532.30-35	Clothing	2,310	1,799	2,500	2,500	<b>2,500</b>	0	0.0%
235-3001-532.30-50	Petroleum Products	3,458	2,128	2,200	1,600	<b>3,000</b>	1,400	87.5%
235-3001-532.33-05	Other Supplies	1,821	2,919	3,600	3,600	<b>3,600</b>	0	0.0%
	<b>Commodities</b>	<b>7,589</b>	<b>6,846</b>	<b>8,300</b>	<b>7,700</b>	<b>9,100</b>	<b>1,400</b>	<b>18.2%</b>
	<b>Total Police Department</b>	<b>503,960</b>	<b>501,647</b>	<b>555,000</b>	<b>594,100</b>	<b>611,700</b>	<b>17,600</b>	<b>3.0%</b>

### Planning

4001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
235-4001-532.20-05	Professional Services	9,270	0	0	0	<b>0</b>	0	N/A
235-4001-532.21-65	Other Services	0	0	2,000	0	<b>2,000</b>	2,000	N/A
	<b>Contractual Services</b>	<b>9,270</b>	<b>0</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>N/A</b>
	<b>Total Planning</b>	<b>9,270</b>	<b>0</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>N/A</b>

# MUNICIPAL PARKING FUND

## EXPENDITURES

### Public Works

7101

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
235-7101-532.22-37	Vehicle/Equip Lease Chrg	64,100	37,400	29,000	29,000	33,400	4,400	15.2%
	<b>Contractual Services</b>	<b>64,100</b>	<b>37,400</b>	<b>29,000</b>	<b>29,000</b>	<b>33,400</b>	<b>4,400</b>	<b>15.2%</b>
235-7101-571.50-20	Building Improvements	0	0	10,000	10,000	5,000	(5,000)	(50.0%)
235-7101-571.50-25	Construction in Progress	370,384	543,280	481,200	477,125	596,500	119,375	25.0%
235-7101-572.50-15	Other Equipment	0	7	10,000	10,000	10,000	0	0.0%
	<b>Capital Outlay</b>	<b>370,384</b>	<b>543,287</b>	<b>501,200</b>	<b>497,125</b>	<b>611,500</b>	<b>114,375</b>	<b>23.0%</b>
	<b>Total Public Works</b>	<b>434,484</b>	<b>580,687</b>	<b>530,200</b>	<b>526,125</b>	<b>644,900</b>	<b>118,775</b>	<b>22.6%</b>

### Parking Operations

7301

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
235-7301-532.21-11	Building Maintenance	4,944	5,481	9,000	9,000	9,000	0	0.0%
235-7301-532.21-40	Lease Expense	16,481	3,790	17,500	17,500	17,500	0	0.0%
235-7301-532.21-50	Utility Services	14,538	12,994	13,000	11,400	13,000	1,600	14.0%
235-7301-532.22-03	Training	0	0	0	1,500	1,500	0	0.0%
	<b>Contractual Services</b>	<b>35,963</b>	<b>22,265</b>	<b>39,500</b>	<b>39,400</b>	<b>41,000</b>	<b>1,600</b>	<b>4.1%</b>
235-7301-532.31-65	Other Equip & Supplies	3	2,444	2,900	2,900	2,900	0	0.0%
235-7301-532.31-90	Street and Sidewalk Sup	16,638	14,000	14,000	14,000	14,000	0	0.0%
	<b>Commodities</b>	<b>16,641</b>	<b>16,444</b>	<b>16,900</b>	<b>16,900</b>	<b>16,900</b>	<b>0</b>	<b>0.0%</b>
235-7301-532.40-75	Administrative Serv Charge	71,500	72,900	72,900	72,900	72,900	0	0.0%
	<b>Other Charges</b>	<b>71,500</b>	<b>72,900</b>	<b>72,900</b>	<b>72,900</b>	<b>72,900</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Parking Operations</b>	<b>124,104</b>	<b>111,609</b>	<b>129,300</b>	<b>129,200</b>	<b>130,800</b>	<b>1,600</b>	<b>1.2%</b>

### Vail Avenue Garage Operation

7302

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
235-7302-532.21-02	Equipment Maintenance	14,144	14,576	25,600	25,200	24,000	(1,200)	(4.8%)
235-7302-532.21-11	Building Maintenance	16,817	14,089	36,200	36,200	31,400	(4,800)	(13.3%)
235-7302-532.21-50	Utility Services	54,177	28,631	52,000	52,000	52,000	0	0.0%
235-7302-532.22-10	Printing	0	4,253	4,300	3,800	4,300	500	13.2%
	<b>Contractual Services</b>	<b>85,138</b>	<b>61,549</b>	<b>118,100</b>	<b>117,200</b>	<b>111,700</b>	<b>(5,500)</b>	<b>(4.7%)</b>
235-7302-532.31-65	Other Equip & Supplies	471	935	5,000	5,000	5,000	0	0.0%
235-7302-532.31-90	Street and Sidewalk Sup	30,464	29,393	30,300	30,300	30,300	0	0.0%
	<b>Commodities</b>	<b>30,935</b>	<b>30,328</b>	<b>35,300</b>	<b>35,300</b>	<b>35,300</b>	<b>0</b>	<b>0.0%</b>
235-7302-532.40-75	Administrative Serv Charge	90,300	92,100	92,100	92,100	92,100	0	0.0%
	<b>Other Charges</b>	<b>90,300</b>	<b>92,100</b>	<b>92,100</b>	<b>92,100</b>	<b>92,100</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Vail Street Garage</b>	<b>206,373</b>	<b>183,977</b>	<b>245,500</b>	<b>244,600</b>	<b>239,100</b>	<b>(5,500)</b>	<b>(2.2%)</b>

# MUNICIPAL PARKING FUND

## EXPENDITURES

### North Garage Operation

7303

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
235-7303-532.21-02	Equipment Maintenance	6,432	970	20,000	20,000	10,000	(10,000)	(50.0%)
235-7303-532.21-11	Building Maintenance	24,258	16,945	26,200	31,000	26,200	(4,800)	(15.5%)
235-7303-532.21-50	Utility Services	53,087	36,989	50,000	50,000	50,000	0	0.0%
235-7303-532.22-10	Printing	0	2,653	3,000	3,500	3,000	(500)	(14.3%)
	<b>Contractual Services</b>	<b>83,777</b>	<b>57,557</b>	<b>99,200</b>	<b>104,500</b>	<b>89,200</b>	<b>(15,300)</b>	<b>(14.6%)</b>
235-7303-532.31-65	Other Equip & Supplies	93	2,964	5,000	7,000	5,000	(2,000)	(28.6%)
235-7303-532.31-90	Street and Sidewalk Sup	23,701	22,784	23,700	23,700	23,700	0	0.0%
	<b>Commodities</b>	<b>23,794</b>	<b>25,748</b>	<b>28,700</b>	<b>30,700</b>	<b>28,700</b>	<b>(2,000)</b>	<b>(6.5%)</b>
235-7303-532.40-75	Administrative Serv Charge	93,800	95,700	95,700	95,700	95,700	0	0.0%
	<b>Other Charges</b>	<b>93,800</b>	<b>95,700</b>	<b>95,700</b>	<b>95,700</b>	<b>95,700</b>	<b>0</b>	<b>0.0%</b>
	<b>Total North Garage</b>	<b>201,371</b>	<b>179,005</b>	<b>223,600</b>	<b>230,900</b>	<b>213,600</b>	<b>(17,300)</b>	<b>(7.5%)</b>

### Evergreen Underground Garage Operation

7304

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
235-7304-532.21-02	Equipment Maintenance	10,484	13,306	15,000	15,000	15,000	0	0.0%
235-7304-532.21-11	Building Maintenance	4,109	4,518	10,000	9,500	9,500	0	0.0%
235-7304-532.21-50	Utility Services	26,648	15,145	30,000	32,700	30,000	(2,700)	(8.3%)
235-7304-532.22-10	Printing	0	2,926	3,100	3,100	3,100	0	0.0%
	<b>Contractual Services</b>	<b>41,241</b>	<b>35,895</b>	<b>58,100</b>	<b>60,300</b>	<b>57,600</b>	<b>(2,700)</b>	<b>(4.5%)</b>
235-7304-532.31-65	Other Equip & Supplies	1,119	22	2,500	4,000	2,500	(1,500)	(37.5%)
235-7304-532.33-05	Other Supplies	484	0	0	0	0	0	N/A
	<b>Commodities</b>	<b>1,603</b>	<b>22</b>	<b>2,500</b>	<b>4,000</b>	<b>2,500</b>	<b>(1,500)</b>	<b>(37.5%)</b>
235-7304-532.40-75	Administrative Serv Charge	26,100	26,600	26,600	26,600	26,600	0	0.0%
	<b>Other Charges</b>	<b>26,100</b>	<b>26,600</b>	<b>26,600</b>	<b>26,600</b>	<b>26,600</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Evergreen Street Garage</b>	<b>68,944</b>	<b>62,517</b>	<b>87,200</b>	<b>90,900</b>	<b>86,700</b>	<b>(4,200)</b>	<b>(4.6%)</b>

### Debt Service

9558

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
235-9558-583.20-06	Bond Issuance Costs	0	18,552	0	0	0	0	N/A
	<b>Contractual Services</b>	<b>0</b>	<b>18,552</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Debt Service</b>	<b>0</b>	<b>18,552</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Municipal Parking Fund</b>	<b>1,548,506</b>	<b>1,637,994</b>	<b>1,772,800</b>	<b>1,815,825</b>	<b>1,928,800</b>	<b>112,975</b>	<b>6.2%</b>

# MUNICIPAL PARKING FUND

## EXPENDITURE DETAIL

### POLICE

3001

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
235-3001-532.10-01	Salaries	Salaries	370,600	379,600
235-3001-532.18-05	Overtime Civilian	Overtime Civilian	6,000	6,100
	<b>TOTAL SALARIES</b>		<b>376,600</b>	<b>385,700</b>
<b>FRINGE BENEFITS:</b>				
235-3001-532.19-01	Workers' Compensation	Workers' Compensation Insurance	10,500	11,700
235-3001-532.19-05	Medical Insurance	Medical Insurance	97,000	105,300
235-3001-532.19-10	IMRF	IMRF	47,200	44,200
235-3001-532.19-11	Social Security	Social Security	23,300	23,900
235-3001-532.19-12	Medicare	Medicare	5,500	5,600
	<b>TOTAL FRINGE BENEFITS</b>		<b>183,500</b>	<b>190,700</b>
<b>CONTRACTUAL SERVICES:</b>				
235-3001-532.20-40	General Insurance	Liability and property insurance	10,700	7,600
235-3001-532.22-10	Printing	Parking tickets	4,000	4,000
235-3001-532.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	3,200	8,000
235-3001-532.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	8,400	6,600
	<b>TOTAL CONTRACTUAL SERVICES</b>		<b>26,300</b>	<b>26,200</b>
<b>COMMODITIES:</b>				
235-3001-532.30-35	Clothing	PSO clothing	2,500	2,500
235-3001-532.30-50	Petroleum Products	Gasoline for department vehicle(s)	1,600	3,000
235-3001-532.33-05	Other Supplies	Batteries	200	200
		Tablet data plan	700	700
		Miscellaneous supplies	2,700	2,700
	<b>TOTAL COMMODITIES</b>		<b>7,700</b>	<b>9,100</b>
	<b>TOTAL POLICE</b>		<b>594,100</b>	<b>611,700</b>

# MUNICIPAL PARKING FUND

## EXPENDITURE DETAIL

### PLANNING

4001

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
235-4001-532.21-65	Other Services	Electric Vehicle Charging Licenses	0	2,000
		<b>TOTAL CONTRACTUAL SERVICES</b>	<u>0</u>	<u>2,000</u>

### PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
235-7101-532.22-37	Vehicle/Equip Lease Chrg	Vehicle Lease Charge	29,000	33,400
		<b>TOTAL CONTRACTUAL SERVICES</b>	<u>29,000</u>	<u>33,400</u>
<b>CAPITAL OUTLAY:</b>				
235-7101-571.50-20	Building Improvements	Exterior Brick Maintenance (BL9603)	5,000	5,000
		Prior Year Encumbrance Carryover	5,000 10,000	0 5,000
235-7101-571.50-25	Construction in Progress	Parking Structure Maint/Repairs (BL0006)	283,500	548,500
		Prior Year Encumbrance Carryover	5,500	0
		LED Parking Garage Lighting (BL1903)	48,000	48,000
		Prior Year Encumbrance Carryover	49,247	0
		Downtown Parking Signs (BL1906)	0	0
		Prior Year Encumbrance Carryover	90,878 477,125	0 596,500
235-7101-572.50-15	Other Equipment	Pay Box Refurbish, All Garages (EQ0901)	10,000	10,000
		<b>TOTAL CAPITAL OUTLAY</b>	<u>497,125</u>	<u>611,500</u>
		<b>TOTAL PUBLIC WORKS</b>	<u>526,125</u>	<u>644,900</u>

# MUNICIPAL PARKING FUND

## EXPENDITURE DETAIL

### MUNICIPAL PARKING OPERATIONS

7301

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
235-7301-532.21-11	Building Maintenance	Glass and door repairs; replacement of of fire doors and frames	9,000	9,000
235-7301-532.21-40	Lease Expense	1/3 of revenue from Parking Lots P & T per agreement	17,500	17,500
235-7301-532.21-50	Utility Services	Energy for lighting parking lots and garage	11,400	13,000
235-7301-532.22-03	Training	Int'l Municipal Parking Association	1,500	1,500
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>39,400</b>	<b>41,000</b>
<b>COMMODITIES:</b>				
235-7301-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts	2,900	2,900
235-7301-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure	14,000	14,000
<b>TOTAL COMMODITIES</b>			<b>16,900</b>	<b>16,900</b>
<b>OTHER CHARGES:</b>				
235-7301-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration	72,900	72,900
<b>TOTAL OTHER CHARGES</b>			<b>72,900</b>	<b>72,900</b>
<b>TOTAL MUNICIPAL PARKING OPERATION</b>			<b>129,200</b>	<b>130,800</b>

# MUNICIPAL PARKING FUND

## EXPENDITURE DETAIL

### VAIL AVENUE GARAGE OPERATION

7302

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>CONTRACTUAL SERVICES:</b>						
235-7302-532.21-02	Equipment Maintenance	Elevator maintenance	12,000		10,000	
		Parking Guidance Software	13,200	25,200	14,000	24,000
235-7302-532.21-11	Building Maintenance	Cleaning service (windows, stairwell, elev)	26,000		26,000	
		General maintenance	5,400		5,400	
		Prior Year Encumbrance Carryover	4,800	36,200	0	31,400
235-7302-532.21-50	Utility Services	Electricity & telephone		52,000		52,000
235-7302-532.22-10	Printing	Parking permits and share of tickets		3,800		4,300
<b>TOTAL CONTRACTUAL SERVICES</b>				<b>117,200</b>		<b>111,700</b>
<b>COMMODITIES:</b>						
235-7302-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts		5,000		5,000
235-7302-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure		30,300		30,300
<b>TOTAL COMMODITIES</b>				<b>35,300</b>		<b>35,300</b>
<b>OTHER CHARGES:</b>						
235-7302-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration		92,100		92,100
<b>TOTAL OTHER CHARGES</b>				<b>92,100</b>		<b>92,100</b>
<b>TOTAL VAIL ST. GARAGE OPERATION</b>				<b>244,600</b>		<b>239,100</b>

# MUNICIPAL PARKING FUND

## EXPENDITURE DETAIL

### NORTH GARAGE OPERATION

7303

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
235-7303-532.21-02	Equipment Maintenance	Elevator maintenance	20,000	10,000
235-7303-532.21-11	Building Maintenance	Cleaning service (windows, stairwell, elev)	24,200	24,200
		General maintenance	2,000	2,000
		Prior Year Encumbrance Carryover	4,800	0
			31,000	26,200
235-7303-532.21-50	Utility Services	Electricity, gas & telephone	50,000	50,000
235-7303-532.22-10	Printing	Parking permits and share of tickets	3,500	3,000
		<b>TOTAL CONTRACTUAL SERVICES</b>	<b>104,500</b>	<b>89,200</b>
<b>COMMODITIES:</b>				
235-7303-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts	7,000	5,000
235-7303-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure	23,700	23,700
		<b>TOTAL COMMODITIES</b>	<b>30,700</b>	<b>28,700</b>
<b>OTHER CHARGES:</b>				
235-7303-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration	95,700	95,700
		<b>TOTAL OTHER CHARGES</b>	<b>95,700</b>	<b>95,700</b>
		<b>TOTAL NORTH GARAGE OPERATION</b>	<b>230,900</b>	<b>213,600</b>



# MUNICIPAL PARKING FUND

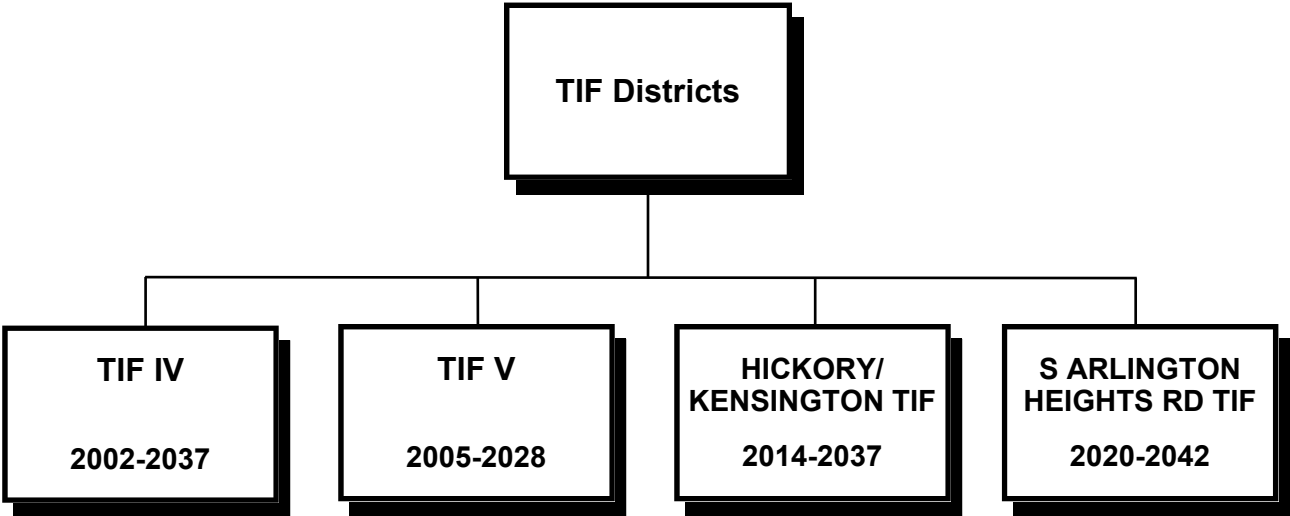
## EXPENDITURE DETAIL

### EVERGREEN UNDERGROUND GARAGE OPERATION

7304

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>CONTRACTUAL SERVICES:</b>						
235-7304-532.21-02	Equipment Maintenance	Elevator maintenance	12,000		12,000	
		General equipment maintenance	3,000	15,000	3,000	15,000
235-7304-532.21-11	Building Maintenance	Cleaning service (windows, stairwell, elev)	8,000		8,000	
		General Maintenance	1,500	9,500	1,500	9,500
235-7304-532.21-50	Utility Services	Utilities (Electricity, Gas, Telephone)		32,700		30,000
235-7304-532.22-10	Printing	Parking permits and share of tickets		3,100		3,100
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>60,300</b>		<b>57,600</b>	
<b>COMMODITIES:</b>						
235-7304-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts		4,000		2,500
<b>TOTAL COMMODITIES</b>			<b>4,000</b>		<b>2,500</b>	
<b>OTHER CHARGES:</b>						
235-7304-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration		26,600		26,600
<b>TOTAL OTHER CHARGES</b>			<b>26,600</b>		<b>26,600</b>	
<b>TOTAL EVERGREEN GARAGE OPERATION</b>			<b>90,900</b>		<b>86,700</b>	
<b>TOTAL MUNICIPAL PARKING FUND</b>			<b>1,815,825</b>		<b>1,928,800</b>	

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## Fund at a Glance

This fund was established as a result of creating a Tax Increment Financing District which lies on the northeast corner of Arlington Heights Road and Golf Road, containing approximately 35 acres of land. As a result of proposed new development, the valuation of the district will rise, thereby generating more property tax revenues and sales tax revenues. These funds are then used to pay off bonds that will be issued to fund development improvements. This TIF will expire in tax year 2037.

### Restrictions:

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Taxes	\$594,782	\$756,181	\$571,800	\$571,800	<b>\$571,800</b>	\$0	0.0%
Interest Income	60,403	17,178	2,500	19,500	<b>19,500</b>	0	0.0%
Other	3,605	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues</b>	<b>\$658,790</b>	<b>\$773,359</b>	<b>\$574,300</b>	<b>\$591,300</b>	<b>\$591,300</b>	<b>\$0</b>	<b>0.0%</b>
Interfund Transfers In	0	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$658,790</b>	<b>\$773,359</b>	<b>\$574,300</b>	<b>\$591,300</b>	<b>\$591,300</b>	<b>\$0</b>	<b>0.0%</b>
Expenditures							
Contractual Services	\$8,789	\$18,883	\$60,800	\$60,839	<b>\$50,000</b>	(\$10,839)	(17.8%)
Other Charges	50,000	50,000	50,000	50,000	<b>50,000</b>	0	0.0%
Capital Items	0	0	525,000	500,000	<b>1,627,000</b>	1,127,000	225.4%
<b>Total Expenditures</b>	<b>\$58,789</b>	<b>\$68,883</b>	<b>\$635,800</b>	<b>\$610,839</b>	<b>\$1,727,000</b>	<b>\$1,116,161</b>	<b>182.7%</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$58,789</b>	<b>\$68,883</b>	<b>\$635,800</b>	<b>\$610,839</b>	<b>\$1,727,000</b>	<b>\$1,116,161</b>	<b>182.7%</b>
Revenues over (under) Expenditures	<b>\$600,001</b>	<b>\$704,476</b>	<b>(\$61,500)</b>	<b>(\$19,539)</b>	<b>(\$1,135,700)</b>	<b>(\$1,116,161)</b>	<b>5712.5%</b>
<b>BEGINNING FUND BALANCE</b>	<b>2,221,418</b>	<b>2,821,419</b>	<b>3,525,895</b>	<b>3,525,895</b>	<b>3,464,395</b>	<b>(61,500)</b>	<b>(1.7%)</b>
<b>ENDING FUND BALANCE</b>	<b>\$2,821,419</b>	<b>\$3,525,895</b>	<b>\$3,464,395</b>	<b>\$3,506,356</b>	<b>\$2,328,695</b>	<b>(\$1,177,661)</b>	<b>(33.6%)</b>

TIF IV FUND (263)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	PROJ #	2021								
		2019 ACTUAL	2020 ACTUAL	ESTIMATED ACTUAL	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
REVENUES										
TAXES - PROPERTY TAXES		594,782	756,181	571,800	571,800	571,800	571,800	571,800	571,800	571,800
INTEREST INCOME		60,403	17,178	2,500	19,500	19,500	19,500	19,500	19,500	19,500
OTHER INCOME		3,605	0	0	0	0	0	0	0	0
TOTAL REVENUES		658,790	773,359	574,300	591,300	591,300	591,300	591,300	591,300	591,300
EXPENDITURES										
OPERATING EXPENDITURES										
Professional Services		8,789	18,883	60,800	60,839	50,000	50,000	50,000	50,000	50,000
Administrative Service Charge		50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
SUBTOTAL - OPERATING EXPENDITURES		58,789	68,883	110,800	110,839	100,000	100,000	100,000	100,000	100,000
BUILDING & LAND										
TIF IV Redevelopment	BL-16-05	0	0	525,000	500,000	1,500,000	500,000	500,000	500,000	500,000
SUBTOTAL - BUILDING & LAND		0	0	525,000	500,000	1,500,000	500,000	500,000	500,000	500,000
STREETS										
Green Corridor Beautification	ST-99-03	0	0	0	0	127,000	0	0	0	0
SUBTOTAL - STREETS		0	0	0	0	127,000	0	0	0	0
TOTAL EXPENDITURES		58,789	68,883	635,800	610,839	1,727,000	600,000	600,000	600,000	600,000
BEGINNING FUND BALANCE										
REVENUES OVER (UNDER) EXPENDITURES		2,221,418	2,821,419	3,525,895	3,525,895	3,464,395	2,328,695	2,319,995	2,311,295	2,302,595
ENDING FUND BALANCE		600,001	704,476	(61,500)	(19,539)	(1,135,700)	(8,700)	(8,700)	(8,700)	(8,700)
		2,821,419	3,525,895	3,464,395	3,506,356	2,328,695	2,319,995	2,311,295	2,302,595	2,293,895
Fund Balance as a Percent of Expenditures						135%	387%	385%	384%	382%

## TIF IV FUND (2002 – 2037)

### REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
263-0000-401.07-00	TIF Real Estate Tax	594,782	756,181	571,800	571,800	571,800	0	0.0%
	<b>Real Estate Taxes</b>	<b>594,782</b>	<b>756,181</b>	<b>571,800</b>	<b>571,800</b>	<b>571,800</b>	<b>0</b>	<b>0.0%</b>
263-0000-461.02-00	Interest on Investments	44,543	14,840	1,000	12,000	12,000	0	0.0%
263-0000-462.10-00	Market Value Adjustments	15,860	2,338	1,500	7,500	7,500	0	0.0%
	<b>Interest Income</b>	<b>60,403</b>	<b>17,178</b>	<b>2,500</b>	<b>19,500</b>	<b>19,500</b>	<b>0</b>	<b>0.0%</b>
263-0000-489-90-00	Other Income	3,605	0	0	0	0	0	N/A
	<b>Other</b>	<b>3,605</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total TIF IV Fund</b>	<b>658,790</b>	<b>773,359</b>	<b>574,300</b>	<b>591,300</b>	<b>591,300</b>	<b>0</b>	<b>0.0%</b>

### EXPENDITURES

#### Planning

4001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
263-4001-571.20-05	Professional Services	8,789	18,883	60,800	60,839	50,000	(10,839)	(17.8%)
	<b>Contractual Services</b>	<b>8,789</b>	<b>18,883</b>	<b>60,800</b>	<b>60,839</b>	<b>50,000</b>	<b>(10,839)</b>	<b>(17.8%)</b>
263-4001-571.40-75	Administrative Serv Charge	50,000	50,000	50,000	50,000	50,000	0	0.0%
	<b>Other Charges</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0.0%</b>
263-4001-571.50-25	Construction in Progress	0	0	525,000	500,000	1,500,000	1,000,000	200.0%
263-4001-571.50-30	Road Projects	0	0	0	0	127,000	127,000	N/A
	<b>Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>525,000</b>	<b>500,000</b>	<b>1,627,000</b>	<b>127,000</b>	<b>225.4%</b>
	<b>Total Planning</b>	<b>58,789</b>	<b>68,883</b>	<b>635,800</b>	<b>610,839</b>	<b>1,727,000</b>	<b>616,161</b>	<b>182.7%</b>

# TIF IV FUND (2002 – 2037)

## EXPENDITURE DETAIL

### PLANNING

4001

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>CONTRACTUAL SERVICES:</b>						
263-4001-571.20-05	Professional Services	Consultants/Legal	50,000		50,000	
		Prior Year Encumbrance Carryover	10,839	60,839	0	50,000
		<b>TOTAL CONTRACTUAL SERVICES</b>		<b>60,839</b>		<b>50,000</b>
<b>OTHER CHARGES:</b>						
263-4001-571.40-75	Administrative Serv Charge	Administrative Serv Charge		50,000		50,000
		<b>TOTAL OTHER CHARGES</b>		<b>50,000</b>		<b>50,000</b>
<b>CAPITAL OUTLAY:</b>						
263-4001-571.50-25	Construction in Progress	Redevelopment (BL1605)	500,000		1,500,000	
		Real Estate Taxes	0	500,000	0	1,500,000
263-4001-571.50-30	Road Projects	Green Corridor Beautification (ST9903)	0		73,700	
		Crosswalks	0	0	53,300	127,000
		<b>TOTAL CAPITAL OUTLAY</b>		<b>500,000</b>		<b>1,627,000</b>
		<b>TOTAL PLANNING</b>		<b>610,839</b>		<b>1,727,000</b>
		<b>TOTAL TIF IV FUND</b>		<b>610,839</b>		<b>1,727,000</b>

## Fund at a Glance

This fund was established as a result of creating a Tax Increment Financing District which lies east of Arlington Heights Road where it is intersected by Rand Road. The Village issued \$2.0 million in bonds and approved a \$2.1 million TIF note to cover part of the up-front costs to redevelop the vacant portions of the Town & Country Mall. This redeveloped site is anchored by Dick's Sporting Goods and a Jo-Ann's Fabrics Superstore. As a result of proposed new development, the valuation of the district will rise, thereby generating more property tax revenues and sales tax revenues. These property tax increment revenues will be used to pay off the bond and note. This TIF will expire in tax year 2028.

### Restrictions:

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Taxes	\$722,952	\$984,960	\$738,100	\$738,100	<b>\$738,100</b>	\$0	0.0%
Interest Income	45,806	14,092	2,500	8,100	<b>8,100</b>	0	0.0%
Other	3,342	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues</b>	<b>\$772,100</b>	<b>\$999,052</b>	<b>\$740,600</b>	<b>\$746,200</b>	<b>\$746,200</b>	<b>\$0</b>	<b>0.0%</b>
Interfund Transfers In	0	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$772,100</b>	<b>\$999,052</b>	<b>\$740,600</b>	<b>\$746,200</b>	<b>\$746,200</b>	<b>\$0</b>	<b>0.0%</b>
Expenditures							
Contractual Services	\$800	\$0	\$15,000	\$15,000	<b>\$15,000</b>	\$0	0.0%
Other Charges	0	0	130,000	130,000	<b>130,000</b>	0	0.0%
Capital Items	12,809	738	1,742,500	2,342,469	<b>1,083,000</b>	(1,259,469)	(53.8%)
<b>Total Expenditures</b>	<b>\$13,609</b>	<b>\$738</b>	<b>\$1,887,500</b>	<b>\$2,487,469</b>	<b>\$1,228,000</b>	<b>(\$1,259,469)</b>	<b>(50.6%)</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$13,609</b>	<b>\$738</b>	<b>\$1,887,500</b>	<b>\$2,487,469</b>	<b>\$1,228,000</b>	<b>(\$1,259,469)</b>	<b>(50.6%)</b>
Revenues over (under) Expenditures	<b>\$758,491</b>	<b>\$998,314</b>	<b>(\$1,146,900)</b>	<b>(\$1,741,269)</b>	<b>(\$481,800)</b>	<b>\$1,259,469</b>	<b>(72.3%)</b>
<b>BEGINNING FUND BALANCE</b>	<b>1,404,351</b>	<b>2,162,842</b>	<b>3,161,156</b>	<b>3,161,156</b>	<b>2,014,256</b>	<b>(1,146,900)</b>	<b>(36.3%)</b>
<b>ENDING FUND BALANCE</b>	<b>\$2,162,842</b>	<b>\$3,161,156</b>	<b>\$2,014,256</b>	<b>\$1,419,887</b>	<b>\$1,532,456</b>	<b>\$112,569</b>	<b>7.9%</b>



# TIF V FUND (264) (2005 – 2028)

## 5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	Note	PROJ #	2021								
			2019 ACTUAL	2020 ACTUAL	ESTIMATED ACTUAL	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
REVENUES											
TAXES - PROPERTY TAXES			722,952	984,960	738,100	738,100	738,100	738,100	738,100	738,100	738,100
INTEREST INCOME			45,806	14,092	2,500	8,100	8,100	8,100	8,100	8,100	8,100
OTHER INCOME			3,342	0	0	0	0	0	0	0	0
TOTAL REVENUES			772,100	999,052	740,600	746,200	746,200	746,200	746,200	746,200	746,200
EXPENDITURES											
OPERATING EXPENDITURES											
Professional Services			800	0	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Administrative Service Charge			0	0	30,000	30,000	30,000	0	0	0	0
Reserve for Tax Refunds			0	0	100,000	100,000	100,000	0	0	0	0
SUBTOTAL - OPERATING EXPENDITURES			800	0	145,000	15,000	145,000	15,000	15,000	15,000	15,000
BUILDING & LAND											
Redevelopment		BL-21-03	0	0	1,400,000	2,000,000	850,000	0	0	0	0
SUBTOTAL - BUILDING & LAND			0	0	1,400,000	2,000,000	850,000	0	0	0	0
STREETS											
Rand Road Corridor Identification Enhancement	(1)	ST-17-20	12,809	738	342,500	342,469	233,000	28,800	101,800	170,000	0
SUBTOTAL - STREETS			12,809	738	342,500	342,469	233,000	28,800	101,800	170,000	0
TOTAL EXPENDITURES			13,609	738	1,887,500	2,357,469	1,228,000	43,800	116,800	185,000	15,000
BEGINNING FUND BALANCE			1,404,351	2,162,842	3,161,156	3,161,156	2,014,256	1,532,456	2,234,856	2,864,256	3,425,456
REVENUES OVER (UNDER) EXPENDITURES			758,491	998,314	(1,146,900)	(1,611,269)	(481,800)	702,400	629,400	561,200	731,200
ENDING FUND BALANCE			2,162,842	3,161,156	2,014,256	1,549,887	1,532,456	2,234,856	2,864,256	3,425,456	4,156,656
Fund Balance as a Percent of Expenditures							125%	5102%	2452%	1852%	27711%

## TIF V FUND (2005 – 2028)

### REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
264-0000-401.07-00	TIF Real Estate Tax	722,952	984,960	738,100	738,100	<b>738,100</b>	0	0.0%
	<b>Real Estate Taxes</b>	<b>722,952</b>	<b>984,960</b>	<b>738,100</b>	<b>738,100</b>	<b>738,100</b>	<b>0</b>	<b>0.0%</b>
264-0000-461.02-00	Interest on Investments	34,223	12,322	1,000	5,000	<b>5,000</b>	0	0.0%
264-0000-462.10-00	Market Value Adjustments	11,583	1,770	1,500	3,100	<b>3,100</b>	0	0.0%
	<b>Interest Income</b>	<b>45,806</b>	<b>14,092</b>	<b>2,500</b>	<b>8,100</b>	<b>8,100</b>	<b>0</b>	<b>0.0%</b>
264-0000-489-90-00	Other Income	3,342	0	0	0	<b>0</b>	0	N/A
	<b>Other</b>	<b>3,342</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total TIF V Fund</b>	<b>772,100</b>	<b>999,052</b>	<b>740,600</b>	<b>746,200</b>	<b>746,200</b>	<b>0</b>	<b>0.0%</b>

### EXPENDITURES

#### Planning

4001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
264-4001-571.20-05	Professional Services	800	0	15,000	15,000	<b>15,000</b>	0	0.0%
	<b>Contractual Services</b>	<b>800</b>	<b>0</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>0.0%</b>
264-4001-571.40-75	Administrative Serv Charge	0	0	30,000	30,000	<b>30,000</b>	0	0.0%
264-4001-571.40-86	Reserve for Tax Refunds	0	0	100,000	100,000	<b>100,000</b>	0	0.0%
	<b>Other Charges</b>	<b>0</b>	<b>0</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>	<b>0</b>	<b>0.0%</b>
264-4001-571.50-25	Construction in Progress	0	0	1,400,000	2,000,000	<b>850,000</b>	(1,150,000)	(57.5%)
264-4001-571.50-30	Road Projects	12,809	738	342,500	342,469	<b>233,000</b>	(109,469)	(32.0%)
	<b>Capital Outlay</b>	<b>12,809</b>	<b>738</b>	<b>1,742,500</b>	<b>2,342,469</b>	<b>1,083,000</b>	<b>(1,259,469)</b>	<b>(53.8%)</b>
	<b>Total Planning</b>	<b>13,609</b>	<b>738</b>	<b>1,887,500</b>	<b>2,487,469</b>	<b>1,228,000</b>	<b>(1,259,469)</b>	<b>(50.6%)</b>

## TIF V FUND (2005 – 2028)

### EXPENDITURE DETAIL

#### PLANNING

4001

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
264-4001-571.20-05	Professional Services	Consultants/Legal	15,000	15,000
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>15,000</b>	<b>15,000</b>
<b>OTHER CHARGES:</b>				
264-4001-571.40-75	Administrative Serv Charge	Administrative Serv Charge	30,000	30,000
264-4001-571.40-86	Reserve for Tax Refunds	Reserve for property tax refunds	100,000	100,000
<b>TOTAL OTHER CHARGES</b>			<b>130,000</b>	<b>130,000</b>
<b>CAPITAL OUTLAY:</b>				
264-4001-571.50-25	Construction in Progress	Redevelopment (BL2103)	2,000,000	850,000
264-4001-571.50-30	Road Projects	Rand Road Corridor Identification Enhancement (ST1720)	332,000	233,000
		Prior Year Encumbrance Carryover	10,469	0
<b>TOTAL CAPITAL OUTLAY</b>			<b>2,342,469</b>	<b>1,083,000</b>
<b>TOTAL PLANNING</b>			<b>2,487,469</b>	<b>1,228,000</b>
<b>TOTAL TIF V FUND</b>			<b>2,487,469</b>	<b>1,228,000</b>

## Fund at a Glance

This fund was established as a result of creating a Tax Increment Financing District which lies south of Miner Street and north of Northwest Highway, between Douglas Avenue on the west and Dryden Place on the east. As a result of proposed new development, the valuation of the district will rise, thereby generating more property tax revenues and sales tax revenues. These property tax increment revenues will be used to pay off a future bond or note. This TIF will expire in tax year 2037.

### Restrictions:

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Taxes	\$515,934	\$806,644	\$558,500	\$558,500	\$650,000	\$91,500	16.4%
Interest Income	35,317	11,523	2,500	10,000	10,000	0	0.0%
Other	400	0	0	0	0	0	N/A
<b>Total Revenues</b>	<b>\$551,651</b>	<b>\$818,167</b>	<b>\$561,000</b>	<b>\$568,500</b>	<b>\$660,000</b>	<b>\$91,500</b>	<b>16.1%</b>
Interfund Transfers In	0	0	0	0	0	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$551,651</b>	<b>\$818,167</b>	<b>\$561,000</b>	<b>\$568,500</b>	<b>\$660,000</b>	<b>\$91,500</b>	<b>16.1%</b>
Expenditures							
Contractual Services	\$0	\$0	\$0	\$75,000	\$75,000	\$0	0.0%
Other Charges	30,000	15,000	15,000	15,000	15,000	0	0.0%
Capital Items	0	0	700,000	1,500,000	1,025,000	(475,000)	(31.7%)
<b>Total Expenditures</b>	<b>\$30,000</b>	<b>\$15,000</b>	<b>\$715,000</b>	<b>\$1,590,000</b>	<b>\$1,115,000</b>	<b>(\$475,000)</b>	<b>(29.9%)</b>
Interfund Transfers Out	0	0	0	0	0	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$30,000</b>	<b>\$15,000</b>	<b>\$715,000</b>	<b>\$1,590,000</b>	<b>\$1,115,000</b>	<b>(\$475,000)</b>	<b>(29.9%)</b>
Revenues over (under) Expenditures	\$521,651	\$803,167	(\$154,000)	(\$1,021,500)	(\$455,000)	\$566,500	(55.5%)
<b>BEGINNING FUND BALANCE</b>	<b>1,155,781</b>	<b>1,677,432</b>	<b>2,480,599</b>	<b>2,480,599</b>	<b>2,326,599</b>	<b>(154,000)</b>	<b>(6.2%)</b>
<b>ENDING FUND BALANCE</b>	<b>\$1,677,432</b>	<b>\$2,480,599</b>	<b>\$2,326,599</b>	<b>\$1,459,099</b>	<b>\$1,871,599</b>	<b>\$412,500</b>	<b>28.3%</b>

TIF HICKORY/ KENSINGTON FUND (266)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	PROJ #	2019 ACTUAL	2020 ACTUAL	2021	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
				ESTIMATED ACTUAL						
REVENUES										
TAXES - PROPERTY TAXES		515,934	806,644	558,500	558,500	650,000	650,000	650,000	650,000	650,000
INTEREST INCOME		35,317	11,523	2,500	10,000	10,000	10,000	10,000	10,000	10,000
OTHER INCOME		400	0	0	0	0	0	0	0	0
TOTAL REVENUES		551,651	818,167	561,000	568,500	660,000	660,000	660,000	660,000	660,000
EXPENDITURES										
OPERATING EXPENDITURES										
Professional Services		0	0	0	75,000	75,000	0	0	0	0
Administrative Service Charge		30,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
SUBTOTAL - OPERATING EXPENDITURES		30,000	15,000	15,000	90,000	90,000	15,000	15,000	15,000	15,000
BUILDING & LAND										
TIF HK Redevelopment	BL-18-01	0	0	700,000	1,500,000	1,025,000	500,000	500,000	500,000	500,000
SUBTOTAL - BUILDING & LAND		0	0	700,000	1,500,000	1,025,000	500,000	500,000	500,000	500,000
TOTAL EXPENDITURES		30,000	15,000	715,000	1,590,000	1,115,000	515,000	515,000	515,000	515,000
BEGINNING FUND BALANCE										
REVENUES OVER (UNDER) EXPENDITURES		1,155,781	1,677,432	2,480,599	2,480,599	2,326,599	1,871,599	2,016,599	2,161,599	2,306,599
ENDING FUND BALANCE		521,651	803,167	(154,000)	(1,021,500)	(455,000)	145,000	145,000	145,000	145,000
		1,677,432	2,480,599	2,326,599	1,459,099	1,871,599	2,016,599	2,161,599	2,306,599	2,451,599
Fund Balance as a Percent of Expenditures						168%	392%	420%	448%	476%

# HICKORY/KENSINGTON TIF FUND (2014 – 2037)

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
266-0000-401.07-00	TIF Real Estate Tax	515,934	806,644	558,500	558,500	650,000	91,500	16.4%
	<b>Real Estate Taxes</b>	<b>515,934</b>	<b>806,644</b>	<b>558,500</b>	<b>558,500</b>	<b>650,000</b>	<b>91,500</b>	<b>16.4%</b>
266-0000-461.02-00	Interest on Investments	26,403	9,358	1,000	6,500	6,500	0	0.0%
266-0000-462.10-00	Market Value Adjustments	8,914	2,165	1,500	3,500	3,500	0	0.0%
	<b>Interest Income</b>	<b>35,317</b>	<b>11,523</b>	<b>2,500</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0.0%</b>
266-0000-489-90-00	Other Income	400	0	0	0	0	0	N/A
	<b>Other</b>	<b>400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Hickory/Kensington TIF Fund</b>	<b>551,651</b>	<b>818,167</b>	<b>561,000</b>	<b>568,500</b>	<b>660,000</b>	<b>91,500</b>	<b>16.1%</b>

## EXPENDITURES

### Planning

4001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
266-4001-571.20-05	Professional Services	0	0	0	75,000	75,000	0	0.0%
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>75,000</b>	<b>75,000</b>	<b>0</b>	<b>0.0%</b>
266-4001-571.40-75	Administrative Serv Charge	30,000	15,000	15,000	15,000	15,000	0	0.0%
	<b>Other Charges</b>	<b>30,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>0.0%</b>
266-4001-571.50-25	Construction in Progress	0	0	700,000	1,500,000	1,025,000	(475,000)	(31.7%)
	<b>Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>700,000</b>	<b>1,500,000</b>	<b>1,025,000</b>	<b>(475,000)</b>	<b>(31.7%)</b>
	<b>Total Planning</b>	<b>30,000</b>	<b>15,000</b>	<b>715,000</b>	<b>1,590,000</b>	<b>1,115,000</b>	<b>(475,000)</b>	<b>(29.9%)</b>
	<b>Total Hickory/Kensington TIF</b>	<b>30,000</b>	<b>15,000</b>	<b>715,000</b>	<b>1,590,000</b>	<b>1,115,000</b>	<b>(475,000)</b>	<b>(29.9%)</b>

**HICKORY/KENSINGTON TIF FUND (2014 – 2037)**

**EXPENDITURE DETAIL**

PLANNING			4001	
Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
266-4001-571.20-05	Professional Services	Consultants/Legal	75,000	75,000
<b>TOTAL CONTRACTUAL SERVICES</b>			<u>75,000</u>	<u>75,000</u>
<b>OTHER CHARGES:</b>				
266-4001-571.40-75	Administrative Serv Charge	Administrative Service Charge	15,000	15,000
<b>TOTAL OTHER CHARGES</b>			<u>15,000</u>	<u>15,000</u>
<b>CAPITAL OUTLAY:</b>				
266-4001-571.50-25	Construction in Progress	Redevelopment (BL1801)	1,500,000	1,025,000
<b>TOTAL CAPITAL OUTLAY</b>			<u>1,500,000</u>	<u>1,025,000</u>
<b>TOTAL PLANNING</b>			<u>1,590,000</u>	<u>1,115,000</u>
<b>TOTAL HICKORY/KENSINGTON TIF FUND</b>			<u>1,590,000</u>	<u>1,115,000</u>

**Fund at a Glance**

This fund was established as a result of creating a Tax Increment Financing District which lies along South Arlington Heights Road from Seegers Road to the I-90 Tollway, primarily on the east side of Arlington Heights Road. As a result of proposed new development, the valuation of the district will rise, thereby generating more property tax revenues and sales tax revenues. These property tax increment revenues will be used to pay off a future bond or note. This TIF will expire in tax year 2042.

**Restrictions:**

STATE LAW – The Tax Increment Financing legislation allows for certain improvements to be considered eligible. Although the redevelopment efforts may continue, the incremental revenues must support the debt service on the bonds.

**Fund Summary**

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Taxes	\$0	\$0	\$100,000	\$100,000	<b>\$100,000</b>	\$0	0.0%
<b>Total Revenues</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>0.0%</b>
Interfund Transfers In	0	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$0</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>0.0%</b>
Expenditures							
Contractual Services	\$0	\$0	\$0	\$0	<b>\$125,000</b>	\$125,000	N/A
Other Charges	0	0	15,000	15,000	<b>15,000</b>	0	0.0%
Capital Items	0	0	105,400	55,800	<b>55,000</b>	(800)	(1.4%)
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120,400</b>	<b>\$70,800</b>	<b>\$195,000</b>	<b>\$124,200</b>	<b>175.4%</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$0</b>	<b>\$0</b>	<b>\$120,400</b>	<b>\$70,800</b>	<b>\$195,000</b>	<b>\$124,200</b>	<b>175.4%</b>
Revenues over (under) Expenditures	<b>\$0</b>	<b>\$0</b>	<b>(\$20,400)</b>	<b>\$29,200</b>	<b>(\$95,000)</b>	<b>(\$124,200)</b>	<b>(425.3%)</b>
<b>BEGINNING FUND BALANCE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(20,400)</b>	<b>(20,400)</b>	<b>N/A</b>
<b>ENDING FUND BALANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$20,400)</b>	<b>\$29,200</b>	<b>(\$115,400)</b>	<b>(\$144,600)</b>	<b>(495.2%)</b>



# TIF S ARLINGTON HEIGHTS RD FUND (267) (2020 – 2042)

## 5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	PROJ #	2021								
		2019 ACTUAL	2020 ACTUAL	ESTIMATED ACTUAL	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
REVENUES										
TAXES - PROPERTY TAXES		0	0	100,000	100,000	100,000	0	0	0	0
TOTAL REVENUES		0	0	100,000	100,000	100,000	0	0	0	0
EXPENDITURES										
OPERATING EXPENDITURES										
Professional Services		0	0	0	0	125,000	0	0	0	0
Administrative Service Charge		0	0	15,000	15,000	15,000	0	0	0	0
SUBTOTAL - OPERATING EXPENDITURES		0	0	15,000	15,000	140,000	0	0	0	0
STREETS										
S AH Rd Redevelopment	ST-19-03	0	0	105,400	55,800	55,000	0	0	0	0
SUBTOTAL - STREETS		0	0	105,400	55,800	55,000	0	0	0	0
TOTAL EXPENDITURES		0	0	120,400	70,800	195,000	0	0	0	0
BEGINNING FUND BALANCE										
REVENUES OVER (UNDER) EXPENDITURES		0	0	(20,400)	29,200	(95,000)	0	0	0	0
ENDING FUND BALANCE		0	0	(20,400)	29,200	(115,400)	(115,400)	(115,400)	(115,400)	(115,400)
Fund Balance as a Percent of Expenditures						(59%)				

## SOUTH ARLINGTON HEIGHTS RD TIF FUND (2020 – 2042)

### REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
267-0000-401.07-00	TIF Real Estate Tax	0	0	100,000	100,000	100,000	0	0.0%
	<b>Real Estate Taxes</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>0.0%</b>
	<b>Total S AH Rd TIF Fund</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>0.0%</b>

### EXPENDITURES

#### Planning

**4001**

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
267-4001-571.20-05	Professional Services	0	0	0	0	125,000	125,000	N/A
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>125,000</b>	<b>125,000</b>	<b>N/A</b>
267-4001-571.40-75	Administrative Serv Charge	0	0	15,000	15,000	15,000	0	0.0%
	<b>Other Charges</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>0.0%</b>
267-4001-571.50-25	Construction in Progress	0	0	105,400	55,800	55,000	(800)	(1.4%)
	<b>Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>105,400</b>	<b>55,800</b>	<b>55,000</b>	<b>(800)</b>	<b>(1.4%)</b>
	<b>Total Planning</b>	<b>0</b>	<b>0</b>	<b>120,400</b>	<b>70,800</b>	<b>195,000</b>	<b>124,200</b>	<b>175.4%</b>
	<b>Total S AH Rd TIF Fund</b>	<b>0</b>	<b>0</b>	<b>120,400</b>	<b>70,800</b>	<b>195,000</b>	<b>124,200</b>	<b>175.4%</b>

# SOUTH ARLINGTON HEIGHTS RD TIF FUND (2020 – 2042)

## EXPENDITURE DETAIL

### PLANNING

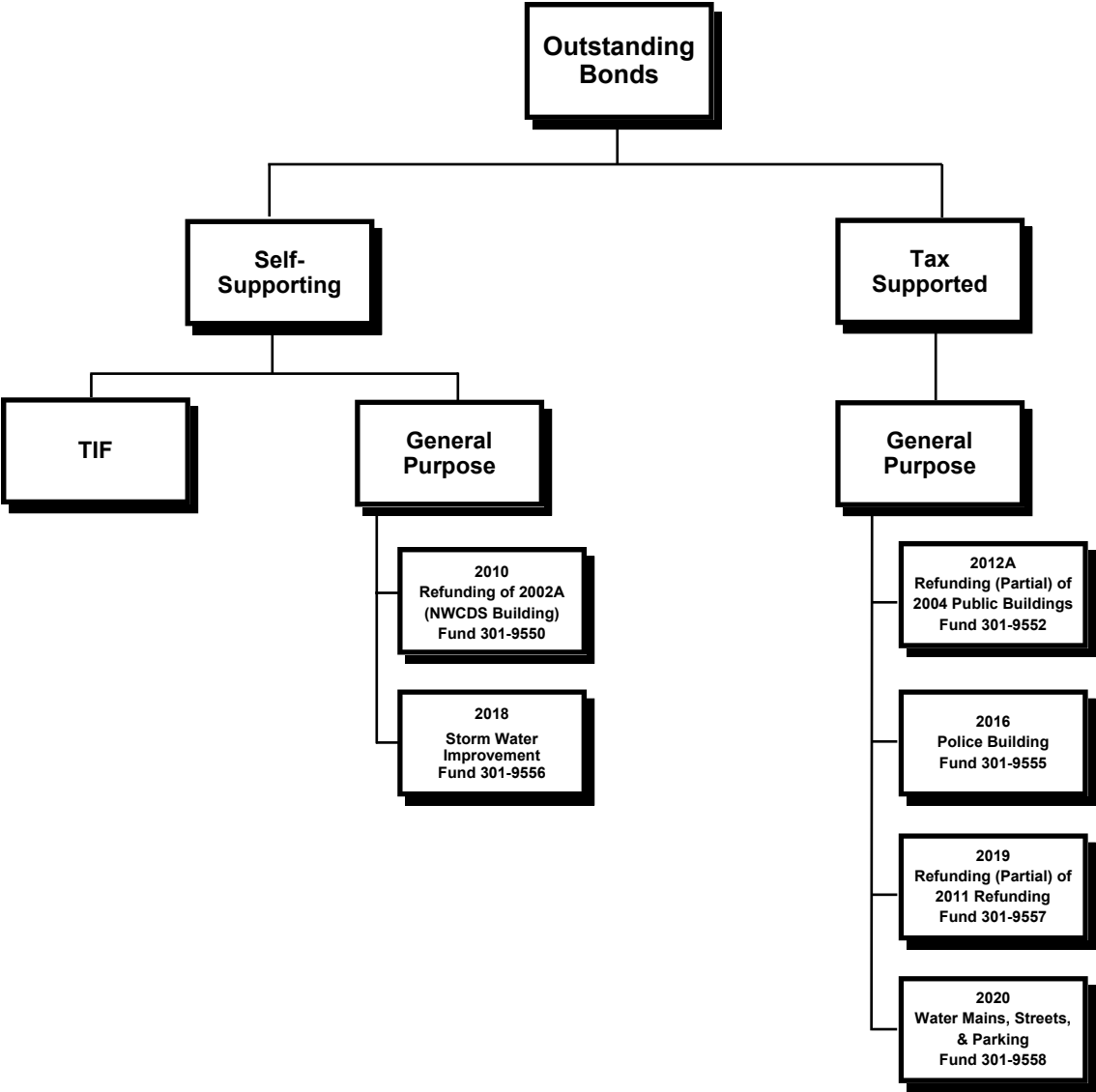
4001

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
267-4001-571.20-05	Professional Services	Consultants/Legal	0	125,000
	<b>TOTAL CONTRACTUAL SERVICES</b>		<b>0</b>	<b>125,000</b>
<b>OTHER CHARGES:</b>				
267-4001-571.40-75	Administrative Serv Charge	Administrative Service Charge	15,000	15,000
	<b>TOTAL OTHER CHARGES</b>		<b>15,000</b>	<b>15,000</b>
<b>CAPITAL OUTLAY:</b>				
267-4001-571.50-30	Road Projects	South AH Rd Corridor Study Implementation (ST1903)	55,800	55,000
	<b>TOTAL CAPITAL OUTLAY</b>		<b>55,800</b>	<b>55,000</b>
	<b>TOTAL PLANNING</b>		<b>70,800</b>	<b>195,000</b>
	<b>TOTAL SOUTH AH RD TIF FUND</b>		<b>70,800</b>	<b>195,000</b>

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# DEBT SERVICE FUND

## ORGANIZATION STRUCTURE



**Fund at a Glance**

The Debt Service Fund accounts for the costs for the payment of the principal and interest on all outstanding Village debt.

The Village is a “home rule” community and is presently not subject to debt limitations. Currently, all outstanding Village debt is general obligation bond debt, meaning that it is backed by the full faith and credit (and taxing power) of the Village. There are no revenue bonds which are considered outstanding for financial reporting purposes. The Village has used general obligation (GO) bonds exclusively in recent years because of the most favorable interest rates offered on GO bonds and thus, lower cost.

A portion of Arlington Heights’ debt is self-supporting; that is, it is paid for by sources other than a direct levy of property taxes. As of December 31, 2021, the Village had a total of \$56,940,000 in outstanding bonds. Of that amount, \$8,895,000 (16%) was self-supported.

The following is a table of outstanding debt, the debt per capita and debt as a percent of estimated property values as of December 31, 2021:

<b>OUTSTANDING DEBT AS OF 12/31/2021</b>			
	<b>Outstanding</b>	<b>Per Capita</b>	<b>% of Value of Taxable Property</b>
Tax Supported	\$ 48,045,000	\$ 619	1.418%
Self-Supported	8,895,000	114	0.263%
<b>Total</b>	<b>\$ 56,940,000</b>	<b>\$ 733</b>	<b>1.681%</b>

Note: Self-supported debt is debt for which property taxes are typically abated. The debt service is paid from other sources. The estimated 2022 value of all property in the Village is \$10.2 billion (equalized assessed value of \$3.39 billion). The population is 77,676 based on the 2020 census.

A portion of the property taxes for debt service has been abated (reduced from the original property tax levy amount). It is the intent of the Village to continue to abate property taxes on the following bond issues:

2010 Refunding of 2002A NWCDS Building – The 2002A bonds to renovate and expand the existing NWCDS Building were refunded. 100% of the debt service will be paid by Northwest Central Dispatch Services Agency.

2018 Storm Water Control – This \$9,530,000 bond issue is used to pay for storm water control infrastructure projects. 100% of the debt service will be paid through a transfer-in from the Storm Water Control Fund.

In total, the Village will abate \$981,400 in property taxes in calendar year 2022.

The Village budgets for debt service by setting up a separate operation for each bond issue in the Debt Service Fund. This is done for efficiency and analysis purposes.

# DEBT SERVICE FUND

(Continued)

## Fund Summary

	2019 Actual	2020 Actual	2021 Est Act	2021 Budget	2022 Budget	\$ Change	% Change
<b>Revenues</b>							
Taxes	\$6,747,697	\$6,578,464	\$6,498,600	\$6,498,600	<b>\$6,498,700</b>	\$100	0.0%
Interest Income	103,952	29,172	3,200	47,000	<b>47,000</b>	0	0.0%
NWCD Rent	288,325	285,675	287,900	287,900	<b>289,100</b>	1,200	0.4%
Bond Proceeds	9,518,309	0	0	0	<b>0</b>	0	N/A
Total Revenues	\$16,658,283	\$6,893,311	\$6,789,700	\$6,833,500	<b>\$6,834,800</b>	\$1,300	0.0%
Interfund Transfers In	691,900	690,300	692,100	692,100	<b>693,300</b>	1,200	0.2%
<b>Total Revenues and Interfund Transfers In</b>	<b>\$17,350,183</b>	<b>\$7,583,611</b>	<b>\$7,481,800</b>	<b>\$7,525,600</b>	<b>\$7,528,100</b>	<b>\$2,500</b>	<b>0.0%</b>
<b>Expenditures</b>							
2010 Bond Principal	255,000	260,000	270,000	270,000	<b>280,000</b>	10,000	3.7%
2010 Interest Expense	33,325	25,675	17,900	17,900	<b>9,100</b>	(8,800)	(49.2%)
2011 Bond Principal	75,000	0	0	0	<b>0</b>	0	N/A
2011 Interest Expense	188,963	0	0	0	<b>0</b>	0	N/A
2012A Bond Principal	1,000,000	2,000,000	2,145,000	2,145,000	<b>1,375,000</b>	(770,000)	(35.9%)
2012A Interest Expense	130,400	110,400	70,400	70,400	<b>27,500</b>	(42,900)	(60.9%)
2013 Bond Principal	2,000,000	0	0	0	<b>0</b>	0	N/A
2013 Interest Expense	80,000	0	0	0	<b>0</b>	0	N/A
2014 Bond Principal	1,435,000	860,000	0	0	<b>0</b>	0	N/A
2014 Interest Expense	68,850	25,800	0	0	<b>0</b>	0	N/A
2016 Bond Principal	645,000	2,240,000	1,585,000	1,585,000	<b>1,595,000</b>	10,000	0.6%
2016 Interest Expense	1,074,250	1,054,900	987,700	987,700	<b>940,200</b>	(47,500)	(4.8%)
2018 Bond Principal	240,000	330,000	345,000	345,000	<b>360,000</b>	15,000	4.3%
2018 Interest Expense	450,878	359,300	346,100	346,100	<b>332,300</b>	(13,800)	(4.0%)
2019 Bond Principal	0	0	0	0	<b>640,000</b>	640,000	N/A
2019 Interest Expense	80,959	399,250	399,300	399,300	<b>399,300</b>	0	0.0%
2019 Bond Issuance Costs	110,752	0	0	0	<b>0</b>	0	N/A
2019 Payment to Escrow Ag	9,493,511	0	0	0	<b>0</b>	0	N/A
2020 Bond Principal	0	0	730,000	730,000	<b>1,085,000</b>	355,000	48.6%
2020 Interest Expense	0	0	581,200	581,200	<b>436,800</b>	(144,400)	(24.8%)
Agent Fees	3,287	2,221	6,000	6,000	<b>6,000</b>	0	0.0%
Total Expenditures	\$17,365,175	\$7,667,546	\$7,483,600	\$7,483,600	<b>\$7,486,200</b>	\$2,600	0.0%
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$17,365,175</b>	<b>\$7,667,546</b>	<b>\$7,483,600</b>	<b>\$7,483,600</b>	<b>\$7,486,200</b>	<b>\$2,600</b>	<b>0.0%</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(\$14,992)</b>	<b>(\$83,935)</b>	<b>(\$1,800)</b>	<b>\$42,000</b>	<b>\$41,900</b>	<b>(\$100)</b>	<b>(0.2%)</b>
<b>BEGINNING FUND BALANCE</b>	<b>2,197,027</b>	<b>2,182,035</b>	<b>2,098,100</b>	<b>2,098,100</b>	<b>2,096,300</b>	<b>(1,800)</b>	<b>(0.1%)</b>
<b>ENDING FUND BALANCE</b>	<b>\$2,182,035</b>	<b>\$2,098,100</b>	<b>\$2,096,300</b>	<b>\$2,140,100</b>	<b>\$2,138,200</b>	<b>(\$1,900)</b>	<b>(0.1%)</b>

## DEBT SERVICE FUND

### REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
301-0000-401.05-00	Real Estate Tax	6,747,697	6,578,464	6,498,600	6,498,600	<b>6,498,700</b>	100	0.0%
	<b>Real Estate Taxes</b>	<b>6,747,697</b>	<b>6,578,464</b>	<b>6,498,600</b>	<b>6,498,600</b>	<b>6,498,700</b>	<b>100</b>	<b>0.0%</b>
301-0000-461.02-00	Interest on Investments	71,296	24,742	1,200	30,000	<b>30,000</b>	0	0.0%
301-0000-462.10-00	Market Value Adjustments	32,656	4,430	2,000	17,000	<b>17,000</b>	0	0.0%
	<b>Interest Income</b>	<b>103,952</b>	<b>29,172</b>	<b>3,200</b>	<b>47,000</b>	<b>47,000</b>	<b>0</b>	<b>0.0%</b>
301-0000-472.56-00	NWCDS Building Rent	288,325	285,675	287,900	287,900	<b>289,100</b>	1,200	0.4%
	<b>Sales &amp; Rents</b>	<b>288,325</b>	<b>285,675</b>	<b>287,900</b>	<b>287,900</b>	<b>289,100</b>	<b>1,200</b>	<b>0.4%</b>
301-0000-489-90-00	Other Income	16,783	0	0	0	<b>0</b>	0	N/A
	<b>Other</b>	<b>16,783</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
301-0000-491.05-00	Operating Transfer In	691,900	690,300	692,100	692,100	<b>693,300</b>	1,200	0.2%
301-0000-491.15-00	Bond Proceeds	7,985,000	0	0	0	<b>0</b>	0	N/A
301-0000-491.16-00	Bond Premium Proceeds	1,516,526	0	0	0	<b>0</b>	0	N/A
	<b>Other Financing Sources</b>	<b>10,193,426</b>	<b>690,300</b>	<b>692,100</b>	<b>692,100</b>	<b>693,300</b>	<b>1,200</b>	<b>0.2%</b>
	<b>Total Debt Service Fund</b>	<b>17,350,183</b>	<b>7,583,611</b>	<b>7,481,800</b>	<b>7,525,600</b>	<b>7,528,100</b>	<b>2,500</b>	<b>0.0%</b>



# DEBT SERVICE FUND

## EXPENDITURES

### Refunding 2010 (Refunding of NWCDS Building 2002)

9550

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
301-9550-581.60-05	Bond Principal	255,000	260,000	270,000	270,000	280,000	10,000	3.7%
301-9550-582.60-15	Interest Expense	33,325	25,675	17,900	17,900	9,100	(8,800)	(49.2%)
301-9550-582.60-20	Agent Fees	802	803	1,000	1,000	1,000	0	0.0%
	<b>Debt Service</b>	<b>289,127</b>	<b>286,478</b>	<b>288,900</b>	<b>288,900</b>	<b>290,100</b>	<b>1,200</b>	<b>0.4%</b>
	<b>Total Refunding 2010</b>	<b>289,127</b>	<b>286,478</b>	<b>288,900</b>	<b>288,900</b>	<b>290,100</b>	<b>1,200</b>	<b>0.4%</b>

### Refunding 2011 (Partial Refunding of Public Buildings 2004)

9551

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
301-9551-581.60-05	Bond Principal	75,000	0	0	0	0	0	N/A
301-9551-582.60-15	Interest Expense	188,963	0	0	0	0	0	N/A
301-9551-582.60-20	Agent Fees	803	0	0	0	0	0	N/A
	<b>Debt Service</b>	<b>264,766</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Refunding 2011</b>	<b>264,766</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

### Refunding 2012A (Partial Refunding of Public Buildings 2004)

9552

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
301-9552-581.60-05	Bond Principal	1,000,000	2,000,000	2,145,000	2,145,000	1,375,000	(770,000)	(35.9%)
301-9552-582.60-15	Interest Expense	130,400	110,400	70,400	70,400	27,500	(42,900)	(60.9%)
301-9552-582.60-20	Agent Fees	0	428	1,000	1,000	1,000	0	0.0%
	<b>Debt Service</b>	<b>1,130,400</b>	<b>2,110,828</b>	<b>2,216,400</b>	<b>2,216,400</b>	<b>1,403,500</b>	<b>(812,900)</b>	<b>(36.7%)</b>
	<b>Total Refunding 2012A</b>	<b>1,130,400</b>	<b>2,110,828</b>	<b>2,216,400</b>	<b>2,216,400</b>	<b>1,403,500</b>	<b>(812,900)</b>	<b>(36.7%)</b>

### Refunding 2013 (Partial Refunding of Public Buildings 2006)

9553

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
301-9553-581.60-05	Bond Principal	2,000,000	0	0	0	0	0	N/A
301-9553-582.60-15	Interest Expense	80,000	0	0	0	0	0	N/A
301-9553-582.60-20	Agent Fees	428	0	0	0	0	0	N/A
	<b>Debt Service</b>	<b>2,080,428</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Refunding 2013</b>	<b>2,080,428</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

# DEBT SERVICE FUND

## EXPENDITURES

### Road Improvements 2014

9554

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
301-9554-581.60-05	Bond Principal	1,435,000	860,000	0	0	0	0	N/A
301-9554-582.60-15	Interest Expense	68,850	25,800	0	0	0	0	N/A
301-9554-582.60-20	Agent Fees	318	372	0	0	0	0	N/A
	<b>Debt Service</b>	<b>1,504,168</b>	<b>886,172</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Road Imprv 2014</b>	<b>1,504,168</b>	<b>886,172</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

### Police Building 2016

9555

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
301-9555-581.60-05	Bond Principal	645,000	2,240,000	1,585,000	1,585,000	1,595,000	10,000	0.6%
301-9555-582.60-15	Interest Expense	1,074,250	1,054,900	987,700	987,700	940,200	(47,500)	(4.8%)
301-9555-582.60-20	Agent Fees	636	0	1,000	1,000	1,000	0	0.0%
	<b>Debt Service</b>	<b>1,719,886</b>	<b>3,294,900</b>	<b>2,573,700</b>	<b>2,573,700</b>	<b>2,536,200</b>	<b>(37,500)</b>	<b>(1.5%)</b>
	<b>Total Police Building 2016</b>	<b>1,719,886</b>	<b>3,294,900</b>	<b>2,573,700</b>	<b>2,573,700</b>	<b>2,536,200</b>	<b>(37,500)</b>	<b>(1.5%)</b>

### Storm Water Control 2018

9556

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
301-9556-581.60-05	Bond Principal	240,000	330,000	345,000	345,000	360,000	15,000	4.3%
301-9556-582.60-15	Interest Expense	450,878	359,300	346,100	346,100	332,300	(13,800)	(4.0%)
301-9556-582.60-20	Agent Fees	300	300	1,000	1,000	1,000	0	0.0%
	<b>Debt Service</b>	<b>691,178</b>	<b>689,600</b>	<b>692,100</b>	<b>692,100</b>	<b>693,300</b>	<b>1,200</b>	<b>0.2%</b>
	<b>Total Storm Water Ctrl 2018</b>	<b>691,178</b>	<b>689,600</b>	<b>692,100</b>	<b>692,100</b>	<b>693,300</b>	<b>1,200</b>	<b>0.2%</b>

### Refunding 2019 (Partial Refunding on Refunding 2011)

9557

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
301-9557-581.60-05	Bond Principal	0	0	0	0	640,000	640,000	N/A
301-9557-582.60-15	Interest Expense	80,959	399,250	399,300	399,300	399,300	0	0.0%
301-9557-582.60-20	Agent Fees	0	318	1,000	1,000	1,000	0	0.0%
301-9557-583.20-06	Bond Issuance Costs	110,752	0	0	0	0	0	N/A
301-9557-583.90-98	Payment to Escrow Agent	9,493,511	0	0	0	0	0	N/A
	<b>Debt Service</b>	<b>9,685,222</b>	<b>399,568</b>	<b>400,300</b>	<b>400,300</b>	<b>1,040,300</b>	<b>640,000</b>	<b>159.9%</b>
	<b>Total Refunding 2019</b>	<b>9,685,222</b>	<b>399,568</b>	<b>400,300</b>	<b>400,300</b>	<b>1,040,300</b>	<b>640,000</b>	<b>159.9%</b>

# DEBT SERVICE FUND

## EXPENDITURES

### Water Main, Streets, & Parking 2020

9556

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
301-9558-581.60-05	Bond Principal	0	0	730,000	730,000	1,085,000	355,000	48.6%
301-9558-582.60-15	Interest Expense	0	0	581,200	581,200	436,800	(144,400)	(24.8%)
301-9558-582.60-20	Agent Fees	0	0	1,000	1,000	1,000	0	0.0%
	<b>Debt Service</b>	<b>0</b>	<b>0</b>	<b>1,312,200</b>	<b>1,312,200</b>	<b>1,522,800</b>	<b>210,600</b>	<b>16.0%</b>
	<b>Total Water Main, St., Prk.</b>	<b>0</b>	<b>0</b>	<b>1,312,200</b>	<b>1,312,200</b>	<b>1,522,800</b>	<b>210,600</b>	<b>16.0%</b>
	<b>Total Debt Service Fund</b>	<b>17,365,175</b>	<b>7,667,546</b>	<b>7,483,600</b>	<b>7,483,600</b>	<b>7,486,200</b>	<b>2,600</b>	<b>0.0%</b>

### EXPENDITURE SUMMARY

	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
Principal	5,650,000	5,690,000	5,075,000	5,075,000	5,335,000	260,000	5.1%
Interest	2,107,625	1,975,325	2,402,600	2,402,600	2,145,200	(257,400)	(10.7%)
<b>Total Principal &amp; Interest</b>	<b>7,757,625</b>	<b>7,665,325</b>	<b>7,477,600</b>	<b>7,477,600</b>	<b>7,480,200</b>	<b>2,600</b>	<b>0.0%</b>
Agent Fees	3,287	2,221	6,000	6,000	6,000	0	0.0%
Bond Issue Costs	110,752	0	0	0	0	0	N/A
Payment to Escrow Agent	9,493,511	0	0	0	0	0	N/A
<b>Total Debt Service</b>	<b>17,365,175</b>	<b>7,667,546</b>	<b>7,483,600</b>	<b>7,483,600</b>	<b>7,486,200</b>	<b>2,600</b>	<b>0.0%</b>

# SUMMARY OF DEBT SERVICE

SUMMARY OF ANNUAL DEBT SERVICE PAYMENTS										SUMMARY OF OUTSTANDING DEBT (PRINCIPAL)		
Tax Levy Year	Calendar Year	Fiscal Year	-----Tax Supported-----			-----Self Supported-----			GRAND TOTAL			
			PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL		Tax Supported	Self Supported	Total
2020	2021	2021	4,460,000	2,038,556	6,498,556	615,000	363,975	978,975	7,477,531	52,505,000	9,510,000	62,015,000
2021	2022	2022	4,695,000	1,803,700	6,498,700	640,000	341,400	981,400	7,480,100	48,045,000	8,895,000	56,940,000
2022	2023	2023	4,845,000	1,652,950	6,497,950	375,000	317,900	692,900	7,190,850	43,350,000	8,255,000	51,605,000
2023	2024	2024	5,045,000	1,452,600	6,497,600	390,000	299,150	689,150	7,186,750	38,505,000	7,880,000	46,385,000
2024	2025	2025	3,925,000	1,244,200	5,169,200	410,000	279,650	689,650	5,858,850	33,460,000	7,490,000	40,950,000
2025	2026	2026	3,585,000	1,086,500	4,671,500	435,000	259,150	694,150	5,365,650	29,535,000	7,080,000	36,615,000
2026	2027	2027	3,525,000	947,350	4,472,350	455,000	237,400	692,400	5,164,750	25,950,000	6,645,000	32,595,000
2027	2028	2028	3,650,000	823,450	4,473,450	470,000	221,475	691,475	5,164,925	22,425,000	6,190,000	28,615,000
2028	2029	2029	3,770,000	695,050	4,465,050	485,000	205,025	690,025	5,155,075	18,775,000	5,720,000	24,495,000
2029	2030	2030	2,365,000	562,350	2,927,350	505,000	188,050	693,050	3,620,400	15,005,000	5,235,000	20,240,000
2030	2031	2031	1,920,000	486,400	2,406,400	520,000	170,375	690,375	3,096,775	12,640,000	4,730,000	17,370,000
2031	2032	2032	1,980,000	428,800	2,408,800	540,000	152,175	692,175	3,100,975	10,720,000	4,210,000	14,930,000
2032	2033	2033	2,060,000	349,600	2,409,600	560,000	133,275	693,275	3,102,875	8,740,000	3,670,000	12,410,000
2033	2034	2034	2,140,000	267,200	2,407,200	580,000	113,675	693,675	3,100,875	6,680,000	3,110,000	9,790,000
2034	2035	2035	2,225,000	181,600	2,406,600	600,000	93,375	693,375	3,099,975	4,540,000	2,530,000	7,070,000
2035	2036	2036	2,315,000	92,600	2,407,600	620,000	72,375	692,375	3,099,975	2,315,000	1,930,000	4,245,000
2036	2037	2037	0	0	0	645,000	49,125	694,125	694,125	0	1,310,000	1,310,000
2037	2038	2038	0	0	0	665,000	24,938	689,938	689,938	0	665,000	665,000
			52,505,000	14,112,906	66,617,906	9,510,000	3,522,488	13,032,488	79,650,393			

# SELF SUPPORTED GENERAL OBLIGATION DEBT

Fund 301-9550					Fund 301-9556				
Tax Levy Year	Calendar Year	Fiscal Year	2010		2018		TOTAL SELF SUPPORTED		
			Refunding of 2002A (NWCDS Building)		2018 Storm Sewer Improvements		PRINCIPAL	INTEREST	TOTAL
			PRINCIPAL	INTEREST	PRINCIPAL	INTEREST			
2020	2021	2021	270,000.00	17,875.00	345,000.00	346,100.00	615,000.00	363,975.00	978,975.00
2021	2022	2022	280,000.00	9,100.00	360,000.00	332,300.00	640,000.00	341,400.00	981,400.00
2022	2023	2023	0.00	0.00	375,000.00	317,900.00	375,000.00	317,900.00	692,900.00
2023	2024	2024	0.00	0.00	390,000.00	299,150.00	390,000.00	299,150.00	689,150.00
2024	2025	2025	0.00	0.00	410,000.00	279,650.00	410,000.00	279,650.00	689,650.00
2025	2026	2026	0.00	0.00	435,000.00	259,150.00	435,000.00	259,150.00	694,150.00
2026	2027	2027	0.00	0.00	455,000.00	237,400.00	455,000.00	237,400.00	692,400.00
2027	2028	2028	0.00	0.00	470,000.00	221,475.00	470,000.00	221,475.00	691,475.00
2028	2029	2029	0.00	0.00	485,000.00	205,025.00	485,000.00	205,025.00	690,025.00
2029	2030	2030	0.00	0.00	505,000.00	188,050.00	505,000.00	188,050.00	693,050.00
2030	2031	2031	0.00	0.00	520,000.00	170,375.00	520,000.00	170,375.00	690,375.00
2031	2032	2032	0.00	0.00	540,000.00	152,175.00	540,000.00	152,175.00	692,175.00
2032	2033	2033	0.00	0.00	560,000.00	133,275.00	560,000.00	133,275.00	693,275.00
2033	2034	2034	0.00	0.00	580,000.00	113,675.00	580,000.00	113,675.00	693,675.00
2034	2035	2035	0.00	0.00	600,000.00	93,375.00	600,000.00	93,375.00	693,375.00
2035	2036	2036	0.00	0.00	620,000.00	72,375.00	620,000.00	72,375.00	692,375.00
2036	2037	2037	0.00	0.00	645,000.00	49,125.00	645,000.00	49,125.00	694,125.00
2037	2038	2038	0.00	0.00	665,000.00	24,937.50	665,000.00	24,937.50	689,937.50
			550,000.00	26,975.00	8,960,000.00	3,495,512.50	9,510,000.00	3,522,487.50	13,032,487.50

Purpose of Issue:	Refunding of 2002A NWCDS Building addition	To Finance Village-wide storm sewer infrastructure projects.
Support Type:	100% Self Supported GO Bonds intended to be paid from NWCDS rent	100% Self Supported GO Bonds intended to be paid from Storm Sewer fees.
Financial Classification:	General Obligation	General Obligation
Interest Dates:	June and December	June and December
Date of Issue:	September 22, 2010	September 11, 2018
Interest Rate:	1.50% to 3.25%	3.50% to 5.00%
Amount of Issue:	\$2,855,000	\$9,530,000
Call Date:	December 1, 2018	December 1, 2026
Paying Agent:	The Bank of New York Mellon	UMB Bank

# TAX SUPPORTED GENERAL OBLIGATION DEBT

			Fund 301-9552		Fund 301-9555		Fund 301-9557	
			2012A		2016		2019	
Tax Levy Year	Calendar Year	Fiscal Year	Partial Refunding of 2004 (Public Bldgs)		2016 Police Station		Partial Refunding of 2011 (Public Bldgs)	
			PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2020	2021	2021	2,145,000.00	70,400.00	1,585,000.00	987,700.00	0.00	399,250.00
2021	2022	2022	1,375,000.00	27,500.00	1,595,000.00	940,150.00	640,000.00	399,250.00
2022	2023	2023	0.00	0.00	1,530,000.00	892,300.00	2,185,000.00	367,250.00
2023	2024	2024	0.00	0.00	1,605,000.00	846,400.00	2,265,000.00	258,000.00
2024	2025	2025	0.00	0.00	1,580,000.00	798,250.00	1,650,000.00	144,750.00
2025	2026	2026	0.00	0.00	1,670,000.00	750,850.00	1,245,000.00	62,250.00
2026	2027	2027	0.00	0.00	1,710,000.00	700,750.00	0.00	0.00
2027	2028	2028	0.00	0.00	1,760,000.00	649,450.00	0.00	0.00
2028	2029	2029	0.00	0.00	1,810,000.00	596,650.00	0.00	0.00
2029	2030	2030	0.00	0.00	1,865,000.00	542,350.00	0.00	0.00
2030	2031	2031	0.00	0.00	1,920,000.00	486,400.00	0.00	0.00
2031	2032	2032	0.00	0.00	1,980,000.00	428,800.00	0.00	0.00
2032	2033	2033	0.00	0.00	2,060,000.00	349,600.00	0.00	0.00
2033	2034	2034	0.00	0.00	2,140,000.00	267,200.00	0.00	0.00
2034	2035	2035	0.00	0.00	2,225,000.00	181,600.00	0.00	0.00
2035	2036	2036	0.00	0.00	2,315,000.00	92,600.00	0.00	0.00
			3,520,000.00	97,900.00	29,350,000.00	9,511,050.00	7,985,000.00	1,630,750.00
Purpose of Issue:			Partial refunding of 2004 Public Building Projects included L.A. Hanson Public Works Facility, Municipal Building Complex and Fire Station #1		Funding to build new police station		Partial refunding of 2004 Public Building Projects included L.A. Hanson Public Works Facility, Municipal Building Complex and Fire Station #1	
Support Type:			100% tax supported		100% tax supported		100% tax supported	
Financial Classification:			General Obligation		General Obligation		General Obligation	
Interest Dates:			June and December		June and December Beginning Dec 2016		June and December	
Date of Issue:			February 1, 2012		January 19, 2016		September 18, 2019	
Interest Rate:			2.00%		2.9365%		1.515%	
Call Date:			December 1, 2019		December 1, 2025		Noncallable	
Amount of Issue:			\$9,670,000		\$32,900,000		\$7,985,000	
Paying Agent:			The Bank of New York Mellon		UMB Bank		UMB Bank	

# TAX SUPPORTED GENERAL OBLIGATION DEBT

Fund 301-9558								
2020								
Tax Levy Year	Calendar Year	Fiscal Year	2020 Water Main, Streets, & Parking		TOTAL TAX SUPPORTED			
			PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	TOTAL	
2020	2021	2021	730,000.00	581,205.56	4,460,000.00	2,038,555.56	6,498,555.56	
2021	2022	2022	1,085,000.00	436,800.00	4,695,000.00	1,803,700.00	6,498,700.00	
2022	2023	2023	1,130,000.00	393,400.00	4,845,000.00	1,652,950.00	6,497,950.00	
2023	2024	2024	1,175,000.00	348,200.00	5,045,000.00	1,452,600.00	6,497,600.00	
2024	2025	2025	695,000.00	301,200.00	3,925,000.00	1,244,200.00	5,169,200.00	
2025	2026	2026	670,000.00	273,400.00	3,585,000.00	1,086,500.00	4,671,500.00	
2026	2027	2027	1,815,000.00	246,600.00	3,525,000.00	947,350.00	4,472,350.00	
2027	2028	2028	1,890,000.00	174,000.00	3,650,000.00	823,450.00	4,473,450.00	
2028	2029	2029	1,960,000.00	98,400.00	3,770,000.00	695,050.00	4,465,050.00	
2029	2030	2030	500,000.00	20,000.00	2,365,000.00	562,350.00	2,927,350.00	
2030	2031	2031	0.00	0.00	1,920,000.00	486,400.00	2,406,400.00	
2031	2032	2032	0.00	0.00	1,980,000.00	428,800.00	2,408,800.00	
2032	2033	2033	0.00	0.00	2,060,000.00	349,600.00	2,409,600.00	
2033	2034	2034	0.00	0.00	2,140,000.00	267,200.00	2,407,200.00	
2034	2035	2035	0.00	0.00	2,225,000.00	181,600.00	2,406,600.00	
2035	2036	2036	0.00	0.00	2,315,000.00	92,600.00	2,407,600.00	
			11,650,000.00	2,873,205.56	52,505,000.00	14,112,905.56	66,617,905.56	

Purpose of Issue: Funding for Water Main Replacements  
Streets Program, and Parking Lot  
infrastructure improvements.

Support Type: 100% tax supported

Financial Classification: General Obligation

Interest Dates: June and December

Date of Issue: September 2, 2020

Interest Rate: 1.005%

Call Date: Noncallable

Amount of Issue: \$13,700,000

Paying Agent: UMB Bank

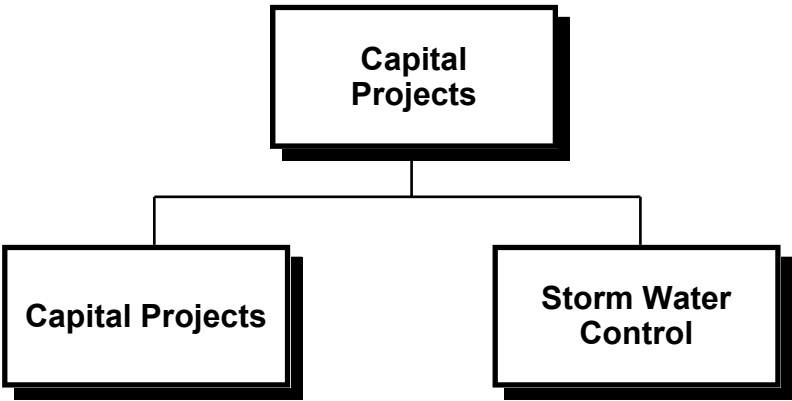
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# CAPITAL PROJECT FUNDS

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## ORGANIZATION STRUCTURE



# CAPITAL PROJECTS FUND

401

## Fund at a Glance

This fund accounts for capital acquisitions and construction projects of a significant nature, as well as scheduled replacement of fixed assets other than vehicles.

### Restrictions:

VILLAGE POLICY – The Village's policy requires one time revenues to be used for one time expenditures.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Taxes	\$7,093,173	\$6,959,600	\$6,229,900	\$6,045,000	<b>\$7,134,800</b>	\$1,089,800	18.0%
Intergovernmental	31,143	16,484	3,386,300	3,386,300	<b>3,386,300</b>	0	0.0%
Interest Income	273,920	69,871	18,800	80,000	<b>80,000</b>	0	0.0%
Sales/Reimbursable/Rent	4,346	14,049	0	0	<b>0</b>	0	N/A
Other	68,523	12,588,045	120,000	120,000	<b>120,000</b>	0	0.0%
<b>Total Revenues</b>	<b>\$7,471,105</b>	<b>\$19,648,049</b>	<b>\$9,755,000</b>	<b>\$9,631,300</b>	<b>\$10,721,100</b>	<b>\$1,089,800</b>	<b>11.3%</b>
Interfund Transfers In	1,600,000	300,000	300,000	300,000	<b>300,000</b>	0	0.0%
<b>Total Revenues and Interfund Transfers In</b>	<b>\$9,071,105</b>	<b>\$19,948,049</b>	<b>\$10,055,000</b>	<b>\$9,931,300</b>	<b>\$11,021,100</b>	<b>\$1,089,800</b>	<b>11.0%</b>
Expenditures							
Contractual Services	28,258	141,116	0	0	<b>0</b>	0	N/A
Other Charges	0	0	700,000	700,000	<b>200,000</b>	(500,000)	(71.4%)
Capital Items	8,637,244	5,081,161	8,394,200	10,522,104	<b>9,431,700</b>	(1,090,404)	(10.4%)
<b>Total Expenditures</b>	<b>\$8,665,502</b>	<b>\$5,222,277</b>	<b>\$9,094,200</b>	<b>\$11,222,104</b>	<b>\$9,631,700</b>	<b>(\$1,590,404)</b>	<b>(14.2%)</b>
Interfund Transfers Out	0	9,088,032	2,500,000	2,500,000	<b>2,500,000</b>	0	0.0%
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$8,665,502</b>	<b>\$14,310,309</b>	<b>\$11,594,200</b>	<b>\$13,722,104</b>	<b>\$12,131,700</b>	<b>(\$1,590,404)</b>	<b>(11.6%)</b>
<b>Revenues over (under) Expenditures</b>	<b>\$405,603</b>	<b>\$5,637,740</b>	<b>(\$1,539,200)</b>	<b>(\$3,790,804)</b>	<b>(\$1,110,600)</b>	<b>\$2,680,204</b>	<b>(70.7%)</b>
<b>BEGINNING FUND BALANCE</b>	<b>10,695,095</b>	<b>11,100,698</b>	<b>16,738,438</b>	<b>16,738,438</b>	<b>15,199,238</b>	<b>(1,539,200)</b>	<b>(9.2%)</b>
<b>ENDING FUND BALANCE</b>	<b>\$11,100,698</b>	<b>\$16,738,438</b>	<b>\$15,199,238</b>	<b>\$12,947,634</b>	<b>\$14,088,638</b>	<b>\$1,141,004</b>	<b>8.8%</b>

CAPITAL PROJECTS FUND (401)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2021								
		2019	2020	ESTIMATED	2021	2022	2023	2024	2025	2026
		ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES										
TAXES - PROPERTY TAXES		5,292,801	5,408,020	4,400,000	4,400,000	5,250,000	5,400,000	5,600,000	5,700,000	5,800,000
HOME RULE SALES TAX		1,800,372	1,551,580	1,829,900	1,645,000	1,884,800	1,941,300	1,999,500	2,059,500	2,121,300
GRANTS		31,143	16,484	3,386,300	3,386,300	3,386,300	0	0	0	0
INTEREST INCOME		273,920	69,871	18,800	80,000	80,000	80,000	80,000	80,000	80,000
FORFEITURES		20,745	0	0	0	0	0	0	0	0
OTHER		52,124	140,774	0	0	0	171,000	0	0	0
ELECTRIC AGGREGATION REBATES		0	264,963	120,000	120,000	120,000	120,000	0	0	0
BOND PROCEEDS		0	12,196,357	0	0	0	0	0	0	0
TRANSFER IN FROM GENERAL FUND		500,000	0	0	0	0	0	0	0	0
TRANSFER IN FROM PUBLIC BUILDING FUND		800,000	0	0	0	0	0	0	0	0
TRANSFER IN FROM SWANCC FUND		300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
TOTAL REVENUES		9,071,105	19,948,049	10,055,000	9,931,300	11,021,100	8,012,300	7,979,500	8,139,500	8,301,300

EXPENDITURES

BUILDING & LAND

Overhead Door Replacement	BL-90-04	24,411	19,514	20,000	20,000	20,000	20,000	35,000	30,000	30,000
Public Works Annex Improvements	BL-93-02	9,417	3,428	10,000	10,000	24,000	10,000	10,000	10,000	10,000
Building Equipment Replacement	BL-95-04	60,830	35,886	30,000	30,000	27,900	107,500	38,000	30,000	30,000
Municipal Buildings Refurbishing	BL-95-05	140,966	100,389	63,000	63,015	316,400	178,200	40,000	100,000	120,000
Roof Maintenance Program	BL-95-06	173,510	15,000	0	0	0	515,000	600,000	492,500	653,000
Heating Plant/Air Conditioner Replacement	BL-96-01	0	120,905	81,000	65,000	240,000	75,000	95,000	130,000	85,000
Ongoing Maintenance to Brick Exteriors	BL-96-03	13,275	17,042	38,700	38,650	160,000	30,000	30,000	40,000	40,000
Historical Society Museum - Building Repairs	BL-96-04	15,871	11,628	66,300	66,300	25,000	25,000	45,000	45,000	25,000
Police Station - Architect	BL-16-01	0	0	0	0	124,000	0	0	0	0
LED Village Hall Clock Tower Lighting	BL-19-01	17,507	0	0	0	0	0	0	0	
Senior Center Study	BL-20-02	0	0	60,000	60,000	0	0	0	0	0
Electric Vehicle Charging	BL-22-01	0	0	0	0	35,000	37,000	0	38,000	0
SUBTOTAL - BLDG & LAND		455,787	323,792	369,000	352,965	972,300	997,700	893,000	915,500	993,000

EQUIPMENT

Operational Equipment - Public Works	EQ-94-01	77,199	77,705	49,700	49,700	38,400	50,000	396,700	108,000	83,700
Operational Equipment - Police Department	EQ-95-01	54,142	86,030	57,800	57,775	46,000	261,000	47,000	47,000	47,000
Operational Equipment - Fire Department	EQ-95-02	474,711	221,187	77,500	121,202	277,000	321,000	326,500	919,000	140,000
Office Equipment	EQ-95-03	65,295	34,920	128,600	133,565	88,000	45,000	35,000	30,000	30,000
Operational Equipment - Municipal Fleet Services	EQ-97-01	56,115	40,338	78,200	78,200	38,200	3,500	61,000	91,000	67,000
Operational Equipment - Information Technology	EQ-01-03	82,533	90,342	126,500	126,500	141,500	191,500	126,500	126,500	126,500
Patrol Vehicle Equipment Replacement Program	EQ-08-03	60,139	79,440	30,000	30,000	51,600	34,400	60,200	43,000	51,600
Cable Access Broadcast & Video Streaming	EQ-16-07	4,102	0	0	0	0	0	0	0	0
Phone System Upgrade	EQ-21-01	0	0	175,000	175,000	0	0	0	0	0
A/V System Upgrades	EQ-21-02	0	0	227,800	227,800	0	120,000	0	0	0
Electric Vehicle Fleet Upgrades	EQ-22-03	0	0	0	0	10,000	8,000	8,500	40,000	25,000
SUBTOTAL - EQUIPMENT		874,236	629,962	951,100	999,742	690,700	1,034,400	1,061,400	1,404,500	570,800

SIGNALS

Traffic Signal Imprv at Northwest Hwy/Wilke	SG-08-02	(34,415)	0	0	36,211	0	0	0	0	0
Dundee Rd/Kennicott Ave Pedestrian Actuation	SG-14-05	41,740	0	0	0	0	0	0	0	0
Traffic Signal Pedestrian Upgrade - Central at Arthur	SG-14-10	0	0	0	52,260	52,300	0	0	0	0
Algonquin and New Wilke Intersection Improvement	SG-17-01	0	27,693	43,600	123,641	0	35,000	380,000	0	0
Pedestrian/ Bicycle Crossing - Lake Cook/ Wilke Rd	SG-18-01	0	2,920	30,000	67,400	0	0	0	0	0
SUBTOTAL - SIGNALS		7,325	30,613	73,600	279,512	52,300	35,000	380,000	0	0

STREETS

Street Program	ST-90-08	5,602,120	3,141,665	5,000,000	6,517,367	5,600,000	5,600,000	5,600,000	5,600,000	5,600,000
Sidewalk & Curb Replacement	ST-90-11	381,209	431,567	405,000	405,000	415,000	425,000	435,000	445,000	455,000
Pavement Crack Sealing Program	ST-92-01	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Street Light Cable Replacement	ST-00-01	6,557	9,661	10,000	10,000	10,000	10,000	20,000	20,000	20,000
Paver Brick Maintenance	ST-05-01	802,928	47,070	457,100	457,100	400,000	100,000	100,000	100,000	100,000
Northwest Hwy/Davis Street/Arthur Avenue	ST-05-03	(184,854)	0	0	0	0	0	0	0	0
Downtown Street Furniture	ST-14-01	12,055	4,424	15,200	15,211	10,000	10,000	10,000	10,000	10,000
Downtown Streetscape Improvements	ST-15-35	172,960	2,977	0	200,000	200,000	95,000	0	0	0
Northwest Hwy (Rt. 14) Corridor Landscaping Impr	ST-16-20	48,964	13,245	114,900	114,871	75,000	77,000	0	0	0
Davis/Sigwalt Streets Fencing/Landscape Upgrade	ST-17-02	4,698	0	9,000	9,000	0	0	0	0	0
Rand Road Corridor Identification Enhancement	ST-17-20	8,711	475	237,200	237,200	140,400	226,200	43,000	80,000	0
Downtown Outdoor Living Room	ST-17-25	0	0	0	0	20,000	0	0	0	0
Downtown Light Ceiling	ST-17-26	14,380	0	0	0	0	0	0	0	0
Kensington Road & Multi Use Path Improvements	ST-18-01	0	0	200,000	300,000	0	0	0	0	0
Surface Treatment - Streets (NEW)	ST-18-02	146,559	132,011	150,000	150,000	300,000	300,000	300,000	300,000	300,000
LED Street Light Conversions	ST-19-01	64,572	64,369	64,000	64,000	64,000	64,000	64,000	64,000	64,000
South Arlington Heights Road Corridor	ST-19-03	19,037	40,130	13,100	13,136	0	0	0	0	0
Bike Plan/Bike Route Pavement Marking	ST-19-04	0	0	0	20,000	20,000	20,000	20,000	20,000	20,000

CAPITAL PROJECTS FUND (401)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)										
ACCOUNT DESCRIPTION	PROJ #	2021								
		2019 ACTUAL	2020 ACTUAL	ESTIMATED ACTUAL	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
STREETS (continued)										
Vail Ave Permeable Paver / Ped. Mall Prelim. Eng.	ST-20-01	0	9,200	0	0	0	0	0	0	0
Windsor Drive Road Diet	ST-21-01	0	0	50,000	50,000	0	0	0	0	0
Weber Dr/Old Wilke Rd Street Reconstruction	ST-21-02	0	0	25,000	52,000	32,000	160,000	0	0	0
Wilke Road Resurfacing & Multi-Use Path Ext.	ST-21-03	0	0	50,000	75,000	170,000	855,000	0	0	0
Sustainable Bike Plan Improvements	ST-22-01	0	0	0	0	15,000	0	0	0	0
Vail Ave Permeable Paver Match	ST-22-02	0	0	0	0	0	235,000	48,000	0	0
Other Sustainable Initiatives	ST-22-03	0	0	0	0	45,000	0	0	0	0
SUBTOTAL - STREETS		7,299,896	4,096,794	7,000,500	8,889,885	7,716,400	8,377,200	6,840,000	6,839,000	6,769,000
TOTAL CAPITAL EXPENDITURES		8,637,244	5,081,161	8,394,200	10,522,104	9,431,700	10,444,300	9,174,400	9,159,000	8,332,800
BOND ISSUANCE COSTS	LB-19-01	0	136,048	0	0	0	0	0	0	0
Lobbyist		28,258	5,068	0	0	0	0	0	0	0
OPERATING TRANSFER OUT		0	9,088,032	2,500,000	2,500,000	2,500,000	0	0	0	0
ARPA Grant - Park District				500,000	500,000	0	0	0	0	0
OPERATING CONTINGENCY		0	0	200,000	200,000	200,000	0	0	0	0
TOTAL EXPENDITURES		8,665,502	14,310,309	11,594,200	13,722,104	12,131,700	10,444,300	9,174,400	9,159,000	8,332,800
BEGINNING FUND BALANCE		10,695,095	11,100,698	16,738,438	16,738,438	15,199,238	14,088,638	11,656,638	10,461,738	9,442,238
REVENUES OVER (UNDER) EXPENDITURES		405,603	5,637,740	(1,539,200)	(3,790,804)	(1,110,600)	(2,432,000)	(1,194,900)	(1,019,500)	(31,500)
ENDING FUND BALANCE		11,100,698	16,738,438	15,199,238	12,947,634	14,088,638	11,656,638	10,461,738	9,442,238	9,410,738
Fund Balance as a Percent of Expenditures						116%	112%	114%	103%	113%

# CAPITAL PROJECTS FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-0000-401.05-00	Real Estate Tax	5,292,801	5,408,020	4,400,000	4,400,000	5,250,000	850,000	19.3%
	<b>Real Estate Taxes</b>	<b>5,292,801</b>	<b>5,408,020</b>	<b>4,400,000</b>	<b>4,400,000</b>	<b>5,250,000</b>	<b>850,000</b>	<b>19.3%</b>
401-0000-402.30-00	Sales Tax Home Rule	1,800,372	1,551,580	1,829,900	1,645,000	1,884,800	239,800	14.6%
	<b>Business Taxes</b>	<b>1,800,372</b>	<b>1,551,580</b>	<b>1,829,900</b>	<b>1,645,000</b>	<b>1,884,800</b>	<b>239,800</b>	<b>14.6%</b>
401-0000-411.54-00	EE&C Block Grant (EECBG)	0	1,425	0	0	0	0	N/A
401-0000-411.70-00	Other Grants	31,143	15,059	3,386,300	3,386,300	3,386,300	0	0.0%
	<b>Intergovernmental</b>	<b>31,143</b>	<b>16,484</b>	<b>3,386,300</b>	<b>3,386,300</b>	<b>3,386,300</b>	<b>0</b>	<b>0.0%</b>
401-0000-461.02-00	Interest on Investments	197,247	55,775	10,800	60,000	60,000	0	0.0%
401-0000-462.10-00	Market Value Adjustments	76,673	14,096	8,000	20,000	20,000	0	0.0%
	<b>Interest Income</b>	<b>273,920</b>	<b>69,871</b>	<b>18,800</b>	<b>80,000</b>	<b>80,000</b>	<b>0</b>	<b>0.0%</b>
401-0000-472.24-00	Sale of Equipment	3,142	12,042	0	0	0	0	N/A
401-0000-472.42-00	Reimbursed Activity	1,204	2,007	0	0	0	0	N/A
	<b>Sales &amp; Rents</b>	<b>4,346</b>	<b>14,049</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
401-0000-489.89-00	Electric Aggregation Rebates	0	264,963	120,000	120,000	120,000		0.0%
401-0000-489.90-00	Other Income	47,778	55,689	0	0	0	0	N/A
401-0000-489.92-00	Bond Forfeitures	20,745	71,036	0	0	0	0	N/A
	<b>Other</b>	<b>68,523</b>	<b>391,688</b>	<b>120,000</b>	<b>120,000</b>	<b>120,000</b>	<b>0</b>	<b>0.0%</b>
401-0000-491.05-00	Operating Transfer In	1,600,000	300,000	300,000	300,000	300,000	0	0.0%
401-0000-491.15-00	Bond Proceeds	0	10,252,000	0	0	0	0	N/A
401-0000-491.16-00	Bond Premium Proceeds	0	1,944,357	0	0	0	0	N/A
	<b>Other Financing Sources</b>	<b>1,600,000</b>	<b>12,496,357</b>	<b>300,000</b>	<b>300,000</b>	<b>300,000</b>	<b>0</b>	<b>0.0%</b>
<b>Total Capital Projects Fund</b>		<b>9,071,105</b>	<b>19,948,049</b>	<b>10,055,000</b>	<b>9,931,300</b>	<b>11,021,100</b>	<b>1,089,800</b>	<b>11.0%</b>

# CAPITAL PROJECTS FUND

## EXPENDITURES

### Integrated Services

0201

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-0201-572.20-05	Professional Services	28,258	5,068	0	0	0	0	N/A
	<b>Contractual Services</b>	<b>28,258</b>	<b>5,068</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
401-0201-572.50-10	Office Equipment	5,000	0	0	0	0	0	N/A
	<b>Capital Outlay</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Village Manager</b>	<b>33,258</b>	<b>5,068</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

### Finance

0501

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-0501-572.50-10	Office Equipment	0	0	36,000	36,000	20,000	(16,000)	(44.4%)
	<b>Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>36,000</b>	<b>36,000</b>	<b>20,000</b>	<b>(16,000)</b>	<b>(44.4%)</b>
	<b>Total Finance</b>	<b>0</b>	<b>0</b>	<b>36,000</b>	<b>36,000</b>	<b>20,000</b>	<b>(16,000)</b>	<b>(44.4%)</b>

### IT

0601

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-0601-572.50-15	Other Equipment	86,635	90,342	126,500	126,500	141,500	15,000	11.9%
	<b>Capital Outlay</b>	<b>86,635</b>	<b>90,342</b>	<b>126,500</b>	<b>126,500</b>	<b>141,500</b>	<b>15,000</b>	<b>11.9%</b>
	<b>Total IT</b>	<b>86,635</b>	<b>90,342</b>	<b>126,500</b>	<b>126,500</b>	<b>141,500</b>	<b>15,000</b>	<b>11.9%</b>

### Police

3001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-3001-572.50-10	Office Equipment	16,536	14,920	5,000	5,000	5,000	0	0.0%
401-3001-572.50-15	Other Equipment	114,281	165,470	87,800	87,775	97,600	9,825	11.2%
	<b>Capital Outlay</b>	<b>130,817</b>	<b>180,390</b>	<b>92,800</b>	<b>92,775</b>	<b>102,600</b>	<b>9,825</b>	<b>10.6%</b>
	<b>Total Police</b>	<b>130,817</b>	<b>180,390</b>	<b>92,800</b>	<b>92,775</b>	<b>102,600</b>	<b>9,825</b>	<b>10.6%</b>

# CAPITAL PROJECTS FUND

## EXPENDITURES

### Fire 3501

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-3501-572.50-10	Office Equipment	26,839	5,000	82,600	82,565	63,000	(19,565)	(23.7%)
401-3501-572.50-15	Other Equipment	474,711	221,187	77,500	121,202	277,000	155,798	128.5%
	<b>Capital Outlay</b>	<b>501,550</b>	<b>226,187</b>	<b>160,100</b>	<b>203,767</b>	<b>340,000</b>	<b>136,233</b>	<b>66.9%</b>
	<b>Total Fire</b>	<b>501,550</b>	<b>226,187</b>	<b>160,100</b>	<b>203,767</b>	<b>340,000</b>	<b>136,233</b>	<b>66.9%</b>

### Planning 4001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-4001-572.50-10	Office Equipment	0	0	5,000	5,000	0	(5,000)	(100.0%)
401-4001-571.50-30	Road Projects	219,786	52,782	259,300	459,336	360,400	(98,936)	(21.5%)
	<b>Capital Outlay</b>	<b>219,786</b>	<b>52,782</b>	<b>264,300</b>	<b>464,336</b>	<b>360,400</b>	<b>(103,936)</b>	<b>(22.4%)</b>
	<b>Total Planning</b>	<b>219,786</b>	<b>52,782</b>	<b>264,300</b>	<b>464,336</b>	<b>360,400</b>	<b>(103,936)</b>	<b>(22.4%)</b>

### Building & Life Safety 4501

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-4501-572.50-10	Office Equipment	11,695	5,000	0	0	0	0	N/A
	<b>Capital Outlay</b>	<b>11,695</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Building Services</b>	<b>11,695</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

### Health Services 7001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-7001-572.50-10	Office Equipment	0	5,000	0	0	0	0	N/A
	<b>Capital Outlay</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Health Services</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

# CAPITAL PROJECTS FUND

## EXPENDITURES

### Senior Services

7007

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-7007-572.50-10	Office Equipment	0	5,000	0	5,000	0	(5,000)	(100.0%)
	<b>Capital Outlay</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>(5,000)</b>	<b>(100.0%)</b>
	<b>Total Senior Services</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>	<b>0</b>	<b>(5,000)</b>	<b>(100.0%)</b>

### Public Works

7101

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-7101-571.50-20	Building Improvements	455,787	323,792	771,800	755,765	<b>937,300</b>	181,535	24.0%
401-7101-571.50-30	Road Projects	6,506,226	3,443,058	6,209,800	8,105,061	<b>6,733,300</b>	(1,371,761)	(16.9%)
401-7101-571.50-40	Pavement Crack Seal Project	200,000	200,000	200,000	200,000	<b>200,000</b>	0	0.0%
401-7101-571.50-45	Sidewalk Program	381,209	431,567	405,000	405,000	<b>415,000</b>	10,000	2.5%
401-7101-571.50-60	Sustainability Projects	0	0	0	0	<b>105,000</b>	105,000	N/A
401-7101-572.50-10	Office Equipment	5,225	0	0	0	<b>0</b>	0	N/A
401-7101-572.50-15	Other Equipment	77,199	77,705	49,700	49,700	<b>38,400</b>	(11,300)	(22.7%)
	<b>Capital Outlay</b>	<b>7,625,646</b>	<b>4,476,122</b>	<b>7,636,300</b>	<b>9,515,526</b>	<b>8,429,000</b>	<b>(1,190,226)</b>	<b>(11.4%)</b>
	<b>Total Public Works</b>	<b>7,625,646</b>	<b>4,476,122</b>	<b>7,636,300</b>	<b>9,515,526</b>	<b>8,429,000</b>	<b>(1,138,376)</b>	<b>(11.4%)</b>

### Municipal Fleet Services

7501

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-7501-572.50-15	Other Equipment	56,115	40,338	78,200	78,200	<b>38,200</b>	(40,000)	(51.2%)
	<b>Capital Outlay</b>	<b>56,115</b>	<b>40,338</b>	<b>78,200</b>	<b>78,200</b>	<b>38,200</b>	<b>(40,000)</b>	<b>(51.2%)</b>
	<b>Total Municipal Fleet Serv</b>	<b>56,115</b>	<b>40,338</b>	<b>78,200</b>	<b>78,200</b>	<b>38,200</b>	<b>(40,000)</b>	<b>(51.2%)</b>

### Debt Service

9554

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-9554-583-20-06	Bond Issurance Costs	0	136,048	0	0	0	0	N/A
	<b>Other Charges</b>	<b>0</b>	<b>136,048</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Debt Service</b>	<b>0</b>	<b>136,048</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>



# CAPITAL PROJECTS FUND

## EXPENDITURES

### Non-Operating

9901

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
401-9901-571.40-96	Operating Contingency	0	0	200,000	200,000	200,000	0	0.0%
	<b>Other Charges</b>	<b>0</b>	<b>0</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>0</b>	<b>0.0%</b>
401-9901-591.90-05	Operating Transfer Out	0	9,088,032	2,500,000	2,500,000	2,500,000	0	0.0%
401-9901-591.90-06	ARPA Grant-Park District	0	0	500,000	500,000	0	(500,000)	(100.0%)
	<b>Other Financing Uses</b>	<b>0</b>	<b>9,088,032</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>2,500,000</b>	<b>(500,000)</b>	<b>(16.7%)</b>
	<b>Total Non-Operating</b>	<b>0</b>	<b>9,088,032</b>	<b>3,200,000</b>	<b>3,200,000</b>	<b>2,700,000</b>	<b>(500,000)</b>	<b>(15.6%)</b>
	<b>Total Capital Projects Fund</b>	<b>8,665,502</b>	<b>14,310,309</b>	<b>11,594,200</b>	<b>13,722,104</b>	<b>12,131,700</b>	<b>(1,642,254)</b>	<b>(11.6%)</b>

## CAPITAL PROJECTS FUND

### EXPENDITURE DETAIL

#### FINANCE

0401

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CAPITAL OUTLAY:</b>				
401-0501-572.50-10	Office Equipment	Office Equipment (EQ9503)		
		Mailroom Folding/Stuffing Machine	16,000	0
		Ongoing Equipment Replacement	20,000 36,000	20,000 20,000
		<b>TOTAL CAPITAL OUTLAY</b>	<b>36,000</b>	<b>20,000</b>
		<b>TOTAL LEGAL</b>	<b>36,000</b>	<b>20,000</b>

#### INFORMATION TECHNOLOGY (IT)

0601

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CAPITAL OUTLAY:</b>				
401-0601-572.50-15	Other Equipment	IT Operational Equipment (EQ0103)		
		Software Licensing (Microsoft)	96,500	96,500
		Router/Switch Upgrades	15,000	15,000
		Security Systems Network / Update	15,000 126,500	30,000 141,500
		<b>TOTAL CAPITAL OUTLAY</b>	<b>126,500</b>	<b>141,500</b>
		<b>TOTAL IT</b>	<b>126,500</b>	<b>141,500</b>

#### POLICE

3001

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CAPITAL OUTLAY:</b>				
401-3001-572.50-10	Office Equipment	Office Equipment (EQ9503)		
		Police Office Copiers/Furniture	5,000	5,000
401-3001-572.50-15	Other Equipment	Police Operational Equipment (EQ9501)		
		Motorola Replacement Radios	27,000	27,000
		Radars	6,000	6,000
		Weapons Replacement	8,000	8,000
		Laptop Computers	5,000	5,000
		Prior Year Encumbrance Carryover	11,775 57,775	0 46,000
		Patrol Vehicle Equip Repl (EQ0803)	30,000	51,600
		<b>TOTAL CAPITAL OUTLAY</b>	<b>92,775</b>	<b>102,600</b>
		<b>TOTAL POLICE</b>	<b>92,775</b>	<b>102,600</b>

## CAPITAL PROJECTS FUND

### EXPENDITURE DETAIL

#### FIRE

3501

Account Number	Account Title	Description	Budget 2021		Budget 2022	
CAPITAL OUTLAY:						
401-3501-572.50-10	Office Equipment	Office Equipment (EQ9503) Fire Admin Equip/Furniture Sta #2 & #3, Fit Test Sta #4	24,000		0	
		Kitchen for Station 3	0		40,000	
		Furniture/Equipment Stations 1 & 4	0		13,000	
		Fit Testing Machine	0		10,000	
		Prior Year Encumbrance Carryover	58,565	82,565	0	63,000
401-3501-572.50-15	Other Equipment	Fire Operational Equipment (EQ9502)				
		Defib & Comm Package	38,000		126,000	
		Equipment for New Engine	0		25,000	
		Command Van Lights & Equipment	0		11,000	
		Re-Build Interior of Dive Squad	0		50,000	
		Station Alerting-Station 4 Dorm Remotes	0		25,000	
		Surface Supply Lines	18,000		0	
		Firefighter Turnout Gear Replacement Program	59,500		40,000	
		Prior Year Encumbrance Carryover	5,702	121,202	0	277,000
TOTAL CAPITAL OUTLAY			203,767		340,000	
TOTAL FIRE			203,767		340,000	

#### PLANNING

4001

Account Number	Account Title	Description	Budget 2021		Budget 2022	
CAPITAL OUTLAY:						
401-4001-572.50-10	Office Equipment	Office Equipment (EQ9503) Replacement Copier	5,000		0	
401-4001-571.50-30	Road Projects	Downtown Streetscape Imprv (ST1535)	200,000		200,000	
		Rand Road Corridor Identification Enhancement (ST1720)	230,000		140,400	
		Prior Year Encumbrance Carryover	7,200		0	
		Davis/Sigwalt Fence (ST1702)	0		0	
		Prior Year Encumbrance Carryover	9,000		0	
		South AH Rd Corridor Study Implementation (ST1903)	0		0	
		Prior Year Encumbrance Carryover	13,136		0	
		Downtown Outdoor Living Room (ST1725)	0	459,336	20,000	360,400
		TOTAL CAPITAL OUTLAY	464,336		360,400	
		TOTAL PLANNING	464,336		360,400	

## CAPITAL PROJECTS FUND

### EXPENDITURE DETAIL

#### SENIOR CENTER

7001

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CAPITAL OUTLAY:</b>				
401-7007-572.50-10	Office Equipment	Office Equipment (EQ9503) Replacement Copier	5,000	0
<b>TOTAL CAPITAL OUTLAY</b>			<b>5,000</b>	<b>0</b>
<b>TOTAL HEALTH SERVICES</b>			<b>5,000</b>	<b>0</b>

#### PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CAPITAL OUTLAY:</b>				
401-7101-571.50-20	Building Improvements	Overhead Door Repl/Repair (BL9004)	20,000 755,765	20,000 937,300
		Public Works Annex Improv. (BL9302)	10,000	24,000
		Building Equipment Replacement (BL9504)	30,000	27,900
		Municipal Buildings Refurbishing (BL9505)	44,000	316,400
		Prior Year Encumbrance Carryover	19,015	0
		Heating Plant/Air Conditioner Repl (BL9601)*	65,000	240,000
		Ongoing Maint. of Brick Exteriors (BL9603)	30,000	160,000
		Prior Yr Encumbrance Carryover	8,650	0
		Historical Soc. Building Repairs (BL9604)	50,500	25,000
		Prior Yr Encumbrance Carryover	15,800	0
		Phone System Upgrade (EQ2101)	175,000	0
		A/V System Upgrades (EQ2102)	227,800	0
		Senior Center Study (BL2002)	60,000	0
		Police Station - Architect	0	124,000
401-7101-571.50-30	Road Projects	Street Resurfacing Program (ST9008)	6,517,367 8,105,061	5,600,000 6,733,300
		Street Resurfacing	1,117,900	
		Construction Inspection Services	20,000	
		Material Inspection Services	40,000	
		Street Rehabilitation	0	
		Construction Inspection Services	20,000	
		Material Inspection Services	40,000	
		Surveys for 2021 Program Design	50,000	
		Work on Vail w/ IDOT Resurfacing NW Hwy	0	
		Sidewalk, Driveway, & Curb Reimbursements	60,000	
		Buffalo Creek Crossing	0	
		Area D: Greenbriar Pavement	2,700,000	
		Area C: Berkley/Hintz Pavement	1,700,000	
		Kensington Rd & Multi-Use Path	452,100	
		Prior Year Encumbrance Carryover	317,367	
		Street Light Cable Replacement (ST0001)	10,000	10,000
		Paver Brick Maintenance (ST0501)	412,000	400,000
		Prior Year Encumbrance Carryover	45,100	0
		Downtown Street Furniture (ST1401)	10,000	10,000
		Prior Year Encumbrance Carryover	5,211	0

# CAPITAL PROJECTS FUND

## EXPENDITURE DETAIL

### PUBLIC WORKS (con't)

7101

Account Number	Account Title	Description	Budget 2021	Budget 2022
401-7101-571.50-30	Road Projects	Kensington Road & Multi-Use Path Improvements (ST1801)	300,000	0
		Surface Treatments - Streets at Windsor Drive (ST1802)	150,000	300,000
		LED Street Light Conversions (ST1901)	64,000	64,000
		Traffic Signal Improvements at Northwest Highway/Wilke Road (SG0802)	0	0
		Prior Year Encumbrance Carryover	36,211	0
		Traffic Signal Pedestrian Upgrade Central at Arthur (SG1410)	0	52,300
		Prior Year Encumbrance Carryover	52,260	0
		Algonquin & New Wilke Intersection Improvement (SG1701)	80,000	0
		Prior Year Encumbrance Carryover	43,641	0
		Pedestrian/ Bicycle Crossing - Lake Cook / Wilke Road (SG1801)	0	0
		Prior Year Encumbrance Carryover	67,400	0
		Bike Plan/Bike Route Pavement Markings (ST1904)	20,000	20,000
		Northwest Highway Landscape (ST1620)	101,000	75,000
		Prior Year Encumbrance Carryover	13,871	0
		Windsor Drive Road Diet (ST2101)	50,000	0
		Weber Dr/Old Wilke Rd Street Reconstruction (ST2102)	52,000	32,000
		Wilke Road Resurfacing & Multi-Use Path Ext. (ST2103)	75,000	170,000
401-7101-571.50-40	Pavement Crack Sealing	Pavement Crack Sealing Prog (ST9201)	200,000	200,000
401-7101-571.50-45	Sidewalk Program	Sidewalk & Curb Replacement (ST9011)	405,000	415,000
		Prior Year Encumbrance Carryover		
401-7101-571.50-60	Sustainability Projects	Sustainable Bike Plan Improvements (ST2201)	0	15,000
		Electric Vehicle Charging (BL2201)	0	35,000
		Electric Vehicle Fleet Upgrades (EQ2201)	0	10,000
		Other Sustainable Initiatives (ST2203)	0	45,000
401-7101-572.50-10	Office Equipment	Office Equipment (EQ9503)		
		New Copier	0	
401-7101-572.50-15	Other Equipment	PW Operational Equipment (EQ9401)		
		Traffic:		
		Emergency Siren Upgrade	10,000	10,000
		Street Light Controller	12,000	0
		Vehicle Detection Upgrades	5,000	5,000
		Street Light Cabinet	0	12,000
		Street:		
		Winter Maint. Operations Upgrades	10,000	0
		Forestry:		
		Large Chainsaws (3)	3,300	0
		Small Chainsaws (6)	3,300	0
		Portable Generator	1,100	0
		Snow Blowers	0	1,900
		Senior Center Water Fountain	0	4,500
		Engineering:		
		AutoCAD/GIS System	5,000	0

## CAPITAL PROJECTS FUND

### EXPENDITURE DETAIL

#### PUBLIC WORKS (con't)

7101

Account Number	Account Title	Description	Budget 2021	Budget 2022
401-7101-572.50-15	Other Equipment (cont.)	Survey Equipment Upgrade	0 49,700	5,000 38,400
<b>TOTAL CAPITAL OUTLAY</b>			<u>9,515,526</u>	<u>8,429,000</u>
<b>TOTAL PUBLIC WORKS</b>			<u>9,515,526</u>	<u>8,429,000</u>

#### MUNICIPAL FLEET SERVICES

7501

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CAPITAL OUTLAY:</b>				
401-7501-572.50-15	Other Equipment	Municipal Fleet Services Operational Equipment (EQ9701)		
		Diagnostic tools	3,200	3,200
		Wheel Balancer/Wheel Weight Assortment	0	10,000
		Tire Changer (Car/Light Truck)	0	15,000
		Diesel Exhaust Fluid Dispenser	0	10,000
		Replace fuel dispensers	75,000 78,200	0 38,200
<b>TOTAL CAPITAL OUTLAY</b>			<u>78,200</u>	<u>38,200</u>
<b>TOTAL MUNICIPAL FLEET SERVICES</b>			<u>78,200</u>	<u>38,200</u>

#### NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>OTHER CHARGES:</b>				
401-9901-571.40-96	Operating Contingency	Operating Contingency	200,000	200,000
<b>TOTAL OTHER CHARGES</b>			<u>200,000</u>	<u>200,000</u>
<b>NON-OPERATING:</b>				
401-9901-591.90-05	Operating Transfer Out	Operating Transfer Out		
		To Fleet Fund	0	2,500,000
		To Water & Sewer Fund	2,500,000 2,500,000	0 2,500,000
401-9901-591.90-06	ARPA Grant-Park District	Transfer to Arlington Heights Park District	500,000	0
<b>TOTAL NON-OPERATING</b>			<u>3,200,000</u>	<u>2,700,000</u>
<b>TOTAL CAPITAL PROJECTS FUND</b>			<u>13,722,104</u>	<u>12,131,700</u>

## Fund at a Glance

The Storm Water Control Fund is used to account for the Neighborhood Drainage Improvement program, flood studies and utility modeling, the Storm Water Rehabilitation/Replacement program, and the storm water projects identified in the two flood studies.

- **Neighborhood Drainage Improvements** – This budget provides funds for public drainage improvements allowing new or improved access for residents to Village storm sewers. The program only covers work on public right-of-way with any connections or work on private property being the responsibility of the property owner.
- **Storm Water Rehabilitation/Replacement Program** – The budget includes the costs of a multi-year program to lightly clean, televise, and analyze the condition of the Village's storm sewer system. This portion of the program will take about eight years to complete, after which the budget for this program will be devoted to storm rehabilitation and replacement work identified by televising the system.
- **Sewer Back-up Rebate Program** – Through this program the Village continues to encourage resident participation in its Overhead Sewer/Backup Control Cost Sharing Program. Overhead Sewer installation isolate private sanitary sewers from our system and provide full protection against basement backups. Rebates are budgeted in the Water and Sewer Fund.
- **Storm Water Control Improvements** – This program was created after the approval the storm water utility fee in 2017. The projects were identified in the two flood studies completed in 2016.

## 2021 Accomplishments

### 1. Greenbrier Park, Roanoke Drive, Wilke Road, Drainage Improvements

Strategic Priority #7: Continue Infrastructure Improvement Efforts

The area received an enlarged, improved detention pond and new storm sewers to meet current design standards. Construction was completed in 2021.

### 2. Storm Water Assessment

Strategic Priority #7: Continue Infrastructure Improvement Efforts

Inspected, televised, and cleaned the Village's storm water system to verify its capacity and condition. The results were incorporated into the Village GIS.

## 2022 Strategic Priorities & Key Projects

### 1. Berkley/Hintz Stormwater Improvements

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

The Village will be making stormwater improvements in two sections of the Berkley Square subdivision. The Northwest section will have new storm sewers and the development of a detention pond in cooperation with the Arlington Heights Park District. The Southeast section will receive new storm sewers. The improvements will bring the area to current design standards.

Project Leader: Cris Papierniak, Director of Public Works; Scott Schweda, Superintendent of Utilities; Jim Zaharopoulos, Sewer Foreman

Project Completion: Ongoing through 2022

# STORM WATER CONTROL FUND

(Continued)

## 2. Storm Water Assessment

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services and Infrastructure

This project is designed to inspect, televise, and clean the Village's storm water only system to verify its capacity and condition. The results will be incorporated into the Village GIS.

Project Leader: Scott Schweda, Superintendent of Utilities

Project Completion: Ongoing through 2023

## 3. Wetland Maintenance

Strategic Priority #4: Identify, Explore, and Implement Sustainable and Green Initiatives

This project is a federal mandate and a requirement of the Metropolitan Water Reclamation District of Greater Chicago

Project Leader: Cris Papierniak, Director of Public Works; Ashley Karr, Village Forester

Project Completion: Ongoing

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Intergovernmental	\$1,970,000	\$0	\$0	\$1,000,000	<b>\$1,000,000</b>	\$0	0.0%
Service Charges	1,675,263	1,603,413	1,630,400	1,630,400	<b>1,630,400</b>	0	0.0%
Interest Income	278,556	48,879	6,100	31,000	<b>31,000</b>	0	0.0%
Other	71,151	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues</b>	<b>\$3,994,970</b>	<b>\$1,652,292</b>	<b>\$1,636,500</b>	<b>\$2,661,400</b>	<b>\$2,661,400</b>	<b>\$0</b>	<b>N/A</b>
Interfund Transfers In	0	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$3,994,970</b>	<b>\$1,652,292</b>	<b>\$1,636,500</b>	<b>\$2,661,400</b>	<b>\$2,661,400</b>	<b>\$0</b>	<b>0.0%</b>
Expenditures							
Capital Items	\$8,252,798	\$973,582	\$5,615,700	\$8,204,294	<b>\$3,822,000</b>	(\$4,382,294)	(53.4%)
<b>Total Expenditures</b>	<b>\$8,252,798</b>	<b>\$973,582</b>	<b>\$5,615,700</b>	<b>\$8,204,294</b>	<b>\$3,822,000</b>	<b>(\$4,382,294)</b>	<b>(53.4%)</b>
Interfund Transfers Out	691,900	690,300	692,100	692,100	693,300	1,200	0.2%
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$8,944,698</b>	<b>\$1,663,882</b>	<b>\$6,307,800</b>	<b>\$8,896,394</b>	<b>\$4,515,300</b>	<b>(\$4,381,094)</b>	<b>(49.2%)</b>
Revenues over (under) Expenditures	<b>(\$4,949,728)</b>	<b>(\$11,590)</b>	<b>(\$4,671,300)</b>	<b>(\$6,234,994)</b>	<b>(\$1,853,900)</b>	<b>\$4,381,094</b>	<b>(70.3%)</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$14,887,906</b>	<b>9,938,178</b>	<b>9,926,588</b>	<b>9,926,588</b>	<b>5,255,288</b>	<b>(4,671,300)</b>	<b>(47.1%)</b>
<b>ENDING FUND BALANCE</b>	<b>\$9,938,178</b>	<b>\$9,926,588</b>	<b>\$5,255,288</b>	<b>\$3,691,594</b>	<b>\$3,401,388</b>	<b>(\$290,206)</b>	<b>(7.9%)</b>



STORM WATER CONTROL FUND (426)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2019	2020	2021	2021	2022	2023	2024	2025	2026
		ACTUAL	ACTUAL	ESTIMATED ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES										
STORMWATER UTILITY FEE		1,675,263	1,603,413	1,630,400	1,630,400	1,630,400	1,630,400	1,630,400	1,630,400	1,630,400
GRANT		1,970,000	0	0	1,000,000	1,000,000	0	0	0	0
INTEREST INCOME		278,556	48,879	6,100	31,000	31,000	31,000	31,000	31,000	31,000
OTHER INCOME		71,151	0	0	0	0	0	0	0	0
TOTAL REVENUES		3,994,970	1,652,292	1,636,500	2,661,400	2,661,400	1,661,400	1,661,400	1,661,400	1,661,400
EXPENDITURES										
SEWERS										
Backyard Drainage Improvements	SW-11-02	678,386	0	263,000	400,000	400,000	0	300,000	300,000	300,000
Storm Sewer Rehab/Replacement Program	SW-15-20	164,151	228,135	1,458,600	1,458,618	500,000	500,000	500,000	500,000	500,000
Enhanced Overhead Sewer Program	SW-18-01	59,503	135,098	250,000	250,000	250,000	135,000	135,000	75,000	75,000
Cypress Detention Basin	SW-18-02	3,516,773	65,549	109,200	109,168	0	0	0	0	0
Area D - Greenbrier/Roanoke/Wilke	SW-18-03	49,271	184,894	3,484,900	3,484,942	0	0	0	0	0
Area 4 - Campbell/Sigwalt	SW-18-04	3,784,714	233,038	0	0	0	0	0	0	
Area C/NW & C/SE - Burr Oak/Burning Tree/Berkley/Hintz	SW-20-01	0	0	50,000	2,285,000	2,672,000	0	0	0	0
Area C/SE - Hintz Rd west of Arl Hts Rd	SW-20-02	0	126,868	0	216,566	0	0	0	0	0
St. Ponding Area - Race Ave & Chicago Ave	SW-20-03	0	0	0	0	0	0	800,000	0	0
Area F - Forrest Ave Stormwater Improvements	SW-21-01	0	0	0	0	0	1,200,000	0	0	0
SUBTOTAL - SEWERS		8,252,798	973,582	5,615,700	8,204,294	3,822,000	1,835,000	1,735,000	875,000	875,000
OTHER EXPENSE										
Transfer to Debt Service		691,900	690,300	692,100	692,100	693,300	693,900	690,200	690,700	695,200
SUBTOTAL - Other Expense		691,900	690,300	692,100	692,100	693,300	693,900	690,200	690,700	695,200
TOTAL EXPENDITURES		8,944,698	1,663,882	6,307,800	8,896,394	4,515,300	2,528,900	2,425,200	1,565,700	1,570,200
BEGINNING FUND BALANCE										
REVENUES OVER (UNDER) EXPENDITURES		14,887,906 (4,949,728)	9,938,178 (11,590)	9,926,588 (4,671,300)	9,926,588 (6,234,994)	5,255,288 (1,853,900)	3,401,388 (867,500)	2,533,888 (763,800)	1,770,088 95,700	1,865,788 91,200
ENDING FUND BALANCE		9,938,178	9,926,588	5,255,288	3,691,594	3,401,388	2,533,888	1,770,088	1,865,788	1,956,988
Fund Balance as a Percent of Expenditures						75%	100%	73%	119%	125%

# STORM WATER CONTROL FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
426-0000-411.70-00	Other Grants	1,970,000	0	0	1,000,000	1,000,000	0	0.0%
	<b>Grants</b>	<b>1,970,000</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>	<b>0.0%</b>
426-0000-452.49-00	Utility Fees	1,675,263	1,603,413	1,630,400	1,630,400	1,630,400	0	0.0%
	<b>Charges for Services</b>	<b>1,675,263</b>	<b>1,603,413</b>	<b>1,630,400</b>	<b>1,630,400</b>	<b>1,630,400</b>	<b>0</b>	<b>0.0%</b>
426-0000-461.02-00	Interest on Investments	195,969	41,716	2,300	20,000	20,000	0	0.0%
426-0000-462.10-00	Market Value Adjustments	82,587	7,163	3,800	11,000	11,000	0	0.0%
	<b>Interest Income</b>	<b>278,556</b>	<b>48,879</b>	<b>6,100</b>	<b>31,000</b>	<b>31,000</b>	<b>0</b>	<b>0.0%</b>
426-0000-489.90-00	Other Income	71,151	0		0		0	N/A
	<b>Other</b>	<b>71,151</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Total Storm Wtr Ctrl Fund</b>		<b>3,994,970</b>	<b>1,652,292</b>	<b>1,636,500</b>	<b>2,661,400</b>	<b>2,661,400</b>	<b>0</b>	

## EXPENDITURES

### Public Works

7101

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
426-7101-571.50-25	Construction in Progress	8,252,798	973,582	5,615,700	8,204,294	3,822,000	(4,382,294)	(53.4%)
	<b>Capital Outlay</b>	<b>8,252,798</b>	<b>973,582</b>	<b>5,615,700</b>	<b>8,204,294</b>	<b>3,822,000</b>	<b>(4,382,294)</b>	<b>(53.4%)</b>
	<b>Total Public Works</b>	<b>8,252,798</b>	<b>973,582</b>	<b>5,615,700</b>	<b>8,204,294</b>	<b>3,822,000</b>	<b>(4,382,294)</b>	<b>(53.4%)</b>

### Non-Operating

9901

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
426-9901-591.90-05	Operating Transfer Out	691,900	690,300	692,100	692,100	693,300	1,200	0.2%
	<b>Other Financing Uses</b>	<b>691,900</b>	<b>690,300</b>	<b>692,100</b>	<b>692,100</b>	<b>693,300</b>	<b>1,200</b>	<b>0.2%</b>
	<b>Total Non-Operating</b>	<b>691,900</b>	<b>690,300</b>	<b>692,100</b>	<b>692,100</b>	<b>693,300</b>	<b>1,200</b>	<b>0.2%</b>
	<b>Total Storm Wtr Ctrl Fund</b>	<b>8,944,698</b>	<b>1,663,882</b>	<b>6,307,800</b>	<b>8,896,394</b>	<b>4,515,300</b>	<b>(4,381,094)</b>	<b>(49.2%)</b>

# STORM WATER CONTROL FUND

## EXPENDITURE DETAIL

### PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>CAPITAL OUTLAY:</b>						
426-7101-571.50-25	Construction in Progress	Backyard Drainage Imprv (SW1102)	400,000	8,204,294	400,000	3,822,000
		Storm Water Rehabilitation/ Replacement Program (SW1520)	500,000		500,000	
		Prior Year Encumbrance Carryover	958,618		0	
		Enhanced Overhead Sewer Program (SW1801)	250,000		250,000	
		Cypress Detention Basin / Lift Station (SW1802)	0		0	
		Prior Year Encumbrance Carryover	109,168		0	
		Area D - Geenbrier / Roanoke / Wilke (SW1803)	3,191,600		0	
		Prior Year Encumbrance Carryover	293,342		0	
		Area C/NW - Burr Oak / Burning Tree (SW2001)	2,285,000		2,672,000	
		Area C/SE - Hintz Rd / W of Arlington Heights Rd (SW2002)	0		0	
		Prior Year Encumbrance Carryover	216,566		0	
		<b>TOTAL CAPITAL OUTLAY</b>		<b>8,204,294</b>		<b>3,822,000</b>
		<b>TOTAL PUBLIC WORKS</b>		<b>8,204,294</b>		<b>3,822,000</b>

### NON-OPERATING

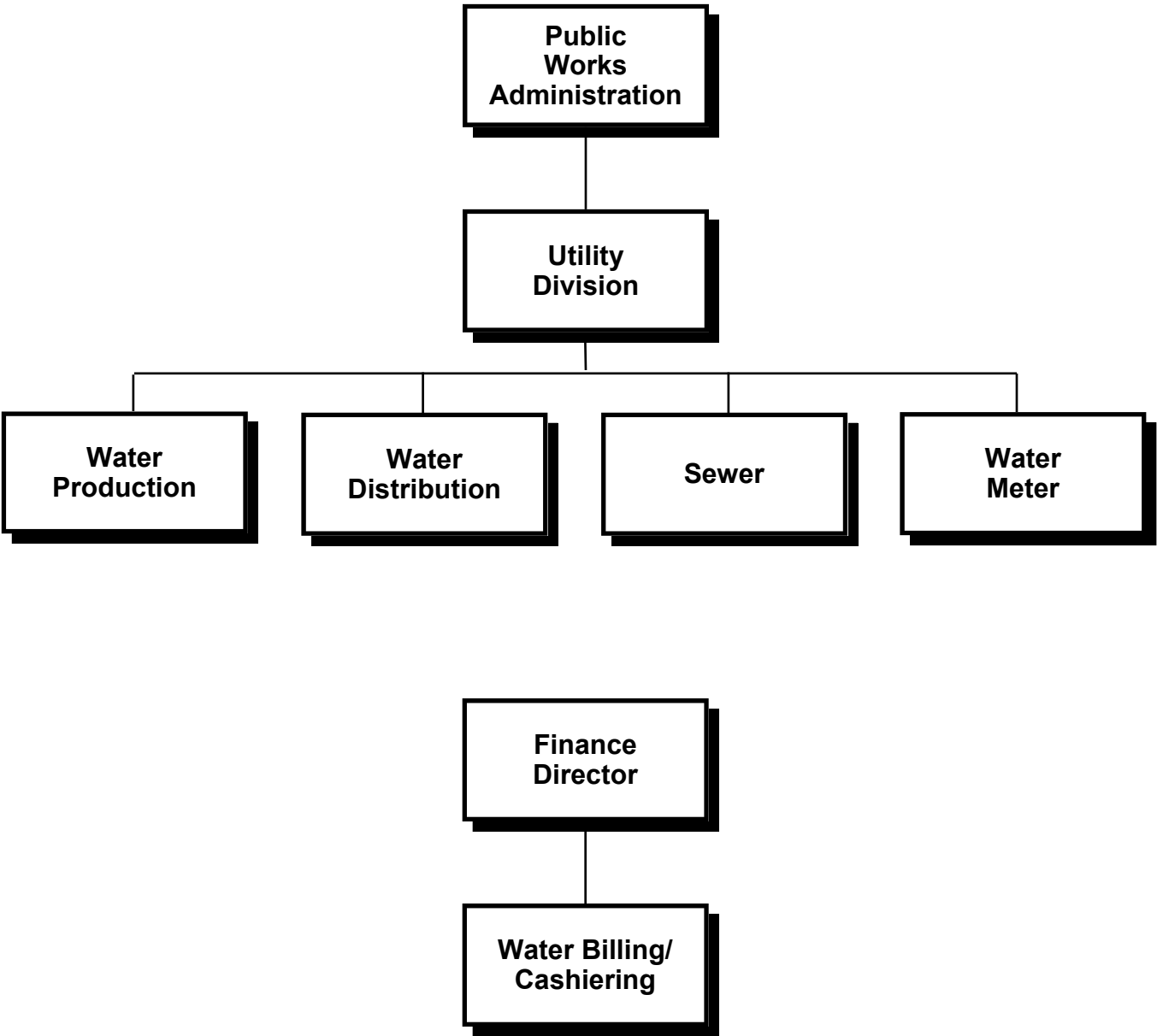
9901

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>NON-OPERATING:</b>						
426-9901-591.90-05	Operating Transfer Out	Transfer to Debt Service Fund		692,100		693,300
		<b>TOTAL NON-OPERATING</b>		<b>692,100</b>		<b>693,300</b>
		<b>TOTAL STORM WTR CTRL FUND</b>		<b>8,896,394</b>		<b>4,515,300</b>

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**WATER & SEWER FUND**

**ORGANIZATION STRUCTURE**



## Fund at a Glance

The Water & Sewer Utility Operations are conducted within the Utilities Division of the Public Works Department. Responsibilities include the operations of the water distribution, production and storage system, the Village water meters, the sanitary sewage collection system and the storm water collection system. Monies for the operations, maintenance and capital improvements of the water, sanitary, combined and storm sewer systems are generated by the sale of water and sewer use charges, storm water utility fees, and charges made on new construction for capital improvements.

Potable water is delivered from Lake Michigan through the City of Evanston's filtration plant by way of the Northwest Water Commission transmission system. Six deep wells are maintained by the Village for standby emergency purposes only.

The operational units within the Utilities Division are as follows:

**Administration and Internal Services Unit** – Provides direct and indirect management of all Public Works Maintenance and Utility Divisions. Manage progress, payments, and completion of call capital projects. Creates, procures, and oversees all contractual services. Prepares agenda items and budget necessary for the operation of the division.

Reception and secretarial services maintain department records including service request systems and work management records, prepares analyses and recommendations for purchasing of equipment and supplies, maintains supplies and inventory controls.

**Water Production Unit** – This unit is responsible for the operation and maintenance of six deep wells, ten storage reservoirs, four booster pumping stations, six sanitary sewer lift stations and five storm water pump stations. An average of 7.4 million gallons of water per day is pumped into the distribution system.

**Water Distribution Unit** – This unit is responsible for the operation and maintenance of 260 miles of water main ranging in size from four inches to thirty inches in diameter, 3318 VAHPW maintained hydrants and auxiliary valves, 846 privately maintained hydrants and auxiliary valves, 21,300 individual water services and repairing an average of 225 water main breaks or leaks each year. The unit also provides assistance in snow and ice control operations and other emergencies.

**Sewer Unit** – This unit is responsible for the operation and maintenance of 255 miles of sanitary and combined sewer mains, 213 miles of storm sewer, 56 detention basins, 6,020 catch basins and 8,880 manholes. Sewer flushing and root cutting operations are performed on approximately 325,000 lineal feet of sewers each year and 2,900 catch basins are cleaned annually. This unit also provides assistance in snow and ice control operations and other emergencies.

**Water Meter Unit** – This unit is responsible for the repair and maintenance of all residential and commercial water meters. This unit also oversees Village-wide contracts for backflow preventer testing and larger commercial meter testing and repair.

## Performance Measures

	2018	2019	2020
<b>1. Water Distribution</b>			
(a) Main breaks	244	261	163
(b) Service repairs	556	492	338
(c) Utility locates	19,794	14,158	15,859

# WATER & SEWER FUND

(Continued)

## Performance Measures (cont.)

	2018	2019	2020
<b>2. Water Production</b>			
(a) Off-hour service calls (duty man callouts)	941	746	765
(b) Phone systems (buildings / voice mail / cell)	1,138	417	293
(c) Security systems (SCADA / key scan / camera)	174	202	173
(d) Water system repairs (valves / pumps / starts)	260	281	248
(e) Water samples collected	1,855	1,874	1724
(f) Emergency generators (exercise / clean / repair / maint.)	1,193	1,294	1320
<b>3. Sewer</b>			
(a) Root cutting (linear feet)			
• Sanitary	179,363	249,269	269,379
• Storm	6,523	2,629	804
(b) Flushing (linear feet)			
• Sanitary	50,787	41,470	22,856
• Storm	2,671	890	620
(c) Televising (linear feet)			
• Sanitary	10,855	19,848	15,558
• Storm	218	260	136,397
(d) Catch basin repair	57	54	94
(e) Catch basin cleaning	277	335	239
(f) Sewer lining (linear feet)	14,546	14,765	12,487
8"	9,548	11,096	7,783
10"	2,246	2,351	4,704
12"	2,034	683	0
<b>4. Water Billing Activity</b>			
# of Metered Accounts	21,112	21,121	21,137
Water Consumption Billed (1,000 gallons)			
Residential	1,409,317	1,336,266	1,491,692
Commercial	236,518	219,346	203,179
Industrial	302,563	279,650	220,263
Apartments	289,940	287,690	292,669
Total Consumption Billed	2,238,338	2,122,952	2,207,803
Water / Sewer Revenues	\$17,004,943	\$17,274,521	\$18,886,650
<b>5. Water Meter Services</b>			
Final reads	1,313	1,080	1,411
Miscellaneous reads	3,567	1,229	1,320
Commercial reads	13,907	7,506	7,524
Residential reads	111,690	119,304	119,310
Meter repairs	480	341	1,153
Meter exchanges	N/A	131	258
High bill work orders	664	490	1,039
Low consumption work orders	571	142	160
Appointments	520	820	655

# WATER & SEWER FUND

(Continued)

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Service Charges	\$18,454,496	\$19,958,979	\$21,285,200	\$21,953,200	<b>\$22,275,200</b>	\$322,000	1.5%
Interest Income	43,175	4,489	8,200	20,000	<b>20,000</b>	0	0.0%
Sales/Reimbursable/Rents	144,533	52,274	102,100	98,000	<b>98,000</b>	0	0.0%
Other	1,578,435	1,599,007	402,900	20,000	<b>348,600</b>	328,600	1643.0%
<b>Total Revenues</b>	<b>\$20,220,639</b>	<b>\$21,614,749</b>	<b>\$21,798,400</b>	<b>\$22,091,200</b>	<b>\$22,741,800</b>	<b>\$650,600</b>	<b>2.9%</b>
Interfund Transfers In	45,882	9,045,232	2,500,000	2,500,000	<b>0</b>	(2,500,000)	(100.0%)
<b>Total Revenues and Interfund Transfers In</b>	<b>\$20,266,521</b>	<b>\$30,659,981</b>	<b>\$24,298,400</b>	<b>\$24,591,200</b>	<b>\$22,741,800</b>	<b>(\$1,849,400)</b>	<b>(7.5%)</b>
Expenditures							
Personal Services	\$6,574,667	\$6,359,705	\$6,889,900	\$7,082,600	<b>\$7,219,600</b>	\$137,000	1.9%
Contractual Services	6,294,565	6,307,098	6,590,500	6,924,640	<b>6,912,900</b>	(11,740)	(0.2%)
Commodities	1,007,287	448,326	745,200	748,400	<b>751,100</b>	2,700	0.4%
Other Charges	1,716,928	1,715,054	2,136,500	2,136,500	<b>2,191,100</b>	54,600	2.6%
Capital Items	5,957,317	7,360,459	7,818,200	8,498,016	<b>8,849,600</b>	351,584	4.1%
<b>Total Expenditures</b>	<b>\$21,550,764</b>	<b>\$22,190,642</b>	<b>\$24,180,300</b>	<b>\$25,390,156</b>	<b>\$25,924,300</b>	<b>\$534,144</b>	<b>2.1%</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$21,550,764</b>	<b>\$22,190,642</b>	<b>\$24,180,300</b>	<b>\$25,390,156</b>	<b>\$25,924,300</b>	<b>\$534,144</b>	<b>2.1%</b>
Revenues over (under) Expenditures	<b>(\$1,284,243)</b>	<b>\$8,469,339</b>	<b>\$118,100</b>	<b>(\$798,956)</b>	<b>(\$3,182,500)</b>	<b>(\$2,383,544)</b>	<b>298.3%</b>
<b>BEGINNING WORKING CASH</b>	<b>2,559,636</b>	<b>1,275,393</b>	<b>9,744,732</b>	<b>9,744,732</b>	<b>9,862,832</b>	<b>118,100</b>	<b>1.2%</b>
<b>ENDING WORKING CASH</b>	<b>\$1,275,393</b>	<b>\$9,744,732</b>	<b>\$9,862,832</b>	<b>\$8,945,776</b>	<b>\$6,680,332</b>	<b>(\$2,265,444)</b>	<b>(25.3%)</b>



WATER & SEWER FUND (505)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2021								
		2019 ACTUAL	2020 ACTUAL	ESTIMATED ACTUAL	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
REVENUES										
WATER SALES		13,762,973	15,020,704	16,016,000	16,554,100	16,808,000	17,867,000	18,968,000	18,968,000	18,968,000
SEWER CHARGE		3,511,548	3,879,119	4,136,000	4,275,900	4,334,000	4,606,000	4,905,000	4,960,000	4,960,000
SERVICE CHARGE		800,936	772,331	780,000	780,000	780,000	780,000	780,000	780,000	780,000
OTHER CHARGES & FEES		379,039	286,825	353,200	343,200	353,200	353,200	353,200	353,200	353,200
INTEREST INCOME		43,175	4,489	8,200	20,000	20,000	20,000	20,000	20,000	20,000
SALES/REIMB./RENTS		144,533	52,274	102,100	98,000	98,000	98,000	98,000	98,000	98,000
OTHER		773,392	742,458	20,000	20,000	20,000	20,000	20,000	20,000	20,000
OPERATING TRANSFER IN		45,882	9,045,232	2,500,000	2,500,000	0	0	0	0	0
NWWC REVENUE		805,043	810,667	382,900	0	328,600	328,600	0	0	0
TOTAL REVENUES		20,266,521	30,614,099	24,298,400	24,591,200	22,741,800	24,072,800	25,144,200	25,199,200	25,199,200
EXPENDITURES										
OPERATING EXPENDITURES										
Personal Services		6,574,667	6,359,705	6,889,900	7,082,600	7,219,600	7,564,400	7,856,600	8,033,400	8,214,200
Contractual Services		2,618,265	2,557,272	2,822,300	2,799,740	2,812,900	2,826,300	2,867,800	2,896,500	2,925,500
Northwest Water Commission		3,676,300	3,749,826	3,768,200	4,124,900	4,100,000	4,200,000	4,300,000	4,386,000	4,473,700
Commodities		1,007,287	448,326	745,200	748,400	751,100	763,500	772,000	779,700	787,500
Other Charges		1,716,928	1,715,054	1,836,500	1,836,500	1,891,100	1,947,400	2,005,400	2,025,500	2,045,800
SUBTOTAL - OPERATING EXPENDITURES		15,593,447	14,830,183	16,062,100	16,592,140	16,774,700	17,301,600	17,801,800	18,121,100	18,446,700
BUILDING & LAND										
Public Works Annex Improvements	BL-93-02	19,262	14,510	0	20,000	19,000	19,000	19,000	350,000	19,000
Roof Maintenance Program	BL-95-06	150,781	0	0	0	0	0	600,000	492,500	0
Overhead Door Replacement	BL-90-04	0	10,723	0	10,000	10,000	10,000	10,000	10,000	10,000
IRMA Compliance Upgrades	BL-19-02	38,781	7,540	5,200	5,222	0	0	0	0	0
SUBTOTAL - BUILDING & LAND		208,824	32,773	5,200	35,222	29,000	29,000	629,000	852,500	29,000
EQUIPMENT										
Operational Equipment - Public Works	EQ-94-01	164,703	88,014	193,700	193,666	108,000	112,000	142,000	159,000	111,000
Office Equipment	EQ-95-03	16,924	12,745	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Emergency Generator Upgrades/Replacement	EQ-99-02	176,799	517,606	0	922,400	922,400	521,900	0	0	0
SCADA Enhancements	EQ-15-25	71,969	207,610	61,500	61,500	63,300	65,200	30,000	75,000	61,500
Pumps & Motor Controls Rehab/Replacement	EQ-15-30	67,055	104,980	128,500	128,500	64,600	94,600	90,000	100,000	60,000
SUBTOTAL - EQUIPMENT		497,450	930,955	398,700	1,321,066	1,173,300	808,700	277,000	349,000	247,500
SEWER										
Sewer Rehab/Replacement Program	SW-90-01	370,930	365,314	485,000	485,450	475,000	475,000	475,000	475,000	475,000
Manhole Rehabilitation	SW-20-04	0	0	0	0	0	25,000	50,000	50,000	50,000
SUBTOTAL - SEWER		370,930	365,314	485,000	485,450	475,000	500,000	525,000	525,000	525,000
WATER										
Watermain Replacement Program	WA-90-01	3,816,318	4,624,378	4,041,100	4,041,098	4,100,000	4,100,000	4,100,000	4,100,000	4,100,000
Residential Meter & AMR System Repl.	WA-03-02	0	88,497	9,200	9,180	1,037,300	1,050,000	1,050,000	1,050,000	1,050,000
Water Tank Repainting	WA-11-01	1,063,795	1,062,376	2,093,000	1,820,000	1,715,000	1,816,800	727,600	1,468,800	739,700
Deep Well Rehabilitation	WA-11-02	0	0	0	0	0	15,000	15,000	0	0
Commercial Meter Replacement	WA-20-01	0	256,166	0	0	300,000	300,000	300,000	300,000	300,000
Risk & Resiliency Plan	WA-21-01	0	0	786,000	786,000	20,000	85,600	21,200	21,900	0
SUBTOTAL - WATER		4,880,113	6,031,417	6,929,300	6,656,278	7,172,300	7,367,400	6,213,800	6,940,700	6,189,700
TOTAL CAPITAL EXPENDITURES		5,957,317	7,360,459	7,818,200	8,498,016	8,849,600	8,705,100	7,644,800	8,667,200	6,991,200
OPERATING CONTINGENCY		0	0	300,000	300,000	300,000	0	0	0	
TOTAL EXPENDITURES		21,550,764	22,190,642	24,180,300	25,390,156	25,924,300	26,006,700	25,446,600	26,788,300	25,437,900
BEGINNING WORKING CASH		2,605,518	1,321,275	9,744,732	9,744,732	9,862,832	6,680,332	4,746,432	4,444,032	2,854,932
REVENUES OVER (UNDER) EXPENDS.		(1,284,243)	8,423,457	118,100	(798,956)	(3,182,500)	(1,933,900)	(302,400)	(1,589,100)	(238,700)
ENDING WORKING CASH		1,321,275	9,744,732	9,862,832	8,945,776	6,680,332	4,746,432	4,444,032	2,854,932	2,616,232
Working Cash as % of Expenditures		6%	44%	41%		26%	18%	17%	11%	10%

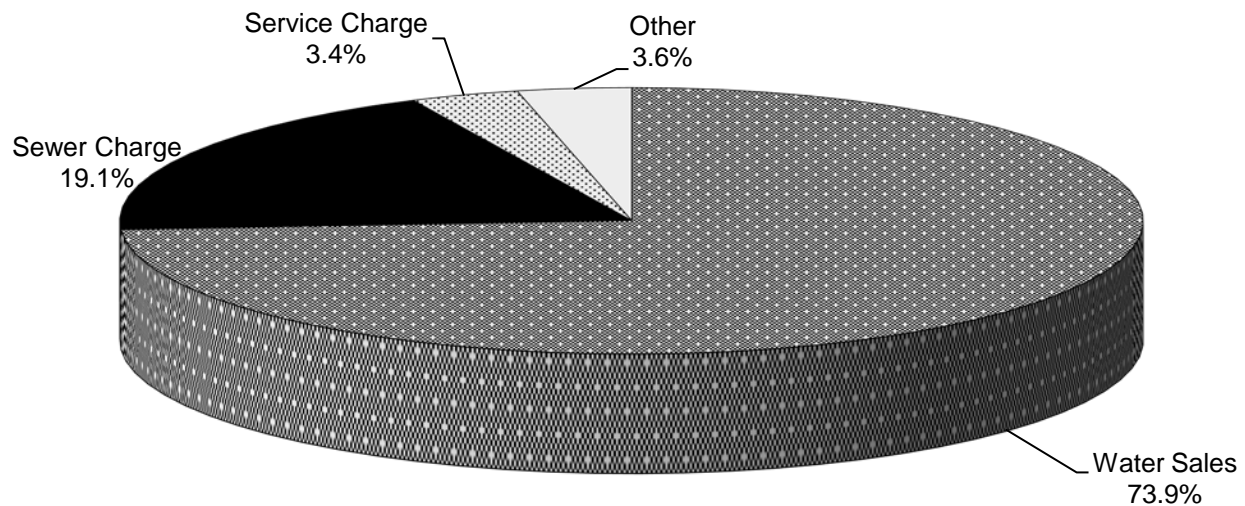
# WATER & SEWER FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
505-0000-452.42-00	Water Sales	13,762,973	15,020,704	16,016,000	16,554,100	<b>16,808,000</b>	253,900	1.5%
505-0000-452.43-00	Sewer Charge	3,511,548	3,879,119	4,136,000	4,275,900	<b>4,334,000</b>	58,100	1.4%
505-0000-452.45-00	Service Charge	800,936	772,331	780,000	780,000	<b>780,000</b>	0	0.0%
505-0000-452.46-00	Water Connection Fees	82,237	75,115	105,000	100,000	<b>105,000</b>	5,000	5.0%
505-0000-452.48-00	Sewer Connection Fees	2,550	2,150	3,200	3,200	<b>3,200</b>	0	0.0%
505-0000-452.50-00	Water Capital Fees	87,682	16,480	40,000	40,000	<b>40,000</b>	0	0.0%
505-0000-452.52-00	Backflow Testing Fees	84,743	86,025	90,000	90,000	<b>90,000</b>	0	0.0%
505-0000-452.53-00	Penalty Late Payment	121,827	107,055	115,000	110,000	<b>115,000</b>	5,000	4.5%
	<b>Charges for Services</b>	<b>18,454,496</b>	<b>19,958,979</b>	<b>21,285,200</b>	<b>21,953,200</b>	<b>22,275,200</b>	<b>322,000</b>	<b>1.5%</b>
505-0000-461.02-00	Interest on Investments	28,641	2,259	4,700	15,000	<b>15,000</b>	0	0.0%
505-0000-462.10-00	Market Value Adjustments	14,534	2,230	3,500	5,000	<b>5,000</b>	0	0.0%
	<b>Interest Income</b>	<b>43,175</b>	<b>4,489</b>	<b>8,200</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0.0%</b>
505-0000-471.20-00	Damage to Hydrants	0	2,146	6,100	2,000	<b>2,000</b>	0	0.0%
	<b>Property Damage</b>	<b>0</b>	<b>2,146</b>	<b>6,100</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	<b>0.0%</b>
505-0000-472.28-00	Sale of Scrap	350	0	1,000	1,000	<b>1,000</b>	0	0.0%
505-0000-472.30-00	Sale of Water Meters	112,966	43,397	80,000	80,000	<b>80,000</b>	0	0.0%
505-0000-472.32-00	Sale of Backflow Prevent	31,217	6,731	15,000	15,000	<b>15,000</b>	0	0.0%
	<b>Sales &amp; Rents</b>	<b>144,533</b>	<b>50,128</b>	<b>96,000</b>	<b>96,000</b>	<b>96,000</b>	<b>0</b>	<b>0.0%</b>
505-0000-489.90-00	Other Income	773,392	742,458	20,000	20,000	<b>20,000</b>	0	0.0%
	<b>Other</b>	<b>773,392</b>	<b>742,458</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0.0%</b>
505-0000-491.05-00	Operating Transfer In	45,882	9,045,232	2,500,000	2,500,000	0	(2,500,000)	(100.0%)
505-0000-491.98-00	NWWC Revenue	805,043	810,667	382,900	0	<b>328,600</b>	328,600	N/A
	<b>Other Financing Sources</b>	<b>850,925</b>	<b>9,855,899</b>	<b>2,882,900</b>	<b>2,500,000</b>	<b>328,600</b>	<b>(2,171,400)</b>	<b>(86.9%)</b>
	<b>Total Water &amp; Sewer Fund</b>	<b>20,266,521</b>	<b>30,614,099</b>	<b>24,298,400</b>	<b>24,591,200</b>	<b>22,741,800</b>	<b>(1,849,400)</b>	<b>(7.5%)</b>

# WATER & SEWER FUND REVENUE - Notes

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## ANALYSIS OF WATER & SEWER FUND REVENUES

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### Summary

The Water & Sewer Fund is operated primarily from user fees. In a normal year, approximately 96% of the operating revenue is generated by water sales which also includes a sewer charge and a service charge. Water rates are determined by operating costs, capital improvement costs and debt service costs.

The biggest fluctuation in water sales revenue annually is due to the weather during the summer months when outdoor water consumption is greatest. When drought-like conditions are experienced and rainfall is less than average, water sales can easily increase 10% or \$1,000,000 over annual average sales amounts. Only a couple of weeks without rainfall can trigger increased consumption in the form of lawn watering. The addition of new consumers also creates increases in revenue. The Village of Arlington Heights is essentially built-out; vacant, undeveloped land is scarce. Some residences and a few businesses continue to maintain private wells. When large consumers convert or abandon these private wells and connect to the Village's water system, a consistent increase in revenue can be realized. Redevelopment of single family home sites to multi-family or mixed use (residential and commercial) areas can also increase water sales although not to the extent a large subdivision on previously vacant land can.

As needed, water rate studies are conducted to insure adequate system maintenance and improvements are provided for. Effective January 1, 2022 water rates increased 36¢ per 1,000 gallons and sewer rates increased 9¢ per 1,000 gallons. Reserve balances are also reviewed so that emergency situations can be accommodated and uninterrupted service can be provided to the residents of Arlington Heights.

### 452.42 Water Sales

Fresh potable water is delivered from Lake Michigan and sold to customers at a rate of \$7.64/1,000 gallons for 2022. Residential and commercial water meters located on the customer's property are read electronically

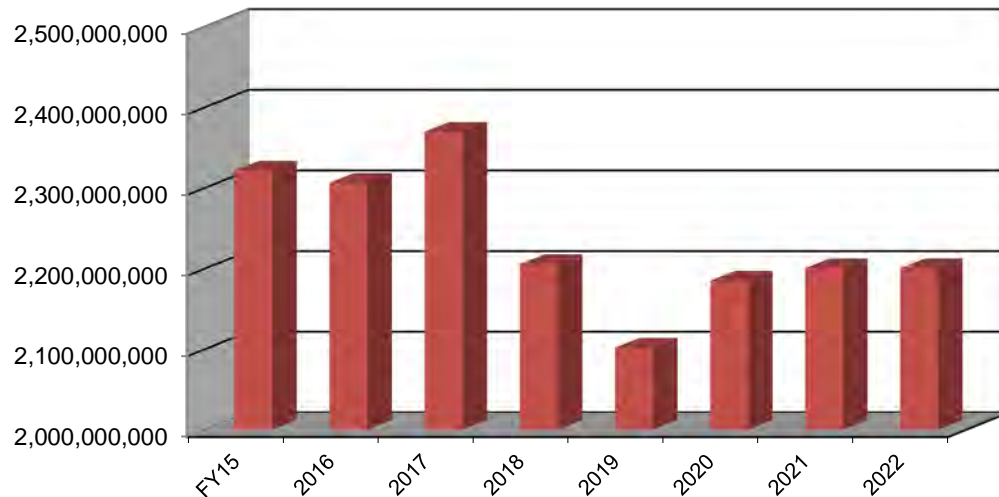
# WATER & SEWER FUND REVENUE - Notes

(Continued)

by radio frequency and billed on a bi-monthly basis. There is no minimum charge for water consumption. Only water consumed is billed to the customer.

Fiscal Year	Water Sales	Sewer Charge	Service Charge	Total	\$ Inc (Dec)	% Inc (Dec)
8-Mo.Dec. 2015 Actual	7,523,396	1,917,699	515,201	9,956,296	(3,700,738)	(27.10%)
2016 Actual	12,728,223	3,289,570	775,687	16,793,480	6,837,184	68.67%
2017 Actual	13,146,982	3,413,202	782,204	17,342,388	548,908	3.27%
2018 Actual	13,489,654	3,515,289	784,433	17,789,376	446,988	2.58%
2019 Actual	13,762,973	3,511,548	800,936	18,075,457	286,081	1.61%
2020 Actual	15,020,704	3,879,119	772,331	19,672,154	1,596,697	8.83%
2021 Proj. Actual	16,016,000	4,136,000	780,000	20,932,000	1,259,846	6.40%
2022 Budget	16,808,000	4,334,000	780,000	21,922,000	990,000	4.73%

## GALLONS SOLD



### 452.43 Sewer Charge

Waste water is conveyed through underground conduits to the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) for treatment. The MWRDGC is funded by real estate taxes and is a separate governmental agency. The underground piping or conveyance system is constructed and maintained by the Village of Arlington Heights for its customers. The 2022 sewer charge is \$1.97/1,000 gallons of fresh water consumed during a billing cycle.

### 452.45 Service Charge

A service charge is included on each bill based on the size of the water service to the property. Generally, the average homeowner's service size is 5/8" or 3/4" and therefore is charged \$5.20. This service charge helps defray the cost of providing water service regardless of consumption levels.

# **WATER & SEWER FUND REVENUE - Notes**

(Continued)

## **452.46 – 452.48 Water & Sewer Connection Fees**

Per Village ordinance any new service that is added to the Village-wide water and sewer system is required to contribute to the existing system as well as bear the cost of physically connecting to that system. Fees vary depending on the number and size of the connections.

## **452.52 Backflow Testing Fees**

Backflow devices prevent private water sources from entering and contaminating the Village's water system. The cost to maintain these devices is born solely by the customer as this is not a system-wide requirement. Backflow devices are tested by Village staff to insure system integrity.

## **452.53 Penalty Late Payment**

Bills for service are issued bi-monthly reflecting approximately 60 days of water consumption activity. Customers are given 20 days after the bill date to satisfy their account. When a bill becomes past due a 10% late charge is added to the account. If an account remains unpaid, service is suspended.

## **461.02 Interest on Investments**

The Village participates in a number of investment pools and owns a number of Certificates of Deposit to safeguard funds for reserve and daily operations. All funds not immediately needed for operations are invested on a "prudent man" concept.

## **472.30 Sale of Water Meters**

All water meters are the property of the Village. The initial purchase of a new meter is charged to the property owner but then it is the Village's responsibility to maintain or replace the meter. New meters are ordered by the Village for installation on private property to insure all metering devices are compatible with the Village's water system.

## **472.32 Sale of Backflow Preventers**

Similar to new water meters described above, when required, backflow preventers are ordered by the Village and sold to the customer upon any new or initial installation. Backflow preventers stop water from other sources, mainly underground wells, from entering the Village's water system. This is to prevent any contamination of the Village's water system from private wells or other sources.

**FINANCE****Water & Sewer Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Customer Service Supervisor	4	1.00	1.00	
Administrative Assistant	2	0.50	0.50	
Financial Assistant	2	2.00	2.00	
Water Billing Clerk	2	2.00	2.00	
Customer Support Assistant	2	1.00	1.00	
Account Clerk	1	0.50	0.50	
<b>Total F-T-E</b>		<b>7.00</b>	<b>7.00</b>	<b>0.00</b>

**Finance Department  
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	9.50	9.50	
505	Water & Sewer Fund	7.00	7.00	
	<b>Total F-T-E All Funds</b>	<b>16.50</b>	<b>16.50</b>	<b>0.00</b>

# WATER UTILITY

# Water & Sewer Fund

## PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Supt. of Utilities	9	1.00	1.00	
Water Production Foreman II	8	1.00	1.00	
Public Works Services Coordinator	7	1.00	1.00	
Foreman II	7	1.00	1.00	
Foreman I	6	1.00	1.00	
Crew Chief	6	3.00	3.00	
Water Services Supervisor	6	1.00	1.00	
Electronics Technician	5	1.00	1.00	
Pump Operator	4	5.00	5.00	
Maintenance Worker II	4	12.00	12.00	
Administrative Support Coordinator	4	1.00	1.00	
Electrician I	3	1.00	1.00	
Utility Technician	3	1.00	1.00	
Maintenance Worker I	2	6.00	6.00	
Water Meter Technician	2	2.00	2.00	
Administrative Assistant	2	2.00	2.00	
Water Meter Reader	1	0.50	0.50	
Account Clerk	1	0.25	0.25	
<b>Total F-T-E</b>		<b>40.75</b>	<b>40.75</b>	<b>0.00</b>

## Public Works Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	51.25	51.25	
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
<b>Total F-T-E All Funds</b>		<b>102.50</b>	<b>102.50</b>	<b>0.00</b>

# WATER & SEWER FUND

## EXPENDITURES

### Finance

0501

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
505-0501-503.10-01	Salaries	552,787	556,068	549,900	585,400	578,200	(7,200)	(1.2%)
505-0501-503.18-01	Temporary Help	5,115	0	1,100	1,100	1,100	0	0.0%
505-0501-503.18-05	Overtime Civilian	0	0	500	500	500	0	0.0%
	<b>Salaries</b>	<b>557,902</b>	<b>556,068</b>	<b>551,500</b>	<b>587,000</b>	<b>579,800</b>	<b>(7,200)</b>	<b>(1.2%)</b>
505-0501-503.19-01	Workers Compensation	1,200	1,200	1,300	1,300	1,400	100	7.7%
505-0501-503.19-05	Medical Insurance	151,600	128,500	157,200	157,200	168,600	11,400	7.3%
505-0501-503.19-10	IMRF	55,539	70,279	69,100	73,500	66,400	(7,100)	(9.7%)
505-0501-503.19-11	Social Security	32,624	32,545	34,200	36,400	35,900	(500)	(1.4%)
505-0501-503.19-12	Medicare	7,630	7,611	8,000	8,500	8,400	(100)	(1.2%)
	<b>Fringe Benefits</b>	<b>248,592</b>	<b>240,135</b>	<b>269,800</b>	<b>276,900</b>	<b>280,700</b>	<b>3,800</b>	<b>1.4%</b>
505-0501-503.20-05	Professional Services	13,875	13,175	14,000	15,500	14,000	(1,500)	(9.7%)
505-0501-503.21-65	Other Services	129,921	143,802	120,000	91,900	130,000	38,100	41.5%
505-0501-503.22-03	Training	0	0	0	1,000	1,000	0	0.0%
505-0501-503.22-05	Postage	66,723	81,745	72,700	72,700	73,400	700	1.0%
505-0501-503.22-10	Printing	14,395	7,661	10,000	13,600	10,000	(3,600)	(26.5%)
505-0501-503.22-25	IT/GIS Service Charge	54,900	57,000	57,600	57,600	67,200	9,600	16.7%
	<b>Contractual Services</b>	<b>279,814</b>	<b>303,383</b>	<b>274,300</b>	<b>252,300</b>	<b>295,600</b>	<b>43,300</b>	<b>17.2%</b>
505-0501-503.30-05	Office Supplies & Equip	475	12	100	1,200	500	(700)	(58.3%)
	<b>Commodities</b>	<b>475</b>	<b>12</b>	<b>100</b>	<b>1,200</b>	<b>500</b>	<b>(700)</b>	<b>(58.3%)</b>
	<b>Total Finance</b>	<b>1,086,784</b>	<b>1,099,598</b>	<b>1,095,700</b>	<b>1,117,400</b>	<b>1,156,600</b>	<b>39,200</b>	<b>3.5%</b>

### Water Utility Operations

7201

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
505-7201-561.10-01	Salaries	3,588,710	3,620,245	3,663,400	3,788,400	3,880,500	92,100	2.4%
505-7201-561.18-01	Temporary Help	31,430	26,113	32,300	32,300	33,000	700	2.2%
505-7201-561.18-05	Overtime Civilian	441,746	300,196	441,000	441,000	450,900	9,900	2.2%
	<b>Salaries</b>	<b>4,061,886</b>	<b>3,946,554</b>	<b>4,136,700</b>	<b>4,261,700</b>	<b>4,364,400</b>	<b>102,700</b>	<b>2.4%</b>
505-7201-561.19-01	Workers Compensation	258,100	263,300	276,500	276,500	307,000	30,500	11.0%
505-7201-561.19-05	Medical Insurance	713,900	851,200	824,600	824,600	857,000	32,400	3.9%
505-7201-561.19-10	IMRF	422,142	162,014	514,800	530,400	496,800	(33,600)	(6.3%)
505-7201-561.19-11	Social Security	252,649	241,683	256,000	263,700	270,600	6,900	2.6%
505-7201-561.19-12	Medicare	59,495	56,563	60,000	61,800	63,300	1,500	2.4%
505-7201-561.19-15	Compensated Absences	0	42,188	0	0	0	0	N/A
	<b>Fringe Benefits</b>	<b>1,706,286</b>	<b>1,616,948</b>	<b>1,931,900</b>	<b>1,957,000</b>	<b>1,994,700</b>	<b>37,700</b>	<b>1.9%</b>
505-7201-561.20-05	Professional Services	60,942	77,709	275,400	275,440	66,500	(208,940)	(75.9%)
505-7201-561.20-40	General Insurance	63,800	64,400	65,000	65,000	45,900	(19,100)	(29.4%)
505-7201-561.21-02	Equipment Maintenance	49,101	50,203	52,800	52,800	52,800	0	0.0%
505-7201-561.21-11	Building Maintenance	5,714	8,899	10,000	10,000	10,000	0	0.0%
505-7201-561.21-20	Pumping Station Maint	19,318	3,500	20,000	20,000	20,000	0	0.0%
505-7201-561.21-25	Sewer Collection System	27,849	13,168	12,500	12,500	37,500	25,000	200.0%
505-7201-561.21-30	Water Distribution System	378,377	382,132	382,800	382,800	524,800	142,000	37.1%
505-7201-561.21-35	Meter Installation	242,360	300,482	300,500	300,500	300,500	0	0.0%
505-7201-561.21-36	Equipment Rental	177,609	148,503	206,000	206,000	190,000	(16,000)	(7.8%)
505-7201-561.21-50	Utility Services	431,707	389,946	296,000	296,000	296,000	0	0.0%
505-7201-561.21-53	Northwest Water Com	3,676,300	3,749,826	3,768,200	4,124,900	4,100,000	(24,900)	(0.6%)
505-7201-561.21-62	Disposal Services	39,798	31,628	52,400	52,400	48,000	(4,400)	(8.4%)



# WATER & SEWER FUND

## EXPENDITURES

### Water Utility Operations (continued)

7201

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
Contractual Services (continued)								
505-7201-561.21-65	Other Services	53,897	54,661	66,700	66,700	66,700	0	0.0%
505-7201-561.22-02	Dues	3,875	5,127	5,000	5,000	5,000	0	0.0%
505-7201-561.22-03	Training	15,568	2,302	20,900	20,300	20,900	600	3.0%
505-7201-561.22-05	Postage	5,040	688	1,500	1,500	1,500	0	0.0%
505-7201-561.22-10	Printing	4,360	0	6,500	6,500	6,000	(500)	(7.7%)
505-7201-561.22-20	Annual Consumer Report	0	1,921	3,000	3,000	3,000	0	0.0%
505-7201-561.22-25	IT/GIS Service Charge	172,300	175,600	178,000	178,000	192,600	14,600	8.2%
505-7201-561.22-30	Claims & Refunds	0	0	10,000	10,000	10,000	0	0.0%
505-7201-561.22-37	Vehicle/Equip Lease Chrg	525,600	480,900	530,900	530,900	567,500	36,600	6.9%
505-7201-561.22-70	Telephone Services	61,236	62,120	52,100	52,100	52,100	0	0.0%
	<b>Contractual Services</b>	<b>6,014,751</b>	<b>6,003,715</b>	<b>6,316,200</b>	<b>6,672,340</b>	<b>6,617,300</b>	<b>173,000</b>	<b>(0.8%)</b>
505-7201-561.30-01	Publications Periodicals	554	102	500	500	500	0	0.0%
505-7201-561.30-05	Office Supplies & Equip	4,760	1,931	5,200	5,200	5,200	0	0.0%
505-7201-561.30-30	Data System Supplies	3,223	0	7,200	7,200	7,200	0	0.0%
505-7201-561.30-35	Clothing	25,865	20,718	24,700	24,700	24,700	0	0.0%
505-7201-561.30-50	Petroleum Products	68,929	51,295	66,800	66,800	72,300	5,500	8.2%
505-7201-561.31-01	Water Distribution Sup	337,658	48,244	166,000	166,000	166,000	0	0.0%
505-7201-561.31-02	Meters Backflow Devices	247,187	66,738	152,000	152,000	152,000	0	0.0%
505-7201-561.31-05	Pumping and Storage Sup	12,905	14,218	25,000	25,000	25,000	0	0.0%
505-7201-561.31-07	Sewer Collection Supplies	26,993	24,359	30,000	31,000	30,000	(1,000)	(3.2%)
505-7201-561.31-40	Agricultural Supplies	2,720	2,025	10,000	13,300	10,000	(3,300)	(24.8%)
505-7201-561.31-55	Building Supplies	15,666	13,749	13,500	13,500	13,500	0	0.0%
505-7201-561.31-60	Chemicals	14,015	14,574	12,200	10,000	12,200	2,200	22.0%
505-7201-561.31-65	Other Equip & Supplies	69,490	78,454	91,500	78,500	91,500	13,000	16.6%
505-7201-561.31-85	Small Tools and Equipment	18,219	18,802	15,500	15,500	15,500	0	0.0%
505-7201-561.31-90	Street and Sidewalk Sup	146,217	80,551	125,000	125,000	125,000	0	0.0%
505-7201-561.33-05	Other Supplies	12,411	12,554	0	13,000	0	(13,000)	(100.0%)
	<b>Commodities</b>	<b>1,006,812</b>	<b>448,314</b>	<b>745,100</b>	<b>747,200</b>	<b>750,600</b>	<b>3,400</b>	<b>0.5%</b>
505-7201-561.40-75	Administrative Serv Charge	1,716,900	1,768,400	1,821,500	1,821,500	1,876,100	54,600	3.0%
505-7201-561.40-77	Bad Debt Expense	28	56	0	0	0	0	N/A
505-7201-561.42-79	OPEB Liability Expense	0	(53,402)	15,000	15,000	15,000	0	0.0%
	<b>Other Charges</b>	<b>1,716,928</b>	<b>1,715,054</b>	<b>1,836,500</b>	<b>1,836,500</b>	<b>1,891,100</b>	<b>54,600</b>	<b>3.0%</b>
505-7201-561.50-10	Office Equipment	16,924	12,745	15,000	15,000	15,000	0	0.0%
505-7201-561.50-15	Other Equipment	480,526	918,210	388,900	1,311,288	1,158,300	(152,988)	(11.7%)
505-7201-561.50-20	Building Improvements	208,824	32,773	0	30,000	29,000	(1,000)	(3.3%)
	<b>Capital Outlay</b>	<b>706,274</b>	<b>963,728</b>	<b>403,900</b>	<b>1,356,288</b>	<b>1,202,300</b>	<b>(153,988)</b>	<b>(11.4%)</b>
<b>Total Water Utility Operations</b>		<b>15,212,937</b>	<b>14,694,313</b>	<b>15,370,300</b>	<b>16,831,028</b>	<b>16,820,400</b>	<b>103,392</b>	<b>(0.1%)</b>

### Capital Projects

9001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
505-9001-571.50-25	Construction in Progress	5,251,043	6,396,731	7,414,300	7,141,728	7,647,300	505,572	7.1%
	<b>Capital Outlay</b>	<b>5,251,043</b>	<b>6,396,731</b>	<b>7,414,300</b>	<b>7,141,728</b>	<b>7,647,300</b>	<b>505,572</b>	<b>7.1%</b>
	<b>Total Capital Projects</b>	<b>5,251,043</b>	<b>6,396,731</b>	<b>7,414,300</b>	<b>7,141,728</b>	<b>7,647,300</b>	<b>505,572</b>	<b>7.1%</b>

# WATER & SEWER FUND

## EXPENDITURES

### Non-Operating

9901

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
505-9901-591.40-96	Operating Contingency	0	0	300,000	300,000	300,000	0	0.0%
	Other Financing Uses	0	0	300,000	300,000	300,000	0	0.0%
	Total Non-Operating	0	0	300,000	300,000	300,000	0	0.0%
	Total Water & Sewer Fund	21,550,764	22,190,642	24,180,300	25,390,156	25,924,300	648,164	2.1%

# WATER & SEWER FUND

## EXPENDITURE DETAIL

### FINANCE

0501

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>SALARIES:</b>						
505-0501-503.10-01	Salaries	Salaries	585,400		578,200	
505-0501-503.18-01	Temporary Help	Temporary Help	1,100		1,100	
505-0501-503.18-05	Overtime Civilian	Overtime Civilian	500		500	
<b>TOTAL SALARIES</b>			<b>587,000</b>		<b>579,800</b>	
<b>FRINGE BENEFITS:</b>						
505-0501-503.19-01	Workers' Compensation	Workers' Compensation Insurance	1,300		1,400	
505-0501-503.19-05	Medical Insurance	Medical Insurance	157,200		168,600	
505-0501-503.19-10	IMRF	IMRF	73,500		66,400	
505-0501-503.19-11	Social Security	Social Security	36,400		35,900	
505-0501-503.19-12	Medicare	Medicare	8,500		8,400	
<b>TOTAL FRINGE BENEFITS</b>			<b>276,900</b>		<b>280,700</b>	
<b>CONTRACTUAL SERVICES:</b>						
505-0501-503.20-05	Professional Services	Annual audit (30% share)	13,300		12,000	
		Annual actuarial valuation of post employment benefits (30% share)	2,200	15,500	2,000	14,000
505-0501-503.21-65	Other Services	Outsourcing of water billing services	12,600		13,800	
		Bank fees for credit card payment program	66,600		102,300	
		Bank service charges, lien filing and processing	12,700	91,900	13,900	130,000
505-0501-503.22-03	Training	GFOA programs	1,000		1,000	
505-0501-503.22-05	Postage	Mailing of water bills and notices	72,700		73,400	
505-0501-503.22-10	Printing	Water bills, envelopes and shut off notices	13,600		10,000	
505-0501-503.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	57,600		67,200	
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>252,300</b>		<b>295,600</b>	
<b>COMMODITIES:</b>						
505-0501-503.30-05	Office Supplies & Equip	Miscellaneous supplies & equipment	1,200		500	
<b>TOTAL COMMODITIES</b>			<b>1,200</b>		<b>500</b>	
<b>TOTAL FINANCE</b>			<b>1,117,400</b>		<b>1,156,600</b>	

# WATER & SEWER FUND

## EXPENDITURE DETAIL

### WATER UTILITY OPERATIONS

7201

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>SALARIES:</b>						
505-7201-561.10-01	Salaries	Salaries	3,788,400		3,880,500	
505-7201-561.18-01	Temporary Help	Temporary Help	32,300		33,000	
505-7201-561.18-05	Overtime Civilian	Overtime Civilian	441,000		450,900	
<b>TOTAL SALARIES</b>			<b>4,261,700</b>		<b>4,364,400</b>	
<b>FRINGE BENEFITS:</b>						
505-7201-561.19-01	Workers' Compensation	Workers' Compensation Insurance	276,500		307,000	
505-7201-561.19-05	Medical Insurance	Medical Insurance	824,600		857,000	
505-7201-561.19-10	IMRF	IMRF	530,400		496,800	
505-7201-561.19-11	Social Security	Social Security	263,700		270,600	
505-7201-561.19-12	Medicare	Medicare	61,800		63,300	
<b>TOTAL FRINGE BENEFITS</b>			<b>1,957,000</b>		<b>1,994,700</b>	
<b>CONTRACTUAL SERVICES:</b>						
505-7201-561.20-05	Professional Services	Samples - Environmental Protection Agency & others, incl. lead sampling	28,100		34,800	
		Consulting engineer studies	31,700		31,700	
		Leak Detection Surveys	125,000		0	
		Prior Year Encumbrance Carryover	90,640	275,440	0	66,500
505-7201-561.20-40	General Insurance	Liability and property insurance	65,000		45,900	
505-7201-561.21-02	Equipment Maintenance	Maintenance of water & sewer control and information system, cathodic protection, chemical feed equipment, office equipment, tracers and detectors	30,900		30,900	
		Emergency generator maintenance	11,000		11,000	
		AMR support	10,900	52,800	10,900	52,800
505-7201-561.21-11	Building Maintenance	Miscellaneous building repairs	10,000		10,000	
505-7201-561.21-20	Pumping Station Maint	Miscellaneous pump repairs	20,000		20,000	
505-7201-561.21-25	Sewer Collection Systems	Emergency repairs	12,500		12,500	
		Root foaming	0	12,500	25,000	37,500
505-7201-561.21-30	Water Distribution System	Contract landscape repairs for main break damage	12,500		12,500	
		Contract roadway repairs for main break damage	355,300		355,300	
		Emergency repairs	15,000		15,000	
		Leak detection survey	0		35,000	
		Hydrant painting	0		67,000	
		Valve exercising	0	382,800	40,000	524,800

# WATER & SEWER FUND

## EXPENDITURE DETAIL

### WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2021		Budget 2022	
505-7201-561.21-35	Meter Installation	Installation of replacement meters, testing and repair of larger meters	174,300		174,300	
		Installation, replacement, and testing of backflow devices	126,200	300,500	126,200	300,500
505-7201-561.21-36	Equipment Rental	Misc. rental of tapping equipment, tools, etc.	4,300		4,000	
		Debris and spoil hauling	151,700		145,000	
		Heavy equipment rental	50,000	206,000	41,000	190,000
505-7201-561.21-50	Utility Services	Electrical energy for pumping water, operating lift stations & misc. uses; natural gas for standby power (minimum charges)		296,000		296,000
505-7201-561.21-53	Northwest Water Comm	Contribution per Commission agreement		4,124,900		4,100,000
505-7201-561.21-62	Disposal Services	Disposal and landfill		52,400		48,000
505-7201-561.21-65	Other Services	JULIE charge	13,400		13,400	
		State of Illinois NPDES permit fees (State mandate)	21,400		21,400	
		SDS database	500		500	
		Work Management Software	25,500		25,500	
		Service Request Software	5,900	66,700	5,900	66,700
505-7201-561.22-02	Dues	Dues		5,000		5,000
505-7201-561.22-03	Training	Production Unit				
		Illinois Section AWWA Annual Meeting	1,800		1,800	
		Continuing education for licensed water operators	1,000		1,000	
		Sewer Unit				
		GIS Training	2,000		2,000	
		APWA Training	2,400		2,400	
		NASSCO Certification	2,000		2,000	
		Professional licensing	0		600	
		Meters Unit				
		Illinois AWWA Training/Backflow Courses	400		400	
		Distribution Unit				
		AWWA Training	2,200		2,200	
		Administration				
		Illinois Public Service Institute	1,100		1,100	
		Illinois Section AWWA Annual Meeting	3,000		3,000	
		AWWA Annual conference	2,400		2,400	
		APWA Conference	2,000	20,300	2,000	20,900
505-7201-561.22-05	Postage	Misc. postage and freight charges		1,500		1,500
505-7201-561.22-10	Printing	Misc. notices, door hangers, envelopes, work management sheets		6,500		6,000
505-7201-561.22-20	Annual Consumer Report	Publication of "Consumer Confidence Report" (Federal mandate)		3,000		3,000

# WATER & SEWER FUND

## EXPENDITURE DETAIL

### WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2021		Budget 2022	
505-7201-561.22-25	IT/GIS Service Charge	IT/GIS service charge		178,000		192,600
505-7201-561.22-30	Claims and Refunds	Overpayment refunds, damage claims, reimbursement for maintenance due to system malfunctions		10,000		10,000
505-7201-561.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		530,900		567,500
505-7201-561.22-70	Telephone Services	Leased lines for monitoring utility system; cell phone charges	41,000		42,700	
		Smart Cover System	1,000		1,000	
		Sewer Televising Data	400		400	
		TopCon GIS Data	1,700		0	
		GPS-AVL data	8,000	52,100	8,000	52,100
		<b>TOTAL CONTRACTUAL SERVICES</b>		<b>6,672,340</b>		<b>6,617,300</b>
<b>COMMODITIES:</b>						
505-7201-561.30-01	Publications/Periodicals	Miscellaneous publications		500		500
505-7201-561.30-05	Office Supplies & Equip.	General office supplies		5,200		5,200
505-7201-561.30-30	Data Systems Supplies	Charts, paper, mag tapes	700		700	
		Control boards	300		300	
		Security Systems	5,000		5,000	
		Miscellaneous electronic supplies	1,200	7,200	1,200	7,200
505-7201-561.30-35	Clothing	Uniform rental and cleaning	3,700		3,700	
		Miscellaneous clothing	10,400		10,400	
		Personal Protective Equipment	10,600	24,700	10,600	24,700
505-7201-561.30-50	Petroleum Products	Fuel for vehicles and equipment		66,800		72,300
505-7201-561.31-01	Water Distrib Supplies	Clamps and cut-in-sleeves	138,500		138,500	
		Service supplies	15,000		15,000	
		Damage repair (reimbursable)	3,500		3,500	
		New water tap & water service (resale)	9,000	166,000	9,000	166,000
505-7201-561.31-02	Meters/Backflow Devices	Meter repair parts	40,000		40,000	
		Backflow prevention	25,000		25,000	
		Meters (exchange/replace)	56,000		56,000	
		Water meters (resale)	25,000		25,000	
		Backflow (resale)	6,000	152,000	6,000	152,000
505-7201-561.31-05	Pumping/Storage Supplies	Replacement materials for pipes, pumps, pump parts, etc.		25,000		25,000
505-7201-561.31-07	Sewer Collection Supplies	Sewer pipe, manholes, catch basins	5,500		5,000	
		Sand, brick, cement, rings	6,000		6,000	
		Sanitary Sewer Patches	7,500		7,000	
		Sewer clamps and covers	6,000		6,000	
		Frames and grates	6,000	31,000	6,000	30,000

# WATER & SEWER FUND

## EXPENDITURE DETAIL

### WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2021		Budget 2022	
505-7201-561.31-40	Agricultural Supplies	Materials for repairing parkways due to main breaks and sewer blockages and for maintaining well sites: Black dirt Sod, seed and plants Fertilizers and chemicals	8,200 4,100 1,000	13,300	6,000 3,000 1,000	10,000
505-7201-561.31-55	Building Supplies	Electrical, plumbing & hardware supplies, lumber & paint for maintenance & building repairs		13,500		13,500
505-7201-561.31-60	Chemicals	Chlorine gas Test kits, buffer solution & misc supplies Grease emulsifier	3,900 3,900 2,200	10,000	4,000 6,000 2,200	12,200
505-7201-561.31-65	Other Equip. & Supplies	Telemetry cabinet modifications Pump controller/sequencer modifications Electrical control parts, breakers Engine/generator supplies Electric cables Batteries Hoses (sewer flusher) Miscellaneous supplies Concrete blades Sewer televising system supplies Root cutters, blades & shoes Chlorine system components Magnetic valve box locators (2) SCADA computer Transducers Misc. equipment and supplies	5,000 2,000 5,000 8,000 2,000 8,000 7,500 5,500 5,000 5,000 7,000 7,000 1,500 7,000 3,000 13,000	91,500	5,000 2,000 5,000 8,000 2,000 8,000 7,500 5,500 5,000 5,000 7,000 7,000 1,500 7,000 3,000 13,000	91,500
505-7201-561.31-85	Small Tools & Equipment	Misc. expendable hand tools & equipment		15,500		15,500
505-7201-561.31-90	Street & Sidewalk Supplies	Materials for restoration of streets and parkways due to water main breaks and repairs: Asphalt Concrete Gravel Miscellaneous materials	15,000 28,000 75,000 7,000	125,000	15,000 28,000 75,000 7,000	125,000
TOTAL COMMODITIES			747,200		750,600	
OTHER CHARGES:						
505-7201-561.40-75	Admin Service Charge	Costs of personal services and materials purchased from General Fund but benefiting Water Utility Operations		1,821,500		1,876,100
505-7201-561.42-79	OPEB Liability Expense	OPEB liability expense		15,000		15,000
TOTAL OTHER CHARGES			1,836,500		1,891,100	

## WATER & SEWER FUND

### EXPENDITURE DETAIL

#### WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>CAPITAL OUTLAY:</b>						
505-7201-561.50-10	Office Equipment	Desk, chair & file cabinet repl (EQ9503)		15,000		15,000
505-7201-561.50-15	Other Equipment	Water Operational Equipment (EQ9401)	147,000		108,000	
		Prior Year Encumbrance Carryover	46,666		0	
		Emergency Generator Upgrades and Replacement (EQ9902)	922,400		922,400	
		SCADA Enhancements (EQ1525)	61,500		63,300	
		Pump & Motor Controls Rehab and Replacement (EQ1530)	106,000		64,600	
		Prior Year Encumbrance Carryover	22,500	1,306,066	0	1,158,300
505-7201-561.50-20	Building Improvements	PW Annex improvements (BL9302)	20,000		19,000	
		IRMA Complaine (BL1902)	0		0	
		Prior Year Encumbrance Carryover	5,222		0	
		Overhead Door replacement/repair (BL9004)	10,000	35,222	10,000	29,000
<b>TOTAL CAPITAL OUTLAY</b>			<b>1,356,288</b>		<b>1,202,300</b>	
<b>TOTAL WATER UTILITY</b>			<b>16,831,028</b>		<b>16,820,400</b>	

#### CAPITAL PROJECTS

9001

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>CAPITAL OUTLAY:</b>						
505-9001-571.50-25	Construction in Progress	Sewer Rehab/Replacement Program (SW9001)	450,000		475,000	
		Prior Year Encumbrance Carryover	35,450		0	
		Residential Meter & AMR System Replacement (WA0302)	0		1,037,300	
		Prior Year Encumbrance Carryover	9,180		0	
		Watermain Replacement Program (WA9001)	4,000,000		4,100,000	
		Prior Year Encumbrance Carryover	41,098		0	
		Water Tank Repainting (WA1101)	1,820,000		1,715,000	
		Commerical Meter Replacements (WA2001)	0		300,000	



WATER & SEWER FUND

EXPENDITURE DETAIL

CAPITAL PROJECTS 9001

Account Number	Account Title	Description	Budget 2021		Budget 2022	
505-9001-571.50-25	Construction in Prog (cont.)	Risk & Resiliency Plan (WA2101)	786,000	7,141,728	20,000	7,647,300
TOTAL CAPITAL OUTLAY			<u>7,141,728</u>		<u>7,647,300</u>	
TOTAL CAPITAL PROJECTS			<u>7,141,728</u>		<u>7,647,300</u>	

NON-OPERATING 9901

Account Number	Account Title	Description	Budget 2021		Budget 2022	
OTHER FINANCING USES:						
505-9901-591.40-96	Operating Contingency	Operating Contingency	300,000		300,000	
TOTAL NON-OPERATING			<u>300,000</u>		<u>300,000</u>	
TOTAL WATER & SEWER FUND			<u>25,390,156</u>		<u>25,924,300</u>	

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## **ARTS, ENTERTAINMENT & EVENTS FUND**

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# ARTS, ENTERTAINMENT & EVENTS FUND

515

## Fund at a Glance

The Arts, Entertainment & Events (A&E) Fund was established to account for the overtime and extraordinary costs associated with Village presentation and participation in arts, theatrical and other community events. 25% of the Village's 1.25% Food & Beverage Tax (FBT) is used as a dedicated source of revenue for this fund. These events should promote the Village and help generate opportunities for local businesses.

### Restrictions:

VILLAGE POLICY – The Village finances the items listed in this fund through a portion of the Food & Beverage Tax (FBT). Effective September 2004, the Village's total FBT was raised from 1% to 1.25%. Initially, .25% or 20% of the FBT was deposited directly into the A&E Fund. In 2015 the Village Board approved increasing the amount of the FBT that is allocated to the A & E Fund to 25%. The 2022 Budget increases this allocation to 26%.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
<b>Revenues</b>							
Taxes	\$693,535	\$519,327	\$665,500	\$593,300	<b>\$796,200</b>	\$202,900	34.2%
Fees	100,678	73,690	106,000	102,800	<b>108,600</b>	5,800	5.6%
Interest Income	10,292	2,226	600	4,500	<b>4,500</b>	0	0.0%
Other	36,824	0	22,500	22,500	<b>22,500</b>	0	0.0%
<b>Total Revenues</b>	<b>\$841,329</b>	<b>\$595,243</b>	<b>\$794,600</b>	<b>\$723,100</b>	<b>\$931,800</b>	<b>\$208,700</b>	<b>28.9%</b>
Interfund Transfers In	20,012	0	650,000	650,000	<b>0</b>	(650,000)	(100.0%)
Capital Reserves	0	0	71,900	61,000	73,400	12,400	20.3%
<b>Total Revenues and Interfund Transfers In</b>	<b>\$861,341</b>	<b>\$595,243</b>	<b>\$1,516,500</b>	<b>\$1,434,100</b>	<b>\$1,005,200</b>	<b>(\$428,900)</b>	<b>(29.9%)</b>
<b>Expenditures</b>							
Personal Services	\$188,400	\$0	\$133,300	\$172,100	<b>\$193,100</b>	\$21,000	12.2%
Commodities	36,155	0	99,000	39,500	<b>88,300</b>	48,800	123.5%
Other Charges	471,263	369,167	1,089,100	1,090,928	<b>625,200</b>	(465,728)	(42.7%)
Capital Items	155,968	12,926	104,000	100,000	<b>106,500</b>	6,500	6.5%
<b>Total Expenditures</b>	<b>\$851,786</b>	<b>\$382,093</b>	<b>\$1,425,400</b>	<b>\$1,402,528</b>	<b>\$1,013,100</b>	<b>(\$389,428)</b>	<b>(27.8%)</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$851,786</b>	<b>\$382,093</b>	<b>\$1,425,400</b>	<b>\$1,402,528</b>	<b>\$1,013,100</b>	<b>(\$389,428)</b>	<b>(27.8%)</b>
<b>Revenues over (under) Expenditures</b>	<b>\$9,555</b>	<b>\$213,150</b>	<b>\$91,100</b>	<b>\$31,572</b>	<b>(\$7,900)</b>	<b>(\$39,472)</b>	<b>(125.0%)</b>
<b>BEGINNING WORKING CASH</b>	<b>(71,260)</b>	<b>(61,705)</b>	<b>151,445</b>	<b>151,445</b>	<b>242,545</b>	<b>91,100</b>	<b>60.2%</b>
<b>ENDING WORKING CASH</b>	<b>(\$61,705)</b>	<b>\$151,445</b>	<b>\$242,545</b>	<b>\$183,017</b>	<b>\$234,645</b>	<b>\$51,628</b>	<b>28.2%</b>

# ARTS, ENTERTAINMENT & EVENTS FUND (515)

## 5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	PROJ #	2019	2020	2021	2021	2022	2023	2024	2025	2026
		ACTUAL	ACTUAL	ESTIMATED	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES										
FOOD & BEVERAGE TAX		693,535	519,327	665,500	593,300	706,200	727,400	749,200	771,700	794,900
ALFRESCO FBT		0	0	0	0	90,000	90,000	90,000	90,000	90,000
BUILDING MANAGEMENT FEE		18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
CAM CHARGES		77,854	53,772	83,500	80,300	86,000	88,600	91,300	94,000	96,800
SPECIAL DETAIL PUBLIC WORKS		4,824	1,918	4,500	4,500	4,600	4,700	4,800	4,900	5,000
INTEREST INCOME		10,292	2,226	600	4,500	4,500	4,500	4,500	4,500	4,500
HEARTS OF GOLD		11,280	0	0	0	0	0	0	0	0
PREMIUM SPONSOR		5,000	0	7,500	7,500	7,500	7,500	7,500	7,500	7,500
SOUNDS OF SUMMER		18,300	0	15,000	15,000	15,000	15,000	15,000	15,000	15,000
TRANSFER-IN FROM GENERAL FUND		20,012	0	0	0	0	0	0	0	0
TRANSFER-IN FROM PUBLIC BUILDING FUND		0	0	650,000	650,000	0	0	0	0	0
OTHER INCOME		2,244	0	0	0	0	0	0	0	0
CAPITAL RESERVES		0	0	71,900	61,000	73,400	65,000	65,000	65,000	65,000
TOTAL REVENUES		861,341	595,243	1,516,500	1,434,100	1,005,200	1,020,700	1,045,300	1,070,600	1,096,700
EXPENDITURES										
EVENTS										
Frontier Days	AE-06-18	24,800	0	17,800	26,200	26,200	26,700	27,200	27,700	28,300
Halloween	AE-06-20	3,700	0	4,100	4,100	4,100	4,200	4,300	4,400	4,500
Hearts of Gold	AE-06-22	17,849	0	0	0	0	0	0	0	0
Irish Fest	AE-06-24	3,900	0	0	0	0	0	0	0	0
July 4th Parade	AE-06-26	29,166	0	0	32,100	32,100	32,700	33,400	34,100	34,800
Mane Event	AE-06-28	46,478	0	0	47,400	0	0	0	0	0
Memorial Day Parade	AE-06-30	19,252	0	0	19,500	19,500	19,900	20,300	20,700	21,100
Promenade of the Arts	AE-06-34	20,887	0	0	23,000	0	0	0	0	0
Sounds of Summer	AE-06-38	61,406	0	59,400	59,300	59,600	60,800	62,000	63,200	64,500
Tree Lighting Event	AE-06-40	18,560	4,800	6,800	16,900	18,900	19,300	19,700	20,100	20,500
Community Awareness Events	AE-06-46	1,382	4,876	6,000	10,828	6,000	6,100	6,200	6,300	6,400
National Night Out	AE-06-50	16,300	0	0	0	0	0	0	0	0
Autumn Harvest	AE-10-01	11,625	0	0	11,000	11,000	11,200	11,400	11,600	11,800
Taste of Arlington Heights	AE-12-02	27,268	0	0	28,100	0	0	0	0	0
Arlington Spring Sweep	AE-13-01	5,859	0	0	0	0	0	0	0	0
Bike Arlington Heights	AE-17-04	1,900	0	0	2,300	2,300	2,300	2,300	2,300	2,300
Downtown Events	AE-17-08	11,900	0	10,000	14,000	14,000	14,300	14,600	14,900	15,200
Harmony Fest	AE-21-01	0	0	74,600	0	74,600	76,100	77,600	79,200	80,800
Arlington Alfresco	AE-21-02	0	0	117,900	0	87,400	89,100	90,900	92,700	94,600
SUBTOTAL - EVENTS		322,232	9,676	296,600	294,728	355,700	362,700	369,900	377,200	384,800
METROPOLIS										
Metropolis Theater Operating Contribution	AE-05-04	265,000	270,000	270,000	270,000	275,000	280,000	285,000	290,000	295,000
SUBTOTAL - METROPOLIS		265,000	270,000	270,000	270,000	275,000	280,000	285,000	290,000	295,000
SUBTOTAL - OPERATING EXPENDITURES		587,232	279,676	566,600	564,728	630,700	642,700	654,900	667,200	679,800
EQUIPMENT										
Equipment Replacement - Metropolis	EQ-06-03	37,318	12,926	39,000	39,000	40,000	41,000	42,000	43,000	44,000
SUBTOTAL - EQUIPMENT		37,318	12,926	39,000	39,000	40,000	41,000	42,000	43,000	44,000
BUILDING/EQUIPMENT RESERVE EXPENSES										
Metropolis Theater Replace Flooring MPAC	BL-17-06	0	0	40,000	36,000	0	0	0	0	0
Metropolis Theater Clearcom Equipment	EQ-17-03	0	0	0	0	12,000	0	0	0	0
Metropolis Theater LED House Lighting	EQ-17-04	23,690	0	0	0	0	0	0	0	0
Metropolis Theater Speaker Towers	EQ-17-06	17,267	0	0	0	0	0	0	0	0
Metropolis Theater Moving Lights	EQ-17-07	7,000	0	0	0	0	0	0	0	0
Metropolis Theater Sound Console/ Board	EQ-17-09	32,955	0	0	0	0	0	0	0	0
Metropolis Theater Replace Smoke Detectors	EQ-17-10	0	0	25,000	25,000	0	0	0	0	0
Metropolis Theater LED Series 2	EQ-17-11	0	0	0	0	27,500	0	0	0	0
Metropolis Theater Lighting Fixtures in Theater	EQ-18-03	0	0	0	0	0	35,000	35,000	0	0
Metropolis Theater Wireless Microphones	EQ-18-05	0	0	0	0	14,000	0	0	0	0
Metropolis Theater Stage Curtains	EQ-19-01	23,789	0	0	0	0	0	0	0	0
Metropolis Theater Rear Projectors	EQ-19-02	13,949	0	0	0	0	0	0	0	0
Metropolis Theater Wireless Headsets/Base	EQ-21-03	0	0	0	0	13,000	0	0	0	0
Metropolis Theater Building Infrastructure Updates	EQ-22-02	0	0	0	0	0	30,000	30,000	65,000	65,000
SUBTOTAL - BLDG/EQUIP RESERVES		118,650	0	65,000	61,000	66,500	65,000	65,000	65,000	65,000
TOTAL CAPITAL EXPENDITURES		155,968	12,926	104,000	100,000	106,500	106,000	107,000	108,000	109,000

# ARTS, ENTERTAINMENT & EVENTS FUND (515)

## 5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	PROJ #	2021								
		2019 ACTUAL	2020 ACTUAL	ESTIMATED ACTUAL	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
OPERATING										
Reserve for Restricted Contribution (Metropolis)		19,170	0	55,000	55,000	56,000	57,000	58,000	59,000	60,000
NON-OPERATING										
Reserve for Replacement (Metropolis)		0	0	575,000	575,000	75,000	75,000	75,000	75,000	75,000
Metropolis Special Assessments		0	0	6,900	0	6,900	0	0	0	0
Building Reserve - MCCA		9,968	10,723	34,400	27,500	52,000	57,700	57,700	57,700	57,700
Common Area Maintenance (CAM) Fees - MCCA		79,448	78,768	83,500	80,300	86,000	88,600	91,300	94,000	96,800
SUBTOTAL - NON-OPERATING		89,416	89,491	699,800	682,800	219,900	221,300	224,000	226,700	229,500
TOTAL EXPENDITURES										
		851,786	382,093	1,425,400	1,402,528	1,013,100	1,027,000	1,043,900	1,060,900	1,078,300
BEGINNING WORKING CASH										
		(71,260)	(61,705)	151,445	151,445	242,545	234,645	228,345	229,745	239,445
REVENUES OVER (UNDER) EXPENDS.										
		9,555	213,150	91,100	31,572	(7,900)	(6,300)	1,400	9,700	18,400
ENDING WORKING CASH										
		(61,705)	151,445	242,545	183,017	234,645	228,345	229,745	239,445	257,845
Fund Balance as a Percent of Expenditures										
						23%	22%	22%	23%	24%

(1) Note: As of 4/30/08 the working cash calculation equals current assets less liabilities less a subtraction for the reserve for replacement. This provides a building/equipment reserve for future major repairs and improvements to the Metropolis Theater. The building/equipment reserve is shown as a net asset in the Village's CAFR and will be increased each year by \$75,000, unless some or all of the reserve funds are used with the advice of the theater operator, PAM, and per Village Board direction.

(2) Note: As of 12/31/15 the working cash calculation includes an additional subtraction for the restricted contribution to Metropolis. This represents a contribution to the Theater that is being held by the Village as the Theater demonstrates balanced budget and actual results.

	2020	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
current assets	667,769	66,500	65,000	65,000	65,000	65,000
minus current liabilities	0					
	667,769					
Less Reserve for Replacement	(306,024)					
Less Restricted Contribution	(210,300)					
ending working cash	151,445					
<b>CUMULATIVE RESERVE FOR REPLACEMENT</b>						
reserve for replacement - Increase by \$75,000 each year						
				FY08	75,000	
				FY09	150,000	
				FY10	225,000	
				FY11	300,000	
				FY12	375,000	
				FY13	450,000	
				FY14	525,000	
Metropolis Build/Equip Resv				FY14	400,095	
Reduced by: 124,905				FY15	475,095	
Reduced by: 250,000				FY15	225,095	
Reduced by: 17,072				8-Month	300,095	
				8-Month	283,023	
Reduced by: 58,176				2016	358,023	
Reduced by: 82,651				2016	299,847	
				2017	374,847	
Reduced by: 67,522				2017	292,196	
				50k res, incr. W. cash	2018	342,196
Reduced by: 118,650				2018	274,674	
				2019	349,674	
Reduced by: 0				2019	231,024	
				2020	306,024	
Reduced by: 71,900				2020	306,024	
				575k reserve incr.	2021	881,024
				2021	809,124	
<b>CUMULATIVE RESTRICTED CONTRIBUTION</b>						
reserve for restricted contribution:						
				8-Month	18,500	
				2016	68,500	
				2017	119,500	
Reduced by: 49,000				2017	70,500	
				2018	122,500	
				2019	175,500	
Reduced by: 19,200				2019	156,300	
				2020	210,300	
				2021	265,300	

# ARTS, ENTERTAINMENT & EVENTS FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
515-0000-402.25-00	Food & Beverage Tax (AE0502)	693,535	519,327	665,500	593,300	<b>706,200</b>	112,900	19.0%
515-0000-402.26-00	Alfresco Food & Beverage Tax	0	0	0	0	<b>90,000</b>	90,000	N/A
	<b>Business Taxes</b>	<b>693,535</b>	<b>519,327</b>	<b>665,500</b>	<b>593,300</b>	<b>796,200</b>	<b>202,900</b>	<b>34.2%</b>
515-0000-431.45-00	Building Management Fee	18,000	18,000	18,000	18,000	<b>18,000</b>	0	0.0%
515-0000-431.46-00	CAM Charges	77,854	53,772	83,500	80,300	<b>86,000</b>	5,700	7.1%
515-0000-431.50-00	Special PW Detail Fee	4,824	1,918	4,500	4,500	<b>4,600</b>	100	2.2%
	<b>Fees</b>	<b>100,678</b>	<b>73,690</b>	<b>106,000</b>	<b>102,800</b>	<b>108,600</b>	<b>5,800</b>	<b>5.6%</b>
515-0000-461.02-00	Interest on Investments	7,410	2,090	200	4,500	<b>4,500</b>	0	0.0%
515-0000-462.10-00	Market Value Adjustments	2,882	136	400	0	<b>0</b>	0	N/A
	<b>Interest Income</b>	<b>10,292</b>	<b>2,226</b>	<b>600</b>	<b>4,500</b>	<b>4,500</b>	<b>0</b>	<b>0.0%</b>
515-0000-481.50-00	Hearts of Gold Awards Dinner (AE0622)	11,280	0	0	0	<b>0</b>	0	N/A
515-0000-481.55-00	Premium Sponsors	5,000	0	7,500	7,500	<b>7,500</b>	0	0.0%
515-0000-481.65-00	Sounds of Summer (AE0638)	18,300	0	15,000	15,000	<b>15,000</b>	0	0.0%
	<b>Special Events</b>	<b>34,580</b>	<b>0</b>	<b>22,500</b>	<b>22,500</b>	<b>22,500</b>	<b>0</b>	<b>0.0%</b>
515-0000-489.90-00	Other Income	2,244	0	0	0	<b>0</b>	0	N/A
	<b>Other</b>	<b>2,244</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
515-0000-491.05-00	Operating Transfer In	20,012	0	650,000	650,000	<b>0</b>	(650,000)	(100.0%)
515-0000-491.10-00	Use of Capital Reserves	0	0	71,900	61,000	<b>73,400</b>	12,400	20.3%
	<b>Other Financing Sources</b>	<b>20,012</b>	<b>0</b>	<b>721,900</b>	<b>711,000</b>	<b>73,400</b>	<b>(637,600)</b>	<b>(89.7%)</b>
<b>Total Arts, Ent. &amp; Events Fund</b>		<b>861,341</b>	<b>595,243</b>	<b>1,516,500</b>	<b>1,434,100</b>	<b>1,005,200</b>	<b>(428,900)</b>	<b>(29.9%)</b>

## SPECIAL EVENTS OPERATIONS WITH DEDICATED REVENUE

BUDGET FOR 2022			
	Sounds of Summer	Other Events	TOTAL
<b>Event Revenue</b>			
Sounds of Summer	15,000		<b>15,000</b>
Premium Sponsors		7,500	<b>7,500</b>
<b>Total Event Revenue</b>	<b>15,000</b>	<b>7,500</b>	<b>22,500</b>
<b>Event Expenditures</b>			
Sounds of Summer	59,600		<b>59,600</b>
Other Special Events Commission Events		37,000	<b>37,000</b>
<b>Total Event Expenditures</b>	<b>59,600</b>	<b>37,000</b>	<b>96,600</b>
<b>Dedicated Revenues over/(under) Expenditures*</b>	<b>(44,600)</b>	<b>(29,500)</b>	<b>(74,100)</b>

\* The balance of these events and all other A&E Fund events are funded with Food & Beverage Tax revenue.

# ARTS, ENTERTAINMENT & EVENTS FUND

## EXPENDITURES

### Board of Trustees

0101

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
515-0101-525.40-55	Special Events	4,186	0	0	6,000	0	(6,000)	(100.0%)
	Other Charges	4,186	0	0	6,000	0	(6,000)	(100.0%)
	Total Board of Trustees	4,186	0	0	6,000	0	(6,000)	(100.0%)

### Integrated Services

0201

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
515-0201-525.40-55	Special Events *	33,106	0	31,300	31,300	31,300	0	0.0%
	Other Charges	33,106	0	31,300	31,300	31,300	0	0.0%
	Total Integrated Services	33,106	0	31,300	31,300	31,300	0	0.0%

\* The amount of Village funds committed to Sounds of Summer events is \$21,300. Total expenditures are budgeted at \$36,300 based on anticipated sponsorship revenue of \$15,000. In the event sponsorship dollars are less than anticipated, the event programming will be reduced accordingly.

Please Note: SOS sponsorships for 2019 were \$15,000. The sponsorships are subtracted from the net expenses for the event programming. Village's net expense was \$10,206 for entertainment costs only.

### Special Events Commission

1018

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
515-1018-525.40-55	Special Events	59,003	4,800	27,000	35,000	37,000	2,000	5.7%
	Other Charges	59,003	4,800	27,000	35,000	37,000	2,000	5.7%
	Total Special Events Comm	59,003	4,800	27,000	35,000	37,000	2,000	5.7%

### Arts Commission

1022

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
515-1022-525.40-55	Special Events	1,382	4,876	6,000	10,828	6,000	(4,828)	(44.6%)
	Other Charges	1,382	4,876	6,000	10,828	6,000	(4,828)	(44.6%)
	Total Arts Commission	1,382	4,876	6,000	10,828	6,000	(4,828)	(44.6%)



# ARTS, ENTERTAINMENT & EVENTS FUND

## EXPENDITURES

### Metropolis Theater

2005

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
515-2005-525.40-81	Operating Contribution	265,000	270,000	270,000	270,000	275,000	5,000	1.9%
	Other Charges	265,000	270,000	270,000	270,000	275,000	5,000	1.9%
515-2005-525.50-55	Other Capital Outlay	155,968	12,926	104,000	100,000	106,500	6,500	6.5%
	Capital Outlay	155,968	12,926	104,000	100,000	106,500	6,500	6.5%
	Total Metropolis Theater	420,968	282,926	374,000	370,000	381,500	11,500	3.1%

### Police

3001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
515-3001-525.18-07	Overtime Sworn	72,600	0	35,200	64,800	61,700	(3,100)	(4.8%)
	Salaries	72,600	0	35,200	64,800	61,700	(3,100)	(4.8%)
	Total Police	72,600	0	35,200	64,800	61,700	(3,100)	(4.8%)

### Fire

3501

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
515-3501-525.18-07	Overtime Sworn	10,200	0	4,100	7,200	4,100	(3,100)	(43.1%)
	Salaries	10,200	0	4,100	7,200	4,100	(3,100)	(43.1%)
	Total Fire	10,200	0	4,100	7,200	4,100	(3,100)	(43.1%)

### Planning

4001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
515-4001-525.33-05	Other Supplies	0	0	20,000	0	5,000	5,000	N/A
	Salaries	0	0	20,000	0	5,000	5,000	N/A
	Total Planning	0	0	20,000	0	5,000	5,000	N/A

# ARTS, ENTERTAINMENT & EVENTS FUND

## EXPENDITURES

### Public Works

7101

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
515-7101-525.18-05	Overtime Civilian	97,700	0	94,000	92,200	127,300	35,100	38.1%
515-7101-525.18-80	Special Detail	7,900	0	0	7,900	0	(7,900)	(100.0%)
	<b>Salaries</b>	<b>105,600</b>	<b>0</b>	<b>94,000</b>	<b>100,100</b>	<b>127,300</b>	<b>27,200</b>	<b>27.2%</b>
515-7101-525.33-05	Other Supplies	36,155	0	79,000	39,500	83,300	43,800	110.9%
	<b>Commodities</b>	<b>36,155</b>	<b>0</b>	<b>79,000</b>	<b>39,500</b>	<b>83,300</b>	<b>43,800</b>	<b>110.9%</b>
	<b>Total Public Works</b>	<b>141,755</b>	<b>0</b>	<b>173,000</b>	<b>139,600</b>	<b>210,600</b>	<b>71,000</b>	<b>50.9%</b>

### Non-Operating

9901

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
515-9901-525.40-80	MCCA Spec. Assessments	0	0	6,900	0	6,900	6,900	N/A
515-9901-525.40-83	CAM Fees - MCCA	79,448	78,768	83,500	80,300	86,000	5,700	7.1%
515-9901-525.40-84	Restricted Reserve	19,170	0	55,000	55,000	56,000	1,000	1.8%
515-9901-525.40-91	Reserve for Replacement	0	0	575,000	575,000	75,000	(500,000)	(87.0%)
515-9901-525.40-92	Building Reserve - MCCA	9,968	10,723	34,400	27,500	52,000	24,500	89.1%
	<b>Other Financing Uses</b>	<b>108,586</b>	<b>89,491</b>	<b>754,800</b>	<b>737,800</b>	<b>275,900</b>	<b>(461,900)</b>	<b>(62.6%)</b>
	<b>Total Non-Operating</b>	<b>108,586</b>	<b>89,491</b>	<b>754,800</b>	<b>737,800</b>	<b>275,900</b>	<b>(461,900)</b>	<b>(62.6%)</b>
	<b>Total Arts, Ent. &amp; Events Fund</b>	<b>851,786</b>	<b>382,093</b>	<b>1,425,400</b>	<b>1,402,528</b>	<b>1,013,100</b>	<b>(389,428)</b>	<b>(27.8%)</b>

# ARTS, ENTERTAINMENT & EVENTS FUND

## EXPENDITURE DETAIL

### BOARD OF TRUSTEES

0101

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>OTHER CHARGES:</b>				
515-0101-525.40-55	Special Events	Promenade of Art (AE0634)	6,000	0
<b>TOTAL OTHER CHARGES</b>			<u>6,000</u>	<u>0</u>
<b>TOTAL BOARD OF TRUSTEES</b>			<u>6,000</u>	<u>0</u>

### INTERGRATED SERVICES

0201

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>OTHER CHARGES:</b>				
515-0201-525.40-55	Special Events	Promotional events including Sounds of Summer (AE0638) Downtown Events (AE1708)	21,300 10,000 31,300	21,300 10,000 31,300
<b>TOTAL OTHER CHARGES</b>			<u>31,300</u>	<u>31,300</u>
<b>TOTAL INTEGRATED SERVICES</b>			<u>31,300</u>	<u>31,300</u>

### SPECIAL EVENTS COMMISSION

1018

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>OTHER CHARGES:</b>				
515-1018-525.40-55	Special Events	Mane Event (AE0628) Tree Lighting Event (AE0640) Autumn Harvest (AE1001) Harmony Fest (AE2102)	22,000 3,000 10,000 0 35,000	0 5,000 10,000 22,000 37,000
<b>TOTAL OTHER CHARGES</b>			<u>35,000</u>	<u>37,000</u>
<b>TOTAL SPECIAL EVENTS COMM</b>			<u>35,000</u>	<u>37,000</u>

# ARTS, ENTERTAINMENT & EVENTS FUND

## EXPENDITURE DETAIL

### ARTS COMMISSION

1022

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>OTHER CHARGES:</b>				
515-1022-525.40-55	Special Events	Community Awareness Events (AE0646)	6,000	6,000
		Prior Year Encumbrance Carryover	4,828 10,828	0 6,000
		<b>TOTAL OTHER CHARGES</b>	<b>10,828</b>	<b>6,000</b>
		<b>TOTAL ARTS COMMISSION</b>	<b>10,828</b>	<b>6,000</b>

### METROPOLIS THEATER

2005

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>OTHER CHARGES:</b>				
515-2005-525.40-81	Operating Contribution	PAM Operating Subsidy (AE0504)	270,000	275,000
		<b>TOTAL OTHER CHARGES</b>	<b>270,000</b>	<b>275,000</b>
<b>CAPITAL OUTLAY:</b>				
515-2005-525.50-55	Other Capital Outlay	Metropolis Theater Capital Expenses (EQ0603)	39,000	40,000
		Metropolis Theater Replace Flooring MPAC (BL1706)	36,000	0
		Metropolis Theater Replace Smoke Detectors (EQ1710)	25,000	0
		Metropolis Theater Clearcom Equipment (EQ1703)	0	12,000
		Metropolis Theater LED Series 2 (EQ1711)	0	27,500
		Metropolis Theater Wireless Microphones (EQ1805)	0	14,000
		Metropolis Theater Wireless Headsets/ Base (EQ2103)	0	13,000
		<b>TOTAL CAPITAL OUTLAY</b>	<b>100,000</b>	<b>106,500</b>
		<b>TOTAL METROPOLIS THEATER</b>	<b>370,000</b>	<b>381,500</b>

# ARTS, ENTERTAINMENT & EVENTS FUND

## EXPENDITURE DETAIL

### POLICE

3001

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
515-3001-525.18-07	Overtime Sworn	Frontier Days (AE0618)	25,400	25,400
		Halloween (AE0620)	4,100	4,100
		July 4th Parade (AE0626)	9,200	9,200
		Mane Event (AE0628)	4,100	0
		Memorial Day Parade (AE0630)	7,200	7,200
		Promenade of Art (AE0634)	3,400	0
		Sounds of Summer (AE0638)	2,100	2,400
		Tree Lighting Event (AE0640)	1,800	1,800
		Taste of Arlington (AE1202)	5,200	0
		Bike Arlington Heights (AE1704)	2,300	2,300
		Harmony Fest (AE2101)	0	9,300
			64,800	61,700
		<b>TOTAL SALARIES</b>	<b>64,800</b>	<b>61,700</b>
		<b>TOTAL POLICE</b>	<b>64,800</b>	<b>61,700</b>

### FIRE

3501

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
515-3501-525.18-07	Overtime Sworn	Mane Event (AE0628)	2,000	0
		Promenade of Art (AE0634)	3,100	0
		Taste of Arlington (AE1202)	2,100	0
		Harmony Fest (AE2101)	0	4,100
			7,200	4,100
		<b>TOTAL SALARIES</b>	<b>7,200</b>	<b>4,100</b>
		<b>TOTAL FIRE</b>	<b>7,200</b>	<b>4,100</b>

# ARTS, ENTERTAINMENT & EVENTS FUND

## EXPENDITURE DETAIL

### PLANNING

4001

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>OTHER CHARGES:</b>				
515-4001-525.33-05	Other Supplies	Arlington Alfresco (AE2102)	0	5,000
		<b>TOTAL OTHER CHARGES</b>	<b>0</b>	<b>5,000</b>
		<b>TOTAL PLANNING</b>	<b>0</b>	<b>5,000</b>

### PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
515-7101-525.18-05	Overtime Civilian	Frontier Days (AE0618)	800	800
		July 4th Parade (AE0626)	19,900	19,900
		Mane Event (AE0628)	14,200	0
		Memorial Day Parade (AE0630)	11,000	11,000
		Promenade of Art (AE0634) (Village 70%)	7,300	0
		Sounds of Summer (AE0638)	10,900	10,900
		Tree Lighting Event (AE0640)	12,100	12,100
		Autumn Harvest (AE1001)	1,000	1,000
		Taste of Arlington (AE1202) (Village 70%)	11,000	0
		Downtown Events (AE1708)	4,000	4,000
		Arlington Alfresco (AE2102)	0	42,400
		Harmony Fest (AE2101)	0	25,200
			92,200	127,300
515-7101-525.18-80	Special Detail	Promenade of Art (AE0634) (Amdur 30%)	3,200	0
		Taste of Arlington (AE1202) (Chamber 30%)	4,700	0
			7,900	0
		<b>TOTAL SALARIES</b>	<b>100,100</b>	<b>127,300</b>
<b>COMMODITIES:</b>				
515-7101-525.33-05	Other Supplies	Mane Event (AE0628) - fence, signs, barricade rental, etc.	5,100	0
		Taste of Arlington (AE1202) - fence, signs, barricade rental, etc.	5,100	0
		Memorial Day (AE0630)	1,300	1,300
		July 4th Parade (AE0626)	3,000	3,000
		Sounds of Summer (AE0638) - stage, skirt, tent rental, etc.	25,000	25,000
		Arlington Alfresco (AE2102)	0	40,000
		Harmony Fest (AE2101)	0	14,000
			39,500	83,300
		<b>TOTAL COMMODITIES</b>	<b>39,500</b>	<b>83,300</b>
		<b>TOTAL PUBLIC WORKS</b>	<b>139,600</b>	<b>210,600</b>

# ARTS, ENTERTAINMENT & EVENTS FUND

## EXPENDITURE DETAIL

### NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>NON-OPERATING:</b>				
515-9901-525.40-80	MCCA Spec. Assessments	Metropolis Special Assessments	0	6,900
515-9901-525.40-83	CAM Fees - MCCA	Common Area Maintenance (CAM)	80,300	86,000
515-9901-525.40-84	Restricted Reserve	Metropolis Theater	55,000	56,000
515-9901-525.40-91	Reserve for Replacement	Depreciation	575,000	75,000
515-9901-525.40-92	Building Reserves - MCCA	Building Reserve - Condo Association	27,500	52,000
<b>TOTAL NON-OPERATING</b>			<b><u>737,800</u></b>	<b><u>275,900</u></b>
<b>TOTAL NON-OPERATING</b>			<b><u>737,800</u></b>	<b><u>275,900</u></b>
<b>TOTAL ARTS, ENTERT. &amp; EVENTS FUND</b>			<b><u>1,402,528</u></b>	<b><u>1,013,100</u></b>

## SPECIAL EVENTS - Cost by Event

Event	Project #	Department	Expense Description	2021 Budget	2021 Proj Act	2022 Budget
Autumn Harvest	AE-10-01	Special Events Com Public Works	Special Events	10,000	0	10,000
			Overtime	1,000	0	1,000
				<b>11,000</b>	<b>0</b>	<b>11,000</b>
Community Awareness Events	AE-06-46	Arts Commission	Special Events	10,828	6,000	6,000
				<b>10,828</b>	<b>6,000</b>	<b>6,000</b>
Downtown Events	AE-17-08	Integrated Services Public Works	Special Events	10,000	10,000	10,000
			Overtime	4,000	0	4,000
				<b>14,000</b>	<b>10,000</b>	<b>14,000</b>
Frontier Days	AE-06-18	Police Public Works	Overtime	25,400	17,800	25,400
			Overtime	800	0	800
				<b>26,200</b>	<b>17,800</b>	<b>26,200</b>
Halloween	AE-06-20	Police	Overtime	4,100	4,100	4,100
				<b>4,100</b>	<b>4,100</b>	<b>4,100</b>
July 4th Parade	AE-06-26	Police Public Works Public Works	Overtime	9,200	0	9,200
			Overtime	19,900	0	19,900
			Event supplies	3,000	0	3,000
				<b>32,100</b>	<b>0</b>	<b>32,100</b>
Mane Event	AE-06-28	Special Events Com Police Fire Public Works Public Works	Special Events	22,000	0	0
			Overtime	4,100	0	0
			Overtime	2,000	0	0
			Overtime	14,200	0	0
			Barricade rental, signs, etc.	5,100	0	0
				<b>47,400</b>	<b>0</b>	<b>0</b>
Memorial Day Parade	AE-06-30	Police Public Works Public Works	Overtime	7,200	0	7,200
			Overtime	11,000	0	11,000
			Event supplies	1,300	0	1,300
				<b>19,500</b>	<b>0</b>	<b>19,500</b>
Promenade of Art	AE-06-34	Board of Trustees Police Fire Public Works Public Works <sup>(1)</sup>	Special Events	6,000	0	0
			Overtime	3,400	0	0
			Overtime	3,100	0	0
			Overtime - Village share 70%	7,300	0	0
			Overtime - Amdur share 30%	3,200	0	0
				<b>23,000</b>	<b>0</b>	<b>0</b>
Sounds of Summer	AE-06-38	Integrated Services Police Public Works Public Works	Entertainment	21,300	21,300	21,300
			Overtime	2,100	2,200	2,400
			Overtime	10,900	10,900	10,900
			Stage, skirt, tent rental, etc.	25,000	25,000	25,000
				<b>59,300</b>	<b>59,400</b>	<b>59,600</b>
Taste of Arlington	AE-12-02	Police Fire Public Works Public Works <sup>(2)</sup> Public Works	Overtime	5,200	0	0
			Overtime	2,100	0	0
			Overtime - Village share 70%	11,000	0	0
			Overtime - Chamber share 30%	4,700	0	0
			Lighting, fencing, sanitation	5,100	0	0
				<b>28,100</b>	<b>0</b>	<b>0</b>
Tree Lighting Event	AE-06-40	Special Events Com Police Public Works	Special Events	3,000	5,000	5,000
			Overtime	1,800	1,800	1,800
			Overtime	12,100	0	12,100
				<b>16,900</b>	<b>6,800</b>	<b>18,900</b>
Bike Arlington Heights	AE-17-04	Police	Overtime	2,300	0	2,300
				<b>2,300</b>	<b>0</b>	<b>2,300</b>



## SPECIAL EVENTS - Cost by Event

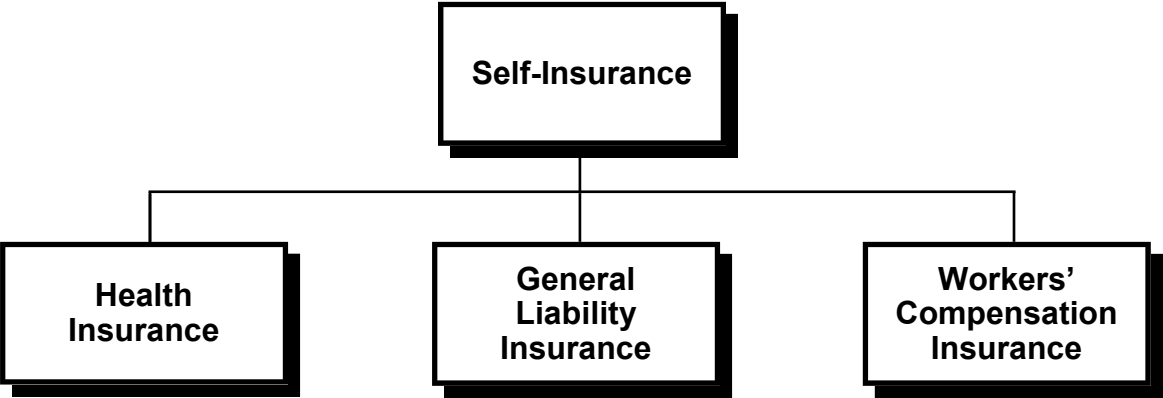
Event	Project #	Department	Expense Description	2021 Budget	2021 Proj Act	2022 Budget
Harmony Fest	AE-21-01	Public Works	Overtime	0	25,200	25,200
		Public Works	Lighting, fencing, sanitation	0	14,000	14,000
		Police	Overtime	0	9,300	9,300
		Fire	Overtime	0	4,100	4,100
		Special Events Com	Special Events	0	22,000	22,000
				0	74,600	74,600
Arlington Alfresco	AE-21-02	Public Works	Overtime	0	57,900	42,400
		Public Works	Lighting, fencing, sanitation	0	40,000	40,000
		Planning	Materials	0	20,000	5,000
				0	117,900	87,400
TOTAL SPECIAL EVENTS - COST BY EVENT				294,728	296,600	355,700

## SPECIAL EVENTS - Cost by Department

Department	Event	Project #	Expense Description	2021 Budget	2021 Proj Act	2022 Budget
Board of Trustees	Promenade of Art	AE-06-34	Special Events	6,000	0	0
				<b>6,000</b>	<b>0</b>	<b>0</b>
Integrated Services	Downtown Events	AE-17-08	Special Events	10,000	10,000	10,000
	Sounds of Summer	AE-06-38	Entertainment	21,300	21,300	21,300
				<b>31,300</b>	<b>31,300</b>	<b>31,300</b>
Special Events Com	Autumn Harvest	AE-10-01	Special Events	10,000	0	10,000
	Mane Event	AE-06-28	Special Events	22,000	0	0
	Tree Lighting Event	AE-06-40	Special Events	3,000	5,000	5,000
	Harmony Fest	AE-21-02	Special Events	0	22,000	22,000
				<b>35,000</b>	<b>27,000</b>	<b>37,000</b>
Arts Commission	Community Awareness Events	AE-06-46	Special Events	10,828	6,000	6,000
				<b>10,828</b>	<b>6,000</b>	<b>6,000</b>
Police	Bike Arlington	AE-17-04	Overtime	2,300	0	2,300
	Frontier Days	AE-06-18	Overtime	25,400	17,800	25,400
	Halloween	AE-06-20	Overtime	4,100	4,100	4,100
	July 4th Parade	AE-06-26	Overtime	9,200	0	9,200
	Mane Event	AE-06-28	Overtime	4,100	0	0
	Memorial Day Parade	AE-06-30	Overtime	7,200	0	7,200
	Promenade of Art	AE-06-34	Overtime	3,400	0	0
	Sound of Summer	AE-06-38	Overtime	2,100	2,200	2,400
	Taste of Arlington	AE-12-02	Overtime	5,200	0	0
	Tree Lighting Event	AE-06-40	Overtime	1,800	1,800	1,800
	Harmony Fest	AE-21-01	Overtime	0	9,300	9,300
				<b>64,800</b>	<b>35,200</b>	<b>61,700</b>
Fire	Mane Event	AE-06-28	Overtime	2,000	0	0
	Promenade of Art	AE-06-34	Overtime	3,100	0	0
	Taste of Arlington	AE-12-02	Overtime	2,100	0	0
	Harmony Fest	AE-21-01	Overtime	0	4,100	4,100
				<b>7,200</b>	<b>4,100</b>	<b>4,100</b>
Planning	Arlington Alfresco	AE-21-02	Materials	0	20,000	5,000
				<b>0</b>	<b>20,000</b>	<b>5,000</b>
Public Works/Water	Autumn Harvest	AE-10-01	Overtime	1,000	0	1,000
	Frontier Days	AE-06-18	Overtime	800	0	800
	July 4th Parade	AE-06-26	Overtime	19,900	0	19,900
	July 4th Parade	AE-06-26	Barricade rental, signs, etc.	3,000	0	3,000
	Mane Event	AE-06-28	Overtime	14,200	0	0
	Mane Event	AE-06-28	Barricade rental, signs, etc.	5,100	0	0
	Memorial Day Parade	AE-06-30	Overtime	11,000	0	11,000
	Memorial Day Parade	AE-06-30	Barricade rental, signs, etc.	1,300	0	1,300
	Promenade of Art	AE-06-34	Overtime - Village share 70%	7,300	0	0
	Promenade of Art	AE-06-34	Overtime - Amdur share 30%	3,200	0	0
	Sounds of Summer	AE-06-38	Overtime	10,900	10,900	10,900
	Sounds of Summer	AE-06-38	Stage, skirt, tent rental, etc.	25,000	25,000	25,000
	Taste of Arlington	AE-12-02	Overtime - Village share 70%	11,000	0	0
	Taste of Arlington	AE-12-02	Overtime - Chamber share 30%	4,700	0	0
	Taste of Arlington	AE-12-02	Lighting, fencing, sanitation	5,100	0	0
	Tree Lighting Event	AE-06-40	Overtime	12,100	0	12,100
	Downtown Events	AE-17-08	Overtime	4,000	0	4,000
	Arlington Alfresco	AE-21-02	Overtime	0	57,900	42,400
	Arlington Alfresco	AE-21-02	Materials	0	40,000	40,000
	Harmony Fest	AE-21-01	Overtime	0	25,200	25,200
	Harmony Fest	AE-21-01	Lighting, fencing, sanitation	0	14,000	14,000
				<b>139,600</b>	<b>173,000</b>	<b>210,600</b>
<b>TOTAL SPECIAL EVENTS - COST BY DEPARTMENT</b>				<b>294,728</b>	<b>296,600</b>	<b>355,700</b>

# SELF INSURANCE FUNDS

## ORGANIZATION STRUCTURE



## VILLAGE OF ARLINGTON HEIGHTS

## 2022 CHARGES TO OPERATIONS FOR INSURANCE

FUND	OPERATION	MEDICAL INSURANCE A/C #1905			GENERAL INSURANCE A/C #2040			WORKERS' COMPENSATION A/C #1901		
		2021	2022	VARIANCE	2021	2022	VARIANCE	2021	2022	VARIANCE
101	0101-501 Board of Trustees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 100	\$ -
101	0201-502 Integrated Services	99,400	111,200	11,800	8,000	5,700	(2,300)	1,300	1,400	100
101	0301-503 Human Resources	54,500	41,800	(12,700)	6,800	4,800	(2,000)	500	600	100
101	0401-503 Legal	67,100	65,400	(1,700)	3,300	2,300	(1,000)	600	700	100
101	0501-503 Finance	210,900	245,300	34,400	20,800	14,700	(6,100)	3,400	3,800	400
101	1001-502 Boards & Commissions	-	-	-	3,200	2,300	(900)	-	-	-
101	3001-511 Police	2,905,900	3,081,200	175,300	285,300	201,400	(83,900)	676,300	750,900	74,600
101	3005-511 Police Grant	8,100	8,000	(100)	-	-	-	300	300	-
101	3501-512 Fire	2,619,700	2,613,900	(5,800)	237,700	167,900	(69,800)	676,400	751,000	74,600
101	4001-521 Planning & Comm Devlp	211,900	209,500	(2,400)	7,300	5,200	(2,100)	3,000	3,300	300
101	4501-523 Building & Life Safety	272,500	377,500	105,000	13,100	9,300	(3,800)	48,500	53,900	5,400
101	7001-523 Health Services	197,500	196,800	(700)	20,900	14,800	(6,100)	20,200	22,400	2,200
101	7007-523 Senior Services	77,100	84,300	7,200	12,000	8,500	(3,500)	500	600	100
101	7101-531 Public Works	1,010,800	1,091,500	80,700	152,200	107,500	(44,700)	491,500	545,800	54,300
	<b>Sub-Total General Fund</b>	<b>\$ 7,735,400</b>	<b>\$ 8,126,400</b>	<b>\$ 391,000</b>	<b>\$ 770,600</b>	<b>\$ 544,400</b>	<b>\$ (226,200)</b>	<b>\$ 1,922,600</b>	<b>\$ 2,134,800</b>	<b>\$ 212,200</b>
235	3001-532 Police	\$ 97,000	\$ 105,300	\$ 8,300	\$ 10,700	\$ 7,600	\$ (3,100)	\$ 10,500	\$ 11,700	\$ 1,200
505	0501-503 Finance	157,200	168,600	11,400	-	-	-	1,300	1,400	100
505	7201-561 Water Utilities Operation	824,600	857,000	32,400	65,000	45,900	(19,100)	276,500	307,000	30,500
605	0301-552 Human Resources	27,300	28,600	1,300	-	-	-	100	100	-
615	0301-552 Human Resources	26,700	28,000	1,300	-	-	-	100	100	-
621	7501-551 Municipal Fleet Services	204,900	212,900	8,000	-	-	-	53,100	59,000	5,900
625	0601-553 IT	119,600	166,300	46,700	5,500	3,900	(1,600)	600	700	100
	<b>Sub-Total Other Funds</b>	<b>\$ 1,457,300</b>	<b>\$ 1,566,700</b>	<b>\$ 109,400</b>	<b>\$ 81,200</b>	<b>\$ 57,400</b>	<b>\$ (23,800)</b>	<b>\$ 342,200</b>	<b>\$ 380,000</b>	<b>\$ 37,800</b>
	<b>TOTAL ALL FUNDS</b>	<b>\$ 9,192,700</b>	<b>\$ 9,693,100</b>	<b>\$ 500,400</b>	<b>\$ 851,800</b>	<b>\$ 601,800</b>	<b>\$ (250,000)</b>	<b>\$ 2,264,800</b>	<b>\$ 2,514,800</b>	<b>\$ 250,000</b>
291	6001-601 Memorial Library	1,386,400	1,325,800	(60,600)	-	-	-	-	-	-
	<b>TOTAL CHARGES</b>	<b>\$ 10,579,100</b>	<b>\$ 11,018,900</b>	<b>\$ 439,800</b>	<b>\$ 851,800</b>	<b>\$ 601,800</b>	<b>\$ (250,000)</b>	<b>\$ 2,264,800</b>	<b>\$ 2,514,800</b>	<b>\$ 250,000</b>

## Fund at a Glance

The Village is self-insured and separately tracks the revenues and expenditures for employee health insurance and related benefits. In distributing costs, formulas are developed to charge the appropriate amount back to the fund where the cost is associated. For example, the Village charges back to the fund/operation where the employees are accounted; costs are charged based on the type of elected coverage (health and dental, single or dependent, HMO or PPO). Because we are self-insured, we monitor these costs in a single fund presentation for the purpose of financial analysis.

### Restrictions:

VILLAGE POLICY – The Village has decided to self-insure these costs. Personnel policy regulates the level of the employee's share of the cost benefits for non-union employees. Labor contracts govern the level and employee's share of the cost of benefits for the police and fire unions.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Service Charges	\$9,822,435	\$10,465,408	\$10,579,100	\$10,579,100	<b>\$11,018,900</b>	\$439,800	4.2%
Interest Income	88,184	31,043	4,300	22,000	<b>22,000</b>	0	0.0%
Sales/Reimbursable/Rents	4,474,766	3,385,218	2,873,700	2,858,500	<b>2,933,500</b>	75,000	2.6%
Other	133,150	123,921	107,000	0	<b>0</b>	0	N/A
<b>Total Revenues</b>	<b>\$14,518,535</b>	<b>\$14,005,590</b>	<b>\$13,564,100</b>	<b>\$13,459,600</b>	<b>\$13,974,400</b>	<b>\$514,800</b>	<b>3.8%</b>
Interfund Transfers In	316,133	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$14,834,668</b>	<b>\$14,005,590</b>	<b>\$13,564,100</b>	<b>\$13,459,600</b>	<b>\$13,974,400</b>	<b>\$514,800</b>	<b>3.8%</b>
Expenditures							
Personal Services	\$151,257	\$144,169	\$565,000	\$565,600	<b>\$628,700</b>	\$63,100	11.2%
Contractual Services	4,753,760	5,246,166	5,216,600	5,414,900	<b>5,419,100</b>	4,200	0.1%
Commodities	498	367	500	500	<b>500</b>	0	0.0%
Other Charges	9,494,779	7,618,344	7,579,300	7,615,500	<b>8,017,300</b>	401,800	5.3%
<b>Total Expenditures</b>	<b>\$14,400,294</b>	<b>\$13,009,046</b>	<b>\$13,361,400</b>	<b>\$13,596,500</b>	<b>\$14,065,600</b>	<b>\$469,100</b>	<b>3.5%</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$14,400,294</b>	<b>\$13,009,046</b>	<b>\$13,361,400</b>	<b>\$13,596,500</b>	<b>\$14,065,600</b>	<b>\$469,100</b>	<b>3.5%</b>
Revenues over (under) Expenditures	<b>\$434,374</b>	<b>\$996,544</b>	<b>\$202,700</b>	<b>(\$136,900)</b>	<b>(\$91,200)</b>	<b>\$45,700</b>	<b>(33.4%)</b>
<b>BEGINNING WORKING CASH</b>	<b>3,368,654</b>	<b>3,803,028</b>	<b>4,799,572</b>	<b>4,799,572</b>	<b>5,002,272</b>	<b>202,700</b>	<b>4.2%</b>
<b>ENDING WORKING CASH</b>	<b>\$3,803,028</b>	<b>\$4,799,572</b>	<b>\$5,002,272</b>	<b>\$4,662,672</b>	<b>\$4,911,072</b>	<b>\$248,400</b>	<b>5.3%</b>

# HEALTH INSURANCE FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
605-0000-451.68-00	Charges To Operations	8,555,100	9,118,400	9,192,700	9,192,700	<b>9,693,100</b>	500,400	5.4%
605-0000-451.70-00	Library Health Charge	1,267,335	1,347,008	1,386,400	1,386,400	<b>1,325,800</b>	(60,600)	(4.4%)
	<b>Charges for Services</b>	<b>9,822,435</b>	<b>10,465,408</b>	<b>10,579,100</b>	<b>10,579,100</b>	<b>11,018,900</b>	<b>439,800</b>	<b>4.2%</b>
605-0000-461.02-00	Interest on Investments	69,255	24,929	1,600	17,000	<b>17,000</b>	0	0.0%
605-0000-462.10-00	Market Value Adjustments	18,929	6,114	2,700	5,000	<b>5,000</b>	0	0.0%
	<b>Interest Income</b>	<b>88,184</b>	<b>31,043</b>	<b>4,300</b>	<b>22,000</b>	<b>22,000</b>	<b>0</b>	<b>0.0%</b>
605-0000-471.10-00	Retiree Insurance Payment	1,773,602	824,346	821,000	821,000	<b>821,000</b>	0	0.0%
605-0000-471.11-00	Cobra Payments	5,158	12,726	15,200	0	<b>0</b>	0	N/A
605-0000-471.12-00	Employee Contrib Health	1,089,380	1,196,339	1,284,000	1,284,000	<b>1,348,200</b>	64,200	5.0%
605-0000-471.13-00	Employee Contrib Dental	211,879	225,573	216,000	216,000	<b>226,800</b>	10,800	5.0%
605-0000-471.19-00	Employee Contrib Life	41,697	40,262	37,500	37,500	<b>37,500</b>	0	0.0%
605-0000-471.23-00	Aggregate Loss Proceeds	1,353,050	1,085,972	500,000	500,000	<b>500,000</b>	0	0.0%
	<b>Insurance</b>	<b>4,474,766</b>	<b>3,385,218</b>	<b>2,873,700</b>	<b>2,858,500</b>	<b>2,933,500</b>	<b>75,000</b>	<b>2.6%</b>
605-0000-489.90-00	Other Income	133,150	123,921	107,000	0	<b>0</b>	0	N/A
	<b>Other</b>	<b>133,150</b>	<b>123,921</b>	<b>107,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
605-0000-491.05-00	Operating Transfer In	316,133	0	0	0	<b>0</b>	0	N/A
	<b>Other Financing Sources</b>	<b>316,133</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Total Health Insurance Fund</b>		<b>14,834,668</b>	<b>14,005,590</b>	<b>13,564,100</b>	<b>13,459,600</b>	<b>13,974,400</b>	<b>514,800</b>	<b>3.8%</b>

## HUMAN RESOURCES

## Health Insurance Fund

### PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Employee Benefits Coordinator	6	1.00	1.00	
<b>Total F-T-E</b>		<b>1.00</b>	<b>1.00</b>	<b>0.00</b>

### Human Resources Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	2.00	2.00	
605	Health Insurance Fund	1.00	1.00	
615	Workers' Compensation Fund	1.00	1.00	
<b>Total F-T-E All Funds</b>		<b>4.00</b>	<b>4.00</b>	<b>0.00</b>

# HEALTH INSURANCE FUND

## EXPENDITURES

### Human Resources

0301

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
605-0301-552.10-01	Salaries	106,646	85,714	111,400	111,900	115,300	3,400	3.0%
605-0301-552.18-01	Temporary Help	0	10,131	1,700	1,700	1,700	0	0.0%
	<b>Salaries</b>	<b>106,646</b>	<b>95,845</b>	<b>113,100</b>	<b>113,600</b>	<b>117,000</b>	<b>3,400</b>	<b>3.0%</b>
605-0301-552.19-01	Workers Compensation	100	100	100	100	100	0	0.0%
605-0301-552.19-05	Medical Insurance	26,100	26,800	27,300	27,300	28,600	1,300	4.8%
605-0301-552.19-06	Med Ins - P&F Duty Disability	0	0	400,000	400,000	458,800	58,800	14.7%
605-0301-552.19-10	IMRF	10,749	12,113	13,900	14,000	13,200	(800)	(5.7%)
605-0301-552.19-11	Social Security	6,210	5,551	7,000	7,000	7,300	300	4.3%
605-0301-552.19-12	Medicare	1,452	1,298	1,600	1,600	1,700	100	6.3%
605-0301-552.19-15	Compensated Absences	0	2,462	2,000	2,000	2,000	0	0.0%
	<b>Fringe Benefits</b>	<b>44,611</b>	<b>48,324</b>	<b>451,900</b>	<b>452,000</b>	<b>511,700</b>	<b>59,700</b>	<b>13.2%</b>
605-0301-552.20-05	Professional Services	15,982	24,772	22,000	22,000	22,000	0	0.0%
605-0301-552.20-44	Flexible Spending Admin	8,104	6,928	9,600	9,600	9,600	0	0.0%
605-0301-552.20-45	Claims Administration	352,595	122,054	105,000	115,000	105,000	(10,000)	(8.7%)
605-0301-552.20-50	Loss Prevention Program	154,761	93,336	132,500	132,500	132,500	0	0.0%
605-0301-552.20-55	Health Insurance Premiums	297,913	1,052,511	1,050,000	1,060,300	1,252,100	191,800	18.1%
605-0301-552.20-60	HMO Insurance Premiums	3,822,307	3,836,757	3,789,000	3,967,000	3,789,000	(178,000)	(4.5%)
605-0301-552.20-65	Life Insurance Employer	57,021	93,757	55,000	75,000	55,000	(20,000)	(26.7%)
605-0301-552.20-66	Supple Life Employee	40,332	9,367	45,000	25,000	45,000	20,000	80.0%
605-0301-552.22-02	Dues	320	528	500	500	500	0	0.0%
605-0301-552.22-03	Training	589	379	1,000	1,000	1,000	0	0.0%
605-0301-552.22-05	Postage	936	769	1,500	1,500	1,000	(500)	(33.3%)
605-0301-552.22-15	Photocopying	0	0	100	100	100	0	0.0%
605-0301-552.22-25	IT/GIS Service Charge	2,900	3,100	3,200	3,200	4,000	800	25.0%
605-0301-552.22-26	ACA Fees	0	1,908	2,200	2,200	2,300	100	4.5%
	<b>Contractual Services</b>	<b>4,753,761</b>	<b>5,246,166</b>	<b>5,216,600</b>	<b>5,414,900</b>	<b>5,419,100</b>	<b>4,200</b>	<b>0.1%</b>
605-0301-552.33-05	Other Supplies	498	367	500	500	500	0	0.0%
	<b>Commodities</b>	<b>498</b>	<b>367</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>0.0%</b>
605-0301-552.42-75	Claims Medical Loss	8,898,877	7,161,601	7,000,000	7,034,200	7,386,000	351,800	5.0%
605-0301-552.42-77	Claims Dental Loss	595,902	456,743	578,000	580,000	630,000	50,000	8.6%
605-0301-552.42-79	OPEB Liability Expense	0	0	1,300	1,300	1,300	0	0.0%
	<b>Other Charges</b>	<b>9,494,779</b>	<b>7,618,344</b>	<b>7,579,300</b>	<b>7,615,500</b>	<b>8,017,300</b>	<b>401,800</b>	<b>5.3%</b>
	<b>Total Human Resources</b>	<b>14,400,294</b>	<b>13,009,046</b>	<b>13,361,400</b>	<b>13,596,500</b>	<b>14,065,600</b>	<b>469,100</b>	<b>3.5%</b>
	<b>Total Health Insurance Fund</b>	<b>14,400,294</b>	<b>13,009,046</b>	<b>13,361,400</b>	<b>13,596,500</b>	<b>14,065,600</b>	<b>469,100</b>	<b>3.5%</b>



# HEALTH INSURANCE FUND

## EXPENDITURE DETAIL

### HUMAN RESOURCES

0301

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
605-0301-552.10-01	Salaries	Salaries	111,900	115,300
605-0301-552.18-01	Temporary Help	Temporary Help	1,700	1,700
	<b>TOTAL SALARIES</b>		<b>113,600</b>	<b>117,000</b>
<b>FRINGE BENEFITS:</b>				
605-0301-552.19-01	Workers' Compensation	Workers' Compensation Insurance	100	100
605-0301-552.19-05	Medical Insurance	Medical Insurance	27,300	28,600
605-0301-552.19-06	Med Ins On Duty Injury	Medical insurance premium for Police and Fire on duty Injury per PSEBA		
		Police (6)	124,000	182,200
		Fire (9)	276,000	276,600
			400,000	458,800
605-0301-552.19-10	IMRF	IMRF	14,000	13,200
605-0301-552.19-11	Social Security	Social Security	7,000	7,300
605-0301-552.19-12	Medicare	Medicare	1,600	1,700
605-0301-552.19-15	Compensated Absences	Compensated Absences	2,000	2,000
	<b>TOTAL FRINGE BENEFITS</b>		<b>452,000</b>	<b>511,700</b>
<b>CONTRACTUAL SERVICES:</b>				
605-0301-552.20-05	Professional Services	Legal and consultant fees	22,000	22,000
605-0301-552.20-44	Flexible Spend Admin	Fee charges	9,600	9,600
605-0301-552.20-45	Claims Administration	Fee charged for processing claims and administering contracts, including utilization review	115,000	105,000
605-0301-552.20-50	Loss Prevention/Program	Employee Assistance Program	13,500	13,500
		Wellness Program	17,000	17,000
		Employee physical exams	102,000	102,000
			132,500	132,500
605-0301-552.20-55	Health Insurance Prem	Stop loss (145,000 per claim)	1,060,300	1,252,100
605-0301-552.20-60	HMO Insurance Premium	HMO medical coverage	3,967,000	3,789,000
605-0301-552.20-65	Life Ins Prem - Employer	Life and accidental death and dismemberment insurance coverage	75,000	55,000
605-0301-552.20-66	Supplemental Life-Employee	Supplemental life additional at the employee's expense	25,000	45,000
605-0301-552.22-02	Dues	Dues	500	500
605-0301-552.22-03	Training	Training	1,000	1,000

# HEALTH INSURANCE FUND

## EXPENDITURE DETAIL

### HUMAN RESOURCES (cont.)

0301

Account Number	Account Title	Description	Budget 2021	Budget 2022
605-0301-552.22-05	Postage	Postage	1,500	1,000
605-0301-552.22-15	Photocopying	Photocopies & supplies	100	100
605-0301-552.22-25	IT/GIS Service Charge	IT/GIS Service Charge	3,200	4,000
605-0301-552.22-26	ACA Fees	Affordable Care Act fees	2,200	2,300
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>5,414,900</b>	<b>5,419,100</b>
<b>COMMODITIES:</b>				
605-0301-552.33-05	Other Supplies	Miscellaneous office supplies	500	500
<b>TOTAL COMMODITIES</b>			<b>500</b>	<b>500</b>
<b>OTHER CHARGES:</b>				
605-0301-552.42-75	Claims-Medical Loss	Self-funded maximum claims of employees using conventional (PPO) health insurance (net of individual stop loss)	7,034,200	7,386,000
605-0301-552.42-77	Claims-Dental Loss	Self-funded expected dental claims	580,000	630,000
605-0301-552.42-79	OPEB Liability Expense	OPEB liability expense	1,300	1,300
<b>TOTAL OTHER CHARGES</b>			<b>7,615,500</b>	<b>8,017,300</b>
<b>TOTAL HUMAN RESOURCES</b>			<b>13,596,500</b>	<b>14,065,600</b>
<b>TOTAL HEALTH INSURANCE FUND</b>			<b>13,596,500</b>	<b>14,065,600</b>

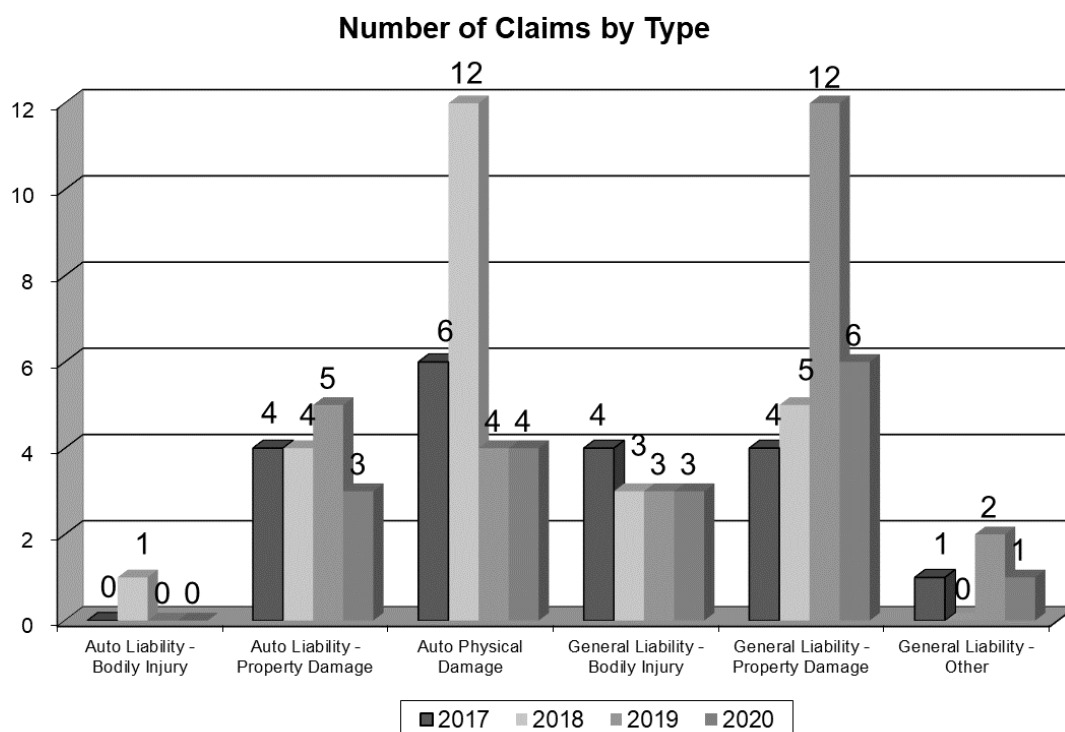
## Fund at a Glance

As of June 2017, the Village began transitioning from being self-insured up to \$1 million to joining the Intergovernmental Risk Management Agency (IRMA). IRMA is an intergovernmental insurance cooperative which consolidates general liability and workers' compensation insurance, as well as claims administration for its 82 members. By joining IRMA, the Village was able to reduce its overall insurance costs and reduced its liability exposure from \$1 million per claim to \$100,000 per claim. The last existing general liability coverage for high excess claims provided through HELP will expire as of April 2018.

### Restrictions:

**VILLAGE POLICY** – The Village has joined a multi-jurisdictional pooled arrangement to provide for general liability insurance coverage through the Intergovernmental Risk Management Agency (IRMA).

## Performance Measures

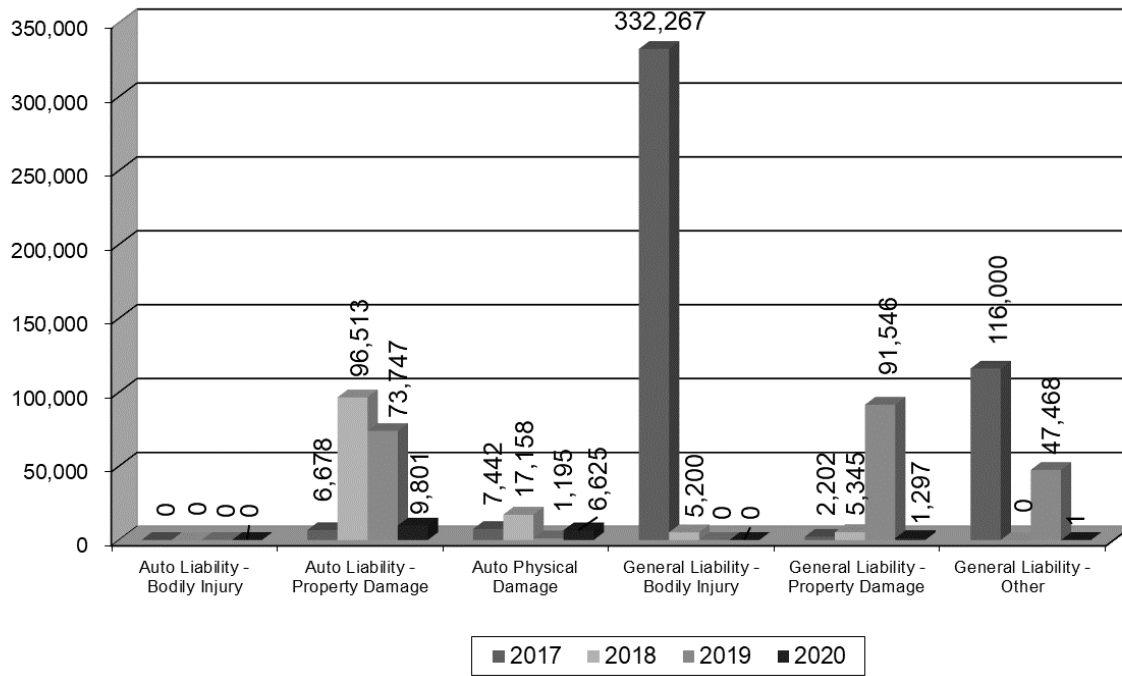


# GENERAL LIABILITY INSURANCE FUND

(Continued)

## Performance Measures (cont.)

Total Dollars Paid by Claim Type



# GENERAL LIABILITY INSURANCE FUND

(Continued)

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Service Charges	\$834,900	\$843,400	\$851,800	\$851,800	<b>\$601,800</b>	(\$250,000)	(29.3%)
Interest Income	80,826	19,297	2,900	24,000	<b>24,000</b>	0	0.0%
Other	79,490	21,671	0	0	<b>0</b>	0	N/A
<b>Total Revenues</b>	<b>\$995,216</b>	<b>\$884,368</b>	<b>\$854,700</b>	<b>\$875,800</b>	<b>\$625,800</b>	<b>(\$250,000)</b>	<b>(28.5%)</b>
Interfund Transfers In	0	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$995,216</b>	<b>\$884,368</b>	<b>\$854,700</b>	<b>\$875,800</b>	<b>\$625,800</b>	<b>(\$250,000)</b>	<b>(28.5%)</b>
Expenditures							
Contractual Services	\$319,015	\$368,647	\$339,900	\$373,000	<b>\$373,000</b>	\$0	0.0%
Other Charges	219,480	95,775	201,000	500,000	<b>250,000</b>	(250,000)	(50.0%)
<b>Total Expenditures</b>	<b>\$538,495</b>	<b>\$464,422</b>	<b>\$540,900</b>	<b>\$873,000</b>	<b>\$623,000</b>	<b>(\$250,000)</b>	<b>(28.6%)</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$538,495</b>	<b>\$464,422</b>	<b>\$540,900</b>	<b>\$873,000</b>	<b>\$623,000</b>	<b>(\$250,000)</b>	<b>(28.6%)</b>
Revenues over (under) Expenditures	<b>\$456,721</b>	<b>\$419,946</b>	<b>\$313,800</b>	<b>\$2,800</b>	<b>\$2,800</b>	<b>\$0</b>	<b>0.0%</b>
<b>BEGINNING WORKING CASH</b>	<b>3,269,070</b>	<b>3,725,791</b>	<b>4,145,737</b>	<b>4,145,737</b>	<b>4,459,537</b>	<b>313,800</b>	<b>7.6%</b>
<b>ENDING WORKING CASH</b>	<b>\$3,725,791</b>	<b>\$4,145,737</b>	<b>\$4,459,537</b>	<b>\$4,148,537</b>	<b>\$4,462,337</b>	<b>\$313,800</b>	<b>7.6%</b>

# GENERAL LIABILITY INSURANCE FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
611-0000-451.68-00	Charges To Operations	834,900	843,400	851,800	851,800	601,800	(250,000)	(29.3%)
	<b>Charges for Services</b>	<b>834,900</b>	<b>843,400</b>	<b>851,800</b>	<b>851,800</b>	<b>601,800</b>	<b>(250,000)</b>	<b>(29.3%)</b>
611-0000-461.02-00	Interest on Investments	59,427	15,164	1,100	24,000	24,000	0	0.0%
611-0000-462.10-00	Market Value Adjustments	21,399	4,133	1,800	0	0	0	N/A
	<b>Interest Income</b>	<b>80,826</b>	<b>19,297</b>	<b>2,900</b>	<b>24,000</b>	<b>24,000</b>	<b>0</b>	<b>0.0%</b>
611-0000-489.90-00	Other Income	79,490	21,671	0	0	0	0	N/A
	<b>Other</b>	<b>79,490</b>	<b>21,671</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total General Liability Ins Fund</b>	<b>995,216</b>	<b>884,368</b>	<b>854,700</b>	<b>875,800</b>	<b>625,800</b>	<b>(250,000)</b>	<b>(28.5%)</b>

## EXPENDITURES

### Finance

0501

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
611-0501-552.20-45	Claims Administration	1,390	1,390	3,000	3,000	3,000	0	0.0%
611-0501-552.20-70	Insurance Premiums	317,625	350,812	336,900	370,000	370,000	0	0.0%
611-0501-552.21-65	Other Services	0	16,445	0	0	0	0	N/A
	<b>Contractual Services</b>	<b>319,015</b>	<b>368,647</b>	<b>339,900</b>	<b>373,000</b>	<b>373,000</b>	<b>0</b>	<b>0.0%</b>
611-0501-552.42-60	Liability Losses	32,042	33,060	90,000	0	0	0	N/A
611-0501-552.42-61	IRMA Liability Deductible	187,438	62,715	111,000	500,000	250,000	(250,000)	(50.0%)
	<b>Other Charges</b>	<b>219,480</b>	<b>95,775</b>	<b>201,000</b>	<b>500,000</b>	<b>250,000</b>	<b>(250,000)</b>	<b>(50.0%)</b>
	<b>Total Finance</b>	<b>538,495</b>	<b>464,422</b>	<b>540,900</b>	<b>873,000</b>	<b>623,000</b>	<b>(250,000)</b>	<b>(28.6%)</b>
	<b>Total General Liability Ins Fund</b>	<b>538,495</b>	<b>464,422</b>	<b>540,900</b>	<b>873,000</b>	<b>623,000</b>	<b>(250,000)</b>	<b>(28.6%)</b>

# GENERAL LIABILITY INSURANCE FUND

## EXPENDITURE DETAIL

### FINANCE

0501

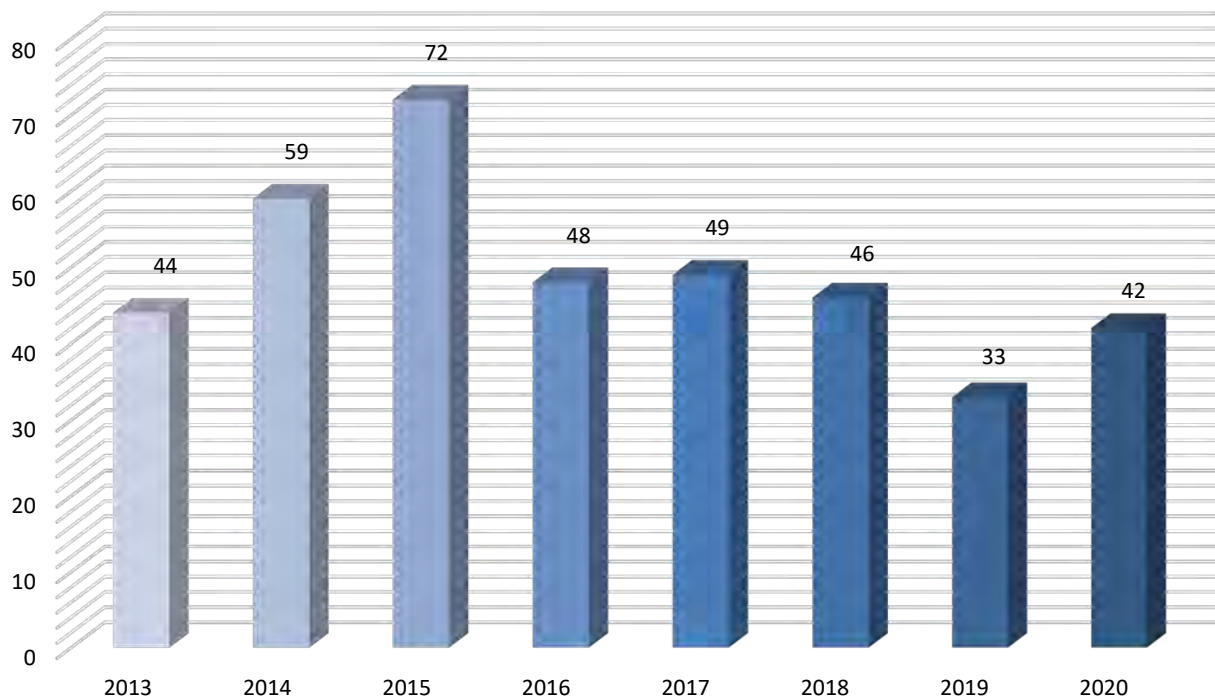
Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
611-0501-552.20-45	Claims Administration	Claims administration	3,000	3,000
611-0501-552.20-70	Insurance Premiums	IRMA Contribution (25%)	370,000	370,000
	<b>TOTAL CONTRACTUAL SERVICES</b>		<b>373,000</b>	<b>373,000</b>
<b>OTHER CHARGES:</b>				
611-0501-552.42-61	IRMA Deductible	IRMA General Liability Deductible	500,000	250,000
	<b>TOTAL OTHER CHARGES</b>		<b>500,000</b>	<b>250,000</b>
	<b>TOTAL FINANCE</b>		<b>873,000</b>	<b>623,000</b>
	<b>TOTAL GENERAL LIABILITY INS FUND</b>		<b>873,000</b>	<b>623,000</b>

**Fund at a Glance**

The Village maintains a separate fund for the purpose of accounting for state mandated Workers' Compensation benefits for employees who suffer job related illness or injury. In distributing cost, formulas are developed to charge the appropriate amount of "manual premium" back to the fund where the employees are budgeted and accounted. Because we are self-insured, we monitor these costs in a single fund presentation for the purpose of financial analysis.

**Restrictions:**

VILLAGE POLICY/STATE LAW – Since the Village has decided to self-insure these costs, certain regulations of the State of Illinois' Workers' Compensation Act must meet regulations promulgated by the State Department of Insurance.

**Performance Measures****Total Claims by Year**



# WORKERS' COMPENSATION INSURANCE FUND

(Continued)

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Service Charges	\$2,114,700	\$2,157,000	\$2,264,800	\$2,264,800	<b>\$2,514,800</b>	\$250,000	11.0%
Interest Income	97,934	19,190	3,200	24,000	<b>24,000</b>	0	0.0%
Sales/Reimbursable/Rents	217,346	373,323	109,600	0	<b>0</b>	0	N/A
Other	507,913	133,965	0	0	<b>0</b>	0	N/A
<b>Total Revenues</b>	<b>\$2,937,893</b>	<b>\$2,683,478</b>	<b>\$2,377,600</b>	<b>\$2,288,800</b>	<b>\$2,538,800</b>	<b>\$250,000</b>	<b>10.9%</b>
Interfund Transfers In	0	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$2,937,893</b>	<b>\$2,683,478</b>	<b>\$2,377,600</b>	<b>\$2,288,800</b>	<b>\$2,538,800</b>	<b>\$250,000</b>	<b>10.9%</b>
Expenditures							
Personal Services	\$132,140	\$148,243	\$173,400	\$174,000	<b>\$180,900</b>	\$6,900	4.0%
Contractual Services	985,372	1,091,113	1,051,600	1,151,400	<b>1,152,200</b>	800	0.1%
Commodities	929	330	1,500	1,600	<b>1,600</b>	0	0.0%
Other Charges	1,773,373	1,209,970	1,475,000	1,485,000	<b>1,475,000</b>	(10,000)	(0.7%)
<b>Total Expenditures</b>	<b>\$2,891,814</b>	<b>\$2,449,656</b>	<b>\$2,701,500</b>	<b>\$2,812,000</b>	<b>\$2,809,700</b>	<b>(\$2,300)</b>	<b>(0.1%)</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$2,891,814</b>	<b>\$2,449,656</b>	<b>\$2,701,500</b>	<b>\$2,812,000</b>	<b>\$2,809,700</b>	<b>(\$2,300)</b>	<b>(0.1%)</b>
Revenues over (under) Expenditures	<b>\$46,079</b>	<b>\$233,822</b>	<b>(\$323,900)</b>	<b>(\$523,200)</b>	<b>(\$270,900)</b>	<b>\$252,300</b>	<b>(48.2%)</b>
<b>BEGINNING WORKING CASH</b>	<b>4,317,263</b>	<b>4,363,342</b>	<b>4,597,164</b>	<b>4,597,164</b>	<b>4,273,264</b>	<b>(323,900)</b>	<b>(7.0%)</b>
<b>ENDING WORKING CASH</b>	<b>\$4,363,342</b>	<b>\$4,597,164</b>	<b>\$4,273,264</b>	<b>\$4,073,964</b>	<b>\$4,002,364</b>	<b>(\$71,600)</b>	<b>(1.8%)</b>

# WORKERS' COMPENSATION INSURANCE FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
615-0000-451.68-00	Charges To Operations	2,114,700	2,157,000	2,264,800	2,264,800	<b>2,514,800</b>	250,000	11.0%
	<b>Charges for Services</b>	<b>2,114,700</b>	<b>2,157,000</b>	<b>2,264,800</b>	<b>2,264,800</b>	<b>2,514,800</b>	<b>250,000</b>	<b>11.0%</b>
615-0000-461.02-00	Interest on Investments	71,599	14,478	1,200	24,000	<b>24,000</b>	0	0.0%
615-0000-462.10-00	Market Value Adjustments	26,335	4,712	2,000	0	<b>0</b>	0	N/A
	<b>Interest Income</b>	<b>97,934</b>	<b>19,190</b>	<b>3,200</b>	<b>24,000</b>	<b>24,000</b>	<b>0</b>	<b>0.0%</b>
615-0000-471.22-00	Workers Comp Reimburse	217,346	373,323	109,600	0	<b>0</b>	0	N/A
	<b>Insurance</b>	<b>217,346</b>	<b>373,323</b>	<b>109,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
615-0000-489.90-00	Other Income	507,913	133,965	0	0	<b>0</b>	0	N/A
	<b>Other</b>	<b>507,913</b>	<b>133,965</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>Total Workers' Comp Ins Fund</b>		<b>2,937,893</b>	<b>2,683,478</b>	<b>2,377,600</b>	<b>2,288,800</b>	<b>2,538,800</b>	<b>250,000</b>	<b>10.9%</b>

# **HUMAN RESOURCES      Workers' Compensation Fund**

## **PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
Asst Director of Human Resources	8	1.00	1.00	
<b>Total F-T-E</b>		<b>1.00</b>	<b>1.00</b>	<b>0.00</b>

## **Human Resources Department Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	2.00	2.00	
605	Health Insurance Fund	1.00	1.00	
615	Workers' Compensation Fund	1.00	1.00	
<b>Total F-T-E All Funds</b>		<b>4.00</b>	<b>4.00</b>	<b>0.00</b>

# WORKERS' COMPENSATION INSURANCE FUND

## EXPENDITURES

### Human Resources

0301

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
615-0301-552.10-01	Salaries	100,357	102,015	104,800	105,300	<b>108,400</b>	3,100	2.9%
615-0301-552.18-01	Temporary Help	0	579	4,300	4,300	<b>4,400</b>	100	2.3%
615-0301-552.18-80	Special Detail	0	0	5,000	5,000	<b>7,500</b>	2,500	50.0%
	<b>Salaries</b>	<b>100,357</b>	<b>102,594</b>	<b>114,100</b>	<b>114,600</b>	<b>120,300</b>	<b>5,700</b>	<b>5.0%</b>
615-0301-552.19-01	Workers Compensation	100	100	100	100	<b>100</b>	0	0.0%
615-0301-552.19-05	Medical Insurance	11,800	12,200	26,700	26,700	<b>28,000</b>	1,300	4.9%
615-0301-552.19-10	IMRF	10,114	12,893	13,700	13,800	<b>13,300</b>	(500)	(3.6%)
615-0301-552.19-11	Social Security	6,085	6,109	7,100	7,100	<b>7,500</b>	400	5.6%
615-0301-552.19-12	Medicare	1,423	1,429	1,700	1,700	<b>1,700</b>	0	0.0%
615-0301-552.19-15	Compensated Absences	0	1,973	0	0	<b>0</b>	0	N/A
615-0301-552.19-30	Unemployment Benefits	2,261	10,945	10,000	10,000	<b>10,000</b>	0	0.0%
	<b>Fringe Benefits</b>	<b>31,783</b>	<b>45,649</b>	<b>59,300</b>	<b>59,400</b>	<b>60,600</b>	<b>1,200</b>	<b>2.0%</b>
615-0301-552.20-20	Legal Services	0	0	4,000	4,700	<b>4,700</b>	0	0.0%
615-0301-552.20-45	Claims Administration	15,115	10,287	15,000	25,000	<b>25,000</b>	0	0.0%
615-0301-552.20-50	Loss Prevention Program	5,724	22,092	15,000	15,000	<b>15,000</b>	0	0.0%
615-0301-552.20-70	Insurance Premiums	960,973	1,053,414	1,011,000	1,100,000	<b>1,100,000</b>	0	0.0%
615-0301-552.21-65	Other Services	0	0	400	500	<b>500</b>	0	0.0%
615-0301-552.22-02	Dues	439	449	500	500	<b>500</b>	0	0.0%
615-0301-552.22-03	Training	221	1,771	2,500	2,500	<b>2,500</b>	0	0.0%
615-0301-552.22-25	IT/GIS Service Charge	2,900	3,100	3,200	3,200	<b>4,000</b>	800	25.0%
	<b>Contractual Services</b>	<b>985,372</b>	<b>1,091,113</b>	<b>1,051,600</b>	<b>1,151,400</b>	<b>1,152,200</b>	<b>800</b>	<b>0.1%</b>
615-0301-552.30-01	Publications Periodicals	170	170	400	500	<b>500</b>	0	0.0%
615-0301-552.30-05	Office Supplies & Equip	759	94	800	800	<b>800</b>	0	0.0%
615-0301-552.33-05	Other Supplies	0	66	300	300	<b>300</b>	0	0.0%
	<b>Commodities</b>	<b>929</b>	<b>330</b>	<b>1,500</b>	<b>1,600</b>	<b>1,600</b>	<b>0</b>	<b>0.0%</b>
615-0301-552.42-75	Claims Medical Loss	401,749	98,954	75,000	75,000	<b>75,000</b>	0	0.0%
615-0301-552.42-80	Claims WC Salary Replace	381,649	210,751	400,000	410,000	<b>400,000</b>	(10,000)	(2.4%)
615-0301-552.42-81	IRMA Medical Loss Deductible	989,975	900,265	1,000,000	1,000,000	<b>1,000,000</b>	0	0.0%
	<b>Other Charges</b>	<b>1,773,373</b>	<b>1,209,970</b>	<b>1,475,000</b>	<b>1,485,000</b>	<b>1,475,000</b>	<b>(10,000)</b>	<b>(0.7%)</b>
	<b>Total Human Resources</b>	<b>2,891,814</b>	<b>2,449,656</b>	<b>2,701,500</b>	<b>2,812,000</b>	<b>2,809,700</b>	<b>(2,300)</b>	<b>(0.1%)</b>
	<b>Total Workers' Comp Ins Fund</b>	<b>2,891,814</b>	<b>2,449,656</b>	<b>2,701,500</b>	<b>2,812,000</b>	<b>2,809,700</b>	<b>(2,300)</b>	<b>(0.1%)</b>

# WORKERS' COMPENSATION INSURANCE FUND

## EXPENDITURE DETAIL

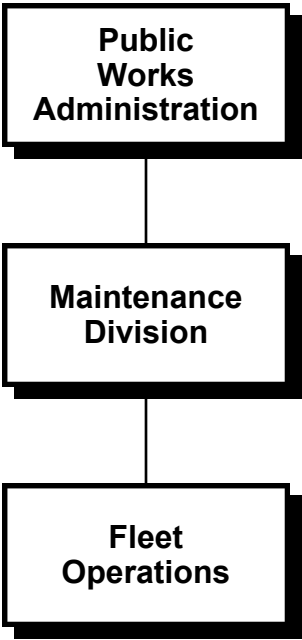
### HUMAN RESOURCES

0301

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
615-0301-552.10-01	Salaries	Salaries	105,300	108,400
615-0301-552.18-01	Temporary Help	Temporary Help	4,300	4,400
615-0301-552.18-80	Special Detail	Special details by trained Village personnel acting as instructors for the Driver Safety Program	5,000	7,500
	<b>TOTAL SALARIES</b>		<b>114,600</b>	<b>120,300</b>
<b>FRINGE BENEFITS:</b>				
615-0301-552.19-01	Workers' Compensation	Workers' Compensation Insurance	100	100
615-0301-552.19-05	Medical Insurance	Medical Insurance	26,700	28,000
615-0301-552.19-10	IMRF	IMRF	13,800	13,300
615-0301-552.19-11	Social Security	Social Security	7,100	7,500
615-0301-552.19-12	Medicare	Medicare	1,700	1,700
615-0301-552.19-30	Unemployment Benefits	Unemployment benefits	10,000	10,000
	<b>TOTAL FRINGE BENEFITS</b>		<b>59,400</b>	<b>60,600</b>
<b>CONTRACTUAL SERVICES:</b>				
615-0301-552.20-20	Legal Services	Legal Services	4,700	4,700
615-0301-552.20-45	Claims Administration	Claims administration / Loss Control Service	25,000	25,000
615-0301-552.20-50	Loss Prevention/Program	Risk Mgmt Prevention and Training	15,000	15,000
615-0301-552.20-70	Insurance Premiums	IRMA Contribution (75%)	1,100,000	1,100,000
615-0301-552.21-65	Other Services	Miscellaneous services	500	500
615-0301-552.22-02	Dues	Dues	500	500
615-0301-552.22-03	Training	Training	2,500	2,500
615-0301-552.22-25	IT/GIS Service Charge	IT/GIS Service Charge	3,200	4,000
	<b>TOTAL CONTRACTUAL SERVICES</b>		<b>1,151,400</b>	<b>1,152,200</b>
<b>COMMODITIES:</b>				
615-0301-552.30-01	Publications/Periodicals	Miscellaneous publications	500	500
615-0301-552.30-05	Office Supplies & Equip.	General office supplies	800	800
615-0301-552.33-05	Other Supplies	Other Commodities	300	300
	<b>TOTAL COMMODITIES</b>		<b>1,600</b>	<b>1,600</b>

**WORKERS' COMPENSATION INSURANCE FUND****EXPENDITURE DETAIL****HUMAN RESOURCES (cont.)****0301**

<b>Account Number</b>	<b>Account Title</b>	<b>Description</b>	<b>Budget 2021</b>	<b>Budget 2022</b>
<b>OTHER CHARGES:</b>				
615-0301-552.42-75	Claims Medical Losses	Employee medical claims	75,000	75,000
615-0301-552.42-80	Claims WC Sal. Rpl/Indem	Salary replacement, final settlements	410,000	400,000
615-0301-552.42-81	IRMA Deductible - Medical	IRMA Medical Loss Deductible	1,000,000	1,000,000
<b>TOTAL OTHER CHARGES</b>			<b><u>1,485,000</u></b>	<b><u>1,475,000</u></b>
<b>TOTAL HUMAN RESOURCES</b>			<b><u>2,812,000</u></b>	<b><u>2,809,700</u></b>
<b>TOTAL WORKERS' COMP INS FUND</b>			<b><u>2,812,000</u></b>	<b><u>2,809,700</u></b>



**Fund at a Glance**

The Village created an internal service fund for fleet operations. This allows departments to "lease" their vehicles internally from the Fleet Operations Fund, and allows the Village to accumulate reserves for the maintenance and periodic replacement of the fleet.

Fleet Operations is organizationally within the Maintenance Division of the Public Works Department. The unit is responsible for maintaining the 248 vehicles and 79 pieces of maintenance equipment operated by the various departments within the Village. The unit also provides maintenance for ten buses operated by Wheeling Township for the Senior Citizen Dial-a-Ride. Costs associated with maintenance, repair and fueling are maintained in a PC based fleet management program.

Preventive maintenance and most repairs are made by personnel assigned to the Fleet Unit. Repairs such as mufflers, front-end alignments, transmissions, body repairs and several other repairs, are contracted to local businesses. All vehicle maintenance personnel are ASE certified. This is the same certification carried by repair personnel in car dealerships and franchise service stations.

**Performance Measures**

	<b>2018</b>	<b>2019</b>	<b>2020</b>
1. Vehicles/equipment maintained	327	327	327
2. Work orders completed*	1,904	1,373	1053
3. Fleet availability	99.27%	99.2%	99.3%
4. Technician Productivity	-	-	71%



# FLEET OPERATIONS FUND

(Continued)

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Fees	166	0	0	15,000	0	(15,000)	(100.0%)
Fines	12,589	1,519	300	20,000	20,000	0	0.0%
Service Charges	3,677,200	3,528,700	3,697,300	3,697,300	3,773,700	76,400	2.1%
Interest Income	178,514	39,739	6,100	54,000	54,000	0	0.0%
Sales/Reimbursable/Rents	215,119	226,520	153,800	130,000	130,000	0	0.0%
Other	7,773	33	0	0	0	0	N/A
<b>Total Revenues</b>	<b>\$4,091,361</b>	<b>\$3,796,511</b>	<b>\$3,857,500</b>	<b>\$3,916,300</b>	<b>\$3,977,700</b>	<b>\$61,400</b>	<b>1.6%</b>
Interfund Transfers In	0	0	0	0	2,500,000	2,500,000	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$4,091,361</b>	<b>\$3,796,511</b>	<b>\$3,857,500</b>	<b>\$3,916,300</b>	<b>\$6,477,700</b>	<b>\$2,561,400</b>	<b>65.4%</b>
Expenditures							
Personal Services	\$1,472,183	\$1,577,835	\$1,627,700	\$1,622,500	\$1,668,500	\$46,000	2.8%
Contractual Services	350,694	219,935	399,700	399,700	376,500	(23,200)	(5.8%)
Commodities	394,051	289,809	411,200	411,200	389,400	(21,800)	(5.3%)
Other Charges	104	35	35,000	35,000	35,000	0	0.0%
Capital Items	1,410,125	1,077,884	1,909,500	1,909,498	2,562,100	652,602	34.2%
<b>Total Expenditures</b>	<b>\$3,627,157</b>	<b>\$3,165,498</b>	<b>\$4,383,100</b>	<b>\$4,377,898</b>	<b>\$5,031,500</b>	<b>\$653,602</b>	<b>14.9%</b>
Interfund Transfers Out	0	0	0	0	0	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$3,627,157</b>	<b>\$3,165,498</b>	<b>\$4,383,100</b>	<b>\$4,377,898</b>	<b>\$5,031,500</b>	<b>\$653,602</b>	<b>14.9%</b>
Revenues over (under) Expenditures	\$464,204	\$631,013	(\$525,600)	(\$461,598)	\$1,446,200	\$1,907,798	(413.3%)
<b>BEGINNING WORKING CASH</b>	<b>7,362,890</b>	<b>7,827,094</b>	<b>8,458,107</b>	<b>8,458,107</b>	<b>7,932,507</b>	<b>(525,600)</b>	<b>(6.2%)</b>
<b>ENDING WORKING CASH</b>	<b>\$7,827,094</b>	<b>\$8,458,107</b>	<b>\$7,932,507</b>	<b>\$7,996,509</b>	<b>\$9,378,707</b>	<b>\$1,382,198</b>	<b>17.3%</b>

FLEET OPERATIONS FUND (621)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2019	2020	2021	2021	2022	2023	2024	2025	2026
		ACTUAL	ACTUAL	ESTIMATED	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES										
CHARGES TO OPERATIONS		3,677,200	3,528,700	3,697,300	3,697,300	3,773,700	3,962,400	4,160,500	4,368,500	4,586,900
FINES		12,589	1,519	300	20,000	20,000	20,000	20,000	20,000	20,000
WHEELING BUS MAINTENANCE		166	0	0	15,000	0	0	0	0	0
INTEREST INCOME		178,514	39,739	6,100	54,000	54,000	54,000	54,000	54,000	54,000
SALES/REIMB/RENTS		215,119	226,520	153,800	130,000	130,000	130,000	130,000	130,000	130,000
OTHER		7,773	33	0	0	0	0	0	0	0
OPERATING TRANSFER IN		0	0	0	0	2,500,000	0	0	0	0
TOTAL REVENUES		4,091,361	3,796,511	3,857,500	3,916,300	6,477,700	4,166,400	4,364,500	4,572,500	4,790,900
EXPENDITURES										
OPERATING EXPENDITURES										
Personal Services		1,472,183	1,577,835	1,627,700	1,622,500	1,668,500	1,785,300	1,825,500	1,866,600	1,908,600
Contractual Services		350,693	219,935	399,700	399,700	376,500	380,300	384,100	387,900	391,800
Commodities		394,051	289,809	411,200	411,200	389,400	393,300	397,200	401,200	405,200
Other Charges		104	35	5,000	5,000	5,000	5,000	5,000	5,000	5,000
SUBTOTAL - OPERATING EXPENDITURES		2,217,032	2,087,614	2,443,600	2,438,400	2,439,400	2,563,900	2,611,800	2,660,700	2,710,600
BUILDING & LAND										
Buildings Refurbishing (Electrical Upgrade to Garage)	BL-95-05	0	0	53,000	53,000	0	0	0	0	0
SUBTOTAL - BUILDING & LAND		0	0	53,000	53,000	0	0	0	0	0
VEHICLES										
Vehicle and Special Equipment Repl - PW	VH-95-01	442,282	746,967	1,156,700	1,156,661	745,100	1,241,300	897,100	1,965,400	1,377,800
Vehicle and Special Equipment Repl - W&S	VH-95-02	146,982	117,984	118,900	118,936	311,900	30,100	501,700	1,367,900	126,900
Vehicle Replacement - Police Department	VH-95-03	501,361	173,859	365,700	365,701	283,600	210,400	526,800	359,600	432,600
Vehicle Replacement - Fire Department	VH-95-04	319,500	39,074	58,200	58,200	1,179,200	1,598,500	710,500	1,215,600	28,900
Vehicle Replacement - Municipal Fleet Services	VH-95-06	0	0	48,000	48,000	0	0	58,500	0	0
Vehicle Replacement - Municipal Parking Operations	VH-95-08	0	0	109,000	109,000	0	0	0	67,000	0
Vehicle Replacement - Building & Health Services	VH-95-10	0	0	0	0	42,300	119,700	0	99,300	102,300
Vehicle Replacement - Planning Department	VH-95-12	0	0	0	0	0	0	25,500	0	0
SUBTOTAL - VEHICLES		1,410,125	1,077,884	1,856,500	1,856,498	2,562,100	3,200,000	2,720,100	5,074,800	2,068,500
OPERATING CONTINGENCY		0	0	30,000	30,000	30,000	0	0	0	0
TOTAL EXPENDITURES		3,627,157	3,165,498	4,383,100	4,377,898	5,031,500	5,763,900	5,331,900	7,735,500	4,779,100
BEGINNING WORKING CASH										
REVENUES OVER (UNDER) EXPENDITURES		7,362,890	7,827,094	8,458,107	8,458,107	7,932,507	9,378,707	7,781,207	6,813,807	3,650,807
ENDING WORKING CASH		464,204	631,013	(525,600)	(461,598)	1,446,200	(1,597,500)	(967,400)	(3,163,000)	11,800
Fund Balance as a Percent of Expenditures		7,827,094	8,458,107	7,932,507	7,996,509	9,378,707	7,781,207	6,813,807	3,650,807	3,662,607
						186%	135%	128%	47%	77%

# FLEET OPERATIONS FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
621-0000-431.24-00	Wheeling Bus Maintenance	166	0	0	15,000	0	(15,000)	(100.0%)
	<b>General Government Fees</b>	<b>166</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>0</b>	<b>(15,000)</b>	<b>(100.0%)</b>
621-0000-441.20-00	Vehicle Code Violation Fines	12,589	1,519	300	20,000	20,000	0	0.0%
	<b>Fines</b>	<b>12,589</b>	<b>1,519</b>	<b>300</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0.0%</b>
621-0000-451.68-00	Charges To Operations	3,677,200	3,528,700	3,697,300	3,697,300	3,773,700	76,400	2.1%
	<b>Charges for Services</b>	<b>3,677,200</b>	<b>3,528,700</b>	<b>3,697,300</b>	<b>3,697,300</b>	<b>3,773,700</b>	<b>76,400</b>	<b>2.1%</b>
621-0000-461.02-00	Interest on Investments	130,169	34,629	2,300	49,000	49,000	0	0.0%
621-0000-462.10-00	Market Value Adjustments	48,345	5,110	3,800	5,000	5,000	0	0.0%
	<b>Interest Income</b>	<b>178,514</b>	<b>39,739</b>	<b>6,100</b>	<b>54,000</b>	<b>54,000</b>	<b>0</b>	<b>0.0%</b>
621-0000-471.15-00	Property Damage G B Pay	14,539	20,725	13,300	0	0	0	N/A
	<b>Insurance/Property Damage</b>	<b>14,539</b>	<b>20,725</b>	<b>13,300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
621-0000-472.24-00	Sale of Equipment	73,960	129,202	50,000	0	0	0	N/A
621-0000-472.26-00	Non Village Fuel Sales	126,620	76,593	90,500	130,000	130,000	0	0.0%
	<b>Sales</b>	<b>200,580</b>	<b>205,795</b>	<b>140,500</b>	<b>130,000</b>	<b>130,000</b>	<b>0</b>	<b>0.0%</b>
621-0000-489.90-00	Other Income	7,773	33	0	0	0	0	N/A
	<b>Other</b>	<b>7,773</b>	<b>33</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
621-0000-491.05-00	Operating Transfer In	0	0	0	0	2,500,000	2,500,000	N/A
	<b>Other Financing Sources</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>N/A</b>
	<b>Total Fleet Operations Fund</b>	<b>4,091,361</b>	<b>3,796,511</b>	<b>3,857,500</b>	<b>3,916,300</b>	<b>6,477,700</b>	<b>2,561,400</b>	<b>65.4%</b>

# VILLAGE OF ARLINGTON HEIGHTS

## 2022 CHARGES TO OPERATIONS FOR VEHICLE LEASE CHARGES

FUND	DEPT	OPERATION	MAINTENANCE FEE			DEPRECIATION			TOTAL CHARGES VEHICLE/EQUIP LEASE CHARGE		
			2021	2022	VARIANCE	2021	2022	VARIANCE	2021	2022	VARIANCE
101	3001-511	Police	\$377,900	\$418,200	\$40,300	\$144,800	\$132,400	(\$12,400)	\$522,700	<b>\$550,600</b>	\$27,900
101	3501-512	Fire	639,400	685,100	45,700	435,000	428,500	(6,500)	1,074,400	<b>1,113,600</b>	39,200
101	4001-521	Planning & Community Devlp	3,100	2,200	(900)	1,500	1,500	0	4,600	<b>3,700</b>	(900)
101	4501-523	Building & Life Safety	37,900	35,300	(2,600)	14,100	12,700	(1,400)	52,000	<b>48,000</b>	(4,000)
101	7001-523	Health Services	24,600	19,600	(5,000)	8,800	5,200	(3,600)	33,400	<b>24,800</b>	(8,600)
101	7101-531	Public Works	928,800	902,000	(26,800)	489,500	506,100	16,600	1,418,300	<b>1,408,100</b>	(10,200)
<b>Sub-Total General Fund</b>			<b>\$2,011,700</b>	<b>\$2,062,400</b>	<b>\$50,700</b>	<b>\$1,093,700</b>	<b>\$1,086,400</b>	<b>(\$7,300)</b>	<b>\$3,105,400</b>	<b>\$3,148,800</b>	<b>\$43,400</b>
235	3001-532	Police	6,200	4,400	(1,800)	2,300	2,300	0	8,500	<b>6,700</b>	(1,800)
235	7101-532	Public Works	24,200	28,200	4,000	11,700	5,200	(6,500)	35,900	<b>33,400</b>	(2,500)
505	7201-561	Water Utilities	333,700	347,800	14,100	197,200	219,600	22,400	530,900	<b>567,400</b>	36,500
621	7501-551	Municipal Fleet Services	10,600	13,000	2,400	1,200	1,200	0	11,800	<b>14,200</b>	2,400
625	0601-553	IT	3,000	3,200	200	1,800	0	(1,800)	4,800	<b>3,200</b>	(1,600)
<b>Sub-Total Other Funds</b>			<b>\$377,700</b>	<b>\$396,600</b>	<b>\$18,900</b>	<b>\$214,200</b>	<b>\$228,300</b>	<b>\$14,100</b>	<b>\$591,900</b>	<b>\$624,900</b>	<b>\$33,000</b>
<b>TOTAL CHARGES ALL FUNDS</b>			<b>\$2,389,400</b>	<b>\$2,459,000</b>	<b>\$69,600</b>	<b>\$1,307,900</b>	<b>\$1,314,700</b>	<b>\$6,800</b>	<b>\$3,697,300</b>	<b>\$3,773,700</b>	<b>\$76,400</b>

**FLEET SERVICES****Fleet Operations Fund****PERSONNEL SUMMARY**

		<u>Authorized Positions in F-T-E</u>		
<b>Title</b>	<b>Grade</b>	<b>2021</b>	<b>2022</b>	<b>+ (-)</b>
Vehicle Maintenance Foreman II	7	1.00	1.00	
Lead Automotive Technician	7	1.00	1.00	
Automotive Technician II	6	3.00	3.00	
Automotive Technician I	5	2.00	2.00	
Storekeeper Supervisor	3	1.00	1.00	
Welder	3	1.00	1.00	
Storekeeper	1	1.00	1.00	
Store Clerk	1	0.50	0.50	
<b>Total F-T-E</b>		<b>10.50</b>	<b>10.50</b>	<b>0.00</b>

**Public Works Department  
Cross Reference to All Funds**

		<u>Authorized Positions in F-T-E</u>		
<b>Code</b>	<b>Fund</b>	<b>2021</b>	<b>2022</b>	<b>+ (-)</b>
101	General Fund	51.25	51.25	
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
<b>Total F-T-E All Funds</b>		<b>102.50</b>	<b>102.50</b>	<b>0.00</b>

# FLEET OPERATIONS FUND

## EXPENDITURES

### Municipal Fleet Services

7501

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
621-7501-551.10-01	Salaries	999,201	1,034,620	1,074,700	1,070,400	1,105,700	35,300	3.3%
621-7501-551.18-01	Temporary Help	4,192	1,120	9,300	9,300	9,500	200	2.2%
621-7501-551.18-05	Overtime Civilian	47,397	37,497	60,100	60,100	61,500	1,400	2.3%
	<b>Salaries</b>	<b>1,050,790</b>	<b>1,073,237</b>	<b>1,144,100</b>	<b>1,139,800</b>	<b>1,176,700</b>	<b>36,900</b>	<b>3.2%</b>
621-7501-551.19-01	Workers Compensation	49,600	50,600	53,100	53,100	59,000	5,900	11.1%
621-7501-551.19-05	Medical Insurance	189,700	230,800	204,900	204,900	212,900	8,000	3.9%
621-7501-551.19-10	IMRF	103,498	132,819	138,000	137,500	129,800	(7,700)	(5.6%)
621-7501-551.19-11	Social Security	63,698	65,069	71,000	70,700	73,000	2,300	3.3%
621-7501-551.19-12	Medicare	14,897	15,218	16,600	16,500	17,100	600	3.6%
621-7501-551.19-15	Compensated Absences	0	10,092	0	0	0	0	N/A
	<b>Fringe Benefits</b>	<b>421,393</b>	<b>504,598</b>	<b>483,600</b>	<b>482,700</b>	<b>491,800</b>	<b>9,100</b>	<b>1.9%</b>
621-7501-551.21-02	Equipment Maintenance	21,476	11,622	38,800	38,800	25,200	(13,600)	(35.1%)
621-7501-551.21-07	Vehicle Equipment Maint	239,323	145,062	267,000	267,000	250,000	(17,000)	(6.4%)
621-7501-551.21-08	Vehicle Damage	26,671	9,765	35,000	35,000	35,000	0	0.0%
621-7501-551.21-36	Equipment Rental	1,996	1,957	3,000	3,000	2,500	(500)	(16.7%)
621-7501-551.21-62	Disposal Services	3,118	1,786	2,000	2,000	2,000	0	0.0%
621-7501-551.21-65	Other Services	40	0	0	0	0	0	N/A
621-7501-551.22-02	Dues	281	2,419	1,500	1,500	1,500	0	0.0%
621-7501-551.22-03	Training	5,866	4,543	5,200	5,200	5,400	200	3.8%
621-7501-551.22-05	Postage	175	141	300	300	300	0	0.0%
621-7501-551.22-10	Printing	48	40	400	400	400	0	0.0%
621-7501-551.22-25	IT/GIS Service Charge	31,900	34,100	34,700	34,700	40,000	5,300	15.3%
621-7501-551.22-37	Vehicle/Equip Lease Chrg	19,800	8,500	11,800	11,800	14,200	2,400	20.3%
	<b>Contractual Services</b>	<b>350,694</b>	<b>219,935</b>	<b>399,700</b>	<b>399,700</b>	<b>376,500</b>	<b>(23,200)</b>	<b>(5.8%)</b>
621-7501-551.30-01	Publications Periodicals	64	0	100	100	100	0	0.0%
621-7501-551.30-05	Office Supplies & Equip	175	366	700	700	500	(200)	(28.6%)
621-7501-551.30-35	Clothing	5,498	5,134	6,400	6,400	6,400	0	0.0%
621-7501-551.30-50	Petroleum Products	2,084	7,354	2,100	2,100	2,600	500	23.8%
621-7501-551.30-55	Non Village Fuel Resale	108,647	60,013	121,000	121,000	99,000	(22,000)	(18.2%)
621-7501-551.31-50	Vehicle Maintenance Sup	262,606	191,918	262,500	262,500	262,500	0	0.0%
621-7501-551.31-65	Other Equip & Supplies	12,489	16,093	14,200	14,200	14,100	(100)	(0.7%)
621-7501-551.31-85	Small Tools and Equipment	2,446	6,851	4,200	4,200	4,200	0	0.0%
621-7501-551.33-05	Other Supplies	42	2,080	0	0	0	0	N/A
	<b>Commodities</b>	<b>394,051</b>	<b>289,809</b>	<b>411,200</b>	<b>411,200</b>	<b>389,400</b>	<b>(21,800)</b>	<b>(5.3%)</b>
621-7501-551.40-95	Wheeling Bus Maintenance	104	35	0	0	0	0	N/A
621-7501-551.40-96	Operating Contingency	0	0	30,000	30,000	30,000	0	0.0%
621-7501-551.42-79	OPEB Liability Expense	0	0	5,000	5,000	5,000	0	0.0%
	<b>Other Charges</b>	<b>104</b>	<b>35</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>0</b>	<b>0.0%</b>
621-7501-551.50-20	Building Improvements	0	0	53,000	53,000	0	(53,000)	(100.0%)
	<b>Other Charges</b>	<b>0</b>	<b>0</b>	<b>53,000</b>	<b>53,000</b>	<b>0</b>	<b>(53,000)</b>	<b>(100.0%)</b>
	<b>Total Mun. Fleet Services</b>	<b>2,217,032</b>	<b>2,087,614</b>	<b>2,526,600</b>	<b>2,521,400</b>	<b>2,469,400</b>	<b>1,000</b>	<b>(2.1%)</b>

FLEET OPERATIONS FUND

EXPENDITURES

Equipment9003

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
621-9003-572.50-05	Vehicle Equipment	1,410,125	1,077,884	1,856,500	1,856,498	2,562,100	705,602	38.0%
	Capital Outlay	1,410,125	1,077,884	1,856,500	1,856,498	2,562,100	705,602	38.0%
	Total Equipment	1,410,125	1,077,884	1,856,500	1,856,498	2,562,100	705,602	38.0%
	Total Fleet Operations Fund	3,627,157	3,165,498	4,383,100	4,377,898	5,031,500	706,602	14.9%

# FLEET OPERATIONS FUND

## EXPENDITURE DETAIL

### MUNICIPAL FLEET SERVICES

7501

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>SALARIES:</b>						
621-7501-551.10-01	Salaries	Salaries	1,070,400		1,105,700	
621-7501-551.18-01	Temporary Help	Temporary Help	9,300		9,500	
621-7501-551.18-05	Overtime Civilian	Overtime Civilian	60,100		61,500	
<b>TOTAL SALARIES</b>			<b>1,139,800</b>		<b>1,176,700</b>	
<b>FRINGE BENEFITS:</b>						
621-7501-551.19-01	Workers' Compensation	Workers' Compensation Insurance	53,100		59,000	
621-7501-551.19-05	Medical Insurance	Medical Insurance	204,900		212,900	
621-7501-551.19-10	IMRF	IMRF	137,500		129,800	
621-7501-551.19-11	Social Security	Social Security	70,700		73,000	
621-7501-551.19-12	Medicare	Medicare	16,500		17,100	
<b>TOTAL FRINGE BENEFITS</b>			<b>482,700</b>		<b>491,800</b>	
<b>CONTRACTUAL SERVICES:</b>						
621-7501-551.21-02	Equipment Maintenance	Fleet/ Inv. Software Support & Subscriptions	12,000		12,000	
		Fuel Master	10,000		10,000	
		Diagnostic equipment	2,500		2,500	
		Overhead crane	700		700	
		Prior Year Encumbrance Carryover	13,600	38,800	0	25,200
621-7501-551.21-07	Vehicle Equip. Maint.	Vehicle equipment maintenance				
		Police	25,000		20,000	
		Fire	110,000		110,000	
		Building	7,000		5,000	
		Health	7,000		5,000	
		IT	7,000		4,500	
		Planning	7,000		5,000	
		PW Maint	80,000		80,000	
		PW Utility	10,000		10,000	
		PW Fleet	7,000		5,500	
		Parking	7,000	267,000	5,000	250,000
621-7501-551.21-08	Vehicle Damage	Vehicle accident repair	35,000		35,000	
621-7501-551.21-36	Equipment Rental	Monthly pressure cylinders	3,000		2,500	
621-7501-551.21-62	Disposal Services	Removal of special and hazardous waste and scrap tires	2,000		2,000	
621-7501-551.22-02	Dues	Dues	1,500		1,500	



# FLEET OPERATIONS FUND

## EXPENDITURE DETAIL

### MUNICIPAL FLEET SERVICES (cont.)

7501

Account Number	Account Title	Description	Budget 2022		Budget 2022	
621-7501-551.22-03	Training	Elect. and Computer Cntrl.	500		500	
		Mechanic Test (ASE)	1,000		1,000	
		In-service Training	500		500	
		APWA (10 @ 20)	400		500	
		Fleet Management Program	700		800	
		Police and Fire Equipment Training	2,100	5,200	2,100	5,400
621-7501-551.22-05	Postage	Postage		300		300
621-7501-551.22-10	Printing	Shop orders, time cards, decals		400		400
621-7501-551.22-25	IT/GIS Service Charge	IT/GIS Service Charge		34,700		40,000
621-7501-551.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		11,800		14,200
<b>TOTAL CONTRACTUAL SERVICES</b>				<b>399,700</b>		<b>376,500</b>
<b>COMMODITIES:</b>						
621-7501-551.30-01	Publications/Periodicals	Miscellaneous publications		100		100
621-7501-551.30-05	Office Supplies & Equip.	General office supplies		700		500
621-7501-551.30-35	Clothing	Uniform rental	2,800		2,800	
		Boots, rainwear, gloves & misc. clothing	2,500		2,500	
		Safety glasses, goggles, safety shoes, hard hats & misc. safety equipment	1,100	6,400	1,100	6,400
621-7501-551.30-50	Petroleum Products	Gasoline for department vehicle(s)		2,100		2,600
621-7501-551.30-55	Non-Village Petro Resale	Non-Village Petroleum Resale		121,000		99,000
621-7501-551.31-50	Vehicle Maintenance Supl	Public Works Maintenance	100,000		100,000	
		Public Works Fleet	2,500		2,500	
		Manager's Office / IT	700		700	
		Police	56,000		56,000	
		Fire	35,000		35,000	
		Planning & Community Development	800		800	
		Building Services	5,000		5,000	
		Health Services	2,500		2,500	
		Water/Sewer - PW Utility	55,000		55,000	
		Parking	5,000	262,500	5,000	262,500
621-7501-551.31-65	Other Equip. & Supplies	Drill bits and hoses	2,000		2,000	
		General Maintenance Materials	6,000		6,000	
		Welding supplies	4,000		4,000	
		Tire repair supplies	800		800	
		Wiping rags, first aid & misc. supplies	1,400	14,200	1,300	14,100
621-7501-551.31-85	Small Tools & Equipment	Misc. small tools & equipment		4,200		4,200
<b>TOTAL COMMODITIES</b>				<b>411,200</b>		<b>389,400</b>

# FLEET OPERATIONS FUND

## EXPENDITURE DETAIL

### MUNICIPAL FLEET SERVICES (cont.)

7501

Account Number	Account Title	Description	Budget 2022	Budget 2022
<b>OTHER CHARGES:</b>				
621-7501-551.40-96	Operating Contingency	Operating contingency	30,000	30,000
621-7501-551.42-79	OPEB Liability Expense	OPEB liability expense	5,000	5,000
	<b>TOTAL OTHER CHARGES</b>		<b>35,000</b>	<b>35,000</b>
<b>CAPITAL OUTLAY:</b>				
621-7501-551.50-20	Building Improvements	Municipal Buildings Refurbishing (BL9505)	53,000	0
	<b>TOTAL CAPITAL OUTLAY</b>		<b>53,000</b>	<b>0</b>
	<b>TOTAL MUNICIPAL FLEET SERVICES</b>		<b>2,521,400</b>	<b>2,469,400</b>

### EQUIPMENT

9003

Account Number	Account Title	Description	Budget 2022	Budget 2022
<b>CAPITAL OUTLAY:</b>				
621-9003-572.50-05	Vehicle Equipment	Public Works Vehicle Repl. (VH9501)		
		Pick-up Truck	35,900	0
		Aerial Truck	169,300	0
		Skid Steer	47,100	0
		Chipper	72,200	0
		One Ton Dump Truck (2)	142,500	0
		Log Loader	0	203,500
		Trailer	0	12,200
		Pick-up Truck	0	37,300
		Sweeper	0	226,000
		How Patcher (2)	0	33,000
		Traffic Aerial Truck	0	208,900
		Scissor Lift	0	24,200
		Prior Year Encumbrance Carryover	689,661	1,156,661
		Water Utility Vehicle Repl. (VH9502)		
		Van (Meters)	0	28,300
		Pick-up Truck (Duty Truck)	0	55,100
		Pick-up Truck (Distribution) (2)	0	74,400
		Step Van (Sewer)	0	154,100
		Prior Year Encumbrance Carryover	118,936	118,936
		Police Vehicle Repl. (VH9503)		
		Patrol Vehicles (6)	261,900	245,100
		Sedans (2) / (1)	35,300	0
		Trailer (2)	0	13,400
		Van	0	25,100
		Prior Year Encumbrance Carryover	68,501	365,701

# FLEET OPERATIONS FUND

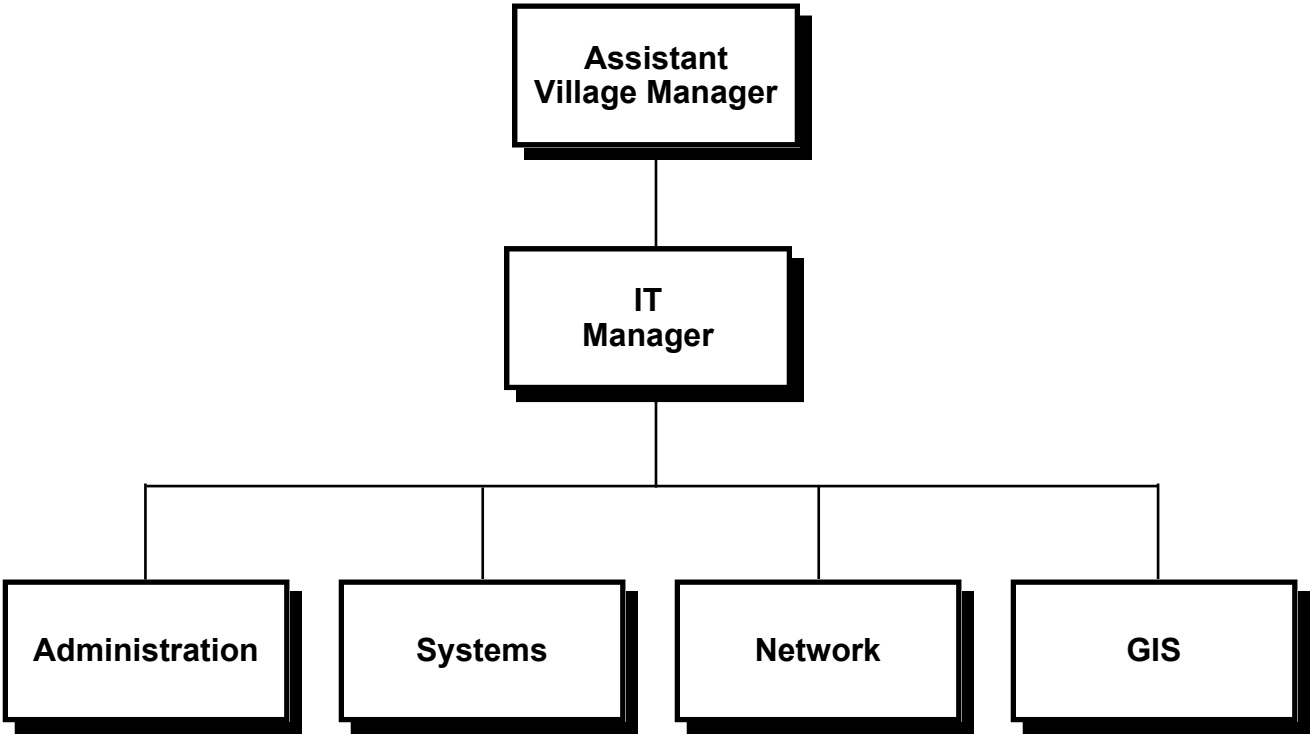
## EXPENDITURE DETAIL

### EQUIPMENT (cont.)

9003

Account Number	Account Title	Description	Budget 2022	Budget 2022
		Fire Vehicle Repl. (VH9504)		
		Pick-up Truck	38,200	0
		Trailer	20,000	0
		Command Van	0	52,800
		Fire Engine	0	791,500
		Ambulance	0 58,200	334,900 1,179,200
		Public Works Fleet Vehicle Repl. (VH9506)		
		Utility Body	48,000	0
		Municipal Parking Vehicle Repl. (VH9508)		
		Sweeper Small	109,000	0
		Building & Health Vehicle Repl. (VH9510)		
		Hybrid SUV	0	42,300
		<b>TOTAL CAPITAL OUTLAY</b>	<b>1,856,498</b>	<b>2,562,100</b>
		<b>TOTAL EQUIPMENT</b>	<b>1,856,498</b>	<b>2,562,100</b>
		<b>TOTAL FLEET OPERATIONS FUND</b>	<b>4,377,898</b>	<b>5,031,500</b>

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**Fund at a Glance**

This fund was created to accumulate the costs of providing technology services to all departments and operations of the Village. There are currently two divisions in the Technology Fund, Information Technology (IT) and Geographic Information Systems (GIS). The Technology Fund falls under the general management of the Assistant Village Manager, but daily operations are managed by the IT Manager.

**Restrictions:**

**VILLAGE POLICY** – It is the intent of the Village to charge each fund and department for its share of the costs of providing technology services. Costs are allocated among individual departments in the General, Health Insurance, Fleet, and Water & Sewer Funds for IT and GIS activities based on the number of computers used in each department.

**Information Technology Division**

The Information Technology (IT) operation is responsible for managing all computer and information system operations of the Village, except for specialized uses, which are handled through the NWCDS police and fire dispatching cooperative. Each department is responsible for the operation and ongoing training needed to utilize their specific software applications.

The IT Division consists of six technical staff. In addition to managing computer systems for the Village, the IT Manager provides for periodic review of Village and departmental operations to ensure they are effectively utilizing automation.

Computer services for the Village are provided through the following services and equipment:

**Enterprise Resource Planning (ERP) system** – An in-house computer system provides software to support the Village's financial, utility billing and land management needs. This system utilizes an IBM iSeries computer and HTE Municipal software. Based on the Village's new high-speed internet contract with Comcast, the Village moved to a cloud computing service with H.T.E.

**Computer Network Infrastructure** – A high-speed computer network utilizing Microsoft network protocol supports PCs and related peripheral equipment at the Village Hall and seven remote sites. There are 507 personal computers that provide access to financial, administrative and office automation applications. These personal computers also provide word processing, spreadsheet and database capabilities, as well as specialized department specific applications.

**Police and Fire Dispatching and Routing** – The Village jointly owns with twelve other communities a cooperative dispatch system called the Northwest Central Dispatch Service (NWCDS) to provide Fire and Police dispatch services.

**Geographic Information Systems (GIS)**

Geographic Information Systems (GIS) is a computer-based information system, which captures, stores, manipulates, analyzes and displays spatially referenced and associated attribute data for solving complex research, planning and management problems.

The Village is a member of the GIS Consortium, which is an organization of Chicago-area communities unified by a common goal: to share resources, information, staffing, and technology so that municipalities can optimize the value of geographic information systems (GIS). The day-to-day GIS activities are performed by GIS Consortium service provider (MGP Inc.) staff member. The oversight of the village GIS System is jointly shared by between IT Manager and the Assist Village Manager.

# TECHNOLOGY FUND

(Continued)

## 2021 Accomplishments

**NWCD Motorola Project** - Worked with Police and Fire Departments during various stage of the project to ensure a successful transaction to the new Motorola CAD dispatching system for the entire fleet of 120 Public Safety computers.

**Replacement of the Village Virtual Server Infrastructure** - In an effort to keep the Village IT systems running with minimal downtime, the virtual server infrastructure hardware has been refreshed as it reached manufactures end of support timeframe. This infrastructure is responsible for hosting all Village virtual servers and applications used by all departments.

## 2022 Strategic Priorities & Key Projects

### 1. Internal Technology Consulting and Departmental Assessments

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

Continue to provide technical assistance and expertise on various department projects to better leverage technology in their day to day operation. Anticipated major projects for 2022 that IT will be involved including: ERP implementation, Police Body Camera deployment, and Smart Water Meter Replacement project.

Project Lead: Robert Taraszka, IT Manager

### 2. Microsoft Teams and OneDrive

Strategic Priority #6: Ensure that Organization has the Resources and Training to Maintain Focus on Consistent High-Quality Core Services & Infrastructure

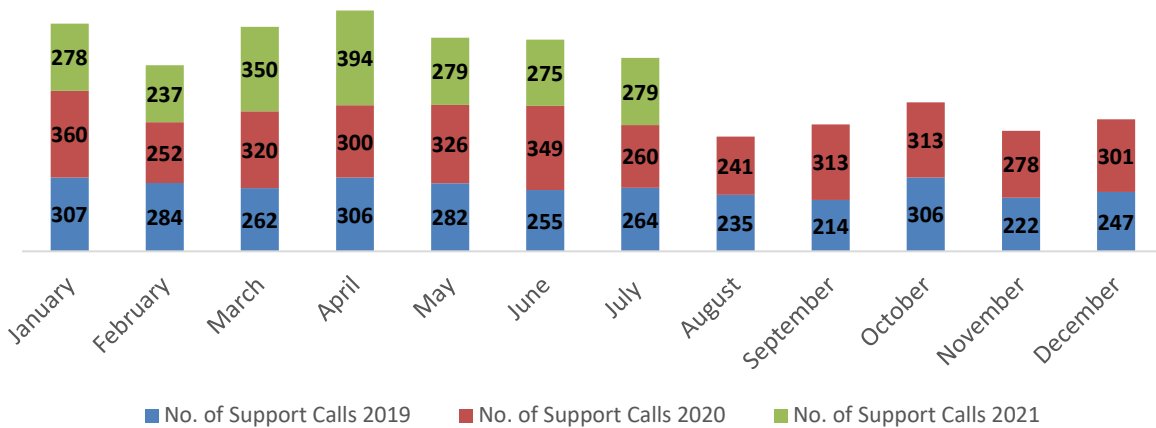
IT Staff will continue to work with staff to help them adapt the OneDrive and Teams technologies.

Project Lead: Robert Taraszka, IT Manager

## Performance Measures

	2018	2019	2020
1. Total # of PC's/Laptops/Tablets	492	507	527
# of PC's/Laptops replaced	84	61	83
% of PC's/Laptops replaced	17.07%	12.03%	15.78%
2. Total # of printers	171	177	180
# of printers replaced	12	12	11
% of printers replaced	7.01%	6.77%	6.15%
3. # of Help Desk service calls	2,840	3,223	3613

## Number of IT Requests per Month



## Hardware Inventory

Department	Computer	Printers	Servers	Switches	Routers
Mayor/Board of Trustees	4	0	n/a	n/a	n/a
Manager's Office	12	4	n/a	n/a	n/a
Human Resources	11*	7	n/a	n/a	n/a
Legal	3	2	n/a	n/a	n/a
Finance	23*	22	n/a	n/a	n/a
Police	166*	43	n/a	n/a	n/a
Fire	64*	25	n/a	n/a	n/a
Planning	16*	5	n/a	n/a	n/a
Building Services	28*	12	n/a	n/a	n/a
Health Services	16*	10	n/a	n/a	n/a
Senior Services	18	13	n/a	n/a	n/a
Engineering	19*	7	n/a	n/a	n/a
Public Works	86	21	n/a	n/a	n/a
<b>Sub-Total: Depts. not incl. IT/GIS</b>	<b>466</b>	<b>171</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
IT/GIS					
User & Testing Workstations	16	8	55	37	5
Training Room	13	1	n/a	n/a	n/a
Fire Station #2 EOC	12	0	n/a	1	n/a
Loaners/Spare (remaining in IT)	20	0	n/a	n/a	n/a
<b>Sub-Total: IT/GIS</b>	<b>61</b>	<b>9</b>	<b>55</b>	<b>37</b>	<b>5</b>
<b>Total</b>	<b>526</b>	<b>180</b>	<b>55</b>	<b>37</b>	<b>5</b>

\*Includes IT loaners temporarily assigned to that department



# TECHNOLOGY FUND

(Continued)

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Service Charges	\$1,694,600	\$1,858,700	\$1,885,600	\$1,885,600	<b>\$2,334,200</b>	\$448,600	23.8%
Interest Income	60,404	14,786	2,500	6,000	<b>6,000</b>	0	0.0%
Other	4,236	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues</b>	<b>\$1,759,240</b>	<b>\$1,873,486</b>	<b>\$1,888,100</b>	<b>\$1,891,600</b>	<b>\$2,340,200</b>	<b>\$448,600</b>	<b>23.7%</b>
Interfund Transfers In	0	0	2,000,000	2,000,000	<b>0</b>	(2,000,000)	(100.0%)
<b>Total Revenues and Interfund Transfers In</b>	<b>\$1,759,240</b>	<b>\$1,873,486</b>	<b>\$3,888,100</b>	<b>\$3,891,600</b>	<b>\$2,340,200</b>	<b>(\$1,551,400)</b>	<b>(39.9%)</b>
Expenditures							
Personal Services	\$689,491	\$842,036	\$840,400	\$880,400	<b>\$1,026,600</b>	\$146,200	16.6%
Contractual Services	603,094	594,557	694,100	694,100	<b>1,221,900</b>	527,800	76.0%
Commodities	61,161	69,480	75,600	75,550	<b>71,000</b>	(4,550)	(6.0%)
Other Charges	0	0	0	5,000	<b>2,000</b>	(3,000)	(60.0%)
Capital Items	168,863	263,421	2,796,500	4,264,505	<b>241,800</b>	(4,022,705)	(94.3%)
<b>Total Expenditures</b>	<b>\$1,522,609</b>	<b>\$1,769,494</b>	<b>\$4,406,600</b>	<b>\$5,919,555</b>	<b>\$2,563,300</b>	<b>(\$3,356,255)</b>	<b>(56.7%)</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$1,522,609</b>	<b>\$1,769,494</b>	<b>\$4,406,600</b>	<b>\$5,919,555</b>	<b>\$2,563,300</b>	<b>(\$3,356,255)</b>	<b>(56.7%)</b>
Revenues over (under) Expenditures	<b>\$236,631</b>	<b>\$103,992</b>	<b>(\$518,500)</b>	<b>(\$2,027,955)</b>	<b>(\$223,100)</b>	<b>\$1,804,855</b>	<b>(89.0%)</b>
<b>BEGINNING WORKING CASH</b>	<b>2,470,246</b>	<b>2,706,877</b>	<b>2,810,869</b>	<b>2,810,869</b>	<b>2,292,369</b>	<b>(518,500)</b>	<b>(18.4%)</b>
<b>ENDING WORKING CASH</b>	<b>\$2,706,877</b>	<b>\$2,810,869</b>	<b>\$2,292,369</b>	<b>\$782,914</b>	<b>\$2,069,269</b>	<b>\$1,286,355</b>	<b>164.3%</b>

TECHNOLOGY FUND (625)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2021								
		2019 ACTUAL	2020 ACTUAL	ESTIMATED ACTUAL	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
REVENUES										
CHARGES TO OPERATIONS		1,669,500	1,858,700	1,885,600	1,885,600	2,334,200	2,385,900	2,432,500	2,345,200	2,379,000
CHARGES TO OPERATIONS - LIBRARY		25,100	0	0	0	0	0	0	0	0
INTEREST INCOME		60,404	14,786	2,500	6,000	6,000	6,000	6,000	6,000	6,000
OTHER INCOME		4,236	0	0	0	0	0	0	0	0
OPERATING TRANSFER IN		0	0	2,000,000	2,000,000	0	0	0	0	0
TOTAL REVENUES		1,759,240	1,873,486	3,888,100	3,891,600	2,340,200	2,391,900	2,438,500	2,351,200	2,385,000
EXPENDITURES										
OPERATING EXPENDITURES										
Personal Services		689,491	842,036	840,400	880,400	1,026,600	1,073,100	1,114,200	1,016,100	1,039,000
Contractual Services		603,094	594,557	694,100	694,100	1,221,900	1,239,600	1,010,100	1,020,200	1,030,400
Commodities		61,161	69,480	75,600	75,550	71,000	71,700	72,400	73,100	73,800
Other Charges		0	0	0	5,000	2,000	0	0	0	0
SUBTOTAL - OPERATING EXPENDITURES		1,353,746	1,506,073	1,610,100	1,655,050	2,321,500	2,384,400	2,196,700	2,109,400	2,143,200
EQUIPMENT										
IT Equipment Replacement	EQ-97-08	168,863	145,385	245,500	245,540	241,800	241,800	241,800	241,800	241,800
Village ERP Software Replacement	EQ-19-04	0	118,036	2,551,000	4,018,965	0	0	0	0	0
SUBTOTAL - EQUIPMENT		168,863	263,421	2,796,500	4,264,505	241,800	241,800	241,800	241,800	241,800
TOTAL EXPENDITURES		1,522,609	1,769,494	4,406,600	5,919,555	2,563,300	2,626,200	2,438,500	2,351,200	2,385,000
BEGINNING WORKING CASH										
REVENUES OVER (UNDER) EXPENDS.		2,470,246	2,706,877	2,810,869	2,810,869	2,292,369	2,069,269	1,834,969	1,834,969	1,834,969
ENDING WORKING CASH		236,631	103,992	(518,500)	(2,027,955)	(223,100)	(234,300)	0	0	0
		2,706,877	2,810,869	2,292,369	782,914	2,069,269	1,834,969	1,834,969	1,834,969	1,834,969
Fund Balance as a Percent of Expenditures						81%	70%	75%	78%	77%

# TECHNOLOGY FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
625-0000-451.40-00	Service Charge Library	25,100	0	0	0	0	0	N/A
625-0000-451.68-00	Charges To Operations	1,669,500	1,858,700	1,885,600	1,885,600	2,334,200	448,600	23.8%
	<b>Charges for Services</b>	<b>1,694,600</b>	<b>1,858,700</b>	<b>1,885,600</b>	<b>1,885,600</b>	<b>2,334,200</b>	<b>448,600</b>	<b>23.8%</b>
625-0000-461.02-00	Interest on Investments	44,106	12,913	900	6,000	6,000	0	0.0%
625-0000-462.10-00	Market Value Adjustments	16,298	1,873	1,600	0	0	0	N/A
	<b>Interest Income</b>	<b>60,404</b>	<b>14,786</b>	<b>2,500</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>0.0%</b>
625-0000-489.90-00	Other Income	4,236	0	0	0	0	0	N/A
	<b>Other</b>	<b>4,236</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
625-0000-491.05-00	Operating Transfer In	0	0	2,000,000	2,000,000	0	(2,000,000)	(100.0%)
	<b>Other Financing Sources</b>	<b>0</b>	<b>0</b>	<b>2,000,000</b>	<b>2,000,000</b>	<b>0</b>	<b>(2,000,000)</b>	<b>(100.0%)</b>
	<b>Total Technology Fund</b>	<b>1,759,240</b>	<b>1,873,486</b>	<b>3,888,100</b>	<b>3,891,600</b>	<b>2,340,200</b>	<b>(1,551,400)</b>	<b>(39.9%)</b>

VILLAGE OF ARLINGTON HEIGHTS

## 2022 CHARGES TO OPERATIONS FOR IT/GIS SERVICES

FUND	OPERATION	IT/GIS SERVICE CHARGE		
		2021	2022	VARIANCE
101	0101-501 Board of Trustees	9,500	12,000	2,500
101	0201-502 Integrated Services	41,200	58,800	17,600
101	0301-503 Human Resources	28,400	32,000	3,600
101	0401-503 Legal Department	15,800	20,000	4,200
101	0501-503 Finance Department	37,900	48,000	10,100
101	3001-511 Police Department	635,600	733,500	97,900
101	3501-512 Fire Department	237,400	319,000	81,600
101	4001-521 Planning & Community Development	66,700	77,600	10,900
101	4501-523 Building & Life Safety	101,800	147,100	45,300
101	7001-541 Health Services	75,900	90,700	14,800
101	7007-541 Senior Services	53,600	72,000	18,400
101	7101-531 Public Works Department	301,900	407,700	105,800
<b>Sub-Total General Fund</b>		<b>\$1,605,700</b>	<b>\$2,018,400</b>	<b>\$412,700</b>
235	3001-532 Parking - Police	3,200	8,000	4,800
505	0501-503 Water & Sewer - Finance Department	57,600	67,200	9,600
505	7201-561 Water & Sewer - Water Utility	178,000	192,600	14,600
605	0301-552 Health Insurance - Human Resources	3,200	4,000	800
615	0301-552 Workers' Comp - Human Resources	3,200	4,000	800
621	7501-551 Fleet Operations - Mun. Fleet Services	34,700	40,000	5,300
<b>Sub-Total Other Funds</b>		<b>\$279,900</b>	<b>\$315,800</b>	<b>\$35,900</b>
<b>TOTAL VILLAGE</b>		<b>\$1,885,600</b>	<b>\$2,334,200</b>	<b>\$448,600</b>
291	6008-601 Memorial Library	\$0	\$0	\$0
<b>TOTAL VILLAGE &amp; LIBRARY</b>		<b>\$1,885,600</b>	<b>\$2,334,200</b>	<b>\$448,600</b>

Note: Village IT/GIS service charges are calculated as follows: The number of computers inventoried in each cost center at a point in time is divided by the total number of computers at the same point in time. The resulting percentage is multiplied by the total IT portion of the proposed budget (including the IT Equipment Replacement Program) which is calculated by subtracting the GIS portion of the budget from the total IT/GIS budget. The GIS level of support percentage is assigned to each cost center (not all cost centers are charged for GIS services) as provided by the GIS Manager. The percentage is multiplied by the total GIS portion of the proposed budget. These two calculations for each cost center are added together for the IT/GIS Service Charge.

## PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2021	2022	+ (-)
IT Manager	10	1.00	1.00	
Systems Engineer	8	1.00	1.00	
Enterprise Systems Analyst	5	1.00	2.00	1.00
Applications Programmer	5	1.00	1.00	
IT Support Analyst	4	1.00	1.00	
IT Specialist	4	1.00	1.00	
<b>Total F-T-E</b>		<b>6.00</b>	<b>7.00</b>	<b>1.00</b>

Integrated Services Department  
Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2021	2022	+ (-)
101	General Fund	5.50	5.50	
625	Technology Fund	6.00	7.00	1.00
	<b>Total F-T-E All Funds</b>	<b>11.50</b>	<b>12.50</b>	<b>1.00</b>

# TECHNOLOGY FUND

## EXPENDITURES

### Information Technology / GIS

0601

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
625-0601-553.10-01	Salaries	504,556	571,383	585,700	619,000	707,700	88,700	14.3%
625-0601-553.18-01	Temporary Help	0	0	10,500	10,500	10,700	200	1.9%
625-0601-553.18-05	Overtime Civilian	0	0	4,100	4,100	4,200	100	2.4%
	<b>Salaries</b>	<b>504,556</b>	<b>571,383</b>	<b>600,300</b>	<b>633,600</b>	<b>722,600</b>	<b>89,000</b>	<b>14.0%</b>
625-0601-553.19-01	Workers Compensation	600	600	600	600	700	100	16.7%
625-0601-553.19-05	Medical Insurance	101,100	132,600	119,600	119,600	166,300	46,700	39.0%
625-0601-553.19-10	IMRF	50,861	72,214	74,000	78,100	81,700	3,600	4.6%
625-0601-553.19-11	Social Security	29,905	34,153	37,200	39,300	44,800	5,500	14.0%
625-0601-553.19-12	Medicare	6,994	7,987	8,700	9,200	10,500	1,300	14.1%
625-0601-553.19-15	Compensated Absences	(4,525)	23,099	0	0	0	0	N/A
	<b>Fringe Benefits</b>	<b>184,935</b>	<b>270,653</b>	<b>240,100</b>	<b>246,800</b>	<b>304,000</b>	<b>57,200</b>	<b>23.2%</b>
625-0601-553.20-05	Professional Services	218,281	193,077	217,000	217,000	219,200	2,200	1.0%
625-0601-553.20-39	Data Processing Services	254,661	244,077	283,200	283,200	810,200	527,000	186.1%
625-0601-553.20-40	General Insurance	5,300	5,400	5,500	5,500	3,900	(1,600)	(29.1%)
625-0601-553.21-02	Equipment Maintenance	28,092	36,040	44,100	44,100	44,500	400	0.9%
625-0601-553.21-65	Other Services	88,051	101,154	124,500	124,500	125,700	1,200	1.0%
625-0601-553.22-02	Dues	475	475	1,100	1,100	1,100	0	0.0%
625-0601-553.22-03	Training	3,155	9,322	12,000	12,000	12,100	100	0.8%
625-0601-553.22-05	Postage	66	543	1,000	1,000	1,000	0	0.0%
625-0601-553.22-15	Photocopying	13	69	1,000	1,000	1,000	0	0.0%
625-0601-553.22-37	Vehicle/Equip Lease Chrg	5,000	4,400	4,700	4,700	3,200	(1,500)	(31.9%)
	<b>Contractual Services</b>	<b>603,094</b>	<b>594,557</b>	<b>694,100</b>	<b>694,100</b>	<b>1,221,900</b>	<b>527,800</b>	<b>76.0%</b>
625-0601-553.30-01	Publications Periodicals	0	0	3,300	3,300	3,300	0	0.0%
625-0601-553.30-05	Office Supplies & Equip	1,743	3,126	5,000	5,000	5,000	0	0.0%
625-0601-553.30-50	Petroleum Products	59	40	100	100	100	0	0.0%
625-0601-553.33-05	Other Supplies	59,359	66,314	67,200	67,150	62,600	(4,550)	(6.8%)
	<b>Commodities</b>	<b>61,161</b>	<b>69,480</b>	<b>75,600</b>	<b>75,550</b>	<b>71,000</b>	<b>(4,550)</b>	<b>(6.0%)</b>
625-0601-553.42-79	OPEB Liability Expense	0	0	0	5,000	2,000	(3,000)	(60.0%)
	<b>Other Charges</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>2,000</b>	<b>(3,000)</b>	<b>(60.0%)</b>
625-0601-572.50-10	Office Equipment	168,863	263,421	2,796,500	4,264,505	241,800	(4,022,705)	(94.3%)
	<b>Capital Outlay</b>	<b>168,863</b>	<b>263,421</b>	<b>2,796,500</b>	<b>4,264,505</b>	<b>241,800</b>	<b>(4,022,705)</b>	<b>(94.3%)</b>
	<b>Total Technology Fund</b>	<b>1,522,609</b>	<b>1,769,494</b>	<b>4,406,600</b>	<b>5,919,555</b>	<b>2,563,300</b>	<b>(3,356,255)</b>	<b>(56.7%)</b>

# TECHNOLOGY FUND

## EXPENDITURE DETAIL

### INFORMATION TECHNOLOGY / GEOGRAPHIC INFORMATION SYSTEMS

0601

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>SALARIES:</b>						
625-0601-553.10-01	Salaries	Salaries	619,000		707,700	
625-0601-553.18-01	Temporary Help	Temporary Help	10,500		10,700	
625-0601-553.18-05	Overtime Civilian	Overtime Civilian	4,100		4,200	
	<b>TOTAL SALARIES</b>		<b>633,600</b>		<b>722,600</b>	
<b>FRINGE BENEFITS:</b>						
625-0601-553.19-01	Workers' Compensation	Workers' Compensation Insurance	600		700	
625-0601-553.19-05	Medical Insurance	Medical Insurance	119,600		166,300	
625-0601-553.19-10	IMRF	IMRF	78,100		81,700	
625-0601-553.19-11	Social Security	Social Security	39,300		44,800	
625-0601-553.19-12	Medicare	Medicare	9,200		10,500	
	<b>TOTAL FRINGE BENEFITS</b>		<b>246,800</b>		<b>304,000</b>	
<b>CONTRACTUAL SERVICES:</b>						
625-0601-553.20-05	Professional Services	GIS Consortium	217,000		219,200	
625-0601-553.20-39	Data Processing Services	Programming/support services:				
		Disaster Recovery Project	12,400		12,500	
		Web Maintenance Project	12,200		12,300	
		HTE services (ASP)	221,700		223,100	
		Prior Year Encumbrance Carryover				
		Two-Factor Maintenance Renewal	6,000		6,100	
		Business Process Improvement	11,500		11,600	
		NovusAGENDA electronic packets	19,400		19,600	
		Tyler Services	0	283,200	525,000	810,200
625-0601-553.20-40	General Insurance	Liability and property insurance	5,500		3,900	
625-0601-553.21-02	Equipment Maintenance	Mini-computer and support equipment maintenance				
		GIS	23,200		23,200	
		Printers	7,000		7,000	
		Routers/Switches	5,000		5,200	
		Network	8,900	44,100	9,100	44,500
625-0601-553.21-65	Other Services	Internet services	80,000		80,000	
		Seamless Gov - Interactive Forms for Web	8,500		8,500	
		Police squad car wireless service	18,000		18,300	
		Fire vehicles wireless service	5,000		5,200	
		Cell Phone Charges	5,000		5,200	
		Laserfiche Licenses	8,000	124,500	8,500	125,700
625-0601-553.22-02	Dues	Dues and professional memberships				
		IT (GMIS)	700		700	
		GIS (ILGISA/URISA/AAG)	400	1,100	400	1,100

# TECHNOLOGY FUND

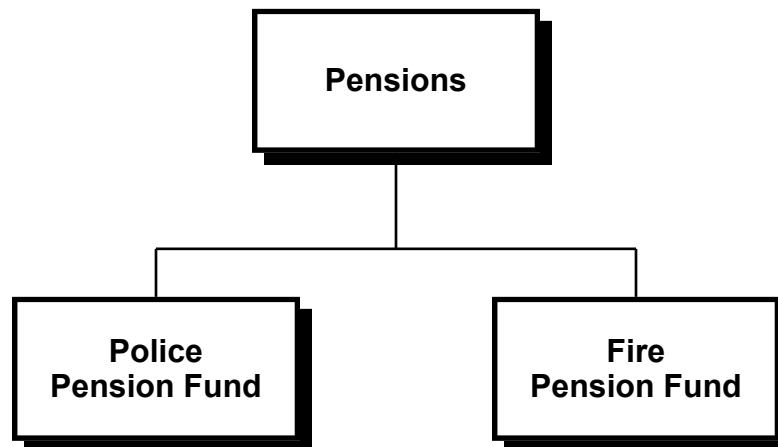
## EXPENDITURE DETAIL

### INFORMATION TECHNOLOGY / GEOGRAPHIC INFORMATION SYSTEMS (cont.)

0601

Account Number	Account Title	Description	Budget 2021		Budget 2022	
625-0601-553.22-03	Training	Seminars and specialized training				
		Conferences	1,000		1,000	
		Technical seminars & webinars	2,000		2,000	
		End-user training	4,000		4,100	
		User group seminars	1,500		1,500	
		Tuition reimbursement	2,000		2,000	
		Miscellaneous	1,500	12,000	1,500	12,100
625-0601-553.22-05	Postage	Postage		1,000		1,000
625-0601-553.22-15	Photocopying	Photocopies, supplies & maintenance		1,000		1,000
625-0601-553.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		4,700		3,200
		<b>TOTAL CONTRACTUAL SERVICES</b>		<b>694,100</b>		<b>1,221,900</b>
<b>COMMODITIES:</b>						
625-0601-553.30-01	Publications/Periodicals	Periodicals and books				
		IT		3,300		3,300
625-0601-553.30-05	Office Supplies & Equip.	General office supplies				
		IT	1,000		1,000	
		GIS (includes media & cartridges for Canon plotter and printer)	4,000	5,000	4,000	5,000
625-0601-553.30-50	Petroleum Products	Gasoline for department vehicle(s)		100		100
625-0601-553.33-05	Other Supplies	Computer software, etc.				
		IT	61,900		62,600	
		Prior Year Encumbrance Carryover	5,250	67,150	0	62,600
		<b>TOTAL COMMODITIES</b>		<b>75,550</b>		<b>71,000</b>
<b>OTHER CHARGES:</b>						
625-0601-553.42-79	OPEB Liability Expense	OPEB liability expense		5,000		2,000
		<b>TOTAL OTHER CHARGES</b>		<b>5,000</b>		<b>2,000</b>
<b>CAPITAL OUTLAY:</b>						
625-0601-572.50-10	Office Equipment	IT Equipment Repl Program (EQ9708)				
		PC, printer & server replacement	96,800		96,800	
		Public Safety vehicle computer systems	145,000		145,000	
		Prior Year Encumbrance Carryover	3,740	245,540	0	241,800
		Village ERP Software Replacement (EQ1904)	4,000,000		0	
		Prior Year Encumbrance Carryover	18,965	4,018,965	0	0
		<b>TOTAL CAPITAL OUTLAY</b>		<b>4,264,505</b>		<b>241,800</b>
		<b>TOTAL TECHNOLOGY FUND</b>		<b>5,919,555</b>		<b>2,563,300</b>





**Fund at a Glance**

The Village has been mandated by state law to provide for a separate Police Pension Plan. This fund is created for the purpose of providing for the retirement pensions for our police officers. The fund is administered locally and the fiduciary responsibility is placed upon the Village Treasurer and the Board of Trustees of the Police Pension Fund.

**Restrictions:**

State Law – The Police Pension Fund is locally administered as prescribed in Chapter 40 of the Illinois State Statutes. This fund must be separately accounted for and not commingled with other Village funds. The Village contracts for independent actuarial services.

**Performance Measures**

	2018	2019	2020
1. # of Active Participants	107	107	102
# of Retired Participants	101	111	119
Regular Pensioners	76	86	92
Duty Disability Pensioners	8	8	9
Non-Duty Disability Pensioners	1	1	1
Surviving Spouses	16	16	17
2. Actuarial Value of Fund Assets at December 31	\$123,766,362	\$148,346,308	\$163,159,680
3. Total Actuarial Liability	\$167,769,855	\$175,091,359	\$182,236,547
4. Funded Ratio	73.77%	84.73%	89.53%
5. Annual Actuarial Investment Return As Percentage of Fund Assets at Dec 31	(4.79%)	19.97%	12.97%
6. Employer Annual Actuarial Funding Requirements	\$4,209,000	\$4,073,000	\$3,750,000

# POLICE PENSION FUND

(Continued)

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Interest Income	\$26,471,642	\$18,659,137	\$19,600,000	\$4,400,000	<b>\$4,700,000</b>	\$300,000	6.8%
Other	5,327,631	5,420,307	5,273,000	5,233,000	<b>5,314,000</b>	81,000	1.5%
<b>Total Revenues</b>	<b>\$31,799,273</b>	<b>\$24,079,444</b>	<b>\$24,873,000</b>	<b>\$9,633,000</b>	<b>\$10,014,000</b>	<b>\$381,000</b>	<b>4.0%</b>
Interfund Transfers In	1,250,000	0	0	0	0	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$33,049,273</b>	<b>\$24,079,444</b>	<b>\$24,873,000</b>	<b>\$9,633,000</b>	<b>\$10,014,000</b>	<b>\$381,000</b>	<b>4.0%</b>
Expenditures							
Personal Services	\$7,965,693	\$8,876,971	\$10,327,300	\$9,588,000	<b>\$10,702,400</b>	\$1,114,400	11.6%
Contractual Services	404,460	346,027	483,300	424,500	<b>107,500</b>	(317,000)	(74.7%)
Commodities	197	0	300	600	<b>600</b>	0	0.0%
Other Charges	98,976	42,974	0	26,000	<b>25,000</b>	(1,000)	(3.8%)
<b>Total Expenditures</b>	<b>\$8,469,326</b>	<b>\$9,265,972</b>	<b>\$10,810,900</b>	<b>\$10,039,100</b>	<b>\$10,835,500</b>	<b>\$796,400</b>	<b>7.9%</b>
Interfund Transfers Out	0	0	0	0	0	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$8,469,326</b>	<b>\$9,265,972</b>	<b>\$10,810,900</b>	<b>\$10,039,100</b>	<b>\$10,835,500</b>	<b>\$796,400</b>	<b>7.9%</b>
Revenues over (under) Expenditures	<b>\$24,579,947</b>	<b>\$14,813,472</b>	<b>\$14,062,100</b>	<b>(\$406,100)</b>	<b>(\$821,500)</b>	<b>(\$415,400)</b>	<b>102.3%</b>
<b>BEGINNING FUND BALANCE</b>	<b>123,766,260</b>	<b>148,346,207</b>	<b>163,159,679</b>	<b>163,159,679</b>	<b>177,221,779</b>	<b>14,062,100</b>	<b>8.6%</b>
<b>ENDING FUND BALANCE</b>	<b>\$148,346,207</b>	<b>\$163,159,679</b>	<b>\$177,221,779</b>	<b>\$162,753,579</b>	<b>\$176,400,279</b>	<b>\$13,646,700</b>	<b>8.4%</b>

# POLICE PENSION FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
705-0000-461.02-00	Interest on Investments	940,461	1,092,632	1,000,000	1,400,000	1,200,000	(200,000)	(14.3%)
	<b>Interest Income</b>	<b>940,461</b>	<b>1,092,632</b>	<b>1,000,000</b>	<b>1,400,000</b>	<b>1,200,000</b>	<b>(200,000)</b>	<b>(14.3%)</b>
705-0000-462.10-00	Market Value Adjustments	23,962,559	15,920,924	17,000,000	2,000,000	2,000,000	0	0.0%
705-0000-462.11-00	Dividend Income	1,568,622	1,645,581	1,600,000	1,000,000	1,500,000	500,000	50.0%
	<b>Investment Income</b>	<b>25,531,181</b>	<b>17,566,505</b>	<b>18,600,000</b>	<b>3,000,000</b>	<b>3,500,000</b>	<b>500,000</b>	<b>16.7%</b>
705-0000-485.86-00	Contributions Participant	1,104,071	1,171,314	1,200,000	1,160,000	1,200,000	40,000	3.4%
705-0000-485.87-00	Contribution R/E Tax	4,017,000	4,209,000	4,073,000	4,073,000	4,114,000	41,000	1.0%
705-0000-485.88-00	Portability Payments	200,910	39,245	0	0	0	0	N/A
	<b>Pension Contributions</b>	<b>5,321,981</b>	<b>5,419,559</b>	<b>5,273,000</b>	<b>5,233,000</b>	<b>5,314,000</b>	<b>81,000</b>	<b>1.5%</b>
705-0000-489.90-00	Other Income	5,650	748	0	0	0	0	N/A
	<b>Other</b>	<b>5,650</b>	<b>748</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
705-0000-491.05-00	Operating Transfer In	1,250,000	0	0	0	0	0	N/A
	<b>Other Financing Sources</b>	<b>1,250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Police Pension Fund</b>	<b>33,049,273</b>	<b>24,079,444</b>	<b>24,873,000</b>	<b>9,633,000</b>	<b>10,014,000</b>	<b>381,000</b>	<b>4.0%</b>

# POLICE PENSION FUND

## EXPENDITURES

### Pensions

8001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
705-8001-631.15-01	Service Pensions	6,768,000	7,548,558	8,792,600	8,130,500	9,059,100	928,600	11.4%
705-8001-631.15-02	Non-Duty Disability Pension	42,529	42,529	42,500	42,500	42,500	0	0.0%
705-8001-631.15-03	Duty Disability Pension	412,437	441,235	647,600	570,000	706,500	136,500	23.9%
705-8001-631.15-04	Surviving Spouse Pension	742,727	844,649	844,600	845,000	894,300	49,300	5.8%
	<b>Salaries</b>	<b>7,965,693</b>	<b>8,876,971</b>	<b>10,327,300</b>	<b>9,588,000</b>	<b>10,702,400</b>	<b>1,114,400</b>	<b>11.6%</b>
705-8001-631.20-20	Legal Services	9,551	17,102	19,000	12,000	17,000	5,000	41.7%
705-8001-631.20-21	Invest Manager Services	367,491	287,140	365,000	365,000	50,000	(315,000)	(86.3%)
705-8001-631.20-22	Investment Custodian	0	4,991	60,000	3,000	3,000	0	0.0%
705-8001-631.20-23	Bank Services	25	386	0	1,000	0	(1,000)	(100.0%)
705-8001-631.20-75	Examinations	2,880	8,271	12,000	10,000	10,000	0	0.0%
705-8001-631.21-65	Other Services	17,170	25,940	25,000	25,000	25,000	0	0.0%
705-8001-631.22-02	Dues	795	1,455	1,000	1,000	1,000	0	0.0%
705-8001-631.22-03	Training	6,223	485	1,000	7,000	1,000	(6,000)	(85.7%)
705-8001-631.22-05	Postage	325	257	300	500	500	0	0.0%
	<b>Contractual Services</b>	<b>404,461</b>	<b>346,027</b>	<b>483,300</b>	<b>424,500</b>	<b>107,500</b>	<b>(317,000)</b>	<b>(74.7%)</b>
705-8001-631.30-01	Publications Periodicals	0	0	0	100	100	0	0.0%
705-8001-631.30-05	Office Supplies & Equip	197	0	300	500	500	0	0.0%
	<b>Commodities</b>	<b>197</b>	<b>0</b>	<b>300</b>	<b>600</b>	<b>600</b>	<b>0</b>	<b>0.0%</b>
705-8001-631.40-65	Pension Refunds	98,976	42,974	0	25,000	25,000	0	0.0%
705-8001-631.40-93	Foreign Taxes Paid	0	0	0	1,000	0	(1,000)	(100.0%)
	<b>Other Charges</b>	<b>98,976</b>	<b>42,974</b>	<b>0</b>	<b>26,000</b>	<b>25,000</b>	<b>(1,000)</b>	<b>(3.8%)</b>
	<b>Total Expenditures</b>	<b>8,469,326</b>	<b>9,265,972</b>	<b>10,810,900</b>	<b>10,039,100</b>	<b>10,835,500</b>	<b>796,400</b>	<b>7.9%</b>
	<b>Total Police Pension Fund</b>	<b>8,469,326</b>	<b>9,265,972</b>	<b>10,810,900</b>	<b>10,039,100</b>	<b>10,835,500</b>	<b>796,400</b>	<b>7.9%</b>

# POLICE PENSION FUND

## EXPENDITURE DETAIL

### PENSIONS

8001

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
705-8001-631.15-01	Service Pensions	Service Pensions	8,130,500	9,059,100
705-8001-631.15-02	Non-Duty Disability Pens	Non-Duty Disability Pension	42,500	42,500
705-8001-631.15-03	Duty Disability Pension	Duty Disability Pension	570,000	706,500
705-8001-631.15-04	Surviving Spouse Pension	Surviving Spouse Pension	845,000	894,300
	<b>TOTAL SALARIES</b>		<b>9,588,000</b>	<b>10,702,400</b>
<b>CONTRACTUAL SERVICES:</b>				
705-8001-631.20-20	Legal Services	Legal services	12,000	17,000
705-8001-631.20-21	Invest Manager Services	Investment manager services	365,000	50,000
705-8001-631.20-22	Investment Custodian	Investment custodian services	3,000	3,000
705-8001-631.20-23	Bank Services	Bank services	1,000	0
705-8001-631.20-75	Examinations	Examinations	10,000	10,000
705-8001-631.21-65	Other Services	Tracker annual fee	2,300	2,300
		DOI Filing Fee	8,000	8,000
		Fiduciary Insurance	7,500	7,500
		Other services	7,200	7,200
			25,000	25,000
705-8001-631.22-02	Dues	Dues	1,000	1,000
705-8001-631.22-03	Training	Training	7,000	1,000
705-8001-631.22-05	Postage	Postage	500	500
	<b>TOTAL CONTRACTUAL SERVICES</b>		<b>424,500</b>	<b>107,500</b>
<b>COMMODITIES:</b>				
705-8001-631.30-01	Publications Periodicals	Publications	100	100
705-8001-631.30-05	Office Supplies & Equip.	General office supplies	500	500
	<b>TOTAL COMMODITIES</b>		<b>600</b>	<b>600</b>
<b>OTHER CHARGES:</b>				
705-8001-631.40-65	Pension Refunds	Refunds of contributions upon withdrawal	25,000	25,000
705-8001-631.40-93	Foreign Taxes Paid	Investment activity	1,000	0
	<b>TOTAL OTHER CHARGES</b>		<b>26,000</b>	<b>25,000</b>
	<b>TOTAL PENSIONS</b>		<b>10,039,100</b>	<b>10,835,500</b>
	<b>TOTAL POLICE PENSION FUND</b>		<b>10,039,100</b>	<b>10,835,500</b>

**Fund at a Glance**

The Village has been mandated by state law to provide for a separate Fire Pension Plan. This fund is created for the purpose of providing for the retirement pensions of our firefighters. The fund is administered locally and the fiduciary responsibility is placed upon the Village Treasurer and the Board of Trustees of the Fire Pension Fund.

**Restrictions:**

STATE LAW – The Fire Pension Fund is locally administered as prescribed in Chapter 40 of the Illinois State Statutes. This fund must be separately accounted for and not commingled with other Village funds. The Village contracts for independent actuarial services.

**Performance Measures**

	2018	2019	2020
1. # of Active Participants	110	103	103
# of Retired Participants	105	106	104
Regular Pensioners	60	65	62
Duty Disability Pensioners	26	25	25
Non-Duty Disability Pensioners	1	1	1
Surviving Spouses	18	15	16
2. Actuarial Value of Fund Assets at December 31	\$106,729,945	\$123,883,698	\$136,198,812
3. Total Actuarial Liability	\$154,033,679	\$159,001,921	\$163,873,563
4. Funded Ratio	69.29%	77.91%	83.11%
5. Annual Actuarial Investment Return As Percentage of Fund Assets at December 31	(3.4%)	15.11%	11.2%
6. Employer Annual Actuarial Funding Requirements	\$5,130,000	\$4,913,000	\$4,829,000

# FIRE PENSION FUND

(Continued)

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Interest Income	\$17,303,474	\$13,900,629	\$10,730,000	\$3,800,000	<b>\$3,800,000</b>	\$0	0.0%
Other	6,051,777	6,277,334	6,106,062	6,013,000	<b>6,062,000</b>	49,000	0.8%
<b>Total Revenues</b>	<b>\$23,355,251</b>	<b>\$20,177,963</b>	<b>\$16,836,062</b>	<b>\$9,813,000</b>	<b>\$9,862,000</b>	<b>\$49,000</b>	<b>0.5%</b>
Interfund Transfers In	1,250,000	0	0	0	0	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$24,605,251</b>	<b>\$20,177,963</b>	<b>\$16,836,062</b>	<b>\$9,813,000</b>	<b>\$9,862,000</b>	<b>\$49,000</b>	<b>0.5%</b>
Expenditures							
Personal Services	\$7,210,277	\$7,608,142	\$8,041,800	\$8,346,500	<b>\$8,427,800</b>	\$81,300	1.0%
Contractual Services	240,922	244,912	307,000	272,200	<b>84,900</b>	(187,300)	(68.8%)
Commodities	302	113	400	800	<b>800</b>	0	0.0%
Other Charges	0	9,682	200	26,000	<b>25,000</b>	(1,000)	(3.8%)
<b>Total Expenditures</b>	<b>\$7,451,501</b>	<b>\$7,862,849</b>	<b>\$8,349,400</b>	<b>\$8,645,500</b>	<b>\$8,538,500</b>	<b>(\$107,000)</b>	<b>(1.2%)</b>
Interfund Transfers Out	0	0	0	0	0	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$7,451,501</b>	<b>\$7,862,849</b>	<b>\$8,349,400</b>	<b>\$8,645,500</b>	<b>\$8,538,500</b>	<b>(\$107,000)</b>	<b>(1.2%)</b>
Revenues over (under) Expenditures	<b>\$17,153,750</b>	<b>\$12,315,114</b>	<b>\$8,486,662</b>	<b>\$1,167,500</b>	<b>\$1,323,500</b>	<b>\$156,000</b>	<b>13.4%</b>
<b>BEGINNING FUND BALANCE</b>	<b>106,729,947</b>	<b>123,883,697</b>	<b>136,198,811</b>	<b>136,198,811</b>	<b>144,685,473</b>	<b>8,486,662</b>	<b>6.2%</b>
<b>ENDING FUND BALANCE</b>	<b>\$123,883,697</b>	<b>\$136,198,811</b>	<b>\$144,685,473</b>	<b>\$137,366,311</b>	<b>\$146,008,973</b>	<b>\$8,642,662</b>	<b>6.3%</b>



# FIRE PENSION FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
711-0000-461.02-00	Interest on Investments	1,076,566	1,077,248	930,000	900,000	<b>900,000</b>	0	0.0%
	<b>Interest Income</b>	<b>1,076,566</b>	<b>1,077,248</b>	<b>930,000</b>	<b>900,000</b>	<b>900,000</b>	<b>0</b>	<b>0.0%</b>
711-0000-462.10-00	Market Value Adjustments	14,962,233	11,745,221	8,900,000	2,000,000	<b>2,000,000</b>	0	0.0%
711-0000-462.11-00	Dividend Income	1,264,675	1,078,160	900,000	900,000	<b>900,000</b>	0	0.0%
	<b>Investment Income</b>	<b>16,226,908</b>	<b>12,823,381</b>	<b>9,800,000</b>	<b>2,900,000</b>	<b>2,900,000</b>	<b>0</b>	<b>0.0%</b>
711-0000-485.86-00	Contributions Participant	1,097,478	1,141,126	1,100,000	1,100,000	<b>1,100,000</b>	0	0.0%
711-0000-485.87-00	Contribution R/E Tax	4,953,000	5,130,000	4,913,000	4,913,000	<b>4,962,000</b>	49,000	1.0%
711-0000-485.88-00	Portability Payments	0	0	91,705	0	<b>0</b>	0	N/A
	<b>Pension Contributions</b>	<b>6,050,478</b>	<b>6,271,126</b>	<b>6,104,705</b>	<b>6,013,000</b>	<b>6,062,000</b>	<b>49,000</b>	<b>0.8%</b>
711-0000-489.90-00	Other Income	1,299	6,208	1,357	0	<b>0</b>	0	N/A
	<b>Other</b>	<b>1,299</b>	<b>6,208</b>	<b>1,357</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
711-0000-491.05-00	Operating Transfer In	1,250,000	0	0	0	<b>0</b>	0	N/A
	<b>Other Financing Sources</b>	<b>1,250,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Fire Pension Fund</b>	<b>24,605,251</b>	<b>20,177,963</b>	<b>16,836,062</b>	<b>9,813,000</b>	<b>9,862,000</b>	<b>49,000</b>	<b>0.5%</b>

# FIRE PENSION FUND

## EXPENDITURES

### Pensions

8001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
711-8001-631.15-01	Service Pensions	4,897,471	5,113,785	5,339,200	5,844,100	5,601,800	(242,300)	(4.1%)
711-8001-631.15-02	Non-Duty Disability Pension	30,823	31,325	32,300	31,800	32,300	500	1.6%
711-8001-631.15-03	Duty Disability Pension	1,306,862	1,274,436	1,323,200	1,272,400	1,389,300	116,900	9.2%
711-8001-631.15-04	Surviving Spouse Pension	741,342	951,791	1,089,900	958,400	1,147,200	188,800	19.7%
711-8001-631.15-05	Occupational Disease Pens	233,779	236,805	257,200	239,800	257,200	17,400	7.3%
	<b>Salaries</b>	<b>7,210,277</b>	<b>7,608,142</b>	<b>8,041,800</b>	<b>8,346,500</b>	<b>8,427,800</b>	<b>81,300</b>	<b>1.0%</b>
711-8001-631.20-20	Legal Services	7,058	7,977	40,000	17,000	25,000	8,000	47.1%
711-8001-631.20-21	Invest Manager Services	202,180	205,998	222,700	210,000	25,000	(185,000)	(88.1%)
711-8001-631.20-22	Investment Custodian	10,638	10,911	11,900	11,000	1,000	(10,000)	(90.9%)
711-8001-631.20-23	Bank Services	0	0	0	300	0	(300)	(100.0%)
711-8001-631.20-75	Examinations	4,250	3,610	10,000	10,000	10,000	0	0.0%
711-8001-631.21-65	Other Services	14,082	14,419	20,000	20,000	20,000	0	0.0%
711-8001-631.22-02	Dues	1,590	1,295	1,500	1,500	1,500	0	0.0%
711-8001-631.22-03	Training	814	375	500	2,000	2,000	0	0.0%
711-8001-631.22-05	Postage	310	327	400	400	400	0	0.0%
	<b>Contractual Services</b>	<b>240,922</b>	<b>244,912</b>	<b>307,000</b>	<b>272,200</b>	<b>84,900</b>	<b>(187,300)</b>	<b>(68.8%)</b>
711-8001-631.30-01	Publications Periodicals	0	35	100	500	500	0	0.0%
711-8001-631.30-05	Office Supplies & Equip	302	78	300	300	300	0	0.0%
	<b>Commodities</b>	<b>302</b>	<b>113</b>	<b>400</b>	<b>800</b>	<b>800</b>	<b>0</b>	<b>0.0%</b>
711-8001-631.40-65	Pension Refunds	0	9,682	0	25,000	25,000	0	0.0%
711-8001-631.40-93	Foreign Taxes Paid	0	0	200	1,000	0	(1,000)	(100.0%)
	<b>Other Charges</b>	<b>0</b>	<b>9,682</b>	<b>200</b>	<b>26,000</b>	<b>25,000</b>	<b>(1,000)</b>	<b>(3.8%)</b>
	<b>Total Pensions</b>	<b>7,451,501</b>	<b>7,862,849</b>	<b>8,349,400</b>	<b>8,645,500</b>	<b>8,538,500</b>	<b>(107,000)</b>	<b>(1.2%)</b>
	<b>Total Fire Pension Fund</b>	<b>7,451,501</b>	<b>7,862,849</b>	<b>8,349,400</b>	<b>8,645,500</b>	<b>8,538,500</b>	<b>(107,000)</b>	<b>(1.2%)</b>

# FIRE PENSION FUND

## EXPENDITURE DETAIL

### PENSIONS

8001

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
711-8001-631.15-01	Service Pensions	Service Pensions	5,844,100	5,601,800
711-8001-631.15-02	Non-Duty Disability Pens	Non-Duty Disability Pension	31,800	32,300
711-8001-631.15-03	Duty Disability Pension	Duty Disability Pension	1,272,400	1,389,300
711-8001-631.15-04	Surviving Spouse Pension	Surviving Spouse Pension	958,400	1,147,200
711-8001-631.15-05	Occupational Disease Pen	Occupational Disease Pension	239,800	257,200
<b>TOTAL SALARIES</b>			<b>8,346,500</b>	<b>8,427,800</b>
<b>CONTRACTUAL SERVICES:</b>				
711-8001-631.20-20	Legal Services	Legal services	17,000	25,000
711-8001-631.20-21	Invest Manager Services	Investment manager services	160,000	15,000
		Investment advisor	50,000	10,000
			210,000	25,000
711-8001-631.20-22	Investment Custodian	Investment custodian	11,000	1,000
711-8001-631.20-23	Bank Services	Bank services	300	0
711-8001-631.20-75	Examinations	Examinations	10,000	10,000
711-8001-631.21-65	Other Services	Tracker annual fee	2,300	2,300
		DOI filing fee	8,000	8,000
		Secretarial	1,500	1,500
		Fiduciary Insurance	5,200	5,200
		Court Reporter	2,200	2,200
		Miscellaneous	800	800
			20,000	20,000
711-8001-631.22-02	Dues	Dues	1,500	1,500
711-8001-631.22-03	Training	Training	2,000	2,000
711-8001-631.22-05	Postage	Postage	400	400
<b>TOTAL CONTRACTUAL SERVICES</b>			<b>272,200</b>	<b>84,900</b>
<b>COMMODITIES:</b>				
711-8001-631.30-01	Publications/Periodicals	Publications and periodicals	500	500
711-8001-631.30-05	Office Supplies & Equip.	General office supplies	300	300
<b>TOTAL COMMODITIES</b>			<b>800</b>	<b>800</b>
<b>OTHER CHARGES:</b>				
711-8001-631.40-65	Pension Refunds	Refunds of contributions upon withdrawal	25,000	25,000

FIRE PENSION FUND

EXPENDITURE DETAIL

PENSIONS (cont.) 8001

Account Number	Account Title	Description	Budget 2021	Budget 2022
711-8001-631.40-93	Foreign Taxes Paid	Investment activity	1,000	0
		TOTAL OTHER CHARGES	26,000	25,000
		TOTAL PENSIONS	8,645,500	8,538,500
		TOTAL FIRE PENSION FUND	8,645,500	8,538,500

## **AFFORDABLE HOUSING FUND**

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## Fund at a Glance

In July 2013 the Village Board adopted the Affordable Housing Trust Fund. The Trust Fund Ordinance delineates the purpose, procedures, sources of funds, and eligibility requirement for use of funds. Sources of funds as delineated in the ordinance, are from three primary sources:

1. Cash payments in lieu of constructing affordable units.
2. Income from fees collected from the Village's transfer of Industrial Revenue Bond Cap
3. 1% of all gaming revenue received annually by the Village after the first full fiscal year the Village of Arlington Heights receives any gaming revenue as well 10% of any gaming revenue from slot machines received by the Village in the full first year.

The Trust Fund Ordinance establishes eligibility of requirements for use of the funds as follows: the use of Housing Trust Fund resources shall be limited to supporting, in whole or in part, one or more of the following Eligible Activities:

1. Creation and preservation of Attainable Housing including, without limitations, new construction, rehabilitation, and adaptive reuse;
2. Acquisition and disposition, including without limitation, vacant land, single family homes, multi-unit buildings, and other existing structures that may be used in whole or part to provide Attainable Housing;
3. Payments for costs incurred in connection with administering the Housing Trust Fund. No costs shall be reimbursed except pursuant to a written agreement between the Village and any third-party approved by the Village to administer a program or a funded program.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Other	122,550	130,500	112,000	150,000	150,000	0	0.0%
<b>Total Revenues</b>	<b>\$125,651</b>	<b>\$132,320</b>	<b>\$112,300</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$0</b>	<b>0.0%</b>
Interfund Transfers In	188,873	0	0	0	0	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$314,524</b>	<b>\$132,320</b>	<b>\$112,300</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$0</b>	<b>0.0%</b>
Expenditures							
Contractual Services	0	0	25,000	25,000	25,000	0	0.0%
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>0.0%</b>
Interfund Transfers Out	0	0	0	0	0	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$0</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>0.0%</b>
Revenues over (under) Expenditures	\$314,524	\$132,320	\$87,300	\$125,000	\$125,000	\$0	0.0%
<b>BEGINNING FUND BALANCE</b>	<b>0</b>	<b>314,524</b>	<b>446,844</b>	<b>446,844</b>	<b>534,144</b>	<b>87,300</b>	<b>19.5%</b>
<b>ENDING FUND BALANCE</b>	<b>\$314,524</b>	<b>\$446,844</b>	<b>\$534,144</b>	<b>\$571,844</b>	<b>\$659,144</b>	<b>\$87,300</b>	<b>15.3%</b>

# AFFORDABLE HOUSING FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
217-0000-461.02-00	Interest on Investments	2,688	1,444	100	0	0	0	N/A
217-0000-462.10-00	Investment Income	413	376	200	0	0	0	N/A
	<b>Interest Income</b>	<b>3,101</b>	<b>1,820</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
217-0000-484.50-00	Affordable Housing Trust	122,550	130,500	112,000	150,000	150,000	0	0.0%
	<b>Other Income</b>	<b>122,550</b>	<b>130,500</b>	<b>112,000</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>	<b>0.0%</b>
217-0000-491.05-00	Operating Transfer In	188,873	0	0	0	0	0	N/A
	<b>Other Financing Sources</b>	<b>188,873</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Affordable Housing Fund</b>	<b>314,524</b>	<b>132,320</b>	<b>112,300</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>	<b>0.0%</b>

## EXPENDITURES

### Planning

4001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
217-4001-521.20-05	Professional Services	0	0	25,000	25,000	25,000	0	0.0%
	<b>Contractual Services</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Planning</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0.0%</b>

AFFORDABLE HOUSING FUND

EXPENDITURE DETAIL

PLANNING 4001

Account Number	Account Title	Description	Budget 2021	Budget 2022
CONTRACTUAL SERVICES:				
217-4001-521.20-05	Professional Services	Consultants/Legal	25,000	25,000
TOTAL CONTRACTUAL SERVICES			25,000	25,000
TOTAL PLANNING			25,000	25,000
TOTAL AFFORDABLE HOUSING FUND			25,000	25,000



## **ZERO INTEREST LOAN FUND**

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# ZERO INTEREST LOAN FUND

225

## Fund at a Glance

The Zero Interest Loan Program was approved by the Village Board in April 2014, and is designed to provide financial assistance to prospective and existing businesses, commercial/industrial properties and tenant spaces, and to fund other potential economic development projects within the Village of Arlington Heights. Revenue for the program comes from the Cook County Class 6/7 property tax abatements in two ways:

1. A \$1,000 application fee for municipal consideration of the tax abatement
2. A rebate to the Village of 10% of *savings* under the abatement over the first:
  - a. 5 years for the Class 6b program
  - b. 3 years for the Class 7c program

Primary goals of the Zero Interest Loan Program include assisting with company growth, improving the appearance and function of sites and buildings, and helping fund other economic development projects and programs.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Interest Income	3,936	2,486	300	0	0	0	N/A
Other	209,969	271,919	306,000	311,700	300,000	(11,700)	(3.8%)
<b>Total Revenues</b>	<b>\$213,905</b>	<b>\$274,405</b>	<b>\$306,300</b>	<b>\$311,700</b>	<b>\$300,000</b>	<b>(\$11,700)</b>	<b>(3.8%)</b>
Interfund Transfers In	243,785	0	0	0	0	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$457,690</b>	<b>\$274,405</b>	<b>\$306,300</b>	<b>\$311,700</b>	<b>\$300,000</b>	<b>(\$11,700)</b>	<b>(3.8%)</b>
Expenditures							
Contractual Services	0	0	0	0	50,000	50,000	N/A
Other Charges	48,300	170,084	60,000	250,000	100,000	(150,000)	(60.0%)
<b>Total Expenditures</b>	<b>\$48,300</b>	<b>\$170,084</b>	<b>\$60,000</b>	<b>\$250,000</b>	<b>\$150,000</b>	<b>(\$100,000)</b>	<b>(40.0%)</b>
Interfund Transfers Out	0	0	0	0	0	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$48,300</b>	<b>\$170,084</b>	<b>\$60,000</b>	<b>\$250,000</b>	<b>\$150,000</b>	<b>(\$100,000)</b>	<b>(40.0%)</b>
<b>Revenues over (under) Expenditures</b>	<b>\$409,390</b>	<b>\$104,321</b>	<b>\$246,300</b>	<b>\$61,700</b>	<b>\$150,000</b>	<b>\$88,300</b>	<b>143.1%</b>
<b>BEGINNING FUND BALANCE</b>	<b>0</b>	<b>409,390</b>	<b>513,711</b>	<b>513,711</b>	<b>760,011</b>	<b>246,300</b>	<b>47.9%</b>
<b>ENDING FUND BALANCE</b>	<b>\$409,390</b>	<b>\$513,711</b>	<b>\$760,011</b>	<b>\$575,411</b>	<b>\$910,011</b>	<b>\$334,600</b>	<b>58.1%</b>

# ZERO INTEREST LOAN FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
225-0000-461.02-00	Interest on Investments	3,448	2,008	100	0	0	0	N/A
225-0000-462.10-00	Investment Income	488	478	200	0	0	0	N/A
	<b>Interest Income</b>	<b>3,936</b>	<b>2,486</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
225-0000-484.16-00	Class 6/7 Tax Rebates	184,064	228,858	200,000	190,000	200,000	10,000	5.3%
225-0000-484.93-00	Loan Repayments	25,905	43,061	104,000	121,700	100,000	(21,700)	(17.8%)
225-0000-489.90-00	Other Income	0	0	2,000	0	0	0	N/A
	<b>Other Income</b>	<b>209,969</b>	<b>271,919</b>	<b>306,000</b>	<b>311,700</b>	<b>300,000</b>	<b>(11,700)</b>	<b>(3.8%)</b>
225-0000-491.05-00	Operating Transfer In	243,785	0	0	0	0	0	N/A
	<b>Other Financing Sources</b>	<b>243,785</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Zero Interest Loan Fund</b>	<b>457,690</b>	<b>274,405</b>	<b>306,300</b>	<b>311,700</b>	<b>300,000</b>	<b>(11,700)</b>	<b>(3.8%)</b>

## EXPENDITURES

### Planning

4001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
225-4001.521.20-05	Professional Services	0	0	0	0	50,000	50,000	N/A
	<b>Contractual Charges</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>50,000</b>	<b>N/A</b>
225-4001.521.40-43	Zero Interest Loan Program	48,300	170,084	60,000	250,000	100,000	(150,000)	(60.0%)
	<b>Other Charges</b>	<b>48,300</b>	<b>170,084</b>	<b>60,000</b>	<b>250,000</b>	<b>100,000</b>	<b>(150,000)</b>	<b>(60.0%)</b>
	<b>Total Planning</b>	<b>48,300</b>	<b>170,084</b>	<b>60,000</b>	<b>250,000</b>	<b>150,000</b>	<b>(150,000)</b>	<b>(40.0%)</b>

ZERO INTEREST LOAN FUND

EXPENDITURE DETAIL

PLANNING 4001

Account Number	Account Title	Description	Budget 2021	Budget 2022
CONTRACTUAL SERVICES:				
225-4001-521.20-05	Professional Services	Consultants/Legal	0	50,000
TOTAL CONTRACTUAL SERVICES			0	50,000
OTHER CHARGES:				
225-4001-521.40-43	Zero Interest Loan Program	Zero Interest Loans	250,000	100,000
TOTAL OTHER CHARGES			250,000	100,000
TOTAL PLANNING			250,000	150,000
TOTAL ZERO INTEREST LOAN FUND			250,000	150,000

## **FOREIGN FIRE INSURANCE TAX FUND**

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# FOREIGN FIRE INSURANCE TAX FUND

227

## Fund at a Glance

Each Village that has a fire department shall receive a 2% tax of the gross receipts received from every corporation, company and association which is not incorporated under the laws of the State of Illinois and which are engaged in effecting fire insurance in their Village. This tax is due by the 15th day of July and is collected by the Illinois Municipal League and subsequently distributed on a per capita basis to eligible municipalities or fire protection districts.

### Restrictions:

STATE LAW – State Law ILCS 5/11-10-1 through 10-3 requires municipalities to pass the proceeds of this tax to the treasurer of the fire department for the maintenance, use, and benefit of the department. Arlington Heights has designated a "Board" to administer these funds.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Taxes	\$134,895	\$151,399	\$130,000	\$130,000	<b>\$130,000</b>	\$0	0.0%
Interest Income	9,918	1,719	400	2,500	<b>2,500</b>	0	0.0%
<b>Total Revenues</b>	<b>\$145,668</b>	<b>\$153,118</b>	<b>\$130,400</b>	<b>\$132,500</b>	<b>\$132,500</b>	<b>\$0</b>	<b>0.0%</b>
Interfund Transfers In	0	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$145,668</b>	<b>\$153,118</b>	<b>\$130,400</b>	<b>\$132,500</b>	<b>\$132,500</b>	<b>\$0</b>	<b>0.0%</b>
Expenditures							
Contractual Services	\$28,970	\$23,260	\$75,000	\$75,000	<b>\$75,000</b>	\$0	0.0%
Commodities	20,568	20,625	75,000	75,000	<b>75,000</b>	0	0.0%
Capital Items	112,812	47,542	100,000	100,000	<b>100,000</b>	0	0.0%
<b>Total Expenditures</b>	<b>\$162,350</b>	<b>\$91,427</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$0</b>	<b>0.0%</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$162,350</b>	<b>\$91,427</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$0</b>	<b>0.0%</b>
Revenues over (under) Expenditures	<b>(\$16,682)</b>	<b>\$61,691</b>	<b>(\$119,600)</b>	<b>(\$117,500)</b>	<b>(\$117,500)</b>	<b>\$0</b>	<b>0.0%</b>
<b>BEGINNING FUND BALANCE</b>	<b>441,788</b>	<b>425,106</b>	<b>486,797</b>	<b>486,797</b>	<b>367,197</b>	<b>(119,600)</b>	<b>(24.6%)</b>
<b>ENDING FUND BALANCE</b>	<b>\$425,106</b>	<b>\$486,797</b>	<b>\$367,197</b>	<b>\$369,297</b>	<b>\$249,697</b>	<b>(\$119,600)</b>	<b>(32.4%)</b>

# FOREIGN FIRE INSURANCE TAX FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
227-0000-403.30-00	Foreign Fire Insurance Tax	134,895	151,399	130,000	130,000	<b>130,000</b>	0	0.0%
	<b>Intergovernmental Taxes</b>	<b>134,895</b>	<b>151,399</b>	<b>130,000</b>	<b>130,000</b>	<b>130,000</b>	<b>0</b>	<b>0.0%</b>
227-0000-461.02-00	Interest on Investments	7,269	1,482	200	2,500	<b>2,500</b>	0	0.0%
227-0000-462.10-00	Market Value Adjustments	2,649	237	200	0	<b>0</b>	0	N/A
	<b>Interest Income</b>	<b>9,918</b>	<b>1,719</b>	<b>400</b>	<b>2,500</b>	<b>2,500</b>	<b>0</b>	<b>0.0%</b>
227-0000-489.90-00	Other Income	855	0	0	0	<b>0</b>	0	N/A
	<b>Other</b>	<b>855</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Foreign Fire Insurance</b>	<b>145,668</b>	<b>153,118</b>	<b>130,400</b>	<b>132,500</b>	<b>132,500</b>	<b>0</b>	<b>0.0%</b>

## EXPENDITURES

### Foreign Fire Insurance

3701

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
227-3701-512.22-03	Training	28,970	23,260	75,000	75,000	<b>75,000</b>	0	0.0%
	<b>Contractual Services</b>	<b>28,970</b>	<b>23,260</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>0</b>	<b>0.0%</b>
227-3701-512.30-35	Clothing	20,568	20,625	75,000	75,000	<b>75,000</b>	0	0.0%
	<b>Commodities</b>	<b>20,568</b>	<b>20,625</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>0</b>	<b>0.0%</b>
227-3701-512.50-15	Other Equipment	112,812	47,542	100,000	100,000	<b>100,000</b>	0	0.0%
	<b>Capital Outlay</b>	<b>112,812</b>	<b>47,542</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Foreign Fire Insurance</b>	<b>162,350</b>	<b>91,427</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Foreign Fire Ins Tax Fund</b>	<b>162,350</b>	<b>91,427</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>0</b>	<b>0.0%</b>

# FOREIGN FIRE INSURANCE TAX FUND

## EXPENDITURE DETAIL

### FOREIGN FIRE INSURANCE

3701

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
227-3701-512.22-03	Training	Training	75,000	75,000
	<b>TOTAL CONTRACTUAL SERVICES</b>		<u>75,000</u>	<u>75,000</u>
<b>COMMODITIES:</b>				
227-3701-512.30-35	Clothing	Clothing	75,000	75,000
	<b>TOTAL COMMODITIES</b>		<u>75,000</u>	<u>75,000</u>
<b>CAPITAL OUTLAY:</b>				
227-3701-512.50-15	Other Equipment	Other Equipment	100,000	100,000
	<b>TOTAL CAPITAL OUTLAY</b>		<u>100,000</u>	<u>100,000</u>
	<b>TOTAL FOREIGN FIRE INSURANCE</b>		<u>250,000</u>	<u>250,000</u>
	<b>TOTAL FOREIGN FIRE INS. TAX FUND</b>		<u>250,000</u>	<u>250,000</u>



## **CRIMINAL INVESTIGATION FUND**

# CRIMINAL INVESTIGATION FUND

231

## Fund at a Glance

State and Federal statutes allow for the seizure of assets used in criminal activities. Assets can be money, real estate or automobiles. After the courts award the assets to the Police Department they are recorded in this fund for future police expenditures.

### Restrictions:

FEDERAL LAW – Requires all confiscated and court awarded assets obtained under Federal statutes be expended for any general law enforcement purposes.

STATE LAW – Requires all confiscated and court awarded assets obtained under State statutes be expended for drug enforcement purposes.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Interest Income	\$13,755	\$2,547	\$500	\$8,700	<b>\$8,700</b>	\$0	0.0%
Other - Deferred Revenue	196,286	29,017	37,100	95,000	<b>95,000</b>	0	0.0%
<b>Total Revenues</b>	<b>\$210,041</b>	<b>\$31,564</b>	<b>\$37,600</b>	<b>\$103,700</b>	<b>\$103,700</b>	<b>\$0</b>	<b>0.0%</b>
Interfund Transfers In	0	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$210,041</b>	<b>\$31,564</b>	<b>\$37,600</b>	<b>\$103,700</b>	<b>\$103,700</b>	<b>\$0</b>	<b>0.0%</b>
Expenditures							
Other Charges	522,946	300,759	346,700	346,758	<b>789,900</b>	443,142	127.8%
<b>Total Expenditures</b>	<b>\$522,946</b>	<b>\$300,759</b>	<b>\$346,700</b>	<b>\$346,758</b>	<b>\$789,900</b>	<b>\$443,142</b>	<b>127.8%</b>
Interfund Transfers Out	0	0	0	0	<b>0</b>	0	N/A
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$522,946</b>	<b>\$300,759</b>	<b>\$346,700</b>	<b>\$346,758</b>	<b>\$789,900</b>	<b>\$443,142</b>	<b>127.8%</b>
Revenues over (under) Expenditures	<b>(\$312,905)</b>	<b>(\$269,195)</b>	<b>(\$309,100)</b>	<b>(\$243,058)</b>	<b>(\$686,200)</b>	<b>(\$443,142)</b>	<b>182.3%</b>
<b>BEGINNING FUND BALANCE</b>	<b>2,016,179</b>	<b>1,703,274</b>	<b>1,434,079</b>	<b>1,434,079</b>	<b>1,124,979</b>	<b>(309,100)</b>	<b>(21.6%)</b>
<b>ENDING FUND BALANCE</b>	<b>\$1,703,274</b>	<b>\$1,434,079</b>	<b>\$1,124,979</b>	<b>\$1,191,021</b>	<b>\$438,779</b>	<b>(\$752,242)</b>	<b>(63.2%)</b>

# CRIMINAL INVESTIGATION FUND (231)

## 5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	PROJ #	2021								
		2019 ACTUAL	2020 ACTUAL	ESTIMATED ACTUAL	2021 BUDGET	2022 BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET
REVENUES										
INTEREST INCOME		13,755	2,547	500	8,700	8,700	0	0	0	0
OTHER - DEFERRED REVENUE		196,286	29,017	37,100	95,000	95,000	0	0	0	0
TOTAL REVENUES		210,041	31,564	37,600	103,700	103,700	0	0	0	0
EXPENDITURES										
OPERATING EXPENDITURES										
Other Expenditures		404,245	239,520	235,200	235,258	218,400	218,400	218,400	218,400	218,400
SUBTOTAL - OPERATING EXPENDITURES		404,245	239,520	235,200	235,258	218,400	218,400	218,400	218,400	218,400
BUILDING & LAND										
Seized Vehicle & LT Evidence Storage Structure	BL-21-01	0	0	0	0	0	362,300	0	0	0
SUBTOTAL - BUILDING & LAND		0	0	0	0	0	362,300	0	0	0
EQUIPMENT										
Operational Equipment - Police Department	EQ-95-01	118,701	61,239	100,000	100,000	100,000	100,000	160,000	127,000	127,000
Patrol Vehicle Equipment Replacement Program	EQ-08-03	0	0	11,500	11,500	11,500	0	12,000	0	0
Body Worn Cameras/Dash Cams	EQ-22-01	0	0	0	0	300,000	300,000	300,000	300,000	300,000
SUBTOTAL - EQUIPMENT		118,701	61,239	111,500	111,500	411,500	400,000	472,000	427,000	427,000
VEHICLES										
Surveillance Van	VH-22-01	0	0	0	0	160,000	0	0	0	0
SUBTOTAL - VEHICLES		0	0	0	0	160,000	0	0	0	0
TOTAL EXPENDITURES		522,946	300,759	346,700	346,758	789,900	980,700	690,400	645,400	645,400
BEGINNING FUND BALANCE										
REVENUES OVER (UNDER) EXPENDITURES		2,016,179	1,703,274	1,434,079	1,434,079	1,124,979	438,779	(541,921)	(1,232,321)	(1,877,721)
ENDING FUND BALANCE		(312,905)	(269,195)	(309,100)	(243,058)	(686,200)	(980,700)	(690,400)	(645,400)	(645,400)
		1,703,274	1,434,079	1,124,979	1,191,021	438,779	(541,921)	(1,232,321)	(1,877,721)	(2,523,121)
Fund Balance as a Percent of Expenditures						56%	(55%)	(178%)	(291%)	(391%)

# CRIMINAL INVESTIGATION FUND

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
231-0000-461.02-00	Interest on Investments	12,627	1,864	300	7,000	7,000	0	0.0%
231-0000-462.10-00	Market Value Adjustments	1,128	683	200	1,700	1,700	0	0.0%
	<b>Interest Income</b>	<b>13,755</b>	<b>2,547</b>	<b>500</b>	<b>8,700</b>	<b>8,700</b>	<b>0</b>	<b>0.0%</b>
231-0000-484.05-00	State Laundering Seizures	65,688	0	0	0	0	0	N/A
231-0000-484.06-00	State Awarded Funds	1,740	0	0	20,000	20,000	0	0.0%
231-0000-484.10-00	Treasury Awards	0	6,670	34,600	0	0	0	N/A
231-0000-484.11-00	Justice Awarded Funds	115,263	12,597	0	75,000	75,000	0	0.0%
231-0000-484.13-00	NCN Task Force	8,500	9,750	2,500	0	0	0	N/A
	<b>Intergovernmental Taxes</b>	<b>191,191</b>	<b>29,017</b>	<b>37,100</b>	<b>95,000</b>	<b>95,000</b>	<b>0</b>	<b>0.0%</b>
231-0000-489.90-00	Other Income	5,095	0	0	0	0	0	N/A
	<b>Other</b>	<b>5,095</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Criminal Invest Fund</b>	<b>210,041</b>	<b>31,564</b>	<b>37,600</b>	<b>103,700</b>	<b>103,700</b>	<b>0</b>	<b>0.0%</b>

## EXPENDITURES

### Criminal Investigation

3003

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
231-3003-511.40-01	Expenditures - State Awards	38,372	35,830	38,500	38,500	38,500	0	0.0%
231-3003-511.40-03	Expenditures - Court Awards	0	0	1,000	1,000	1,000	0	0.0%
231-3003-511.40-11	Expenditures - Justice	484,574	264,929	307,200	307,258	750,400	443,142	144.2%
	<b>Other Charges</b>	<b>522,946</b>	<b>300,759</b>	<b>346,700</b>	<b>346,758</b>	<b>789,900</b>	<b>443,142</b>	<b>127.8%</b>
	<b>Total Criminal Investigation</b>	<b>522,946</b>	<b>300,759</b>	<b>346,700</b>	<b>346,758</b>	<b>789,900</b>	<b>443,142</b>	<b>127.8%</b>

# CRIMINAL INVESTIGATION FUND

## EXPENDITURE DETAIL

3003

Account Number	Account Title	Description	Budget 2021		Budget 2022	
<b>OTHER CHARGES:</b>						
231-3003-511.40-01	Expend - State Awards	Drug lab equipment & supplies	1,000		1,000	
		Canine Program	24,000		24,000	
		Replenish official advance funds	2,000		2,000	
		Project EQ-08-03:				
		Patrol Vehicle Equipment Replacement	11,500	38,500	11,500	38,500
231-3003-511.40-03	Expend - Court Awards	Expend - Court Awards		1,000		1,000
231-3003-511.40-11	Expend - Justice	Police community events	10,000		10,000	
		Northern IL Regional Crime Lab Membership	108,000		109,500	
		Commission of Accreditation for Law Enforcement Agencies Program	13,000		13,000	
		Illinois State Police Wireless Information Network Fee	2,000		0	
		Specialized police training	30,000		30,000	
		Citizen Observer	2,800		5,900	
		LEADS OnLine Program	7,000		7,000	
		Rental car - covert surveillance	3,000		3,000	
		Tasers Maintenance	10,000		10,000	
		Replenish official advance funds	2,000		2,000	
		Prior Year Encumbrance Carryover	19,458		0	
		Project VH-22-01:				
		Surveillance Van	0		160,000	
		Project EQ-22-01:				
		Body Worn/Dash Cameras	0		300,000	
		Project EQ-95-01:				
		Police Equipment	100,000	307,258	100,000	750,400
<b>TOTAL OTHER CHARGES</b>			<b>346,758</b>		<b>789,900</b>	
<b>TOTAL CRIMINAL INVESTIGATION</b>			<b>346,758</b>		<b>789,900</b>	
<b>TOTAL CRIMINAL INVESTIGATION FUND</b>			<b>346,758</b>		<b>789,900</b>	

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## **SOLID WASTE FUND — SWANCC**

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# SOLID WASTE FUND – SWANCC

511

## Fund at a Glance

The Village of Arlington Heights, along with 22 other North and Northwest Suburban Cook County municipalities, has entered into an intergovernmental agreement thereby creating the "Solid Waste Agency of Northern Cook County" (S.W.A.N.C.C.) to provide an efficient and environmentally sound municipal solid waste disposal system. The Village contractor is required to pay to the Village a predetermined municipal disposal fee and must utilize the transfer station owned and operated by S.W.A.N.C.C. The Village has set up an enterprise fund to account for the "user charges" collected from the hauler and further paid to S.W.A.N.C.C. at a set price per ton.

## Restrictions:

The intergovernmental agreements and project use agreement governs the financing of the S.W.A.N.C.C. operation. A Board of Directors of the member municipalities is charged with the responsibility of its future operations and contract negotiations with its members. To account for the garbage trucks' wear and tear on Village streets, on an annual basis \$200,000 is transferred to the General Fund for the street patching program and \$300,000 to the Capital Projects Fund for street work.

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
Revenues							
Fees	\$1,965,249	\$1,915,616	\$2,030,000	\$1,950,000	<b>\$2,030,000</b>	\$80,000	4.1%
Interest Income	85,577	19,202	2,600	10,000	<b>10,000</b>	0	0.0%
Other	7,038	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues</b>	<b>\$2,057,864</b>	<b>\$1,934,818</b>	<b>\$2,032,600</b>	<b>\$1,960,000</b>	<b>\$2,040,000</b>	<b>\$80,000</b>	<b>4.1%</b>
Interfund Transfers In	0	0	0	0	<b>0</b>	0	N/A
<b>Total Revenues and Interfund Transfers In</b>	<b>\$2,057,864</b>	<b>\$1,934,818</b>	<b>\$2,032,600</b>	<b>\$1,960,000</b>	<b>\$2,040,000</b>	<b>\$80,000</b>	<b>4.1%</b>
Expenditures							
Contractual Services	\$1,468,304	\$1,522,125	\$1,600,000	\$1,580,300	<b>\$1,643,100</b>	\$62,800	4.0%
<b>Total Expenditures</b>	<b>\$1,468,304</b>	<b>\$1,522,125</b>	<b>\$1,600,000</b>	<b>\$1,586,600</b>	<b>\$1,649,400</b>	<b>\$62,800</b>	<b>4.0%</b>
Interfund Transfers Out	500,000	500,000	500,000	500,000	<b>500,000</b>	0	0.0%
<b>Total Expenditures and Interfund Transfers Out</b>	<b>\$1,968,304</b>	<b>\$2,022,125</b>	<b>\$2,100,000</b>	<b>\$2,086,600</b>	<b>\$2,149,400</b>	<b>\$62,800</b>	<b>3.0%</b>
Revenues over (under) Expenditures	<b>\$89,560</b>	<b>(\$87,307)</b>	<b>(\$67,400)</b>	<b>(\$126,600)</b>	<b>(\$109,400)</b>	<b>\$17,200</b>	<b>(13.6%)</b>
<b>BEGINNING WORKING CASH</b>	<b>3,809,415</b>	<b>3,898,975</b>	<b>3,811,668</b>	<b>3,811,668</b>	<b>3,744,268</b>	<b>(67,400)</b>	<b>(1.8%)</b>
<b>ENDING WORKING CASH</b>	<b>\$3,898,975</b>	<b>\$3,811,668</b>	<b>\$3,744,268</b>	<b>\$3,685,068</b>	<b>\$3,634,868</b>	<b>(\$50,200)</b>	<b>(1.4%)</b>



# SOLID WASTE FUND - SWANCC

## REVENUES

Account Number	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
511-0000-437.81-00	Solid Waste Disposal Fees	1,285,991	1,284,955	1,380,000	1,380,000	<b>1,380,000</b>	0	0.0%
511-0000-437.83-00	Solid Waste Fee Multi-Family	679,258	630,661	650,000	560,000	<b>650,000</b>	90,000	16.1%
511-0000-437.85-00	Recycling Program	0	0	0	10,000	<b>0</b>	(10,000)	(100.0%)
	<b>SWANCC Fees</b>	<b>1,965,249</b>	<b>1,915,616</b>	<b>2,030,000</b>	<b>1,950,000</b>	<b>2,030,000</b>	<b>80,000</b>	<b>4.1%</b>
511-0000-461.02-00	Interest on Investments	61,284	17,149	1,000	10,000	<b>10,000</b>	0	0.0%
511-0000-462.10-00	Market Value Adjustments	24,293	2,053	1,600	0	<b>0</b>	0	N/A
511-0000-489.90-00	Other Income	7,038	0	0	0	<b>0</b>	0	N/A
	<b>Interest Income</b>	<b>92,615</b>	<b>19,202</b>	<b>2,600</b>	<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0.0%</b>
	<b>Total SWANCC Fund Revenue</b>	<b>2,057,864</b>	<b>1,934,818</b>	<b>2,032,600</b>	<b>1,960,000</b>	<b>2,040,000</b>	<b>80,000</b>	<b>4.1%</b>

# SOLID WASTE FUND - SWANCC

## EXPENDITURES

### Special Events Commission

1018

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
511-1018-525.40-55	Special Events	0	0	0	5,000	5,000	0	0.0%
	Special Events	0	0	0	5,000	5,000	0	0.0%
	Total Special Events Comm.	0	0	0	5,000	5,000	0	0

### Public Works

7101

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
511-7101-525.18-05	Overtime Civilian	0	0	0	1,300	1,300	0	0.0%
	Salaries	0	0	0	1,300	1,300	0	0.0%
	Total Public Works	0	0	0	1,300	1,300	0	0

### Solid Waste Disposal

7401

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
511-7401-562.21-54	Solid Waste Disp SWANCC	1,468,304	1,522,125	1,600,000	1,580,300	1,643,100	62,800	4.0%
	Contractual Services	1,468,304	1,522,125	1,600,000	1,580,300	1,643,100	62,800	4.0%
	Total Solid Waste Disposal	1,468,304	1,522,125	1,600,000	1,580,300	1,643,100	62,800	4.0%

### Non-Operating

9901

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc (Dec)	% Inc (Dec)
511-9901-591.90-05	Operating Transfer Out	500,000	500,000	500,000	500,000	500,000	0	0.0%
	Other Charges	500,000	500,000	500,000	500,000	500,000	0	0.0%
	Total Non-Operating	500,000	500,000	500,000	500,000	500,000	0	0.0%
	Total SWANCC Fund	1,968,304	2,022,125	2,100,000	2,086,600	2,149,400	62,800	3.0%

## SOLID WASTE FUND - SWANCC

### EXPENDITURE DETAIL

#### SPECIAL EVENTS COMMISSION

1018

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SPECIAL EVENTS:</b>				
511-1018-525.40-55	Special Events	Arlington Spring Sweep (AE1301)	5,000	5,000
		<b>TOTAL SPECIAL EVENTS</b>	<u>5,000</u>	<u>5,000</u>
		<b>TOTAL SPECIAL EVENTS COMM.</b>	<u><b>5,000</b></u>	<u><b>5,000</b></u>

#### PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>SALARIES:</b>				
511-7101-525.18-05	Overtime Civilian	Arlington Spring Sweep (AE1301)	1,300	1,300
		<b>TOTAL SALARIES</b>	<u>1,300</u>	<u>1,300</u>
		<b>TOTAL PUBLIC WORKS</b>	<u><b>1,300</b></u>	<u><b>1,300</b></u>

#### SOLID WASTE DISPOSAL

7401

Account Number	Account Title	Description	Budget 2021	Budget 2022
<b>CONTRACTUAL SERVICES:</b>				
511-7401-562.21-54	Solid Waste Disp SWANCC	Single family refuse disposal (estimated tons 18,112 @ 50.20/ton)	909,200	0
		Multi-family refuse disposal (estimated tons 13,368 @ 50.20/ton)	671,100	0
		Single family refuse disposal (estimated tons 18,611 @ 50.80/ton)	0	945,400
		Multi-family refuse disposal (estimated tons 13,735 @ 50.80/ton)	0	697,700
		<b>TOTAL CONTRACTUAL SERVICES</b>	<u>1,580,300</u>	<u>1,643,100</u>
		<b>TOTAL SOLID WASTE DISPOSAL</b>	<u><b>1,580,300</b></u>	<u><b>1,643,100</b></u>

SOLID WASTE FUND - SWANCC

EXPENDITURE DETAIL

NON-OPERATING			9901	
Account Number	Account Title	Description	Budget 2021	Budget 2022
NON-OPERATING:				
511-9901-591.90-05	Operating Transfer Out	Transfer to General Fund	200,000	200,000
		Transfer to Capital Projects Fund	300,000	300,000
TOTAL NON-OPERATING			<u>500,000</u>	<u>500,000</u>
TOTAL SOLID WASTE FUND			<u>2,086,600</u>	<u>2,149,400</u>

# **ARLINGTON HEIGHTS MEMORIAL LIBRARY**

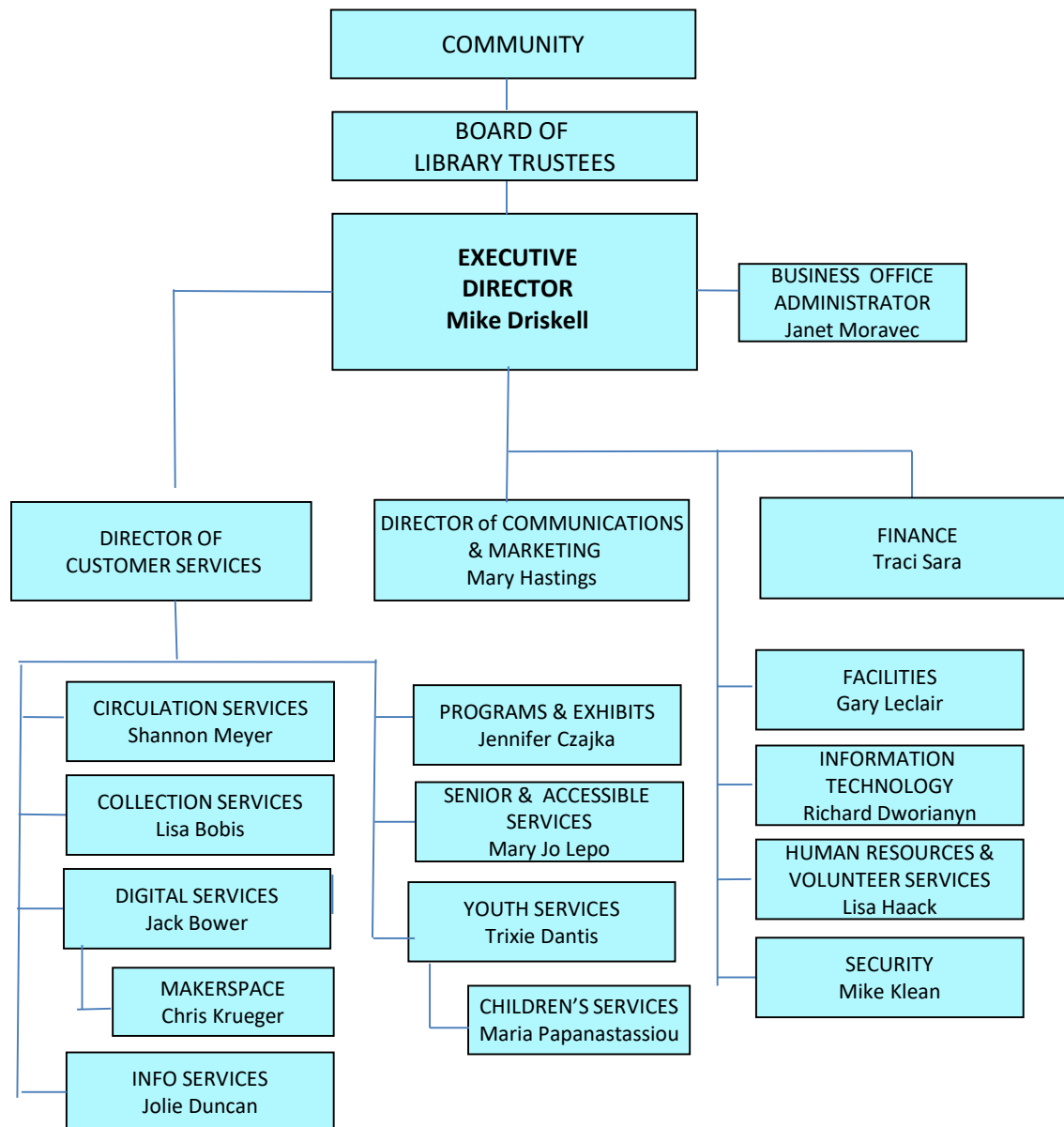
## **OPERATING BUDGET FOR THE FISCAL YEAR 2022** BEGINNING JANUARY 1, 2022

### **LIBRARY BOARD**

Sarah Galla  
Carole Medal  
Andi Ruhl  
Debbie Smart  
Amy Somary  
John Supplitt  
Greg Zyck

### **EXECUTIVE DIRECTOR**

Michael Driskell



**Fund at a Glance**

The Arlington Heights Memorial Library uses two funds to account for its expenditures. The General Fund (291) is a subcategory of the special revenue fund type and is reported under Special Revenues in the Village of Arlington Heights' financial statements. The Capital Fund (491) accounts for a variety of capital improvements listed in the library's Long Range Fiscal Plan. The Memorial Library General and Capital Funds are for the operations of the library. No current debt service or capital expenditures are associated with bond issues by the village for library purposes.

Since 1926, library funding has been derived from a special revenue tax fund set up for the purpose of maintaining a library for village residents. For the most recent fiscal year ended December 31, 2020, the library received 95.2% of its total revenue from property taxes.

**LIBRARY GOVERNANCE AND STAFF**

- The library is governed by a seven-member Board of Library Trustees: Greg Zyck, (president), Carole Medal (vice president/secretary), John Supplitt, (treasurer), Sarah Galla, Andi Ruhl, Debbie Smart and Amy Somary.
- The Board of Library Trustees regularly meets twice monthly. Board meeting are held on the third Tuesday of each month and Committee of the Whole meetings are held on the first Monday; all meetings are open to the public.
- As of December 31, 2020, the library had 24 full-time librarians. As of December 31, 2020, the total full-time equivalent (FTE) of employees was 144.65. 166.41 FTEs were budgeted in 2020.

**LIBRARY VISION AND VALUES****Our Vision**

The Arlington Heights Memorial Library strives to add value in our customers' lives by:

- partnering with them to develop skills they need to succeed in all stages of their lives;
- helping local businesses and community agencies thrive;
- inspiring understanding by creating occasions for the exchange of ideas, cultural experiences, and discovery; and
- offering opportunities in Arlington Heights for gathering, learning, contemplating, creating, and finding inspiration.

**Our Values**

We believe in:

- Unparalleled Customer Service: our best-in-class staff strives for continuous improvement by identifying and providing the services our residents and businesses need most.
- Free and Equal Access: all individuals have the right to choose for themselves what to read, hear, or view.
- Diversity and Inclusion: we cultivate an inclusive atmosphere, celebrate our diversity, and create an environment for the open exchange of differing ideas and points of view.
- Fiscal Responsibility: all decisions are weighed against the value added to the lives of our customers.
- A Focus on Arlington Heights: we are a part of the fabric of our community; all services are tailored to the unique needs of our residents and businesses.

# MEMORIAL LIBRARY FUND

(Continued)

## LIBRARY FACILITY

Located at 500 North Dunton Avenue, the main library is 132,000 square feet. Renovations in 1968 added 40,000 square feet. An additional 76,000 square feet was added in a 1978 renovation. In 1992, voter approval was given to build a 56,000-square-foot addition and included renovation of the original facility. The library's second-floor addition opened in September of 1994, and renovation of the original building was completed in 1995.

A second renovation of the first and second floors was completed in the spring of 2013. This renovation added a teen area, ten more small conference rooms, a digital media lab, a genealogy room, a lounge area with a fireplace, the new and popular materials section and space for exhibits and programs.

The main floor has service areas for adults, teens and children, including selections of books, movies, magazines, computers, quiet areas, CDs and a café. A computer training lab and a digital media lab are available for public classes for individuals and the business community. The Literacy/ESL (English as a Second Language) office moved to the main floor in 2021.

The second floor contains 14 small conference/study rooms, the Richard Frisbee board room, the Hendrickson room (with a maximum capacity of 200) available for library programs, meetings, and for use by eligible community groups, administrative offices and a staff room.

The lower level of the building includes parking, a Friends of the Library book sorting and storage area, a book drop, a Friends of the Library donation drop box, a drive-up window and maintenance areas, including heating and ventilating equipment.

- During Phase 5 of the COVID pandemic, library hours were:  
9 a.m. - 8 p.m. Monday – Friday, 9 a.m.- 5 p.m. Saturdays, and 11 a.m.-5 p.m. Sundays.  
As of October 18, 2021, the Arlington Heights Memorial Library will be open 74 hours weekly: 9 a.m.–9 p.m. weekdays, 9 a.m.– 5:00 p.m. Saturdays, and 12 p.m.– 6:00 p.m. Sundays. The drive-up window opens one hour earlier (8 a.m.) than the library on weekdays, operations match library hours on the weekend.
- The service point at the Arlington Heights Senior Center, located at 1801 West Central Road, Arlington Heights, is open 37.5 hours per week.
- The Makerplace service point opened September 21, 2021 and is located at 112 North Belmont Avenue. The facility is open to the public 40 hours per week.
- In 2020, 377,960 people visited the library.
- The library issued 3,387 resident library cards in 2020. 694 non-resident cards were issued. Three library cards were purchased.

## LIBRARY COLLECTION AND EQUIPMENT

- The library's physical collection had 301,887 as of December 31, 2020. This includes books, magazines, equipment, games, toys and audiovisual items. The library has 938,152 virtual titles offered both in the library and remotely. These items include eBooks, eAudiobooks, music and movies as well as business information and magazine indexes with full-text options.
- The total circulation for the fiscal year ended December 31, 2020, was 1,250,344 items.
- Other items in the Library of Things Collection include:
  - Arts and crafts equipment
  - Assistive devices
  - Audio equipment



## MEMORIAL LIBRARY FUND

(Continued)

- Cameras and accessories
- Entertainment devices
- Technology and digital devices
- Games
- Tools
- Musical instruments
- Children's toys and learning devices
- The library provides access to:
  - Over 100 personal computers with Internet access and office software
  - Two 3-D printers
  - Photocopiers, a color copier, scanner, fax machines and microform reader/printers
  - An Optelec machine for the visually impaired, a TTY for communication for people with hearing impairments, three public computers with magnification software, walkers, and motorized scooters

### LIBRARY PROGRAMS AND SERVICES

The library adds value to the lives of residents by offering:

- Resources and classes for small businesses
- The Studio, a digital media lab consisting of a production studio and three smaller post-production rooms. Customers can create media projects for home, school or business. There is equipment for scanning photos, creating and scanning video, and recording voice or music.
- In 2020, 1,832 in-person and virtual programs and events were held for children, teens and adults including storytimes, lectures, book discussions, and concerts with a total attendance of 51,877. The library also facilitated 184 passive programs with a total attendance of 38,565.
- The 2020 summer reading program saw 983 registrants for the youth summer reading program: 765 participants birth-grade 5 and 218 participants grades 6-12. Adult participation was 278, and 26 staff members participating in summer leisure and skill-building reading. The library continues to partner with the Arlington Heights Park District, expanding the reach of this popular program to include park district day camps.
- The library's ESL/Literacy Office served 265 adult students and held 386 ESL sessions in 2020 with an average of 8 people per session. The library is a community partner for Read to Learn, an adult literacy/volunteer program through District 214 Community Education, which served 505 participants in 2020 at the library.
- A Reference Question is a request for information or referral by a library patron in contact with a library staff member who facilitates answering the patron's inquiry by using information sources. In 2020, 99,382 reference questions were answered.
- 105 instructional technology programs were offered in 2020.
- Fourteen conference rooms were utilized 4,428 times in 2020.
- In 2020, One Book, One Village, the library's seventh community reading initiative featured, *The Secrets We Kept*, by Lara Prescott. Circulation for the book was 1,950. 959 people attended related programs and book discussions during the 9-week program. 391 people attended the virtual author event. The 2021 One Book, One Village book has been chosen, *Braiding Sweetgrass: Indigenous Wisdom, Scientific Knowledge, and the Teachings of Plants* by Robin Wall Kimmerer.
- The Makerplace opened to the public September 21, 2021. This 8,000 square foot makerspace allows

## **MEMORIAL LIBRARY FUND**

**(Continued)**

customers to create, explore, tinker, and collaborate with equipment including 3D printers, electronic cutting machines, a laser cutter, a commercial kitchen, sewing machines, and more.

### **LIBRARY OUTREACH**

Beyond its physical locations, the library provides:

- Access to the online catalog, library accounts, full-text newspaper and magazines articles and online chat service, 24 hours a day, 7 days a week at [ahml.info](http://ahml.info).
- Resources for learning a new language
- Access to marketing demographics - essential for business, especially startups
- Real-time homework assistance on a wide variety of school subjects, both in English and Spanish
- Answers to reference questions by phone, instant messaging, email or via the website at [ahml.info](http://ahml.info)
- A newsletter highlighting services and programs is mailed to all village residences and businesses ten times a year, in addition to frequent updates on social media.
- Bookmobile service at 27 stops throughout the community and outreach services to apartment complexes, health care sites, senior independent living complexes, adult education centers, schools and to residents of the Backstretch at Arlington Park
- Home delivery of material for residents who are permanently or temporarily homebound

### **LIBRARY COLLABORATION**

- The library is a member of the Reaching Across Illinois Library System (RAILS), a cooperative with approximately 1,300 public, academic, special and school library members. Through interlibrary loan, residents have access to vast library collections throughout the country. As a benefit of system membership, residents have reciprocal borrowing privileges with neighboring public libraries throughout Illinois.
- The library is a service partner at the Arlington Heights Senior Center, operating a reading room and computer lab at the center. Features include a collection of popular materials to check out, programs, computer classes, discussion groups and free access to computers with Internet.
- The library is a LINKin partner through a shared catalog with nine other local libraries providing expedited and cost-effective access to a greatly expanded collection of material.
- The library is partnering with the Arlington Heights Park District to provide exterior book drops at Camelot and Frontier Parks and at the Arlington Heights Senior Center, giving residents in the northern and southern parts of Arlington Heights a more convenient way to return library items.
- Each year library trustees and staff members meet with their counterparts in the Village and the Park District to provide updates on current projects and discuss opportunities for resource sharing.
  - For over 25 years, the library has partnered with schools to present a district-wide show of student artwork at the library. In 2020, we did not present the art show due to the COVID-19 pandemic.

# MEMORIAL LIBRARY FUND

(Continued)

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
<b>BEGINNING FUND BALANCE</b>	<b>\$7,426,652</b>	<b>\$8,023,494</b>	<b>\$9,179,111</b>	<b>\$9,179,111</b>	<b>\$11,167,184</b>	<b>\$1,988,073</b>	<b>21.7%</b>
Revenues							
Taxes	\$13,927,291	\$14,474,088	\$14,646,085	\$14,852,098	<b>\$14,827,802</b>	(\$24,296)	(0.2%)
Intergovernmental	95,987	207,465	265,643	61,063	<b>110,774</b>	49,711	81.4%
Fees	52,900	24,347	26,296	53,000	<b>26,296</b>	(26,704)	(50.4%)
Fines	107,550	41,493	9,564	20,922	<b>9,564</b>	(11,358)	(54.3%)
Interest Income	125,204	(35,927)	3,520	9,000	<b>3,520</b>	(5,480)	(60.9%)
Other	112,873	61,169	126,430	45,000	<b>70,000</b>	25,000	55.6%
<b>Total Revenues</b>	<b>\$14,421,805</b>	<b>\$14,772,635</b>	<b>\$15,077,538</b>	<b>\$15,041,083</b>	<b>\$15,047,956</b>	<b>\$6,873</b>	<b>0.0%</b>
Expenditures							
Personal Services	\$10,189,335	\$10,338,185	\$9,466,091	\$11,115,272	<b>\$11,217,307</b>	\$102,035	0.9%
Contractual Services	1,460,728	1,276,453	1,392,587	1,673,336	<b>1,786,266</b>	112,930	6.7%
Commodities	2,071,837	1,891,140	2,124,745	2,330,279	<b>2,297,553</b>	(32,726)	(1.4%)
Other Charges	34,192	47,595	44,350	49,350	<b>51,350</b>	2,000	4.1%
Property	68,871	63,645	61,692	94,790	<b>111,611</b>	16,821	17.7%
<b>Total Expenditures</b>	<b>\$13,824,963</b>	<b>\$13,617,018</b>	<b>\$13,089,465</b>	<b>\$15,263,027</b>	<b>\$15,464,087</b>	<b>\$201,060</b>	<b>1.3%</b>
<b>Revenues over (under) Expenditures</b>	<b>\$596,842</b>	<b>\$1,155,617</b>	<b>\$1,988,073</b>	<b>(\$221,944)</b>	<b>(\$416,131)</b>	<b>(\$194,187)</b>	<b>87.5%</b>
<b>Interfund Transfers Out</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
<b>ENDING FUND BALANCE</b>	<b>\$8,023,494</b>	<b>\$9,179,111</b>	<b>\$11,167,184</b>	<b>\$8,957,167</b>	<b>\$10,751,053</b>	<b>\$1,793,886</b>	<b>20.0%</b>

# MEMORIAL LIBRARY FUND

## REVENUES

Account No.	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-0000-401.03-00	Real Estate Tax IMRF	782,009	1,035,550	920,462	929,760	<b>869,788</b>	(59,972)	(6.5%)
291-0000-401.04-00	Real Estate Tax FICA	484,338	634,086	610,983	617,155	<b>663,141</b>	45,986	7.5%
291-0000-401.05-00	Real Estate Tax	12,660,944	12,469,931	12,858,764	12,988,650	<b>13,147,993</b>	159,343	1.2%
	<b>Real Estate Taxes</b>	<b>13,927,291</b>	<b>14,139,567</b>	<b>14,390,209</b>	<b>14,535,565</b>	<b>14,680,922</b>	<b>145,357</b>	<b>1.0%</b>
291-0000-403.25-00	Replacement Tax	0	334,521	255,876	316,533	<b>146,880</b>	(169,653)	(53.6%)
	<b>Intergovernmental Taxes</b>	<b>0</b>	<b>334,521</b>	<b>255,876</b>	<b>316,533</b>	<b>146,880</b>	<b>(24,296)</b>	<b>(53.6%)</b>
291-0000-411.65-00	Per Capita Grant & Gifts	93,876	93,876	110,774	61,063	<b>110,774</b>	49,711	81.4%
291-0000-411.70-00	Other Grants	0	52,000	150,000	0	<b>0</b>	0	N/A
291-0000-411.90-00	Contribution Ord. Library	2,111	61,589	4,869	0	<b>0</b>	0	N/A
	<b>Intergovernmental</b>	<b>95,987</b>	<b>207,465</b>	<b>265,643</b>	<b>61,063</b>	<b>110,774</b>	<b>49,711</b>	<b>81.4%</b>
291-0000-436.72-00	Non Resident Fees	2,206	892	300	2,500	<b>600</b>	(1,900)	(76.0%)
291-0000-436.74-00	Copier/Reader Printer Fees	46,794	23,010	25,896	47,500	<b>25,296</b>	(22,204)	(46.7%)
291-0000-436.75-00	Meeting Room Fees	3,900	445	100	3,000	<b>400</b>	(2,600)	(86.7%)
	<b>Library Fees</b>	<b>52,900</b>	<b>24,347</b>	<b>26,296</b>	<b>53,000</b>	<b>26,296</b>	<b>(26,704)</b>	<b>(50.4%)</b>
291-0000-442.20-00	Late Charges	91,676	31,698	0	0	<b>0</b>	0	N/A
291-0000-442.25-00	Lost Item Charges	15,874	9,795	9,564	20,922	<b>9,564</b>	(11,358)	(54.3%)
	<b>Library Fines</b>	<b>107,550</b>	<b>41,493</b>	<b>9,564</b>	<b>20,922</b>	<b>9,564</b>	<b>(11,358)</b>	<b>(54.3%)</b>
291-0000-461.02-00	Interest on Investments	101,804	(36,734)	3,520	9,000	<b>3,520</b>	(5,480)	(60.9%)
291-0000-462.10-00	Market Value Adjustments	23,400	807	0	0	<b>0</b>	0	N/A
	<b>Interest Income</b>	<b>125,204</b>	<b>(35,927)</b>	<b>3,520</b>	<b>9,000</b>	<b>3,520</b>	<b>(5,480)</b>	<b>(60.9%)</b>
291-0000-483.70-00	Donations - Library	7,400	11,813	25,000	15,000	<b>15,000</b>	0	0.0%
291-0000-489.90-00	Other Income	20,445	47,371	76,430	5,000	<b>5,000</b>	0	0.0%
291-0000-489.94-00	FOL Reimbursements	85,028	1,985	25,000	25,000	<b>50,000</b>	25,000	100.0%
	<b>Other</b>	<b>112,873</b>	<b>61,169</b>	<b>126,430</b>	<b>45,000</b>	<b>70,000</b>	<b>25,000</b>	<b>55.6%</b>
	<b>Total Memorial Library Fund</b>	<b>14,421,805</b>	<b>14,772,635</b>	<b>15,077,538</b>	<b>15,041,083</b>	<b>15,047,956</b>	<b>176,526</b>	<b>0.0%</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Administration

6001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6001-601.16-85	Salaries	339,509	353,532	321,450	350,214	<b>377,496</b>	27,282	7.8%
291-6001-601.16-92	Achievement Awards	2,000	2,500	1,000	4,000	<b>3,000</b>	(1,000)	(25.0%)
291-6001-601.18-05	Overtime Civilian	1,599	1,120	252	1,000	<b>1,000</b>	0	0.0%
	<b>Salaries</b>	<b>343,108</b>	<b>357,152</b>	<b>322,702</b>	<b>355,214</b>	<b>381,496</b>	<b>26,282</b>	<b>7.4%</b>
291-6001-601.19-05	Medical Insurance	57,043	86,507	36,992	36,977	<b>39,421</b>	2,444	6.6%
291-6001-601.19-10	IMRF	34,638	44,828	40,241	44,544	<b>43,299</b>	(1,245)	(2.8%)
291-6001-601.19-11	Social Security	20,716	21,127	19,551	22,023	<b>23,405</b>	1,382	6.3%
291-6001-601.19-12	Medicare	4,845	5,062	4,572	5,151	<b>5,474</b>	323	6.3%
291-6001-601.19-53	Flexible Spending	2,006	8,235	1,853	2,329	<b>3,000</b>	671	28.8%
291-6001-601.19-55	Unemployment Compensation	4,628	0	3,216	6,432	<b>6,432</b>	0	0.0%
	<b>Fringe Benefits</b>	<b>123,876</b>	<b>165,759</b>	<b>106,425</b>	<b>117,456</b>	<b>121,031</b>	<b>3,575</b>	<b>3.0%</b>
291-6001-601.20-05	Professional Services	0	6,000	4,600	8,500	<b>20,500</b>	12,000	141.2%
291-6001-601.20-08	Consulting Services Library	0	1,650	11,000	12,000	<b>42,000</b>	30,000	250.0%
291-6001-601.20-20	Legal Services	22,952	14,063	13,575	16,000	<b>16,000</b>	0	0.0%
291-6001-601.20-40	General Insurance	107,028	120,958	143,223	178,780	<b>178,780</b>	0	0.0%
291-6001-601.20-81	OCLC Services	61,271	0	0	0	<b>0</b>	0	N/A
291-6001-601.21-65	Other Services	11,442	3,738	3,000	3,000	<b>3,000</b>	0	0.0%
291-6001-601.22-01	Advertising	135	483	385	600	<b>600</b>	0	0.0%
291-6001-601.22-02	Dues	4,722	5,024	6,215	6,675	<b>5,729</b>	(946)	(14.2%)
291-6001-601.22-03	Training	77,282	45,751	30,000	95,508	<b>103,128</b>	7,620	8.0%
291-6001-601.22-05	Postage	40,534	27,082	39,767	40,045	<b>40,500</b>	455	1.1%
291-6001-601.22-42	Internet Access	28,528	0	0	0	<b>0</b>	0	N/A
291-6001-601.22-70	Telephone Services	93,529	62,212	0	0	<b>5,000</b>	5,000	N/A
	<b>Contractual Services</b>	<b>447,423</b>	<b>286,961</b>	<b>251,765</b>	<b>361,108</b>	<b>415,237</b>	<b>54,129</b>	<b>15.0%</b>
291-6001-601.30-05	Office Supplies & Equipment	5,674	7,361	6,260	10,105	<b>13,795</b>	3,690	36.5%
291-6001-601.31-85	Small Tools & Equipment	1,050	1,986	1,250	2,500	<b>2,500</b>	0	0.0%
291-6001-601.32-02	Program Events	0	0	90	0	<b>0</b>	0	N/A
291-6001-601.32-72	Special Events	915	0	850	850	<b>850</b>	0	0.0%
291-6001-601.32-99	Items Reimbursed by Employees	(42)	0	0	0	<b>0</b>	0	N/A
	<b>Commodities</b>	<b>7,597</b>	<b>9,347</b>	<b>8,450</b>	<b>13,455</b>	<b>17,145</b>	<b>3,690</b>	<b>27.4%</b>
291-6001-601.40-96	Operating Contingency	0	4,149	5,000	5,000	<b>5,000</b>	0	0.0%
	<b>Other Charges</b>	<b>0</b>	<b>4,149</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0.0%</b>
291-6001-601.50-15	Other Equipment	31,992	9,283	6,902	25,000	<b>25,000</b>	0	0.0%
	<b>Property</b>	<b>31,992</b>	<b>9,283</b>	<b>6,902</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Administration</b>	<b>953,996</b>	<b>832,651</b>	<b>701,244</b>	<b>877,233</b>	<b>964,909</b>	<b>87,676</b>	<b>10.0%</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Communications & Marketing

6002

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6002-601.16-85	Salaries	384,696	415,233	383,427	420,651	<b>439,144</b>	18,493	4.4%
291-6002-601.18-05	Overtime Civilian	120	832	159	100	<b>1,200</b>	1,100	1100.0%
	<b>Salaries</b>	<b>384,816</b>	<b>416,065</b>	<b>383,586</b>	<b>420,751</b>	<b>440,344</b>	<b>19,593</b>	<b>4.7%</b>
291-6002-601.19-05	Medical Insurance	79,184	66,675	80,176	80,176	<b>84,621</b>	4,445	5.5%
291-6002-601.19-10	IMRF	39,098	52,793	48,102	52,762	<b>50,496</b>	(2,266)	(4.3%)
291-6002-601.19-11	Social Security	23,252	25,178	22,934	26,087	<b>27,295</b>	1,208	4.6%
291-6002-601.19-12	Medicare	5,438	5,888	5,364	6,101	<b>6,384</b>	283	4.6%
	<b>Fringe Benefits</b>	<b>146,972</b>	<b>150,534</b>	<b>156,576</b>	<b>165,126</b>	<b>168,796</b>	<b>3,670</b>	<b>2.2%</b>
291-6002-601.20-05	Professional Services	3,257	1,812	1,500	4,000	<b>3,000</b>	(1,000)	(25.0%)
291-6002-601.21-02	Equipment Maintenance	1,760	1,320	1,360	1,710	<b>1,710</b>	0	0.0%
291-6002-601.21-65	Other Services	6,604	7,668	14,000	16,700	<b>15,075</b>	(1,625)	(9.7%)
291-6002-601.22-02	Dues	628	225	675	270	<b>945</b>	675	250.0%
291-6002-601.22-03	Training	53	0	0	50	<b>50</b>	0	0.0%
291-6002-601.22-10	Printing	186,767	89,434	150,000	171,583	<b>162,450</b>	(9,133)	(5.3%)
	<b>Contractual Services</b>	<b>199,069</b>	<b>100,459</b>	<b>167,535</b>	<b>194,313</b>	<b>183,230</b>	<b>(11,083)</b>	<b>(5.7%)</b>
291-6002-601.30-05	Office Supplies & Equipment	17,738	12,759	10,500	15,579	<b>15,579</b>	0	0.0%
291-6002-601.31-85	Small Tools & Equipment	5,111	5,538	3,900	6,000	<b>6,000</b>	0	0.0%
291-6002-601.32-01	Program Supplies	0	444	0	0	<b>0</b>	0	N/A
291-6002-601.32-72	Special Events	4,435	1,887	16,073	16,073	<b>16,073</b>	0	0.0%
	<b>Commodities</b>	<b>27,284</b>	<b>20,628</b>	<b>30,473</b>	<b>37,652</b>	<b>37,652</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Communications &amp; Marketing</b>	<b>758,141</b>	<b>687,686</b>	<b>738,170</b>	<b>817,842</b>	<b>830,022</b>	<b>12,180</b>	<b>1.5%</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Human Resources

6003

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6003-601.16-85	Salaries	165,451	170,654	157,370	171,895	<b>180,373</b>	8,478	4.9%
291-6003-601.18-05	Overtime Civilian	725	32	216	300	<b>300</b>	0	0.0%
	<b>Salaries</b>	<b>166,176</b>	<b>170,686</b>	<b>157,586</b>	<b>172,195</b>	<b>180,673</b>	<b>8,478</b>	<b>4.9%</b>
291-6003-601.19-05	Medical Insurance	47,485	46,257	46,555	46,555	<b>47,145</b>	590	1.3%
291-6003-601.19-10	IMRF	16,501	21,582	19,761	21,593	<b>20,689</b>	(904)	(4.2%)
291-6003-601.19-11	Social Security	9,515	9,804	8,959	10,676	<b>11,183</b>	507	4.8%
291-6003-601.19-12	Medicare	2,225	2,293	2,095	2,497	<b>2,615</b>	118	4.7%
291-6003-601.19-50	Employee Asst. Program	5,820	5,836	5,366	6,000	<b>6,000</b>	0	0.0%
	<b>Fringe Benefits</b>	<b>81,546</b>	<b>85,772</b>	<b>82,736</b>	<b>87,321</b>	<b>87,632</b>	<b>311</b>	<b>0.4%</b>
291-6003-601.21-65	Other Services	9,614	5,043	6,700	9,800	<b>35,500</b>	25,700	262.2%
291-6003-601.22-01	Advertising	245	95	200	1,300	<b>1,300</b>	0	0.0%
291-6003-601.22-02	Dues	2,659	2,989	3,383	3,300	<b>3,558</b>	258	7.8%
291-6003-601.22-03	Training	1,224	561	800	1,300	<b>1,300</b>	0	0.0%
291-6003-601.22-55	In Service Training	7,898	7,683	7,100	10,000	<b>10,000</b>	0	0.0%
	<b>Contractual Services</b>	<b>21,640</b>	<b>16,371</b>	<b>18,183</b>	<b>25,700</b>	<b>51,658</b>	<b>25,958</b>	<b>101.0%</b>
291-6003-601.32-01	Program Supplies	0	57	100	400	<b>400</b>	0	0.0%
	<b>Commodities</b>	<b>0</b>	<b>57</b>	<b>100</b>	<b>400</b>	<b>400</b>	<b>0</b>	<b>0.0%</b>
291-6003-601.40-62	Tuition Reimbursement	20,123	25,000	20,000	25,000	<b>25,000</b>	0	0.0%
291-6003-601.40-70	Employee Recognition Program	14,069	18,446	19,350	19,350	<b>21,350</b>	2,000	10.3%
	<b>Other Charges</b>	<b>34,192</b>	<b>43,446</b>	<b>39,350</b>	<b>44,350</b>	<b>46,350</b>	<b>2,000</b>	<b>4.5%</b>
	<b>Total Human Resources</b>	<b>303,554</b>	<b>316,332</b>	<b>297,955</b>	<b>329,966</b>	<b>366,713</b>	<b>36,747</b>	<b>11.1%</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Paid by Gifts and Grants

**6004**

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6004-601.20-05	Professional Services	798	219	0	0	<b>300</b>	300	N/A
291-6004-601.21-65	Other Services	10,197	5,571	3,519	2,000	<b>2,125</b>	125	6.3%
291-6004-601.22-02	Dues	0	346	0	0	<b>500</b>	500	N/A
291-6004-601.22-10	Printing	343	403	1,000	0	<b>500</b>	500	N/A
291-6004-601.22-18	Other Services - Programs/Exhib	35,347	29,386	5,000	20,000	<b>20,000</b>	0	0.0%
	<b>Contractual Services</b>	<b>46,685</b>	<b>35,925</b>	<b>9,519</b>	<b>22,000</b>	<b>23,425</b>	<b>1,425</b>	<b>6.5%</b>
291-6004-601.31-85	Small Tools and Equipment	0	1,073	0	2,000	<b>1,000</b>	(1,000)	(50.0%)
291-6004-601.32-01	Program Supplies	343	230	1,000	2,500	<b>3,000</b>	500	20.0%
291-6004-601.32-02	Program Events	7,972	2,997	1,000	2,500	<b>5,835</b>	3,335	133.4%
291-6004-601.32-32	Software	0	0	1,000	500	<b>3,500</b>	3,000	600.0%
291-6004-601.32-72	Special Events	19,122	1,814	0	5,000	<b>500</b>	(4,500)	(90.0%)
291-6004-601.32-75	Audio Visual	740	1,520	2,500	500	<b>16,000</b>	15,500	3100.0%
291-6004-601.32-78	Electronic Resources	0	0	400	1,500	<b>500</b>	(1,000)	(66.7%)
291-6004-601.32-80	Books	605	4,504	0	5,000	<b>1,500</b>	(3,500)	(70.0%)
291-6004-601.32-90	Circulation Supplies	890	0	5,000	0	<b>2,000</b>	2,000	N/A
	<b>Commodities</b>	<b>29,672</b>	<b>12,138</b>	<b>10,900</b>	<b>19,500</b>	<b>33,835</b>	<b>14,335</b>	<b>73.5%</b>
291-6004-601.50-15	Other Equipment	2,624	17,619	5,000	2,500	<b>2,500</b>	0	0.0%
291-6004-600.50.55	Other Capital Outlay	0	0	0	2,500	<b>2,500</b>	0	0.0%
	<b>Property</b>	<b>2,624</b>	<b>17,619</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Paid by Gifts and Grants</b>	<b>78,981</b>	<b>65,682</b>	<b>25,419</b>	<b>46,500</b>	<b>62,260</b>	<b>15,760</b>	<b>33.9%</b>



# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Finance

6008

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6008-601.16-85	Salaries	225,474	227,510	212,958	229,214	235,552	6,338	2.8%
291-6008-601.18-05	Overtime Civilian	13	56	41	100	250	150	150.0%
	<b>Salaries</b>	<b>225,487</b>	<b>227,566</b>	<b>212,999</b>	<b>229,314</b>	<b>235,802</b>	<b>6,488</b>	<b>2.8%</b>
291-6008-601.19-05	Medical Insurance	77,885	66,082	65,664	65,664	54,220	(11,444)	(17.4%)
291-6008-601.19-10	IMRF	22,874	28,891	26,723	28,756	27,018	(1,738)	(6.0%)
291-6008-601.19-11	Social Security	13,229	13,502	12,698	14,217	14,604	387	2.7%
291-6008-601.19-12	Medicare	3,094	3,157	2,970	3,325	3,416	91	2.7%
	<b>Fringe Benefits</b>	<b>117,082</b>	<b>111,632</b>	<b>108,055</b>	<b>111,962</b>	<b>99,258</b>	<b>(12,704)</b>	<b>(11.3%)</b>
291-6008-601.20-05	Professional Services	5,400	8,300	7,875	7,875	7,875	0	0.0%
291-6008-601.21-36	Equipment Rental	1,376	1,502	1,636	1,326	1,639	313	23.6%
291-6008-601.21-65	Other Services	0	5,277	6,189	6,189	6,189	0	0.0%
291-6008-601.22-02	Dues	100	673	800	825	825	0	0.0%
291-6008-601.22-03	Training	1,154	78	900	1,200	1,200	0	0.0%
291-6008-601.22-25	IT Service Charge	25,100	129,267	129,267	129,267	133,145	3,878	3.0%
	<b>Contractual Services</b>	<b>33,130</b>	<b>145,097</b>	<b>146,667</b>	<b>146,682</b>	<b>150,873</b>	<b>4,191</b>	<b>2.9%</b>
	<b>Total Finance</b>	<b>375,699</b>	<b>484,295</b>	<b>467,721</b>	<b>487,958</b>	<b>485,933</b>	<b>(2,025)</b>	<b>(0.4%)</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Information Technology

6010

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6010-601.16-85	Salaries	683,473	628,463	568,716	632,483	651,505	19,022	3.0%
291-6010-601.18-05	Overtime Civilian	234	131	97	250	250	0	0.0%
	<b>Salaries</b>	<b>683,707</b>	<b>628,594</b>	<b>568,813</b>	<b>632,733</b>	<b>651,755</b>	<b>19,022</b>	<b>3.0%</b>
291-6010-601.19-05	Medical Insurance	139,502	148,311	146,844	146,844	158,638	11,794	8.0%
291-6010-601.19-10	IMRF	66,409	76,738	69,397	79,345	72,747	(6,598)	(8.3%)
291-6010-601.19-11	Social Security	41,097	37,597	33,744	39,229	40,393	1,164	3.0%
291-6010-601.19-12	Medicare	9,611	8,793	7,892	9,175	9,447	272	3.0%
	<b>Fringe Benefits</b>	<b>256,619</b>	<b>271,439</b>	<b>257,877</b>	<b>274,593</b>	<b>281,225</b>	<b>6,632</b>	<b>2.4%</b>
291-6010-601.20-05	Professional Services	7,662	3,131	4,500	7,022	5,895	(1,127)	(16.0%)
291-6010-601.20-08	Consulting Services Library	0	1,446	3,500	4,545	3,590	(955)	(21.0%)
291-6010-601.21-02	Equipment Maintenance	158,972	155,560	169,375	169,375	170,989	1,614	1.0%
291-6010-601.22-03	Travel & Training	232	50	0	6,450	6,450	0	0.0%
291-6010-601.22-42	Internet Access	0	26,104	41,846	41,846	57,667	15,821	37.8%
	<b>Contractual Services</b>	<b>166,866</b>	<b>186,291</b>	<b>219,221</b>	<b>229,238</b>	<b>244,591</b>	<b>15,353</b>	<b>6.7%</b>
291-6010-601.30-05	Office Supplies & Equipment	339	749	375	375	683	308	82.1%
291-6010-601.30-30	Data System Supplies	26,133	17,235	25,204	25,204	25,204	0	0.0%
291-6010-601.30-32	Software Library	120,957	91,103	160,102	160,102	146,292	(13,810)	(8.6%)
291-6010-601.30-33	Documentation Library	0	0	0	100	100	0	0.0%
291-6010-601.31-85	Small Tools and Equipment	8,022	11,926	13,226	13,226	13,226	0	0.0%
291-6010-601.32-05	Processing Supplies	12	224	0	300	300	0	0.0%
291-6010-601.32-32	Software	7,787	8,379	0	10,887	10,887	0	0.0%
	<b>Commodities</b>	<b>163,250</b>	<b>129,616</b>	<b>198,907</b>	<b>210,194</b>	<b>196,692</b>	<b>(13,502)</b>	<b>(6.4%)</b>
291-6010-601.50-12	Computer Equipment	27,796	25,653	34,790	34,790	31,790	(3,000)	(8.6%)
291-6010-601.50-15	Other Equipment	144	0	0	0	12,600	12,600	N/A
	<b>Property</b>	<b>27,940</b>	<b>25,653</b>	<b>34,790</b>	<b>34,790</b>	<b>44,390</b>	<b>9,600</b>	<b>27.6%</b>
	<b>Total Information Technology</b>	<b>1,298,382</b>	<b>1,241,593</b>	<b>1,279,608</b>	<b>1,381,548</b>	<b>1,418,653</b>	<b>37,105</b>	<b>2.7%</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Security

6015

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6015-601.16-85	Salaries	271,051	260,996	228,883	260,077	<b>263,937</b>	3,860	1.5%
291-6015-601.18-05	Overtime Civilian	2,196	711	94	2,000	<b>2,000</b>	0	0.0%
	<b>Salaries</b>	<b>273,247</b>	<b>261,707</b>	<b>228,977</b>	<b>262,077</b>	<b>265,937</b>	<b>3,860</b>	<b>1.5%</b>
291-6015-601.19-05	Medical Insurance	60,433	80,031	80,152	80,152	<b>83,155</b>	3,003	3.7%
291-6015-601.19-10	IMRF	24,671	30,261	26,771	28,946	<b>28,462</b>	(484)	(1.7%)
291-6015-601.19-11	Social Security	16,048	15,322	13,265	16,249	<b>16,104</b>	(145)	(0.9%)
291-6015-601.19-12	Medicare	3,753	3,584	3,102	3,800	<b>3,766</b>	(34)	(0.9%)
	<b>Fringe Benefits</b>	<b>104,905</b>	<b>129,198</b>	<b>123,290</b>	<b>129,147</b>	<b>131,487</b>	<b>2,340</b>	<b>1.8%</b>
291-6015-601.22-03	Training	855	0	300	500	<b>1,500</b>	1,000	200.0%
	<b>Contractual Services</b>	<b>855</b>	<b>0</b>	<b>300</b>	<b>500</b>	<b>1,500</b>	<b>1,000</b>	<b>200.0%</b>
291-6015-601.30-05	Office Supplies & Equipment	31	225	100	435	<b>435</b>	0	0.0%
	<b>Commodities</b>	<b>31</b>	<b>225</b>	<b>100</b>	<b>435</b>	<b>435</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Security</b>	<b>379,038</b>	<b>391,130</b>	<b>352,667</b>	<b>392,159</b>	<b>399,359</b>	<b>7,200</b>	<b>1.8%</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Facilities

6020

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6020-601.16-85	Salaries	386,776	382,606	349,704	398,347	<b>402,462</b>	4,115	1.0%
291-6020-601.18-05	Overtime Civilian	4,477	2,071	4,163	4,500	<b>4,500</b>	0	0.0%
	<b>Salaries</b>	<b>391,253</b>	<b>384,677</b>	<b>353,867</b>	<b>402,847</b>	<b>406,962</b>	<b>4,115</b>	<b>1.0%</b>
291-6020-601.19-05	Medical Insurance	100,970	106,784	106,826	106,826	<b>106,451</b>	(375)	(0.4%)
291-6020-601.19-10	IMRF	35,926	45,262	41,857	43,676	<b>43,110</b>	(566)	(1.3%)
291-6020-601.19-11	Social Security	22,919	22,437	20,437	24,977	<b>24,953</b>	(24)	(0.1%)
291-6020-601.19-12	Medicare	5,360	5,247	4,780	5,841	<b>5,836</b>	(5)	(0.1%)
	<b>Fringe Benefits</b>	<b>165,175</b>	<b>179,730</b>	<b>173,900</b>	<b>181,320</b>	<b>180,350</b>	<b>(970)</b>	<b>(0.5%)</b>
291-6020-601.21-02	Equipment Maintenance	27,973	57,932	48,799	39,456	<b>40,976</b>	1,520	3.9%
291-6020-601.21-07	Vehicle Maintenance	7,657	6,646	8,694	9,121	<b>9,121</b>	0	0.0%
291-6020-601.21-11	Building Maintenance	263,520	196,435	240,124	211,802	<b>207,066</b>	(4,736)	(2.2%)
291-6020-601.21-36	Equipment Rental	870	408	800	1,000	<b>1,000</b>	0	0.0%
291-6020-601.21-60	Water and Sewer Service	19,310	17,411	8,500	16,472	<b>16,472</b>	0	0.0%
291-6020-601.22-03	Travel & Training	0	395	432	432	<b>432</b>	0	0.0%
	<b>Contractual Services</b>	<b>319,330</b>	<b>279,227</b>	<b>307,349</b>	<b>278,283</b>	<b>275,067</b>	<b>(3,216)</b>	<b>(1.2%)</b>
291-6020-601.30-05	Office Supplies	0	0	0	0	<b>100</b>	100	N/A
291-6020-601.30-50	Petroleum Products	4,043	2,190	2,500	10,000	<b>4,000</b>	(6,000)	(60.0%)
291-6020-601.30-51	Heating Fuel	45,734	47,699	51,000	62,537	<b>62,537</b>	0	0.0%
291-6020-601.31-45	Janitorial Supplies	25,287	17,049	23,000	23,387	<b>23,387</b>	0	0.0%
	<b>Commodities</b>	<b>75,064</b>	<b>66,938</b>	<b>76,500</b>	<b>95,924</b>	<b>90,024</b>	<b>(5,900)</b>	<b>(6.2%)</b>
291-6020-601.50-15	Other Equipment	3,361	9,186	10,000	20,000	<b>20,000</b>	0	0.0%
	<b>Property</b>	<b>3,361</b>	<b>9,186</b>	<b>10,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Facilities</b>	<b>954,183</b>	<b>919,758</b>	<b>921,616</b>	<b>978,374</b>	<b>972,403</b>	<b>(5,971)</b>	<b>(0.6%)</b>
	<b>Total Admin Support Services</b>	<b>5,101,974</b>	<b>4,939,127</b>	<b>4,784,400</b>	<b>5,311,580</b>	<b>5,500,252</b>	<b>188,672</b>	<b>3.6%</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Youth Services

6401

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6401-601.16-85	Salaries	929,016	917,108	804,312	966,557	1,012,329	45,772	4.7%
291-6401-601.18-05	Overtime Civilian	0	0	300	2,000	2,000	0	0.0%
	<b>Salaries</b>	<b>929,016</b>	<b>917,108</b>	<b>804,612</b>	<b>968,557</b>	<b>1,014,329</b>	<b>45,772</b>	<b>4.7%</b>
291-6401-601.19-05	Medical Insurance	118,861	122,997	126,637	126,637	164,662	38,025	30.0%
291-6401-601.19-10	IMRF	84,715	108,586	94,497	110,668	104,084	(6,584)	(5.9%)
291-6401-601.19-11	Social Security	56,805	55,380	47,820	58,919	62,764	3,845	6.5%
291-6401-601.19-12	Medicare	13,285	12,951	11,184	13,780	14,679	899	6.5%
	<b>Fringe Benefits</b>	<b>273,666</b>	<b>299,914</b>	<b>280,138</b>	<b>310,004</b>	<b>346,189</b>	<b>36,185</b>	<b>11.7%</b>
291-6401-601.21-02	Equipment Maintenance	143	0	0	0	0	0	N/A
291-6401-601.22-02	Dues	3,155	3,604	4,478	4,478	4,548	70	1.6%
291-6401-601.22-03	Travel & Training	2,163	823	1,000	3,979	3,979	0	0.0%
291-6401-601.22-18	Contracted Programs & Exhibits	0	8,176	9,000	18,980	17,480	(1,500)	(7.9%)
	<b>Contractual Services</b>	<b>5,461</b>	<b>12,603</b>	<b>14,478</b>	<b>27,437</b>	<b>26,007</b>	<b>(1,430)</b>	<b>(5.2%)</b>
291-6401-601.30-05	Office Supplies & Equipment	1,732	1,229	1,500	2,438	2,819	381	15.6%
291-6401-601.32-01	Program Supplies	10,201	4,133	8,000	10,948	10,948	0	0.0%
291-6401-601.32-02	Program Events	20,106	10,619	16,000	33,930	30,930	(3,000)	(8.8%)
291-6401-601.32-90	Circulation Supplies	4,004	3,345	4,477	4,477	8,427	3,950	88.2%
	<b>Commodities</b>	<b>36,043</b>	<b>19,326</b>	<b>29,977</b>	<b>51,793</b>	<b>53,124</b>	<b>1,331</b>	<b>2.6%</b>
	<b>Total Youth Services</b>	<b>1,244,186</b>	<b>1,248,951</b>	<b>1,129,205</b>	<b>1,357,791</b>	<b>1,439,649</b>	<b>81,858</b>	<b>6.0%</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Specialty Info Services

6405

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6405-601.16-85	Salaries	428,756	33	0	0	0	0	N/A
291-6405-601.18-05	Overtime Civilian	60	0	0	0	0	0	N/A
	<b>Salaries</b>	<b>428,816</b>	<b>33</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
291-6405-601.19-05	Medical Insurance	99,536	0	0	0	0	0	N/A
291-6405-601.19-10	IMRF	42,939	(561)	0	0	0	0	N/A
291-6405-601.19-11	Social Security	25,173	(275)	0	0	0	0	N/A
291-6405-601.19-12	Medicare	5,887	(64)	0	0	0	0	N/A
	<b>Fringe Benefits</b>	<b>173,535</b>	<b>(900)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
291-6405-601.22-02	Dues	1,396	0	0	0	0	0	N/A
291-6405-601.22-03	Travel & Training	1,781	0	0	0	0	0	N/A
291-6405-601.22-18	Contracted Programs & Exhibits	4,710	0	0	0	0	0	N/A
	<b>Contractual Services</b>	<b>7,887</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
291-6405-601.30-05	Office Supplies & Equipment	1,796	0	0	0	0	0	N/A
291-6405-601.32-01	Program Supplies	1,112	0	0	0	0	0	N/A
291-6405-601.32-02	Program Events	324	0	0	0	0	0	N/A
291-6405-601.32-90	Circulation Supplies	111	0	0	0	0	0	N/A
	<b>Commodities</b>	<b>3,343</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Specialty Info Services</b>	<b>613,581</b>	<b>(867)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Info Services

6410

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6410-601.16-85	Salaries	798,726	1,038,547	891,781	1,113,836	<b>1,102,307</b>	(11,529)	(1.0%)
291-6410-601.18-05	Overtime Civilian	432	468	516	1,000	<b>1,000</b>	0	0.0%
	<b>Salaries</b>	<b>799,158</b>	<b>1,039,015</b>	<b>892,297</b>	<b>1,114,836</b>	<b>1,103,307</b>	<b>(11,529)</b>	<b>(1.0%)</b>
291-6410-601.19-05	Medical Insurance	89,431	153,347	153,022	153,021	<b>147,736</b>	(5,285)	(3.5%)
291-6410-601.19-10	IMRF	64,544	115,231	99,089	115,962	<b>111,098</b>	(4,864)	(4.2%)
291-6410-601.19-11	Social Security	48,494	62,759	53,446	67,899	<b>68,343</b>	444	0.7%
291-6410-601.19-12	Medicare	11,341	14,677	12,499	15,879	<b>15,983</b>	104	0.7%
	<b>Fringe Benefits</b>	<b>213,810</b>	<b>346,014</b>	<b>318,056</b>	<b>352,761</b>	<b>343,160</b>	<b>(9,601)</b>	<b>(2.7%)</b>
291-6410-601.22-02	Dues	420	1,984	2,000	2,900	<b>2,802</b>	(98)	(3.4%)
291-6410-601.22-03	Travel & Training	1,521	942	1,300	3,300	<b>3,300</b>	0	0.0%
291-6410-601.22-18	Contracted Programs & Exhibits	0	1,170	2,000	5,760	<b>5,760</b>	0	0.0%
	<b>Contractual Services</b>	<b>1,941</b>	<b>4,096</b>	<b>5,300</b>	<b>11,960</b>	<b>11,862</b>	<b>(98)</b>	<b>(0.8%)</b>
291-6410-601.30-05	Office Supplies & Equipment	1,358	1,285	1,200	1,888	<b>1,888</b>	0	0.0%
291-6410-601.32-01	Program Supplies	345	543	2,250	2,750	<b>2,750</b>	0	0.0%
291-6410-601.32-90	Circulation Supplies	0	651	1,500	2,095	<b>2,095</b>	0	0.0%
	<b>Commodities</b>	<b>1,703</b>	<b>2,479</b>	<b>4,950</b>	<b>6,733</b>	<b>6,733</b>	<b>0</b>	<b>0.0%</b>
	<b>Total Info Services</b>	<b>1,016,612</b>	<b>1,391,604</b>	<b>1,220,603</b>	<b>1,486,290</b>	<b>1,465,062</b>	<b>(21,228)</b>	<b>(1.4%)</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Circulation

6420

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6420-601.16-85	Salaries	1,201,969	1,268,989	1,093,002	1,410,112	<b>1,380,472</b>	(29,640)	(2.1%)
291-6420-601.18-05	Overtime Civilian	95	109	213	1,000	<b>1,000</b>	0	0.0%
	<b>Salaries</b>	<b>1,202,064</b>	<b>1,269,098</b>	<b>1,093,215</b>	<b>1,411,112</b>	<b>1,381,472</b>	<b>(29,640)</b>	<b>(2.1%)</b>
291-6420-601.19-05	Medical Insurance	89,524	120,853	141,472	141,472	<b>116,828</b>	(24,644)	(17.4%)
291-6420-601.19-10	IMRF	93,242	129,042	115,479	141,120	<b>131,907</b>	(9,213)	(6.5%)
291-6420-601.19-11	Social Security	72,871	77,588	66,576	85,992	<b>85,589</b>	(403)	(0.5%)
291-6420-601.19-12	Medicare	17,043	18,145	15,570	20,111	<b>20,017</b>	(94)	(0.5%)
	<b>Fringe Benefits</b>	<b>272,680</b>	<b>345,628</b>	<b>339,097</b>	<b>388,695</b>	<b>354,341</b>	<b>(34,354)</b>	<b>(8.8%)</b>
291-6420-601.21-65	Other Services	6,844	416	3,513	3,513	<b>3,513</b>	0	0.0%
291-6420-601.22-02	Dues	260	333	1,000	1,441	<b>1,505</b>	64	4.4%
291-6420-601.22-03	Travel & Training	962	1,134	400	2,773	<b>2,773</b>	0	0.0%
	<b>Contractual Services</b>	<b>8,066</b>	<b>1,883</b>	<b>4,913</b>	<b>7,727</b>	<b>7,791</b>	<b>64</b>	<b>0.8%</b>
291-6420-601.30-05	Office Supplies & Equipment	1,213	2,078	1,500	2,033	<b>2,033</b>	0	0.0%
291-6420-601.30-07	Supplies Reimbursed by Patron	1,977	0	0	0	<b>0</b>	0	N/A
291-6420-601.32-01	Program Supplies	0	634	500	1,000	<b>1,000</b>	0	0.0%
291-6420-601.32-90	Circulation Supplies	7,848	6,705	8,660	8,574	<b>8,660</b>	86	1.0%
	<b>Commodities</b>	<b>11,038</b>	<b>9,417</b>	<b>10,660</b>	<b>11,607</b>	<b>11,693</b>	<b>86</b>	<b>0.7%</b>
	<b>Total Circulation</b>	<b>1,493,848</b>	<b>1,626,026</b>	<b>1,447,885</b>	<b>1,819,141</b>	<b>1,755,297</b>	<b>(63,844)</b>	<b>(3.5%)</b>



# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Senior and Accessibility Services (SAS)

6430

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6430-601.16-85	Salaries	198,419	221,914	197,895	224,475	239,959	15,484	6.9%
291-6430-601.18-05	Overtime Civilian	1	0	0	0	0	0	N/A
	<b>Salaries</b>	<b>198,420</b>	<b>221,914</b>	<b>197,895</b>	<b>224,475</b>	<b>239,959</b>	<b>15,484</b>	<b>6.9%</b>
291-6430-601.19-05	Medical Insurance	15,082	11,681	11,386	11,386	12,495	1,109	9.7%
291-6430-601.19-10	IMRF	19,676	26,406	23,979	26,060	27,030	970	3.7%
291-6430-601.19-11	Social Security	11,788	13,244	11,737	13,691	14,875	1,184	8.6%
291-6430-601.19-12	Medicare	2,757	3,098	2,745	3,202	3,479	277	8.7%
	<b>Fringe Benefits</b>	<b>49,303</b>	<b>54,429</b>	<b>49,847</b>	<b>54,339</b>	<b>57,879</b>	<b>3,540</b>	<b>6.5%</b>
291-6430-601.22-02	Dues	0	295	270	518	518	0	0.0%
291-6430-601.22-03	Travel & Training	336	524	500	930	930	0	0.0%
291-6430-601.22-18	Contracted Programs & Exhibits	0	6,424	8,400	9,590	9,590	0	0.0%
	<b>Contractual Services</b>	<b>336</b>	<b>7,243</b>	<b>9,170</b>	<b>11,038</b>	<b>11,038</b>	<b>0</b>	<b>0.0%</b>
291-6430-601.30-05	Office Supplies & Equipment	291	465	500	500	500	0	0.0%
291-6430-601.32-01	Program Supplies	0	1,814	1,820	1,820	1,820	0	0.0%
291-6430-601.32-02	Program Events	0	565	600	600	600	0	0.0%
291-6430-601.32-90	Circulation Supplies	933	987	1,050	1,050	1,050	0	0.0%
	<b>Commodities</b>	<b>1,224</b>	<b>3,831</b>	<b>3,970</b>	<b>3,970</b>	<b>3,970</b>	<b>0</b>	<b>0.0%</b>
	<b>Total SAS</b>	<b>249,283</b>	<b>287,417</b>	<b>260,882</b>	<b>293,822</b>	<b>312,846</b>	<b>19,024</b>	<b>6.5%</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Programs and Exhibits

6440

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6440-601.16-85	Salaries	204,918	225,754	157,727	242,139	243,924	1,785	0.7%
291-6440-601.18-05	Overtime Civilian	86	331	236	200	250	50	25.0%
	<b>Salaries</b>	<b>205,004</b>	<b>226,085</b>	<b>157,963</b>	<b>242,339</b>	<b>244,174</b>	<b>1,835</b>	<b>0.8%</b>
291-6440-601.19-05	Medical Insurance	57,932	59,809	64,410	64,410	47,336	(17,074)	(26.5%)
291-6440-601.19-10	IMRF	20,916	28,592	19,808	28,994	28,007	(987)	(3.4%)
291-6440-601.19-11	Social Security	12,053	13,320	9,229	14,746	15,123	377	2.6%
291-6440-601.19-12	Medicare	2,819	3,115	2,158	3,449	3,537	88	2.6%
	<b>Fringe Benefits</b>	<b>93,720</b>	<b>104,836</b>	<b>95,605</b>	<b>111,599</b>	<b>94,003</b>	<b>(17,596)</b>	<b>(15.8%)</b>
291-6440-601.22-02	Dues	1,006	593	851	1,145	1,156	11	1.0%
291-6440-601.22-03	Travel & Training	1,181	276	600	1,414	1,428	14	1.0%
291-6440-601.22-18	Contracted Programs & Exhibits	91,369	38,553	55,000	103,007	88,213	(14,794)	(14.4%)
	<b>Contractual Services</b>	<b>93,556</b>	<b>39,422</b>	<b>56,451</b>	<b>105,566</b>	<b>90,797</b>	<b>(14,769)</b>	<b>(14.0%)</b>
291-6440-601.32-01	Program Supplies	58	41	57	0	0	0	N/A
291-6440-601.32-02	Program Events	30,022	16,945	8,138	8,058	8,138	80	1.0%
	<b>Commodities</b>	<b>30,080</b>	<b>16,986</b>	<b>8,195</b>	<b>8,058</b>	<b>8,138</b>	<b>80</b>	<b>1.0%</b>
<b>Total Programs and Exhibits</b>		<b>422,360</b>	<b>387,329</b>	<b>318,214</b>	<b>467,562</b>	<b>437,112</b>	<b>(30,450)</b>	<b>(6.5%)</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Digital Services

6450

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6450-601.16-85	Salaries	523,784	510,282	452,631	528,322	<b>542,823</b>	14,501	2.7%
	<b>Salaries</b>	<b>523,784</b>	<b>510,282</b>	<b>452,631</b>	<b>528,322</b>	<b>542,823</b>	<b>14,501</b>	<b>2.7%</b>
291-6450-601.19-05	Medical Insurance	53,443	55,627	50,191	50,191	<b>52,569</b>	2,378	4.7%
291-6450-601.19-10	IMRF	47,772	61,612	53,300	59,234	<b>55,387</b>	(3,847)	(6.5%)
291-6450-601.19-11	Social Security	31,761	31,123	27,170	32,251	<b>33,655</b>	1,404	4.4%
291-6450-601.19-12	Medicare	7,428	7,279	6,355	7,543	<b>7,871</b>	328	4.3%
	<b>Fringe Benefits</b>	<b>140,404</b>	<b>155,641</b>	<b>137,016</b>	<b>149,219</b>	<b>149,481</b>	<b>262</b>	<b>0.2%</b>
291-6450-601.22-02	Dues	1,744	1,548	1,597	2,246	<b>1,995</b>	(251)	(11.2%)
291-6450-601.22-03	Travel & Training	314	0	350	500	<b>500</b>	0	0.0%
291-6450-601.22-42	Internet Access	0	2,520	3,480	3,840	<b>3,840</b>	0	0.0%
291-6450-601.22-66	Outside Reference Service	2,774	2,873	2,974	2,973	<b>3,078</b>	105	3.5%
	<b>Contractual Services</b>	<b>4,832</b>	<b>6,941</b>	<b>8,401</b>	<b>9,559</b>	<b>9,413</b>	<b>(146)</b>	<b>(1.5%)</b>
291-6450-601.30-05	Office Supplies & Equipment	571	427	600	700	<b>700</b>	0	0.0%
291-6450-601.30-07	Supplies Reimbursed by Patron	425	501	600	600	<b>550</b>	(50)	(8.3%)
291-6450-601.31-85	Small Tools and Equipment	5,218	4,271	4,000	5,000	<b>6,200</b>	1,200	24.0%
291-6450-601.32-01	Program Supplies	572	323	200	700	<b>700</b>	0	0.0%
291-6450-601.32-78	Electronic Resources	340,500	337,387	363,247	374,867	<b>375,497</b>	630	0.2%
291-6450-601.32-90	Circulation Supplies	1,575	1,380	1,500	1,575	<b>1,575</b>	0	0.0%
	<b>Commodities</b>	<b>348,861</b>	<b>344,289</b>	<b>370,147</b>	<b>383,442</b>	<b>385,222</b>	<b>1,780</b>	<b>0.5%</b>
291-6450-601.50-15	Other Equipment	2,954	464	0	0	<b>0</b>	0	N/A
	<b>Property</b>	<b>2,954</b>	<b>464</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Digital Services</b>	<b>1,020,835</b>	<b>1,017,617</b>	<b>968,195</b>	<b>1,070,542</b>	<b>1,086,940</b>	<b>16,398</b>	<b>1.5%</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Collection Services

6470

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6470-601.16-85	Salaries	886,175	830,333	751,848	876,856	<b>909,384</b>	32,528	3.7%
291-6470-601.18-05	Overtime Civilian	140	119	90	150	<b>150</b>	0	0.0%
	<b>Salaries</b>	<b>886,315</b>	<b>830,452</b>	<b>751,938</b>	<b>877,006</b>	<b>909,534</b>	<b>32,528</b>	<b>3.7%</b>
291-6470-601.19-05	Medical Insurance	180,291	180,624	222,891	222,891	<b>196,440</b>	(26,451)	(11.9%)
291-6470-601.19-10	IMRF	90,140	105,048	89,289	108,014	<b>104,324</b>	(3,690)	(3.4%)
291-6470-601.19-11	Social Security	52,874	49,651	42,598	53,404	<b>56,382</b>	2,978	5.6%
291-6470-601.19-12	Medicare	12,366	11,612	9,962	12,490	<b>13,186</b>	696	5.6%
	<b>Fringe Benefits</b>	<b>335,671</b>	<b>346,935</b>	<b>364,740</b>	<b>396,799</b>	<b>370,332</b>	<b>(26,467)</b>	<b>(6.7%)</b>
291-6470-601.20-81	OCLC Services	0	62,177	63,110	63,110	<b>65,323</b>	2,213	3.5%
291-6470-601.21-64	Access Services	8,472	2,919	5,152	4,000	<b>4,000</b>	0	0.0%
291-6470-601.22-02	Dues	1,260	1,370	2,305	2,478	<b>2,478</b>	0	0.0%
291-6470-601.22-03	Travel & Training	1,297	720	400	1,000	<b>1,000</b>	0	0.0%
291-6470-601.22-85	Processing Services	80,063	74,002	90,000	108,400	<b>117,987</b>	9,587	8.8%
	<b>Contractual Services</b>	<b>91,092</b>	<b>141,188</b>	<b>160,967</b>	<b>178,988</b>	<b>190,788</b>	<b>11,800</b>	<b>6.6%</b>
291-6470-601.30-05	Office Supplies & Equipment	1,935	892	1,500	1,500	<b>1,500</b>	0	0.0%
291-6470-601.30-33	Documentation Library	716	905	905	905	<b>905</b>	0	0.0%
291-6470-601.32-03	Binding	0	853	800	200	<b>1,000</b>	800	400.0%
291-6470-601.32-05	Processing Supplies	18,594	10,960	15,000	30,000	<b>20,000</b>	(10,000)	(33.3%)
291-6470-601.32-75	Audio Visual	488,167	456,532	510,180	534,980	<b>513,581</b>	(21,399)	(4.0%)
291-6470-601.32-80	Books	695,803	644,681	694,031	722,676	<b>693,769</b>	(28,907)	(4.0%)
291-6470-601.32-90	Circulation Supplies	5,605	1,859	6,000	6,450	<b>6,450</b>	0	0.0%
291-6470-601.32-95	Periodicals	123,887	127,409	115,000	119,365	<b>119,365</b>	0	0.0%
	<b>Commodities</b>	<b>1,334,707</b>	<b>1,244,091</b>	<b>1,343,416</b>	<b>1,416,076</b>	<b>1,356,570</b>	<b>(59,506)</b>	<b>(4.2%)</b>
	<b>Total Collection Services</b>	<b>2,647,785</b>	<b>2,562,666</b>	<b>2,621,061</b>	<b>2,868,869</b>	<b>2,827,224</b>	<b>(41,645)</b>	<b>(1.5%)</b>

# MEMORIAL LIBRARY FUND

## EXPENDITURES

### Belmont Makerspace

6480

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
291-6480-601.16-85	Salaries	0	75,390	200,000	325,231	353,626	28,395	8.7%
291-6480-601.18-05	Overtime Civilian	0	0	75	200	250	50	25.0%
	<b>Salaries</b>	<b>0</b>	<b>75,390</b>	<b>200,075</b>	<b>325,431</b>	<b>353,876</b>	<b>28,445</b>	<b>8.7%</b>
291-6480-601.19-05	Medical Insurance	0	40,540	53,182	53,182	14,084	(39,098)	(73.5%)
291-6480-601.19-10	IMRF	0	9,537	25,089	40,086	38,562	(1,524)	(3.8%)
291-6480-601.19-11	Social Security	0	4,638	12,405	19,819	21,925	2,106	10.6%
291-6480-601.19-12	Medicare	0	1,085	2,901	4,635	5,128	493	10.6%
	<b>Fringe Benefits</b>	<b>0</b>	<b>55,800</b>	<b>93,577</b>	<b>117,722</b>	<b>79,699</b>	<b>(38,023)</b>	<b>(32.3%)</b>
291-6480-601.20-05	Professional Services	10,266	1,250	0	10,000	0	(10,000)	(100.0%)
291-6480-601.20-20	Legal Services	0	0	0	5,000	0	(5,000)	(100.0%)
291-6480-601.20-40	General Insurance	423	390	1,288	216	216	0	0.0%
291-6480-601.21-02	Equipment Maintenance	0	3,591	5,000	6,980	7,530	550	7.9%
291-6480-601.21-11	Building Maintenance	1,840	5,436	3,000	26,866	55,366	28,500	106.1%
291-6480-601.21-36	Equipment Rental	0	0	0	1,000	1,000	0	0.0%
291-6480-601.21-60	Water and Sewer Service	0	344	500	1,200	1,200	0	0.0%
291-6480-601.21-65	Bank Fees	30	1,106	100	100	300	200	200.0%
291-6480-601.22-02	Dues	0	0	680	1,575	802	(773)	(49.1%)
291-6480-601.22-03	Travel & Training	0	629	1,000	1,000	1,000	0	0.0%
291-6480-601.22-28	Contracted Programs & Exhibits - Adult	0	0	0	7,800	21,000	13,200	169.2%
291-6480-601.22-38	Contracted Programs & Exhibits - Youth	0	0	0		1,500	1,500	N/A
291-6480-601.22-42	Internet Access	0	0	800	1,500	3,075	1,575	105.0%
	<b>Contractual Services</b>	<b>12,559</b>	<b>12,746</b>	<b>12,368</b>	<b>63,237</b>	<b>92,989</b>	<b>29,752</b>	<b>47.0%</b>
291-6480-601.30-05	Office Supplies & Equipment	0	1,026	2,000	2,000	2,000	0	0.0%
291-6480-601.30-07	Supplies Reimbursed by Patrons	0	5,835	7,500	7,500	8,231	731	9.7%
291-6480-601.30-32	Software Library	0	0	0	0	6,750	6,750	N/A
291-6480-601.30-51	Heating Fuel & Electric	1,908	526	8,000	40,140	40,140	0	0.0%
291-6480-601.31-45	Janitorial Supplies	0	0	2,500	7,400	8,270	870	11.8%
291-6480-601.31-85	Small Tools & Equipment	32	4,385	5,000	5,000	12,529	7,529	150.6%
291-6480-601.32-12	Program Events - Adult	0	0	3,000	9,000	15,000	6,000	66.7%
291-6480-601.32-22	Program Events - Youth	0	0	0	0	3,000	3,000	N/A
	<b>Commodities</b>	<b>1,940</b>	<b>11,772</b>	<b>28,000</b>	<b>71,040</b>	<b>95,920</b>	<b>15,880</b>	<b>35.0%</b>
291-6480-601.50-12	Computer Equipment	0	0	0	0	2,000	2,000	N/A
291-6480-601.50-15	Other Equipment	0	1,440	5,000	10,000	15,221	5,221	52.2%
	<b>Property</b>	<b>0</b>	<b>1,440</b>	<b>5,000</b>	<b>10,000</b>	<b>17,221</b>	<b>7,221</b>	<b>72.2%</b>
	<b>Total Belmont Makerspace</b>	<b>14,499</b>	<b>157,148</b>	<b>339,020</b>	<b>587,430</b>	<b>639,705</b>	<b>43,275</b>	<b>8.9%</b>
	<b>Total User Services</b>	<b>8,722,989</b>	<b>8,677,891</b>	<b>8,305,065</b>	<b>9,951,447</b>	<b>9,963,835</b>	<b>3,388</b>	<b>0.1%</b>
	<b>Total Memorial Library Fund</b>	<b>13,824,963</b>	<b>13,617,018</b>	<b>13,089,465</b>	<b>15,263,027</b>	<b>15,464,087</b>	<b>201,060</b>	<b>1.3%</b>

# LIBRARY CAPITAL PROJECTS FUND

491

## Fund Summary

	2019 Actual	2020 Actual	2021 Est. Actual	2021 Budget	2022 Budget	\$ Change	% Change
<b>BEGINNING FUND BALANCE</b>	<b>\$4,673,543</b>	<b>\$4,703,700</b>	<b>\$4,493,915</b>	<b>\$4,493,915</b>	<b>\$3,430,979</b>	<b>(\$1,062,936)</b>	<b>(23.7%)</b>
Revenues							
Interest Income	110,158	49,468	3,000	0	5,000	5,000	N/A
<b>Total Revenues</b>	<b>\$110,158</b>	<b>\$49,468</b>	<b>\$3,300</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$5,000</b>	<b>N/A</b>
Expenditures							
Capital Items	80,001	259,253	1,066,236	2,066,236	1,493,926	(572,310)	(27.7%)
<b>Total Expenditures</b>	<b>\$80,001</b>	<b>\$259,253</b>	<b>\$1,066,236</b>	<b>\$2,066,236</b>	<b>\$1,493,926</b>	<b>(\$572,310)</b>	<b>(27.7%)</b>
<b>Revenues over (under) Expenditures</b>	<b>\$30,157</b>	<b>(\$209,785)</b>	<b>(\$1,062,936)</b>	<b>(\$2,066,236)</b>	<b>(\$1,488,926)</b>	<b>\$577,310</b>	<b>(27.9%)</b>
Interfund Transfers In	0	0	0	0	0	0	N/A
<b>ENDING FUND BALANCE</b>	<b>\$4,703,700</b>	<b>\$4,493,915</b>	<b>\$3,430,979</b>	<b>\$2,427,679</b>	<b>\$1,942,053</b>	<b>(\$485,626)</b>	<b>(20.0%)</b>

# LIBRARY CAPITAL PROJECTS FUND

## REVENUES

Account No.	Account Description	Actual 2019	Actual 2020	Proj Actual 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
491-0000-461.02-00	Interest on Investments	73,311	42,167	3,000	0	5,000	5,000	N/A
491-0000-462.10-00	Market Value Adjustments	36,847	7,301	0	0	0	0	N/A
		<b>110,158</b>	<b>49,468</b>	<b>3,000</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>N/A</b>
491-0000-489.90-00	Other Income	0	0	300	0	0	0	N/A
	<b>Other Financing Sources</b>	<b>0</b>	<b>0</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Library Capital Projects Fund</b>	<b>110,158</b>	<b>49,468</b>	<b>3,300</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>N/A</b>

## EXPENDITURES

### Administration

6001

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
491-6001-601.50-55	Other Capital Outlay	0	53,023	25,000	25,000	400,000	375,000	1500.0%
	<b>Capital Outlay</b>	<b>0</b>	<b>53,023</b>	<b>25,000</b>	<b>25,000</b>	<b>400,000</b>	<b>375,000</b>	<b>1500.0%</b>
	<b>Total Administration</b>	<b>0</b>	<b>53,023</b>	<b>25,000</b>	<b>25,000</b>	<b>400,000</b>	<b>375,000</b>	<b>1500.0%</b>

### Paid by Gifts and Grants

6004

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
491-6004-601.50-55	Other Capital Outlay	0	37,831	0	0	0	0	N/A
	<b>Capital Outlay</b>	<b>0</b>	<b>37,831</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>
	<b>Total Paid by Gifts and Grants</b>	<b>0</b>	<b>37,831</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>N/A</b>

### Facilities

6020

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
491-6020-601.50-15	Other Equipment	17,475	18,998	0	0	1,028,926	1,028,926	N/A
491-6020-601.50-55	Other Capital Outlay	48,690	0	0	0	0	0	N/A
	<b>Capital Outlay</b>	<b>66,165</b>	<b>18,998</b>	<b>0</b>	<b>0</b>	<b>1,028,926</b>	<b>1,028,926</b>	<b>N/A</b>
	<b>Total Facilities</b>	<b>66,165</b>	<b>18,998</b>	<b>0</b>	<b>0</b>	<b>1,028,926</b>	<b>1,028,926</b>	<b>N/A</b>

### Belmont Makerspace

6480

Account Number	Account Description	Actual 2019	Actual 2020	Proj. Act. 2021	Budget 2021	Budget 2022	\$ Inc / (Dec)	% Inc / (Dec)
491-6480-601.50-12	Computer Equipment	0	40,094	0	0	0	0	N/A
491-6480-601.50-55	Other Capital Outlay	13,836	109,307	1,041,236	1,041,236	65,000	(976,236)	(93.8%)
	<b>Capital Outlay</b>	<b>13,836</b>	<b>149,401</b>	<b>1,041,236</b>	<b>1,041,236</b>	<b>65,000</b>	<b>(976,236)</b>	<b>(93.8%)</b>
	<b>Total Belmont Makerspace</b>	<b>13,836</b>	<b>149,401</b>	<b>1,041,236</b>	<b>1,041,236</b>	<b>65,000</b>	<b>(976,236)</b>	<b>(93.8%)</b>
	<b>Total Memorial Library Capital Projects Fund</b>	<b>80,001</b>	<b>259,253</b>	<b>1,066,236</b>	<b>1,066,236</b>	<b>1,493,926</b>	<b>427,690</b>	<b>40.1%</b>

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## APPENDIX

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# COMMUNITY PROFILE

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## GOVERNMENT

Incorporated January 18, 1887

The Village is a home-rule municipality governed by a nine-member Board consisting of eight Trustees and one Village President, commonly referred to as Mayor. The Board is elected at large for staggered four-year terms.

The Mayor, with approval of the Village Board, appoints the Village Manager.

The Village employs 419 full-time and 18 part-time employees in 10 operating departments: Integrated Services, Human Resources, Legal, Finance, Police, Fire, Planning & Community Development, Building & Life Safety, Health & Senior Services, & Public Works (including Water Utility Operations, Engineering, and Municipal Fleet Services).

In addition, the Village has the following advisory boards and commissions that advise the Village Board on various issues and proposals under review. The Mayor, with the consent of the Board of Trustees, appoints members to the commissions.

Plan Commission  
Zoning Board of Appeals  
Board of Health  
Board of Local Improvements  
Board of Fire & Police Commissioners  
Design Commission  
Building Code Review Board  
Environmental Commission  
Housing Commission  
The Arlington Economic Alliance  
Senior Citizens Commission  
Youth Commission  
Commission for Citizens with Disabilities  
Bicycle & Pedestrian Advisory Commission  
Special Events Commission  
Arts Commission

## GOVERNMENT

(Continued)

The Village also operates a public access cable television channel and televises most Board meetings.

**Village Website:** [www.vah.com](http://www.vah.com)

**Additional Website:** [www.discoverarlington.com](http://www.discoverarlington.com)

### Elections

Number of Registered Voters	65,547
Number of Ballots Cast in Last Municipal Election 4-6-21	9,440

### Village Bond Rating

Aa1

### Fire ISO Rating

1 (2016)

### Various Taxes

Sales Tax	10.00%
Prepared Food & Beverage Tax	1.25%
Telecommunications Tax	6.00%
Hotel Tax	5.00%
Utility Tax (gas/electric)	5.00%

## DEMOGRAPHICS

The Village is comprised of approximately 16.6 square miles.

The Village is located in Cook County, approximately 25 miles northwest of the Chicago loop business district. The Village is home to beautiful Arlington Park Race Track, the world-famous thoroughbred racing destination. Adjacent to the Village to the west are the communities of Palatine and Rolling Meadows; to the east are Wheeling, Prospect Heights, and Mount Prospect; to the north is Buffalo Grove; to the south is Elk Grove Village. O'Hare International Airport is approximately 15 miles southeast of the Village, a 20-minute drive by expressway.

# COMMUNITY PROFILE

(Continued)

## DEMOGRAPHICS (Continued)

### Weather Conditions

Average Winter (Daytime)	35° F
Average Summer (Daytime)	81° F
Average Annual Rainfall	36 Inches
Average Annual Snowfall	36 Inches

### Population

1970	64,884
1980	66,116
1990	75,460
2005 (f)	76,943
2010 (a)	75,101
2020 (g)	77,676

### Age

0 – 19	17,935
20 – 24	3,400
25 – 34	8,511
35 – 49	16,224
50 – 64	16,111
65 & over	12,920

### Ethnic Makeup (a)

White	84.2%
African American	1.8%
American Indian/Alaskan Native	0.1%
Asian/Pacific Islander	10.2%
Some Other Race	0.1%
Two or More Races	1.8%
Hispanic or Latino	6.3%

NOTE: Hispanic/Latino ethnicity overlaps categories therefore figures do not add up to 100%

### Other Household and Resident Data (a,g)

Total Households	30,838
Median Household Income	\$96,340
Per Capita Income	\$51,450
Median Age	44
% of population over 65	19.8%
Education (population 25 years & older)	
High school graduate or higher	96.0%
Bachelor's degree or higher	57.9%
Unemployment Percentage (12/2018) (b)	3.0%

## DEMOGRAPHICS (Continued)

### Home Value (a)

Median Home Value	\$358,300
Median Gross Rent	\$1,368
\$0 to \$99,999	1,547
\$100,000 to \$149,999	1,734
\$150,000 to \$199,999	1,458
\$200,000 to \$299,999	4,377
\$300,000 to \$499,000	10,061
\$500,000 to \$999,999	3,660
\$1,000,000 or more	318

### Land Use (c)

	<u>Acres</u>	<u>%</u>
Residential	5,279	50.4
Commercial	505	4.9
Office Only	225	2.2
R&D, Manufacturing,		
Warehousing	590	5.7
Institutional	285	2.7
Mixed Use	398	3.8
Parks/Schools/Government	1,082	10.3
Streets	2,000	19.0
Open	100	1.0
Total	<u>10,464</u>	<u>100.0</u>

### Property Value (d)

Estimated Total Property Value (2019)	\$10,100,098,716
Equalized Assessed Valuation (EAV) (2019)	\$3,366,699,572

	<b>2019 EAV</b>	<b>% of Total</b>
Residential	\$2,418,574,182	71.838%
Farm	31,991	0.001%
Commercial	794,052,203	23.585%
Industrial	152,530,437	4.531%
Railroad	1,510,759	0.045%
	<u>\$3,366,699,572</u>	<u>100.000%</u>

# COMMUNITY PROFILE

(Continued)

## DEMOGRAPHICS

(Continued)

### Top Five Property Taxpayers (d)

Luther Village	Retirement Facility
Town & Country Mall	Shopping
Northpoint Shopping Center	Shopping
Arlington Plaza	Shopping
Annex of Arlington	Shopping

### Other (d)

Miles of Streets	241
Water Information:	
Municipal water system main water supply	
Lake Michigan water through the Northwest	
Water Commission (All wells are secondary and backup sources)	
Miles of Water Mains	260
Number of Water Customers	21,119
Capacity of Waterworks	36,000,000 gal/per day
Number of Storage Tanks	10
Storage Capacity	31,000,000 gal.

### Sewer Information:

Miles of Storm Sewers	213
Miles of Sanitary & Combined Sewers	255
Number of Retention/Detention Basins	56
Sewage Treatment – Metropolitan Water Reclamation District	

Number of Fire Stations	4
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School Districts 15, 21, 23, 25, 59 and 214 serve the students of the Village of Arlington Heights and neighboring communities.

### Library

Number of Sites	1 (plus Bookmobile)
Number of Volumes	305,928
Number of Registered Borrowers	76,653
FY2019 Total Circulation	1,917,129

## BUSINESS

The Village has 1,844 businesses paying sales taxes.

### 2020 Kind of Business Report (e)

Sales Category	Sales Volume	%
General Merchandise	\$ 532,479	4.4%
Food	1,935,251	15.9%
Restaurant Dining	1,382,789	11.4%
Apparel	211,499	1.7%
Furniture, Household	795,424	6.5%
Lumber/Building/Hardware	684,603	5.6%
Automotive/Filling Stations	3,096,329	25.5%
Drugs & Misc. Retail	2,263,633	18.6%
Agriculture & All Others	1,079,490	8.9%
Manufacturers	165,142	1.4%
Total	\$ 12,146,639	100.0%

### Major Employers (500 Employees or more)

Northwest Community Healthcare	3,600
Arlington Heights High School Dist. 214	1,700
HSBC	1,500
Lutheran Home	800
Paddock Publications	500
Alexian Brothers Health System	500

# COMMUNITY PROFILE

(Continued)

## **AWARDS & RECOGNITIONS**

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GFOA Certificate of Achievement or Excellence  
in Financial Reporting ..... Annually Since 1988

GFOA Distinguished Budget Presentation  
Award ..... Annually Since 2005

Certified Tree City U.S.A. .... Annually Since 1985

Daniel Burnham Award for Excellence  
In Planning for Timber Court Condominium  
Project (affordable housing)..... 2008

President's Arts Friendly Community  
Award ..... 2008

Association of Illinois Senior Centers' Awards for  
Senior Center Program of the Year and Senior  
Center Director of the Year..... 2008

Chaddick Municipal Development  
Process Award ..... 2010

Designated as a Member of the Safe  
Communities America Program ..... 2010-2015

CALEA Accreditation of Police Dept..... 2018

Governor's Sustainability Award ..... 2013

Community Partnership Award ..... 2013

IRMA Management Assessment Program  
Accreditation..... 2017

### **Notes:**

- (a) 2010 Census & US Census Bureau Website
- (b) Illinois Department of Employment Security
- (c) Village of Arlington Hts Comprehensive Plan
- (d) Village of Arlington Hts & Cook County Records
- (e) Illinois Department of Revenue
- (f) Special Census
- (g) 2020 Census & US Census Bureau Website

# GLOSSARY

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The Annual Budget and Financial Plan contains specialized and technical terminology that is unique to public finance and budgeting. To assist the reader of the Financial Plan document in understanding these terms, a glossary has been included in the document.

## **ABATEMENT**

A complete or partial cancellation of a levy imposed by a government. Abatements usually apply to tax levies, special assessments, and service charges.

## **ACCRUAL BASIS**

A basis of accounting in which revenues are recognized in the period in which they are earned and become measurable; expenses are recognized in the period incurred, if measurable.

## **ACTUARIAL / ACTUARY**

A person or methodology that makes determinations of required contributions to achieve future funding levels that address risk and time.

## **AGENCY FUND**

A fund established to account for assets held by the Village as a collection of paying agent for individuals, private organizations, other governmental units or other funds.

## **APPROPRIATION**

A legal authorization made by the Village Board which permits the Village to incur obligations and to make expenditures for specific purposes.

## **ASSESSED VALUATION**

A percent of appraisal value assigned to real estate and certain personal property for use as a basis for levying property taxes. In the Village of Arlington Heights the assessed valuation is 33% of appraised value.

## **ASSETS**

Property owned by a government which has a monetary value.

## **AUDIT**

An independent, objective evaluation of the fairness by which a company's financial reports are presented by its management.

## **BALANCE SHEET**

A financial statement that discloses the assets, liabilities, reserves and balances of a specific governmental fund as of a specific date.

## **BALANCED BUDGET**

A budget in which total expenditure allocations do not exceed total available resources.

# GLOSSARY

(Continued)

## **BOND**

A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large projects, such as buildings, streets and bridges.

## **BUDGET**

A plan of financial operation embodying an estimate of proposed revenue and expenditures for a specific period of time (budget fiscal year).

## **BUDGET ADJUSTMENT**

A legal procedure utilized by the Village staff and Village Board to revise the budget.

## **BUDGET AUTHORITY**

Authority provided by law that permits Village departments to incur obligations requiring either immediate or future payment of money.

## **BUDGET MESSAGE**

The opening section of the budget which provides the Village Board and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the Village Manager.

## **BUDGET ORDINANCE**

The official enactment by the Village Board to legally authorize Village staff to obligate and expend resources.

## **BUDGETARY CONTROL**

The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

## **CAPITAL IMPROVEMENT PROGRAM (CIP)**

A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work plan or otherwise. It sets forth each project and specifies the full resources estimated to be available to finance the projected expenditures.

## **CAPITAL OUTLAY**

Expenditures which result in the acquisition of or addition to fixed assets.

## **CASH BASIS**

A basis of accounting in which transactions are recognized only when cash is increased or decreased.

# GLOSSARY

(Continued)

## **CASH MANAGEMENT**

The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.

## **CERTIFICATE OF DEPOSIT**

A negotiable or non-negotiable receipt of monies deposited in a bank or financial institution for a specific period for a specified rate of interest.

## **COMMODITIES**

All expenditures for materials, parts and supplies except those incidentally used by outside firms performing contractual services for the Village.

## **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

A federal entitlement grant distributed to municipalities on the basis of a formula that considers population, housing conditions, and poverty. CDBG funds are then distributed by the Village for activities that benefit low and moderate income families.

## **COMMISSION ON ACCREDITATION FOR LAW ENFORCEMENT AGENCIES (CALEA)**

CALEA was created in 1979. The purpose of CALEA's Accreditation Programs is to improve the delivery of public safety services, primarily by: maintaining a body of standards, developed by public safety practitioners, covering a wide range of up-to-date public safety initiatives; establishing and administering an accreditation process; and recognizing professional excellence.

## **COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)**

This official annual report presents the status of the Village's finances in a standardized format. The CAFR is organized by fund and contains two basic types of information: a balance sheet that compares assets with liabilities and fund balance; and an operating statement that compares revenues and expenditures.

## **CONTINGENCY**

An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as emergencies, federal mandates, shortfalls in revenue, and similar eventualities.

## **CONTRACTUAL SERVICES**

Expenditures for services from outside vendors that are obtained by an express or implied contract.

## **DEBT SERVICE**

The expenditure for principal and interest payments on loans, notes, and bonds.

## **DEBT SERVICE FUND**

A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.



# GLOSSARY

(Continued)

## DEFICIT

(1) The excess of an entity's liabilities over its assets. (2) The excess of expenditures or expenses over revenues during a single accounting period.

## DELINQUENT TAXES

Taxes that remain unpaid on and after the date on which a penalty for non-payment is attached.

## DEPARTMENT

A major administrative division of the Village which indicates overall management responsibility for an operation or a group of related operations within a functional area.

## DEPRECIATION

Expiration in the service life of capital assets purchased within Internal Service and Enterprise Funds, to account for wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

## DISBURSEMENT

Payment for goods and services by cash or check.

## ENCUMBRANCE

The commitment of budgeted funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

## ENTERPRISE FUND

A governmental accounting fund in which services provided are financed and operated similar to those of a private business--where the intent is that the costs (expenses, including depreciation or debt service payments) of providing goods and services be financed or recovered through user fees.

## EQUALIZED ASSESSED VALUATION

The total taxable property value. It is a combination of the market value of a property as determined by the county assessor, multiplied by a fraction depending on the classification of the property and adjusted by a multiplier determined by the state to equalize valuations across the state. It is the final value against which the total tax rate is multiplied to determine the property taxes due.

## ESTIMATED REVENUE

The amount of projected revenue to be collected during the fiscal year. The amount of revenue budgeted is the amount approved by the Village Board.

## EXPENDITURE

Decreases in net total assets. Expenses represent the total cost of operations during a period of time regardless of the timing of the related expenditures. Note: An encumbrance is not an expenditure, but reserves funds to be expended.

# GLOSSARY

(Continued)

## **FIDUCIARY FUNDS**

Funds used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government. These include Expendable Trust, Nonexpendable Trust, Pension Trust and Agency Trust. Expendable trust and agency funds are budgeted on a modified accrual basis, and the nonexpendable trust and pension funds are budgeted on an accrual basis

## **FINANCIAL PLAN**

A multi-year, long-range, approach to assessing the Village's revenue and expenditure needs which becomes the basis for formulating the annual budget which by law must be adopted. The plan is developed by utilizing existing policies, objectives, assumptions, and accepted benchmarks and activity measures.

## **FISCAL YEAR**

The time period designated by the Village signifying the beginning and ending period for recording financial transactions. The Village of Arlington Heights has specified the calendar as its fiscal year that begins January 1 and ends December 31.

## **FIXED ASSETS**

Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment. The Village has established a level of \$1,000 for an item to be considered an asset; below \$1,000, the item is considered to be an operating expense.

## **FREEDOM OF INFORMATION ACT (FOIA)**

A state law governing the timing and cost of responding to requests for public information.

## **FULL FAITH AND CREDIT**

A pledge of the general taxing power of government to repay debt obligations (typically used in reference to general obligation bonds).

## **FULL-TIME EQUIVALENT (FTE)**

The number of positions calculated on a basis that one FTE equates to a 40-hour workweek for 12 months. For example, two part-time positions working 20 hours for 12 months equals one FTE.

## **FUND**

An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or functions.

## **FUND ACCOUNTING**

The accounts of the Village are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of a fund are accounted for with separate sets of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, as appropriated. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

# GLOSSARY

(Continued)

## **FUND BALANCE**

Fund balance refers to the difference between current financial assets and liabilities reported in a governmental fund. Also known as surplus funds.

## **FUND TYPE**

In governmental accounting, all funds are classified into seven generic fund types: General, Special Revenue, Debt Service, Capital Projects, Enterprise, Internal Service, and Trust and Agency.

## **GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)**

Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

## **GENERAL FUND**

The General Fund is the general operating fund of the Village. This fund used to account for all financial resources except those required to be accounted for in another fund.

## **GENERAL OBLIGATION BONDS**

Bonds that finance a variety of public projects such as streets, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government.

## **GOAL**

A statement of board direction, purpose, or intent based on the needs of the community.

## **GOVERNMENTAL FUNDS**

Funds used to account for all or most of a government's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general fixed assets (capital projects funds), and the servicing of general long-term debt (debt service funds).

## **GRANT**

A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

## **HOME RULE**

A status granted by the Illinois Constitution which gives cities of a certain size board powers not otherwise available to local municipalities. For instance, there is no statutory limit to the property tax levy nor is there any requirement to seek referendum approval for increasing the levy or issuing debt.

## **HOME RULE SALES TAX**

An additional tax levied by the home rule municipality on retail sales within its jurisdiction. The tax, levied in 0.25% increments with no limit, is on all items except those that have a title (autos, boats, etc.) and groceries and drugs. It is collected by the state from the retailer and returned to the municipality.

# GLOSSARY

(Continued)

## **ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF)**

This retirement fund, established under State statutes, provides employees of local governments (excluding police and firefighters) in Illinois with a system for the payment of retirement annuities, disability, and death benefits. All employees (other than those covered by the Police or Firefighter's plans) hired in positions that meet or exceed an annual hourly standard (1,000 hours) must be enrolled in IMRF as participating members. Participating members of IMRF must contribute 4.5% of their salary to the pension fund. The employer pays a percentage that varies each year and is dependent on a report prepared by a professional actuary.

## **INFRASTRUCTURE**

The physical assets of the Village (streets, water, sewer, and public buildings).

## **INTERGOVERNMENTAL REVENUE**

Revenue received from or through the Federal, State or County government.

## **INTERGOVERNMENTAL RISK MANAGEMENT AGENCY (IRMA)**

An intergovernmental insurance cooperative that pools risk for general liability and workers' compensations insurance coverages.

## **INTERNAL SERVICE FUND**

A fund used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.

## **LEVY**

An imposing and collecting of a tax. In Illinois, the property tax is determined by the local unit of government, levied by the county clerk, and collected by the county treasurer. Taxes levied for any particular year are collected in the following calendar year.

## **LIABILITY**

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.

## **LONG-TERM DEBT**

Debt with a maturity of more than one year after the date of issuance.

## **MAJOR FUND**

A major fund is (1) the main operating fund (the general fund or its equivalent which should always be reported separately); (2) other governmental funds and proprietary funds if the total assets, liabilities, revenues, or expenditures/ expenses of that individual fund are at least 10 percent of the corresponding total (assets, liabilities, and so forth) for the relevant fund category (governmental fund or proprietary funds) and at least 5 percent of the corresponding total for all governmental and proprietary funds combined; or (3) any other funds that public official believe are particularly important to financial statement users

## **MANDATE**

A requirement from a higher level of government that a lower level of government perform a task in a particular way or by a particular standard.

# GLOSSARY

(Continued)

## **MODIFIED ACCRUAL BASIS**

A method of accounting used to recognize revenue and expenditures. Funds that use the modified accrual basis of accounting recognize revenues when measurable and available (i.e. collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period). Expenditures are recognized (with some exceptions) when the related liability is incurred.

## **MOTOR FUEL TAX (MFT)**

The State returns a portion of the gas tax to the municipalities on a per capita basis for use in the maintenance and construction of public roads.

## **NET ASSETS**

Net Assets refers to the difference between assets and liabilities reported in a proprietary fund and may be considered a measure of net worth.

## **OPERATING BUDGET**

The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel and fuel.

## **OTHER POST EMPLOYMENT BENEFITS (OPEB)**

OPEB is an accounting concept created by the Governmental Accounting Standards Board (GASB) by pronouncements designed to address expenses that entities may or may not be legally bound to pay, but pay as a moral obligation.

## **PERFORMANCE MEASURES**

Specific quantitative and qualitative measures of work performed as an objective of the department.

## **PERSONNEL SERVICES**

Costs related to compensating Village employees, including salaries, wages and benefits.

## **PROPERTY TAX**

Property taxes are levied on real property according to the property's valuation and the tax rate.

## **PROPRIETARY FUNDS**

Funds used to account for activities similar to those found in the private sector, where the determination of net income is necessary for sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds). Example of proprietary funds are the Water & Sewer Fund and the Technology Fund.

## **PUBLIC SAFETY EMPLOYEE BENEFITS ACT (PSEBA)**

PSEBA provides for free health insurance to a public safety officer who is catastrophically injured or killed in the line of duty. The officer's spouse and minor children are also entitled to free health insurance coverage under the Act. The health insurance must be provided by the employer for the remainder of the lives of the officer and spouse (or until the spouse remarries).

# GLOSSARY

(Continued)

## REVENUE

Money received into a fund from outside the fund that, together with fund balances, provides the financial resources for a given year.

## REVENUE BONDS

This type of bond is backed only by revenues from a specific enterprise or project.

## SOLID WASTE AGENCY OF NORTHERN COOK COUNTY (SWANCC)

An intergovernmental agency formed to dispose of residential household solid waste generated by its municipal members.

## SPECIAL ASSESSMENT AREA

A method used for the purpose of financing public improvements in a designated area. Although a portion of special assessment project costs are borne by a group of specifically benefited owners, the project usually has some value to the general public, in which case the general government may bear a portion of the project cost. The general government frequently pays for the entire project up front, and finances the cost through a bond issue. The individual owners in the special assessment area pay the general government their proportional share of the total owner cost. The payment is then used to cover annual debt service costs of the bond issue. Payments can be set up on a lump sum or a periodic basis.

## SPECIAL REVENUE FUND

A fund created when the Village receives revenue from a special source designated to be used for a specific purpose.

## SPECIAL SERVICE AREA

A method used for the purpose of financing public improvements in a designated area. This is handled in the same manner as a Special Assessment Area, except that the individual owners' portions are paid through annual property tax assessments. (See also Special Assessment Area).

## TAX INCREMENT FINANCING (TIF)

This type of financing typically pays for infrastructure and capital improvements in a designated area or district. The difference in property tax revenues received in a base year versus the increased property taxes received in subsequent years after improvements are made, results in a property tax increment which is used to finance the improvements.

## TAX LEVY

The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

## TAX RATE

The amount of tax stated in terms of a unit of tax base. In Illinois, the tax rate is per \$100 of equalized assessed value.

## WORKING CASH / CAPITAL

Working cash (or capital) is the difference between current assets and current liabilities reported in a proprietary fund. This measure indicates relative liquidity.

# ACRONYMS

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**ADA:** Americans with Disabilities Act

**AED:** Automated External Defibrillator

**AHA:** American Heart Association

**AICPA:** American Institute of Certified Public Accountants

**AMR:** Automated Meter Reading

**APA:** American Planning Association

**APWA:** American Public Works Association

**ASCE:** American Society of Civil Engineers

**AWWA:** American Water Works Association

**CAFR:** Comprehensive Annual Financial Report (also see Budget Glossary)

**CAP:** Children at Play

**CCDPH:** Cook County Department of Public Health

**CCHD:** Cook County Highway Department

**CDC:** Center for Disease Control and Prevention

**CDBG:** Community Development Block Grant (also see Budget Glossary)

**CEDA:** Community & Economic Development Association of Cook County

**CIP:** Capital Improvement Program (also see Budget Glossary)

**CMA:** Chicago Metropolitan Agency for Planning

**CMAQ:** Congestion Mitigation and Air Quality

**CPA:** Certified Public Accountant

**DSC:** Disabilities Services Coordinator

**EAV:** Equalized Assessed Value

**EEA&R:** Energy Efficiency Audits & Rehabilitation

**EECBG:** Energy Efficiency and Conservation Block Grant

**EECS:** Energy Efficiency & Conservation Strategy

**EMT:** Emergency Medical Technician

**EOC:** Emergency Operations Center

**ESDA:** Emergency Services & Disaster Agency

**FOIA:** Freedom of Information Act (also see Budget Glossary)

**FTE:** Full-Time Equivalent (also see Budget Glossary)

**GAAP:** Generally Accepted Accounting Principles

**GASB:** Governmental Accounting Standards Board

**GFOA:** Government Finance Officers Association

**GIS:** Geographic Information Systems

**GPS:** Global Positioning System

**HELP:** High-Level Excess Liability Pool

**HMO:** Health Management Organization

**HR:** Human Resources

**HSC:** Human Services Coordinator

**IEPA:** Illinois Environment Protection Agency

**IAMMA:** Illinois Association of Municipal Management Assistants

**IDOT:** Illinois Department of Transportation

**IDPH:** Illinois Department of Public Health

**IEHA:** Illinois Environmental Health Association

**IGFOA:** Illinois Government Finance Officers Association

**ILCMA:** Illinois City/County Management Association

**ILGSA:** Illinois Geographic Information Systems Association

**IMRF:** Illinois Municipal Retirement Fund (also see Budget Glossary)

# ACRONYMS

Continued

**IMSA:** International Municipal Signal Association

**IMTA:** Illinois Municipal Treasurers Association

**IRMA:** Intergovernmental Risk Management Agency

**ISPERN:** Illinois State Police Emergency Radio Network

**IT:** Information Technology

**ITEP:** Illinois Transportation Enhancement Program

**ITE:** Institute of Transportation Engineers

**JULIE:** Joint Utility Locating Information for Excavators

**LEADS:** Law Enforcement Agencies Data System

**LGDF:** Local Government Distribution Fund

**MABAS:** Mutual Aid Box Alarm System

**MAP:** Metropolitan Alliance of Police

**MCAT:** Major Case Assistance Team

**MRC:** Medical Reserve Corps

**MFT:** Motor Fuel Tax (also see Budget Glossary)

**NACCHO:** National Association of County and City Health Officials

**NFPA:** National Fire Protection Association

**NIGP:** National Institute of Government Purchasing

**NIPAS:** Northern Illinois Police Alarm System

**NIPSTA:** Northeastern Illinois Public Safety Training Academy

**NLRCL:** Northern Illinois Regional Crime Lab

**NPDES:** National Pollutant Discharge Elimination System

**NWCD:** Northwest Central Dispatch

**NWWC:** Northwest Water Commission

**OPEB:** Other Postemployment Benefits

**OSHA:** Occupational Safety & Health Act (or Association)

**PCA:** Portland Cement Association

**PEAR:** Parish Emergency Assistance Resources

**POD:** point of distribution

**PPO:** Preferred Provider Organization

**PSO:** Public Safety Officer

**PSEBA:** Public Safety Employee Benefits Act (also see Budget Glossary)

**PUD:** Planned Unit Development

**PW:** Public Works

**SBOC:** Suburban Building Officials Conference

**SCADA:** Supervisory Control and Data Acquisition

**SCBA:** Self Contained Breathing Apparatus

**SHIP:** Senior Health Insurance Program

**SWANCC:** Solid Waste Agency of Northern Cook County (also see Budget Glossary)

**TIF:** Tax Increment Financing (also see Budget Glossary)

**USEPA:** United States Environmental Protection Agency

**USRA:** Urban Search and Rescue

**VHF:** Very High Frequency