

2024 Budget Variance Report

Village of Arlington Heights

November 1, 2023

Budget Variance Explanations

Current Budget vs. Proposed Budget

Board of Trustees Budget Variances 2024

General Fund – Board of Trustees

101-0101-

522030 **Training** – Increase due to actual historical performance.

522250 **IT/GIS Service Charge** – Decrease due to the department's lower proportional share of IT supported devices.

530010 **Publications** – Increase due to expected increase in costs of periodicals subscriptions.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Integrated Services Budget Variances 2024

General Fund – Integrated Services

101-0201-

- 510010 **Salaries** – Increase due to an increase in salary for employee(s).
- 519050 **Medical Insurance** – Increase due to employees modifying insurance coverage.
- 519100 **IMRF** – Increase due to a corresponding increase in salary for employee(s).
- 519120 **Medicare** – Increase due to a corresponding increase in salary for employee(s).
- 519230 **Auto Allowance** – Increase due to a modification to an employee's compensation agreement.
- 520100 **Village Attorney Services** – New account for expenditures related to general legal counseling. This was previously budgeted under the Legal Department.
- 521650 **Other Services** – Decrease due to reallocation of items to more specific accounts (i.e., Software Licenses and Phone & Data).
- 521655 **Software Licenses** – New account created to better identify expenditures having to do with software license purchases and renewals.
- 522020 **Dues** – Increase due to actual historical performance.
- 522030 **Training** – Increase due to expected increase in training requests.
- 522050 **Postage** – Decrease due to actual historical performance.
- 522250 **IT/GIS Service Charge** – Decrease due to the department's lower proportional share of IT supported devices.
- 530010 **Publications** – Increase due to expected increase in costs of periodicals subscriptions.
- 522700 **Phone & Data** – New account created to better identify expenditures having to do with phone and data connection agreements.

Technology Fund – Integrated Services

625-0601-

- 510010 **Salaries** – Increase due to an increase in salary for employee(s).
- 519050 **Medical Insurance** – Increase due to employees modifying insurance coverage.
- 519100 **IMRF** – Increase due to a corresponding increase in salary for employee(s).
- 519110 **Social Security** – Increase due to a corresponding increase in salary for employee(s).
- 519120 **Medicare** – Increase due to a corresponding increase in salary for employee(s).
- 520390 **Data Processing Services** – Decrease due to reallocation of items to more specific accounts (i.e., Software Licenses and Phone & Data).
- 521020 **Equipment Maintenance** – Decrease due to removal of GIS computer and equipment maintenance (reallocated to GIS Cost Sharing under Professional Services).
- 521650 **Other Services** – Decrease due to reallocation of items to more specific accounts (i.e., Software Licenses and Phone & Data).
- 521655 **Software Licenses** – New account created to better identify expenditures having to do with software license purchases and renewals.
- 522020 **Dues** – Decrease due to removal of GIS dues (reallocated to GIS Cost Sharing under Professional Services).
- 522370 **Vehicle/Equip Lease Charge** – Increase due to higher maintenance costs and depreciation value of the department's fleet.
- 522700 **Phone & Data** – New account created to better identify expenditures having to do with phone and data connection agreements.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Integrated Services Budget Variances 2024 (cont.)

533050 **Other Supplies** – Decrease due to reallocation of items to more specific accounts (i.e., Software Licenses and Phone & Data).

542790 **Other Post-Employment Benefits** – Increased due to historical performance.

550100 **Office Equipment** – Decrease due to the exclusion of the ERP Replacement project. This project has had a PO issued and the remaining budget from 2023 will be rolled into 2024 with the 2023 to 2024 Encumbrance Carryover during Q1 2024.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Human Resources Budget Variances 2024

General Fund – Human Resources

101-0301-

- 518010 **Temporary Help** – Decrease due to the anticipated discontinuance of a seasonal employee.
- 519050 **Medical Insurance** – Increase due to the anticipated modification of a part-time employee to full-time qualifying them to be eligible for this benefit.
- 519120 **Medicare** – Decrease due to a projected decrease in overall salaries due to a retirement.
- 520200 **Legal Services** – New account for expenditures related to personnel legal issues. This was previously budgeted under the Legal Department.
- 521650 **Other Services** - Decrease due to reallocation of items to more specific accounts (i.e., Phone & Data).
- 522010 **Advertising** – Increase due to anticipated costs related to posting job openings.
- 522250 **IT/GIS Service Charge** – Increase due to the department's higher proportional share of IT supported devices.
- 522700 **Phone & Data** – New account created to better identify expenditures having to do with phone and data connection agreements.

Health Insurance Fund – Human Resources

605-0301-

- 518010 **Temporary Help** – Increase due to an adjustment in assumed temporary employee rates.
- 519050 **Medical Insurance** – Increase due to increase of premium rates.
- 519060 **Medical Insurance – Police & Fire Duty Disability** – Increase due to increase of premium rates.
- 519120 **Medicare** – Increase due to an increase in salary for employee(s).
- 520450 **Claims Admin** – Decrease due to an increase in rebates.
- 520550 **Health Insurance Premiums** – Increase due to higher individual stop loss premium as a result of increase in enrollment.
- 520600 **HMO Insurance Premiums** – Decrease due to switching to a single HMO plan offering that has lower premium rates with no benefit disruption.
- 522250 **IT/GIS Service Charge** – Increase due to an overall increase in IT/GIS expenditures and the department's proportional share of those expenditures.
- 533050 **Supplies** – Increase due to projected inflationary increases.
- 542750 **Claims Medical Loss** – Increase due to an increase in self-funded health insurance premiums over prior year.

Workers' Compensation Insurance Fund – Human Resources

615-0301-

- 519050 **Medical Insurance** – Increase due to increase of premium rates.
- 519020 **Medicare** – Increase due to an increase in salary for employee(s).
- 522250 **IT/GIS Service Charge** – Increase due to an overall increase in IT/GIS expenditures and the department's proportional share of those expenditures.
- 530050 **Office Supplies & Equipment** – Increase due to actual historical performance.
- 542800 **Claims WC Salary Replace** – Decrease due to anticipated amount of workers' compensation settlements declining.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Human Resources Budget Variances 2024 (cont.)

542810 **Claims IRMA Deductible** – Increase due to rate increases from IRMA based on actual performance.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Finance Department Budget Variances 2024

General Fund – Finance

101-0501-

- 518050 **Overtime Civilian** – Increase due to actual historical performance.
- 519100 **IMRF** – Increase due to higher overtime expenditures.
- 519110 **Social Security** – Increase due to higher overtime expenditures.
- 519120 **Medicare** – Increase due to higher overtime expenditures.
- 520230 **Bank Services** – New account for expenditures related to banking service charges.
- 520231 **Bill Collection Services** – New account for expenditures related to bill collection services.
- 521650 **Other Services** – Decrease due to reallocation of items to more specific accounts (i.e., Bank Services, Bill Collection Services, Software Licenses, and Phone & Data).
- 521655 **Software Licenses** – New account created to better identify expenditures having to do with software license purchases and renewals.
- 522030 **Training** – Increase to account for higher tuition reimbursement policy.
- 522050 **Postage** – Decrease to the discontinuance of vehicle sticker/dog tag program.
- 522100 **Printing** – Decrease to the discontinuance of vehicle sticker/dog tag program.
- 522150 **Photocopying** – Decrease to the discontinuance of vehicle sticker/dog tag program.
- 522250 **IT/GIS Service Charge** – Increase due to the department's higher proportional share of IT supported devices.
- 522700 **Phone & Data** – New account created to better identify expenditures having to do with phone and data connection agreements.
- 530010 **Publications** – Decrease due to actual historical performance.
- 530250 **Licensing Supplies** – Decrease to the discontinuance of vehicle sticker/dog tag program.

101-9901-

- 540890 **Sales Tax Abatement** – Decrease due reaching the end of sales tax abatement schedule for Napleton Auto.
- 540931 **PPRT to Library** – Reflects the 24% allocation of Personal Property Replacement Tax revenue to the Arlington Heights Memorial Library. This expenditure is offset by the amount the AHML is charged for Village services as shown in revenue account 411810 – Services for Library. This accounting/budgeting treatment was confirmed with the Village's auditor.
- 540960 **Operating Contingency** – Budgeted each year but if used is classified as an expenditure type. As of the date of this writing, the year ending December 31, 2023 budget shows that there is \$375,200 remaining of the \$400,000 contingency budget.

Water & Sewer Fund – Finance

505-0501-

- 520230 **Bank Services** – New account for expenditures related to banking service charges.
- 521650 **Other Services** – Decrease due to reallocation of items to more specific accounts (i.e., Bank Services).
- 522050 **Postage** – Increase due to actual historical performance.
- 522250 **IT/GIS Service Charge** – Decrease due to the department's lower proportional share of IT supported devices.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Finance Department Budget Variances 2024 (cont.)

Arts, Entertainment & Events Fund – Finance

515-9901-

540840 **Reserve for Restricted Contribution** – Reflects the reinstatement of \$50,000 annual reserve amount.

540910 **Reserve for Replacement** – Reflects the reinstatement of this reserve to \$75,000 from \$125,000 per year.

General Liability Fund – Finance

611-0501-

520450 **Claims Admin** – Decrease due to actual historical performance.

520700 **Insurance Premiums** – Increase due to a rise in premium rates from IRMA.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Police Department Budget Variances 2024

General Fund – Police

101-3001-

- 519050 **Medical Insurance** – Increase due to employees modifying insurance coverage.
- 519090 **Public Safety Pension** – Actuarially determined amount.
- 520150 **Village Prosecutor Services** – New account for expenditures related to prosecution of ordinance and traffic violations. This was previously budgeted under the Legal Department.
- 520250 **Counseling Services** – New account for counseling services related to officer wellness and mental health screenings.
- 520370 **Central Dispatch** – Decrease due to the annual assessment for Arlington Heights decreasing in 2024.
- 521650 **Other Services** - Decrease due to reallocation of items to more specific accounts (i.e., Grants, Admin Hearing Program, Software Licenses, and Phone & Data).
- 521651 **Grants** – New account to better identify expenditures related to grant spending.
- 521652 **Admin Hearing Program** – New account to better identify expenditures related to the Administrative Hearing Program.
- 521655 **Software Licenses** – New account created to better identify expenditures having to do with software license purchases and renewals.
- 522020 **Dues** – Increase due to reallocation of the Northeastern IL Regional Crime Lab fees.
- 522370 **Vehicle/Equip Lease Charge** – Increase in maintenance costs and depreciation value of the department's fleet.
- 522700 **Phone & Data** – New account created to better identify expenditures having to do with phone and data connection agreements.
- 530500 **Petroleum Products** – Decrease due to projections from Public Works.

General Fund – Police Grant

101-3005-

- 510010 **Salaries** – Decrease due to a new employee replacing a more established employee.
- 519050 **Medical Insurance** – Increase due to employees modifying insurance coverage.
- 519100 **IMRF** – Decrease due to a corresponding decrease in salary for employee(s).
- 519110 **Social Security** – Decrease due to a corresponding decrease in salary for employee(s).
- 519120 **Medicare** – Decrease due to a corresponding decrease in salary for employee(s).

Criminal Investigation Fund – Police

231-3003-

- 540010 **State Awards** – Increase due to an increase in expenditures for Patrol Vehicle Equipment Replacement.
- 540110 **Justice Awards** – Decrease due to a prior year encumbrance carryover.

Municipal Parking Fund

235-3001-

- 510010 **Salaries** – Increase due to the replacing of a part-time position with a full-time position.
- 519050 **Medical Insurance** – Decrease due to employees modifying insurance coverage.
- 519100 **IMRF** – Increase due to a corresponding increase in salary for employee(s).
- 519110 **Social Security** – Increase due to a corresponding increase in salary for employee(s).

Budget Variance Explanations

Current Budget vs. Proposed Budget

Police Department Budget Variances 2024 (cont.)

519120 **Medicare** – Increase due to a corresponding increase in salary for employee(s).

522250 **IT/GIS Service Charge** – Increase due to an overall increase in IT/GIS expenditures and the department's proportional share of those expenditures.

522370 **Vehicle/Equip Lease Charge** – Increase due to higher maintenance costs and depreciation value of the department's fleet.

530500 **Petroleum Products** – Decrease due to projections from Public Works.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Fire Department Budget Variances 2024

General Fund – Fire

101-3501-

- 518070 **Overtime Sworn** – Increase due to the expected staffing of a 5th ambulance for 100 days in 2024.
- 519050 **Medical Insurance** – Increase due to employees modifying insurance coverage.
- 519090 **Public Safety Pension** – Actuarially determined amount.
- 520370 **Central Dispatch** – Decrease due to the annual assessment for Arlington Heights decreasing in 2024.
- 521020 **Equipment Maintenance** – Decrease due to a prior year encumbrance carryover.
- 521160 **EMS Maintenance** – Increase due to an increase in the power cots & LUCAS service contract.
- 521650 **Other Services** – Decrease due to reallocation of items to more specific accounts (i.e., Software Licenses and Phone & Data).
- 521655 **Software Licenses** – New account created to better identify expenditures having to do with software license purchases and renewals.
- 522020 **Dues** – Decrease due to paramedic license renewals staggered over 4-year cycle, not annual.
- 522050 **Postage** – Increase due to increase in postage costs.
- 522370 **Vehicle/Equip Lease Charge** – Decrease in maintenance costs and depreciation value of the department's fleet.
- 522700 **Phone & Data** – New account created to better identify expenditures having to do with phone and data connection agreements.
- 530200 **Photography Supplies** – Elimination of an account no longer needed.
- 530500 **Petroleum Products** – Decrease due to projections from Public Works.
- 531850 **Small Tools & Equipment** – Decrease due to a prior year encumbrance carryover.
- 532800 **Books** – Increase due to an anticipated need for additional training materials.
- 533050 **Supplies** – Decrease due to consolidation of expenditures having to do with public education events & materials (moved to Community Risk Reduction).
- 533450 **Community Risk Reduction** – Increase due to consolidation of expenditures having to do with public education events & materials (moved from Supplies).

Budget Variance Explanations

Current Budget vs. Proposed Budget

Planning Department Budget Variances 2024

General Fund – Planning

101-4001-

519050 **Medical Insurance** – Increase due to employees modifying insurance coverage and fluctuating insurance rates.

519230 **Auto Allowance** – Increase due to a modification to an employee's compensation agreement.

521650 **Other Services** – Decrease due to reallocation of items to more specific accounts (i.e., Software Licenses and Phone & Data).

521655 **Software Licenses** – New account created to better identify expenditures having to do with software license purchases and renewals.

522020 **Dues** – Decrease due to actual historical performance.

522030 **Training** – Increase due to anticipated need for additional staff training.

522250 **IT/GIS Service Charge** – Increase due to the department's higher proportional share of IT supported devices.

522370 **Vehicle/Equip Lease Charge** – Increase due to higher maintenance costs and depreciation value of the department's fleet.

522700 **Phone & Data** – New account created to better identify expenditures having to do with phone and data connection agreements.

533050 **Supplies** – Decrease due to reallocation of software licenses to the Software Licenses account.

540410 **Marketing** – Increase due to anticipated higher costs associated with Village rebranding initiatives.

Arts, Entertainment & Events Fund

515-4001-

533050 **Other Supplies** – Increase due to anticipated purchases of additional Arlington Alfresco materials.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Department of Building & Life Safety Budget Variances 2024

General Fund – Building & Life Safety

101-4501-

518010 **Temporary Help** – Decreased to offset cost of a part-time Administrative Assistant position.

519050 **Medical Insurance** – Increase due to employees modifying insurance coverage.

520050 **Professional Services** – Increase due to reallocation of scanning and elevator inspections from Other Services.

521650 **Other Services** – Decrease due to reallocation of items to more specific accounts (i.e., Professional Services and Phone & Data).

522700 **Phone & Data** – New account created to better identify expenditures having to do with phone and data connection agreements.

530500 **Petroleum Products** – Decrease due to projections from Public Works.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Department of Health & Human Services Budget Variances 2024

General Fund – Health & Human Services Department

101-7001-

- 519050 **Medical Insurance** – Decrease due to employees modifying insurance coverage and fluctuating insurance rates.
- 521020 **Equipment Maintenance** – Increase due to projected inflationary increases.
- 521650 **Other Services** – Decrease due to reallocation of items to more specific accounts (i.e., Phone & Data).
- 521655 **Software Licenses** - New account created to better identify expenditures having to do with software license purchases and renewals.
- 522030 **Training** – Increase due to the addition of an allocation for tuition reimbursement.
- 522400 **Taxi Service Subsidy** – Decrease due to transfer of this operation to the Senior Center.
- 522370 **Vehicle/Equip Lease Charge** – Increase due to higher maintenance costs and depreciation value of the department's fleet.
- 522700 **Phone & Data** – New account created to better identify expenditures having to do with phone and data connection agreements.
- 530050 **Office Supplies & Equip** – Increase due to reallocation from Other Supplies.
- 530500 **Petroleum Products** – Decrease due to projections from Public Works.
- 533050 **Other Supplies** – Decrease due to reallocation of items to more specific accounts (i.e., Software Licenses and Office Supplies & Equipment).

Budget Variance Explanations

Current Budget vs. Proposed Budget

Department of Health - Senior Services Budget Variances 2024

General Fund – Senior Center

101-7007-

- 519050 **Medical Insurance** – Decrease due to employees modifying insurance coverage and fluctuating insurance rates.
- 519110 **Social Security** – Increase due to an increase in Salaries.
- 519120 **Medicare** – Increase due to an increase in Salaries.
- 521650 **Other Services** – Decrease due to reallocation of items having to do with Senior Center programming to the new Special Senior Programs account.
- 522250 **IT/GIS Service Charge** – Increase due to an overall increase in IT/GIS expenditures and the department's proportional share of those expenditures.
- 522400 **Taxi Service Subsidy** – New account created to identify expenditures having to do with the taxi subsidy previously managed by the Health Department but now being managed by Senior Center staff.
- 531650 **Other Equip & Supplies** – Decrease due to reallocation of items having to do with Senior Center programming to the new Special Senior Programs account.
- 540160 **Special Senior Programs** – New account created to better identify expenditures having to do with special Senior Center programming.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Public Works Department Budget Variances 2024

General Fund – Public Works

101-7101-

- 510010 **Salaries** – Increase due to reallocation of a position from the Fleet Fund to the General Fund.
- 519050 **Medical Insurance** – Increase due to employees modifying insurance coverage and fluctuating insurance rates and the reallocation of a position from the Fleet Fund to the General Fund.
- 519100 **IMRF** – Increase due to reallocation of a position from the Fleet Fund to the General Fund.
- 519120 **Medicare** – Increase due to reallocation of a position from the Fleet Fund to the General Fund.
- 520050 **Professional Services** – Decrease due to a reduction in necessary services as the result of an additional planned Engineering Inspector position and a prior year encumbrance carryover.
- 521150 **Street & Sidewalk Maintenance** – Increase due to cost increases in concrete cutting.
- 521650 **Other Services** – Decrease due to reallocation of items to more specific accounts (i.e., Software Licenses and Phone & Data).
- 521655 **Software Licenses** – New account created to better identify expenditures having to do with software license purchases and renewals.
- 530050 **Office Supplies & Equip** – Increase due to material cost increases.
- 530350 **Clothing** – Increase due to increased costs of clothing/uniforms.
- 530500 **Petroleum Products** – Decrease due to projections from Public Works.
- 531550 **Building Supplies** – Increase due to actual historical performance.

Water Utility Operations

505-7201-

- 519050 **Medical Insurance** – Increase due to employees modifying insurance coverage and fluctuating insurance rates.
- 520050 **Professional Services** – Increased to cover costs of additional contractual work.
- 521110 **Building Maintenance** – Decrease due to a prior year encumbrance carryover.
- 521200 **Pumping Station Maintenance** – Increase due to cost-of-service increases and additional contractual work needed.
- 521250 **Sewer Collection System** – Increase due to an increase in emergency repairs and wetland maintenance.
- 521300 **Water Distribution System** – Increase due to contractual price increases for leak detection and hydrant painting.
- 521650 **Other Services** – Decrease due to reallocation of items to more specific accounts (i.e., Software Licenses).
- 521655 **Software Licenses** – New account created to better identify expenditures having to do with software license purchases and renewals.
- 522030 **Training** – Increase due to American Water Works Association reducing their contribution for the men's and women's tapping team travel.
- 522100 **Printing** – Increase due to additional printing for wetland maintenance materials.
- 522250 **IT/GIS Service Charge** – Decrease due to the department's lower proportional share of IT supported devices.
- 530050 **Office Supplies & Equip** – Increase due to increased material costs.
- 530300 **Data System Supplies** – Increase due to increased material costs.
- 530350 **Clothing** – Increase due to increased material costs.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Public Works Department Budget Variances 2024 (cont.)

- 530500 **Petroleum Products** – Decrease due to projections from Public Works.
- 531020 **Meter Backflow Devices** – Decrease due to a prior year encumbrance carryover.
- 531050 **Pumping & Storage Supplies** – Increase due to increased material costs.
- 531400 **Agricultural Supplies** – Increase due to increased material costs.
- 531550 **Building Supplies** – Increase due to increased material costs.
- 531600 **Chemicals** – Increase due to increased material costs.
- 531650 **Other Equip & Supplies** – Increase due to increased material costs.
- 531850 **Small Tools & Equip** – Increase due to increased material costs.

Fleet Operations

621-7501-

- 510010 **Salaries** – Decrease due to reallocation of a position from the Fleet Fund to the General Fund.
- 519050 **Medical Insurance** – Decrease due to employees modifying insurance coverage and fluctuating insurance rates and the reallocation of a position from the Fleet Fund to the General Fund.
- 519100 **IMRF** – Decrease due to reallocation of a position from the Fleet Fund to the General Fund.
- 519110 **Social Security** – Decrease due to reallocation of a position from the Fleet Fund to the General Fund.
- 519120 **Medicare** – Decrease due to reallocation of a position from the Fleet Fund to the General Fund.
- 521020 **Equipment Maintenance** – Decrease due to a prior year encumbrance carryover.
- 521620 **Disposal Services** – Increase due to a disposal contract price increase.
- 522030 **Training** – Increase due to higher costs of specialized training.
- 522050 **Postage** – Decrease due to actual historical performance.
- 522100 **Printing** – Decrease due to actual historical performance.
- 522370 **Vehicle/Equip Lease Charge** – Increase due to an increase in maintenance costs and depreciation value of the department's fleet.
- 530500 **Petroleum Products** – Decrease due to projections from Public Works.
- 531500 **Maintenance Supplies** – Increase due to increased material costs.
- 531650 **Other Equip & Supplies** – Increase due to increased material costs.

Municipal Parking Fund

235-7101-

- 522370 **Vehicle/Equip Lease Charge** – Decrease due to a decrease in maintenance costs and depreciation value of the department's fleet.

235-7301-

- 540750 **Administrative Service Charge** – Decrease due to the elimination of the service charge to the General Fund.

235-7302-

- 521020 **Equipment Maintenance** – Increase due to additional elevator maintenance and the addition of EV charging maintenance.
- 540750 **Administrative Service Charge** – Decrease due to the elimination of the service charge to the General Fund.

Budget Variance Explanations

Current Budget vs. Proposed Budget

Public Works Department Budget Variances 2024 (cont.)

235-7303-

521500 **Utility Services** – Increase due to the addition of elevator monitoring.

540750 **Administrative Service Charge** – Decrease due to the elimination of the service charge to the General Fund.

235-7304-

521020 **Equipment Maintenance** – Decrease due to prior year encumbrance and additional elevator maintenance.

521110 **Building Maintenance** – Increase due to the necessity of additional cleaning services.

540750 **Administrative Service Charge** – Decrease due to the elimination of the service charge to the General Fund.