

VILLAGE OF ARLINGTON HEIGHTS, ILLINOIS

OPERATING BUDGET 2019

Beginning January 1, 2019

ADOPTED



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

VILLAGE OF ARLINGTON HEIGHTS

OPERATING BUDGET 2019

Beginning January 1, 2019

ADOPTED

VILLAGE BOARD

Thomas W. Hayes, Village President

Richard Baldino, Trustee
Carol Blackwood, Trustee
Thomas Glasgow, Trustee
Robin La Bedz, Trustee

Bert Rosenberg, Trustee
John Scaletta, Trustee
Michael Sidor, Trustee
Jim Tinaglia, Trustee

VILLAGE MANAGER

Randall R. Recklaus

FINANCE DIRECTOR/TREASURER

Thomas F. Kuehne

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Introduction

VILLAGE ADMINISTRATION

Central Administration

Village Manager	Randall R. Recklaus
Assistant Village Manager	Diana Mikula
Village Attorney	Mark Burkland
Prosecuting Attorney	Ernest R. Blomquist
In-House Counsel	Robin Ward
Village Clerk	Becky Hume
Finance Director/Treasurer	Thomas F. Kuehne
Director of Human Resources	Mary Rath

Public Safety

Chief of Police	Gerald Mourning
Acting Fire Chief	Andrew Larson

Economic & Community Development

Director of Planning & Community Development	Charles Witherington-Perkins
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Services

Director of Building Services	Steven Touloumis
Director of Health and Human Services	James McCalister
Public Works Director	Scott Shirley

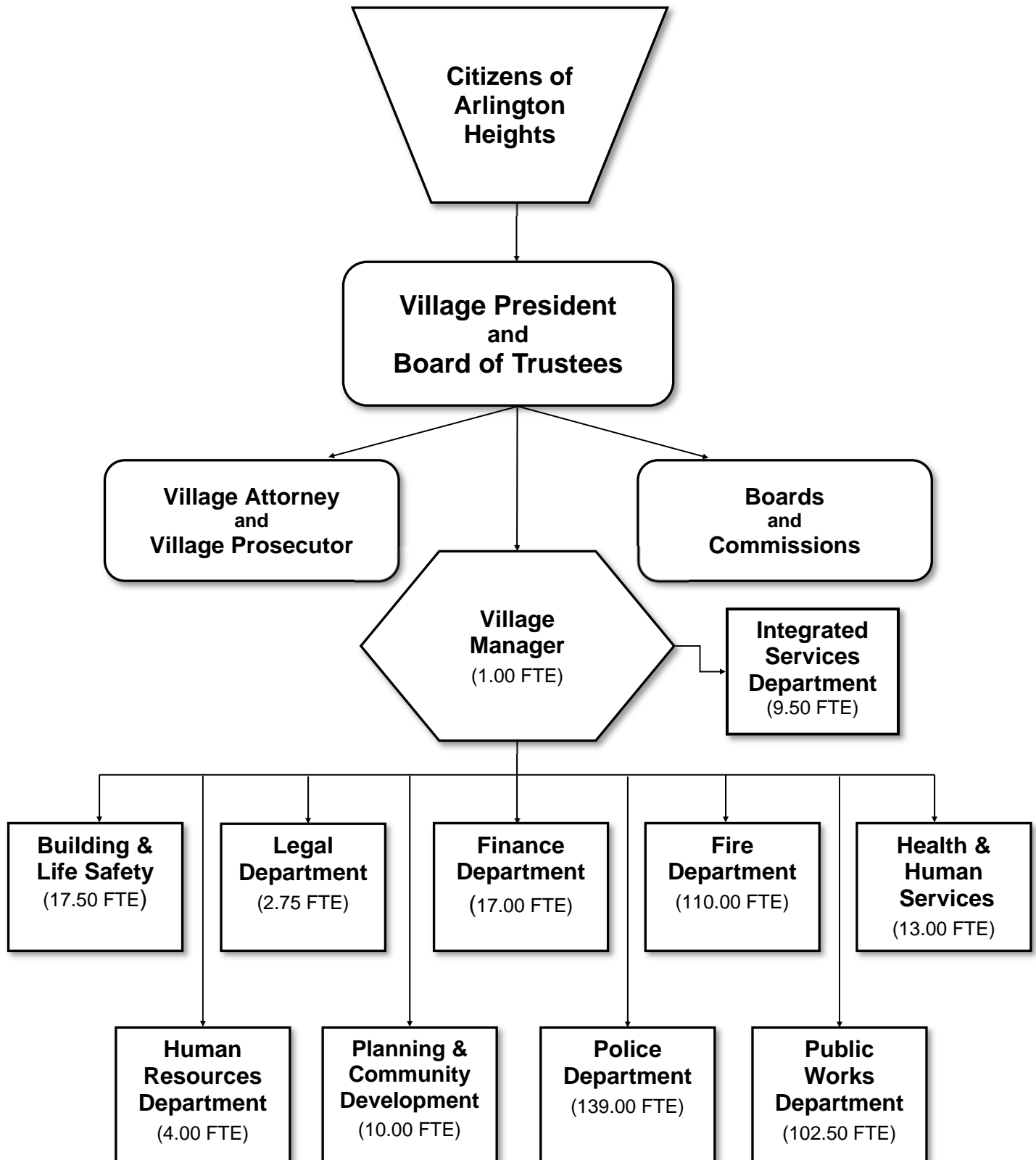
Budget Preparation

Finance Director/Treasurer	Thomas F. Kuehne
Assistant Finance Director	Mary Juarez
Budget Coordinator	Kevin Baumgartner

VILLAGE OF ARLINGTON HEIGHTS

(426.25 FTE)

ORGANIZATION STRUCTURE



Strategic Priorities for 2018-19

These priorities and sub-priorities reflect the views of the Village Board identified at the June 28th, 2017 Village Board goal setting session. Once finalized, staff will develop a business plan of projects that support these priorities.

1. Explore new revenue sources to fund Village Services
 - a. Identify potential new revenues not currently being utilized by the Village to offset State of Illinois actions and flattening sales tax revenues
 - b. Find ways to grow current revenues by facilitating additional activity in growth sectors of the economy
2. Improve Building and Life Safety Processes and Customer Service
 - a. Identify specific opportunities for process and communications improvement in the Building and Life Safety Department
 - b. Identify and Implement Best Practices in those areas
 - c. Enhance Village Code Enforcement Efforts
 - d. Increase opportunities for feedback from the business community
3. Review and Update Village Business Development and Recruitment Strategy
 - a. Identify and analyze new uses and business types that have the most potential for long term growth
 - b. Align Village recruitment and retention efforts and zoning to target growth uses
 - c. Increase organizational flexibility to take advantage of unforeseen opportunities
 - d. Update strategy for implementation of TIF 4 Redevelopment Project Area based on evolving economic conditions
4. Review and Update Village Housing Regulations and Strategy
 - a. Analyze demographic trends to determine if current housing mix and regulations will continue to support Arlington Heights' population in the future
 - b. Adjust housing strategy to meet emerging needs
 - c. Ensure that current construction regulations support sustainable neighborhood growth and effective stormwater management
5. Continue Infrastructure Improvement Efforts
6. Increase Efficiencies in Service Provision
 - a. Explore ways to reduce Village expenditures in light of flattening revenues
 - b. Strengthen Use of Technology to increase organizational effectiveness and reduce operational costs
7. Evaluate the Village of Arlington Heights' Identity and Brand in the Community and Region.



Village of Arlington Heights

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

December 3, 2018

Dear President Hayes and Trustees:

I am hereby transmitting the Budget for calendar year 2019.

As opposed to more recent years, the budget for 2019 reflects a more normal operating year. There are always challenges in preparing a lean budget, but this year's budget was not encumbered further by additional fiscal pressures from the State. Last year the State shifted 10% of income tax receipts allocated to municipalities back to the State. During the current State budget process that allocation shift was reduced to 5%, with a promise from the State that this would be eliminated the following year. Recognizing that the State is still experiencing fiscal issues, the 2019 Budget assumes that its portion of income tax receipts will remain at the current allocation level. That equates to an estimated reduction in Village General Fund revenues of about \$391,000. However, the increase in ambulance fees that was effective as of January 2018 offset this loss of revenue.

Overview of 2019 Budget Plan

The 2019 Budget maintains our existing day to day operations, which provide for a full range of general government services. During the past year Staff has continued to work on the Village's 2018-2019 Business Plan which is based on the Village Board's bi-annual goal setting process. Among these efforts was the completion of a long-range revenue report by the Finance Department in June 2018. In light of the Village's ongoing challenge of flattening sales tax revenues and decreasing telecommunications tax receipts, this report outlined alternative revenue sources, as well as some disruptive technologies that may change the way the Village provides some services which can affect our revenue base. As a result of this review, the Village Board directed staff to develop a schedule during 2019, outlining an ongoing plan to adjust the Village's various fines and fees over the next five years. Other budget-related Business Plan projects that are in process include a report on tax base expansion opportunities and the pursuit of cell tower leases on Village property.

Village staff is also continuing its work on re-evaluating its code enforcement processes, and the further use of technology to augment Village services. This includes a multi-year plan to replace the Village's Enterprise Resource Planning (ERP) software system which has been used and updated since 1996. This is the Village's business management software that integrates Village processes throughout the organization. The 2019 Technology Fund budget includes initial funding for a consultant to help the Village plan and implement this complex software transition. During 2019, Planning Department staff will also develop a scope of services and budget for a Village-wide re-branding strategy.

In June 2018 the Village Board approved a detailed five-year Capital Improvement Plan (CIP). This plan is completed on a bi-annual basis with special emphasis on the first two years of the plan. The first year of the CIP is incorporated into the 2019 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 2019 Budget include the following:

- Over the prior two years, the Village increased spending on its annual street resurfacing and rehabilitation program from \$5.8 million per year to over \$9.1 million in 2019. The CIP shows that this program commitment will grow by about \$100,000 per year.
- The second year of a multi-year plan to implement storm water control projects throughout the Village. The Village sold a \$10 million bond issue to fund these projects. In addition, the Metropolitan Water Reclamation District (MWRD) has also indicated that the Village will receive grant funding for the Downtown sewer project, which will allow the Village to complete additional storm water control projects over the next five years.
- Year three of a budgeted five-year \$1.1 million Rand Road Corridor Identification Enhancement program. The goal of the program is to create an identity for the area established through streetscape and gateway opportunities. Enhancing the area will help attract new businesses while providing a more pleasing environment for shoppers.
- Year four of a nine-year plan to work toward increasing the annual water main replacement program from \$500,000 to \$4 million per year by 2024. The 2019 Budget includes \$2.5 million for this replacement program. Over the long-run these improvements should help reduce the Village's high number of water main breaks. As part of this process, during 2019 staff will complete a water and sewer rate study to compare rates with other area communities and to ensure there is sufficient funding to continue to improve the Village's water distribution system. The study will also seek ways to expedite our water main replacement schedule given shrinking water usage and revenues due to recent wetter summers and improved conservation measures by water users.

During late 2019 and 2020, the Village will have an opportunity to manage its debt service level as some existing bonds will mature. At this time, the Village will decide whether to invest the retiring debt toward needed infrastructure improvements, or toward maintaining Village operations. This decision will likely be influenced by how the economy is performing in 2019.

The Village develops its operating and capital budget based on a conservative forecast of revenues, and does not take into account 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 are maintained in part to ensure our excellent bond rating and lower bond interest charges associated with that rating. Maintaining adequate reserves also provides a source of funds for extraordinary storm or other damages, to cover extraordinary self-insurance losses, and to provide a buffer during economic downturns. The Village's minimum fund balance policy is to maintain a fiscal 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 2019 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.

2018 Property Tax Levy Payable in 2019

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. This year's 2018 property tax levy increase reflects sales and telecommunications tax receipts that are levelling off and are projected to come in under budget for 2018.

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. For many years the Village has also increased the capital levy each year to account for cost increases associated with the annual street program. The FICA and IMRF levies are derived from the detailed wage sheets prepared for 2019. There is a significant decrease in the IMRF levy for 2019 due to decreases in IMRF's actuarial assumptions for wage progression and mortality rates. However, this is likely to be only a temporary decrease as IMRF's interest rate assumption may be decreased over the next few years. 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. The estimated property tax levy reviewed by the Board for budget ceiling purposes represented an increase for the Village of 2.5% over the prior year extended levy. Following the adoption of budget ceilings, a detailed budget process was completed by updating revenue projections, finalizing health insurance quotes and reviewing Departmental budget requests. The net effect of these changes has resulted in a 2018 property tax increase that is \$189,000 lower than the estimate, or an increase of 1.97%. The total 2018 property tax levy including the Library's levy increases by 1.70% and is summarized below:

	Extended 2017 Levy	Proposed 2018 Levy For 2019	Dollar Change	% Change
Village				
Debt Service	\$ 6,951,628	\$ 6,884,363	\$ -67,265	-.97%
Police Pension	\$ 3,917,790	\$ 4,017,000	\$ 99,210	2.53%
Fire Pension	\$ 4,901,530	\$ 4,953,000	\$ 51,470	1.05%
Capital Improvement	\$ 5,353,000	\$ 5,400,000	\$ 47,000	.88%
FICA	\$ 1,411,980	\$ 1,427,000	\$ 15,020	1.06%
IMRF	\$ 1,787,700	\$ 1,387,000	\$ -400,700	-22.41%
Police Protection	\$ 5,764,070	\$ 6,245,000	\$ 480,930	8.34%
Fire Protection	\$ 5,764,070	\$ 6,245,000	\$ 480,930	8.34%
Total Estimated Village Levy	\$35,851,768	\$36,558,363	\$ 706,595	1.97%
Library	\$14,108,076	\$14,249,157	\$ 141,081	1.00%
Grand Total Tax Levy	\$49,959,844	\$50,807,520	\$ 847,676	1.70%

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 expenditures for all operating, capital and other funds for 2019, not including the Arlington Heights Memorial Library, comes to \$176,236,600, a decrease of 9.5% or about \$18.6 million. This decrease is primarily attributable to the following capital expenditure areas:

- Last year's 2018 Budget included \$27 million for the construction of the new Police Station accounted for in the Public Building Fund. Only \$1.3 million is included in the 2019 Budget toward this project, for a total decrease of \$25.8 million.
- Other 2019 capital costs that show a net increase over the 2018 Budget, which offset a portion of the abovementioned decrease, include additional Hickory/Kensington TIF infrastructure improvements and increased spending on storm water control and water system projects. The 2019 Budget for capital projects in these funds are about \$5 million higher than they were in 2018.

Total budgeted expenditures for 2019 exceed total revenues due primarily to the use of reserve funds to pay for multi-year infrastructure projects. These include the downtown streetscape improvements, Rand Road corridor improvements, and LED streetlight conversions in the Capital Projects Fund. In 2019 the Village will also be spending down a portion of the proceeds from the 2018 bond issue on Storm Water Control projects including the enhanced overhead sewer program, the Cypress detention basin, and the Area 4 – street ponding project at Campbell and Sigwalt Streets. A number of vehicles are also scheduled for replacement through the Village's Fleet Fund. Through this internal service fund the Village pays for vehicle replacements by charging departments an annual depreciation charge.

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). 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. Village staff is currently comprised of nearly 30% Tier 2 employees. Given the high number of retirements the Village is currently experiencing, the percentage of Tier 2 employees is expected to continue to increase substantially in coming years.

Personnel Changes

As a service organization, Village employees are one of the Village's most important assets. Over the next few years the Village will be challenged with the need to find and hire top level talent, as 47% of our current employees will be eligible to retire in 2019. Eighty five positions (including promotions) were filled in the organization in 2018, underscoring the transition period that is now underway. Whenever vacancies occur, Staff reviews whether the position is still needed as is, should be modified, or whether another department has greater current needs for that slot. Such adjustments occur throughout the year as opportunities present themselves.

An example of this constructive review process for vacant positions occurred at the end of 2017 upon the retirement of one of the Village's Health Nurses and the Administrative Assistant in the Integrated Services Department (ISD). At the time, the Village had also identified a need to hire a Management Analyst to help ISD with the myriad customer service and technology projects that are being undertaken. The Health Nurse had spent a portion of their time on the Village's immunization clinic, however, it was determined that this clinic could be combined with one operated through the Village of Hoffman Estates only seven miles away. By closing the Arlington Heights clinic while still providing this needed service in the area, the Village was able to reduce the Health Nurse position to part-time. After a review of the Administrative Assistant position, it was determined that this position could also be reduced to part-time, which allowed for the hiring of the Management Analyst position at no additional cost.

For the 2019 Budget another organizational change is being incorporated into the budget following the retirement of the Village's Director of Engineering in June 2018. Having a separate Engineering Department is not very common, and none of Arlington Heights' surrounding communities have a separate Engineering Department. In all cases, Engineering is a division of the Public Works Department. Over the last few years the Village has made significant increases in its street, water and storm water infrastructure. This ramp up will require increased coordination and will continue to tax our staff for the foreseeable future. By merging Engineering into the Public Works Department, it is anticipated we will be able to provide an even more coordinated approach to improving and maintaining our infrastructure. Given the workload level of these two departments, this merger will not result in the elimination of any full-time positions, but it will allow for the most efficient allocation of our Staff to tackle the large number of infrastructure projects being planned and underway.

The Village's overall personnel count still reflects a net decrease of 46 positions, or nearly a 10% decrease since FY2009. The 2019 total payroll cost is projected to increase 2.88% over the prior year's wage base, including all step increases and other wage adjustments in all departments. The 2019 Budget includes \$50,000 in additional funds for professional services in Engineering, to provide assistance with inspections as a result of the Village's decision to increase its annual street program. The Public Works overtime account was also increased by an additional \$41,000 to provide sufficient funds for installing the new LED street lights and to cover its additional corridor landscaping responsibilities.

The Building & Life Safety Department adjusted its 2019 budget internally in order to allocate additional funds for Temporary Help. The intent of this adjustment is to hire a Temporary Clerk to assist with the entry of inspection data. This would allow Inspectors to spend more of their time in the field on inspections. Over the next couple of years the Building & Life Safety Department will continue to look for ways to automate the data generated by inspections. The Health Department also made some internal budget adjustments within its budget ceiling in order to allow for some additional part-time hours at the Senior Center.

To be conservative the Village's long-term projections typically assume an increase in health insurance costs of 8% per year. Based on the Village's more recent high claims experience, during 2018 staff undertook a comprehensive review of its health insurance program. This review included comparing the Village's current costs against joining an intergovernmental health insurance pool, consideration of carving-out the 100% retiree paid premiums into a separate health insurance product for post-65 and older Village retirees, the potential of increasing co-pays and employee cost sharing, consideration of an alternative pharmacy provider, and the inclusion of a 2% margin on the cost of the PPO plan.

For 2019, Blue Cross Blue Shield provided competitive rates for the Village's PPO and HMO health plans. As a result, a switch to an intergovernmental health insurance pool did not provide a clear financial incentive at this time. However, this may be a more viable option in the future depending on long-term claims experience. For the 2019 plan year the Village included a 2% margin in the estimates for the Village's self-insured PPO claims. The effect of this change was an additional increase in PPO premium charges to employees who use this plan. Over the last couple of years the PPO plan expenditures have come in higher than estimated by about 2% due to a handful of extraordinary ongoing claims. Since the PPO plan is self-insured, this margin was included in order to capture the full share of costs for the users of this plan. Medical premium costs for 2019 are budgeted to increase by 9.6% for PPO coverage and by 5.6% for HMO coverage, or a blended rate increase of 7.95%.

The balance of this budget message identifies the process that has been followed to prepare this financial plan for 2019, 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 bi-annual 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 July 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 spending plans. As the 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 Budget Coordinator, meet 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 expenditures for those funds:

	<u>General Fund</u>	<u>Water & Sewer Fund</u>
Budget Ceiling	\$76,177,200	\$21,209,500
2019 Budget	<u>\$76,139,500</u>	<u>\$21,636,600</u>
Over (Under) Ceiling	\$ (37,700)	\$ 427,100

During the department reviews, the budget team and department directors worked to prepare a budget at or below the budget ceilings. The 2019 budget for the General Fund is lower than the budget ceiling established by the Village Board in July 2018. The Water & Sewer Fund would have come in under the budget ceiling were it not for additional water main work being recommended by Public Works. The reconstruction of Yale and Beverly streets has been scheduled by Engineering and it was determined that the water main on those streets should also be replaced at this time. To minimize the inconvenience of construction for our residents, and to accommodate the coordination of these street and water main infrastructure projects, an additional \$500,000 is included in the 2019 water main replacement program to be paid for through a no interest loan from the Storm Water Control Fund. A maximum number of projects are already programmed for the Storm Water Control Fund, allowing for the temporary use of these reserves by the Water and Sewer Fund.

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 65% of the total General Fund revenues:

- Property Tax	32% of revenues
- Sales Tax (including Home Rule)	24%
- Income Tax	9%

The revenues listed above represent the General Fund's primary growth revenues, which pay for annual cost increases. After the end of the Great Recession, the Village's sales and income tax revenues increased significantly at first. However, this growth trajectory has now leveled off or decreased. The 2019 Budget for sales tax receipts shows a slight .5% decrease compared to the

prior year budget. As noted earlier, the Village's income tax revenue decreased in 2017 when the State shifted 10% of income tax receipts allocated to municipalities back to the State. The 2019 Budget reflects State action reducing this allocation to 5%. As a result of this change and an increase in State wages, income tax receipts are projected to increase by 8% over the prior year. The State remains in a precarious financial position, and for this reason the budget assumes that the current 5% allocation shift will continue in the future.

The Village is also seeing a continued decrease in its Telecommunications tax receipts, and the 2019 Budget reflects a 10% decrease in this revenue source. It is likely that this decrease is due to more residents and businesses choosing to eliminate their land line phones. In light of these key revenue decreases, during 2019 Staff will develop an ongoing plan to adjust the Village's fines and fees on a scheduled basis over the next five years.

One revenue source that is showing growth is the Local Use Tax, which is projected to increase by 12% over the prior year. Over the last decade there has been downward pressure on sales tax receipts due to the inexorable expansion of online retail sales, and the closure of some brick and mortar businesses. In 2015 the State passed a law requiring Internet retailers with no physical presence, but which have potential nexus, to collect a 6.25% State use tax (but not local sales taxes). The State receives 80% of the use tax receipts with the remaining 20% is divided between local entities. As a result, the Village's portion of the State use tax has increased, but it represents only a fraction of the sales tax lost through online purchases. In June 2018 the U.S. Supreme Court ruled that all larger out-of-state online vendors are required to collect sales or use taxes. This will likely continue to increase the amount the Village receives through its portion of the use tax, but the Village cannot estimate what this increase may be until actual collections are received.

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 2019 General Fund budget for expenditures increases by 1.7% compared to the prior year. During this year's internal Department review process, Staff's budget team completed a detailed review of each Departments budget performance over the past few years. The intent was to ensure that the allocation of funds through the budget process is being done in the best way possible in order to meet the Village Board's goals and objectives. Through this review it was determined that the Public Works Department was consistently coming in under budget each year, and to a lesser extent the Police and Fire Departments have also come in under budget. As a result, the 2019 budget ceilings for these Departments were reduced by \$300,000 from Public Works and \$30,000 each from the Police and Fire Departments. These reductions were offset within the General Fund's budget ceiling by increased health insurance costs, additional Engineering professional service costs, and additional corridor landscaping requirements and the installation of LED street lights in Public Works. The General Fund contingency account was also increased to account for potential weather related cost overruns in salt purchases, overtime, or other extraordinary occurrences. With these changes the General Fund still came in under its budget ceiling while providing adequate funding for all Departments.

Due to flattening revenues there are a very limited number of new programs incorporated into the 2019 General Fund budget. The 2019 Budget includes \$4,800 in the Integrated Services Department for a subscription to Archive Social. This software automatically captures, in real time, records of all of the Village's social media platforms. Having up to date archived records of our social media

streams is also essential in addressing freedom of information requests. An additional \$12,000 is included in the Board of Fire and Police Commissioners budget to purchase revised exam booklets which need to be refreshed every few years. During 2018 and as reflected in the 2019 Budget, the Village moved away from a retainer fee for the Village Attorney. To more clearly identify the various types of legal fees, the 2019 Budget shows separate accounts for Village Attorney charges, total Village Prosecutor charges including the retainer, and other legal services. Total budgeted legal service charges remain unchanged from the prior year.

The budget includes \$83,500 in funding for Meet Chicago Northwest (Convention Bureau), which is based on 8% of the actual 12-months of hotel tax receipts received by the Village for the period ended December 31, 2017. The Village has had a long-standing partnership with Meet Chicago Northwest, and this will be the third full-year of a three year budget agreement with the convention bureau.

Future General Fund Issues:

State of Illinois Budget – Although the State passed a budget for its 2019 fiscal year in July 2018, the budget is reported to be somewhat unbalanced. For this reason, rating agencies have continued to keep the State on their watch lists.

Proposed State Gambling Expansion - Slots at Arlington Park Racetrack – Over the last few years the State Legislature has considered various proposals to expand gambling in Illinois. Most of these proposals have included allowing slots at horse racing tracks throughout Illinois which would include Arlington Park Racetrack. It has been estimated that the Village could potentially receive about \$3 million per year in fees if slots are allowed at the Racetrack. If such a bill were to be passed, it has been staff's recommendation that any potential local gambling fee revenue not be used to fund any ongoing operating expenses. If the State Legislature were to approve slots at racetracks, it is recommended that any potential new revenues be used for specific, one-time capital projects and to pay down the Village's unfunded pension liabilities. Using a portion of any potential new revenues to pay down pension liabilities would help stabilize the Village's annual required contribution to our pension funds, lessening the upward pressure on the Village's portion of property taxes directed toward our pension funds.

Water & Sewer Fund

The Water & Sewer Fund's working cash reserves continue 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.

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. To address this issue the Village has implemented a water and sewer rate adjustment schedule which has allowed the Village to increase the amount spent on its water main replacement program by about five times from around \$500,000 per year to about \$2.5 million per year. Even with the planned rate adjustments the Village's water and sewer rates have remained at or below the average for communities in the surrounding area. The Village's goal is to increase its water main replacement program costs to an annual \$4 million commitment by 2024. Once this funding level is reached, the Village will be at the industry standard of replacing 1% of our water mains each year. However, to reach this standard the Village will need

to consider increasing its water and sewer rates. Alternative rate schedules will be included as part of the next water rate study scheduled for the summer of 2019.

As noted earlier, an additional \$500,000 in water main work is included in the 2019 Budget in order to coordinate the street reconstruction and water main projects on Yale and Beverly streets. The cost of this additional work is being covered by a no interest loan from the Storm Water Control Fund. The balance of the 2019 water main program has been planned to coincide with the Cypress Detention project.

The 2019 Water and Sewer Fund budget also includes \$1.4 million to repaint the Thomas Tank Hydro Pillar and \$879,500 to replace the generator in Well #17. The ongoing Sewer Rehabilitation & Replacement program of \$400,000 provides for the replacement and repair of defective or collapsed sewers, and the rehabilitation of older clay sewers by sleeving the interiors of pipes with newer epoxy fiberglass resin.

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. This problem 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 bi-annual 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 streets 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 2018, the Village Board reviewed the detailed capital improvement program and approved the five-year Capital Improvement Plan for 2019 - 2023.

The capital projects outlined in the CIP are budgeted in a variety of Village funds, depending on the source of revenue. The first year of the multi-year capital plan has been incorporated into the 2019 Budget. The "CIP/Debt Service" section of the budget shows a summary of the entire five-year capital spending and funding plan. The key 2019 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 three 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 2019 Budget, there is a \$750,000 budget place holder and \$150,000 budgeted for a Green Corridor Beautification project

shown in TIF IV. In TIF V, \$355,000 is budgeted for the Rand Road Corridor Identification project. The Hickory/Kensington TIF also includes a \$1,500,000 for the construction of public infrastructure associated with the development of a new apartment building. There is no other large capital project currently scheduled for the TIF Districts during the 2019 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 2019 Budget also includes \$36,000 for an infrastructure lobbyist. There are a myriad of State and Federal grant opportunities that the Village may be eligible for, and there is typically a lot of competition to secure these funds. It is hoped that a lobbyist could help the Village secure more grant funding than the cost of this expense.

The 2019 street program includes the following expenditures:

Street Program (\$6,100,000 – Capital Projects Fund) – This is an ongoing program to resurface or rehabilitate existing deteriorated street pavement and curbs.

Street Rehabilitation Program (\$1,800,000 – MFT Fund) – This is an ongoing street rehabilitation program consisting of the reconstruction of significantly deteriorated street pavement, curbs, and concrete panels.

Some of the other major projects included in the 2019 Capital Projects Fund budget are:

Operational Equipment – Fire Department (\$455,000) – Equipment expenses are higher than normal due to the replacement of 60 self-contained breathing units. The total cost of these units is \$461,000, but the Foreign Fire Insurance Board has agreed to cover \$88,000 of the replacement cost for a net cost to the Village of \$373,000. These units have a lifespan of about 10 years. In addition to the SCBA units, this amount includes a defibrillator and communications package (\$38,000), AED replacements (\$12,000), equipment for a new squad car (\$25,000), and lights and equipment for a staff vehicle (\$7,000).

Algonquin Road and New Wilke Road Intersection Improvement (\$200,000) – This project includes intersection improvements, signal upgrades, changes to lane widths, and ADA accessibility.

Sidewalk & Curb Replacement (\$385,000) and Brick Paver Maintenance (\$807,000) – 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 Downtown brick paver areas have not seen significant work since they were installed a number of years ago.

Rand Road Corridor Identification Enhancement (\$239,000) – 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.

LED Street Lighting Conversions (\$64,000) – This is the first year of an eight year plan to convert all Village owned street lights to energy efficient LED's. The manufacturer's projected life expectancy

is 10-15 years, and the expected payback period for the additional cost of the LED lights versus the reduced maintenance costs and a rebate from Com Ed is three years.

South Arlington Heights Road Corridor (\$200,000) – A key corridor that was recently highlighted by local business owners as needing improvement is the South Arlington Heights Road Corridor. The 2019 Budget includes funds for a consultant to help design specific improvement plans. Funding for future improvements to this corridor will need to be identified.

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. Through these efforts, the Village is grateful to have been selected recently for grant funding assistance from the Metropolitan Water Reclamation District of Greater Chicago (MWRD). This grant will cover a majority of the cost for the Downtown sewer project (Area 4 – Street Ponding Campbell/Sigwalt). This project, slated for 2019, will help mitigate against backups for up to 250 homes and will target street flooding on Campbell west of Vail. The receipt of these 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 2019 Budget includes the following significant flood control projects:

Backyard Drainage Improvements (\$300,000) – 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. Additional grant funds are being sought for this program in 2019 as well.

Storm Water Rehabilitation/Replacement Program (\$500,000) – The budget includes the fourth 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 2018, there have been 222 rebates paid (including 26 from the enhanced program) to single-family homeowners for a total cost to date of \$1.2 million.

Cypress Detention Basin (\$2,650,000) – A lack of storm drainage in the Cypress Street area inhibits development and can result in street and surface flooding problems, threatening private residences in the area. These improvements will include an expansion of the Cypress Detention Basin and related storm sewers at a cost of \$5.8 million over the next couple of years.

Area 4 – Street Ponding Campbell/Sigwalt (\$2,085,000) – This project involves the installation of larger storm pipes in the area to help prevent street and surface flooding that threatens the private residences and businesses in the area.

Public Building Fund – The 2019 Budget includes the following significant project:

Police Station Construction/CM Fees (\$1,300,000) – The construction of the new Police Station is scheduled for completion and occupancy by early December 2018. The 2019 budget includes \$500,000 for final contingency payments and other potential costs that typically arise during the first few months after a major construction project. As discussed during the CIP process, the 2019 Budget also shows a transfer of \$800,000 in available Public Building Fund reserves to the Capital Projects Fund.

Criminal Investigation Fund – The Criminal Investigation Fund was established to account for Federal and State seizures of assets used in criminal activities. All confiscated assets that are awarded must be used for any general law enforcement purposes or drug enforcement purposes. The 2019 Budget includes the following significant projects:

Operational Equipment (\$71,300) – funds are included to purchase an additional license plate recognition reader, an unmanned aerial system, a mobile fingerprint device, and active shooter vests with armor plates.

Arts, Entertainment & Events – The Arts, Entertainment & Events (A&E) Fund was established to account for the Village's costs associated with Village presentation and participation in arts, theatrical and other community events. A quarter of the Village's 1.25% Food & Beverage Tax (FBT) is used as a dedicated source of revenue for this fund. To help control the cost of these events the Village utilizes the two presentations that can be found behind the A & E Fund section. These presentations are the "Special Events – Cost by Event" and the "Special Events – Cost by Department". In the case of a shared-cost event such as Promenade of the Arts which has been produced by an outside firm, or the Taste of Arlington which has been spearheaded by the Arlington Heights Chamber of Commerce, the Village's 2019 costs are limited to the budgeted amount. Any additional costs would be covered by the co-sponsors of these events. The Village's 2019 Budget caps for these two events are outlined at the bottom of the Cost by Event presentation.

Over the past year Staff reviewed some of the events that showed larger cost increases from year to year, and was able to identify specific reasons for these increases. Through the Cityworks software Public Works has been able to prepare a more complete tracking of expenses for the Village's arts, entertainment, and events activities. As the Village's events have become more successful they have required more frequent trash pick-up, additional portable toilets, and more frequent cleaning of the washrooms in the Metropolis Building. To accommodate these needed costs, an ongoing transfer from the General Fund to the A & E Fund of \$20,000 is included in the 2019 Budget.

To bring the A & E Fund's working cash position to a positive balance, the 2019 Budget shows the 2018 reserve for replacement being limited to \$25,000 rather than the annual \$75,000 allocation.

Acknowledgements

The 2019 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,

A handwritten signature in black ink, reading "Randall R. Recklaus". The signature is written in a cursive style with a large initial 'R'.

Randall R. Recklaus
Village Manager

**SURVEY OF COMPARABLE MUNICIPALITIES
ESTIMATED ANNUAL REVENUES RECEIVED FROM AN AVERAGE HOME
AUGUST 2018**

ANNUAL ESTIMATED PAYMENTS:

<u>Municipality</u>	<u>2018 Passenger Veh. Stickers</u>	<u>Garbage Bill*</u>	<u>Yard Waste Bill</u>	<u>Combined** Residential Water & Sewer Bill</u>	<u>Storm Water Fee</u>	<u>Home*** Rule Sales Tax</u>	<u>Food & Beverage Sales Tax</u>	<u>Municipal Motor Fuel Tax</u>	<u>Entertain. Tax</u>	<u>Electric Utility Tax</u> 12,300 kWh/Yr	<u>Gas Utility Tax</u> 1,700 therms/Yr	<u>Telecom Tax</u>	<u>2017**** Municipal Property Tax</u>	<u>Total Estimated Annual Homeowner Costs</u>
Assumptions for Average Family	2 Cars	12 /Yr	48 Bags/Yr	144,000 Gallons/Yr	Estimated Fee/Yr	\$6,000 /Year	\$3,000 /Year	650 Gallons/Yr	\$2,400 /Year	\$1,400 /Year	\$1,650 /Year	\$1,200 /Year	\$78,900 EAV	
1. Rolling Meadows	60.00	\$359.40	\$0.00	2,196.00	54.36	60.00	60.00	26.00	0.00	75.03	85.00	72.00	1409.94	\$4,457.73
2. Hoffman Estates	0.00	\$204.00	\$139.20	1,746.36	24.00	60.00	60.00	162.50	144.00	69.00	85.00	72.00	1159.83	\$3,925.89
3. Mount Prospect	90.00	\$234.96	\$0.00	1,759.20	0.00	60.00	30.00	26.00	0.00	43.17	24.99	72.00	901.83	\$3,242.15
4 Wheeling	0.00	\$248.04	\$0.00	1,287.36	30.00	60.00	30.00	0.00	0.00	75.03	85.00	72.00	1314.47	\$3,201.90
5 Elk Grove Village	50.00	237.12	\$120.00	1,728.00	0.00	60.00	30.00	0.00	0.00	75.03	34.00	72.00	757.44	\$3,163.59
6 Arlington Heights	60.00	\$214.56	\$129.60	1,134.24	75.00	60.00	37.50	0.00	0.00	75.03	85.00	72.00	960.21	\$2,903.14
7 Des Plaines	60.00	\$205.68	\$0.00	1,166.40	109.44	60.00	30.00	26.00	0.00	70.23	42.50	72.00	959.42	\$2,801.68
8 Schaumburg	0.00	\$0.00	\$0.00	1,797.60	0.00	60.00	60.00	19.50	120.00	0.00	0.00	72.00	486.02	\$2,615.12
9 Park Ridge	90.00	\$0.00	\$0.00	1,430.04	0.00	60.00	30.00	26.00	0.00	68.63	34.00	72.00	635.93	\$2,446.61
10 Buffalo Grove	0.00	\$254.40	\$0.00	851.04	60.96	60.00	30.00	0.00	0.00	75.03	85.00	72.00	954.69	\$2,443.12
11 Palatine	60.00	\$240.00	\$0.00	846.48	60.00	60.00	30.00	0.00	0.00	75.03	0.00	72.00	985.46	\$2,428.97

*AH Garbage Bill based on estimated once per week pick-up cost for comparison purposes.

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 (08/18), / Cook County Clerk website / Municipal websites / Codes

RATES:

<u>Municipality</u>	<u>2018 Passenger Veh. Stickers</u>	<u>Est. Monthly Garbage Rate (1x/week)</u>	<u>Yard Waste Rate /Bag</u>	<u>Combined Water & Sewer Rate/ 1000 Gallons + fixed fees</u>	<u>Estimated Storm Water Fee/Month</u>	<u>Home Rule Sales Tax Rate</u>	<u>Food & Beverage Sales Tax Rate</u>	<u>Municipal Motor Fuel Tax Cents/Gal</u>	<u>Entertain. Tax Rate</u>	<u>Electric Utility Tax /kWh</u>	<u>Gas Utility Tax /Therm</u>	<u>Telecom Tax Rate</u>	<u>2017 Municipal Property Tax Rate</u>
Arlington Heights	30.00	17.88	2.70	7.66	6.25	1.00%	1.25%	0.00	0.00%	0.00610	0.050	6.00%	1.217
Buffalo Grove	0.00	21.20	0.00	31.20 5.91	5.08	1.00%	1.00%	0.00	0.00%	0.00610	0.050	6.00%	1.210
Des Plaines	30.00	17.14	0.00	8.10	9.12	1.00%	1.00%	0.04	0.00%	0.00571	0.025	6.00%	1.216
Elk Grove Village	25.00	19.76	2.50	12.00	0.00	1.00%	1.00%	0.00	0.00%	0.00610	0.020	6.00%	0.960
Hoffman Estates	0.00	17.00	2.90	11.59	2.00	1.00%	2.00%	0.25	6.00%	0.00561	0.050	6.00%	1.470
Mount Prospect	45.00	19.58	0.00	77.40 11.55	0.00	1.00%	1.00%	0.04	0.00%	0.00351	0.015	6.00%	1.143
Palatine	30.00	20.00	0.00	96.00 5.50	5.00	1.00%	1.00%	0.00	0.00%	0.00610	0.000	6.00%	1.249
Park Ridge	45.00	0.00	0.00	56.16 9.39	0.00	1.00%	1.00%	0.04	0.00%	0.00558	0.020	6.00%	0.806
Rolling Meadows	30.00	29.95	0.00	77.88 15.00	4.53	1.00%	2.00%	0.04	0.00%	0.00610	0.050	6.00%	1.787
Schaumburg	0.00	0.00	0.00	36.00 11.95	0.00	1.00%	2.00%	0.03	5.00%	0.00000	0.000	6.00%	0.6160
Wheeling	0.00	20.67	0.00	76.80 8.94	2.50	1.00%	1.00%	0.00	0.00%	0.00610	0.050	6.00%	1.6660



GOVERNMENT FINANCE OFFICERS ASSOCIATION

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Budget Presentation
Award*

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**Village of Arlington Heights
Illinois**

For the Fiscal Year Beginning

January 1, 2018

Christopher P. Morill

Executive Director

BUDGET CALENDAR

For Preparation of 2019 Budget

(January 1, 2018 – December 31, 2018)

DATE	DAY	ACTIVITY
March - June, 2018	–	Capital Improvement Program (CIP) and five-year projections prepared.
June 11, 2018	Monday	Committee-of-the-Whole reviews Comprehensive Annual Financial Report.
June 15, 2018	Friday	Board considers motion stemming from June 11 Committee-of-the-Whole meeting regarding the Comprehensive Annual Financial Report.
June 15, 2018	Friday	CIP, Operating Fund Overview/Recommended 2019 Budget Ceilings and Proposed 2018 Property Tax Levy released to Village Board for discussion at June 27 Committee-of-the-Whole meeting.
June 25, 2018	Monday	Committee-of-the-Whole reviews CIP and discusses the Operating Fund Overview/Recommended 2018 Budget Ceilings.
July 2, 2018	Monday	Board considers any motions stemming from June 25 Committee-of-the-Whole meeting regarding the recommended 2019 Budget Ceilings and CIP.
July 13, 2018	Friday	Budget worksheets are forwarded to departments. Departments prepare detailed budgets.
August 13, 2018	Monday	Department budget requests and projections due.
Aug 13 – Sep 7, 2018	–	Finance Department compiles departmental budget submissions.
September 7, 2018	Friday	First draft of 2019 Budget forwarded to Village Manager, Budget Team and all departments for review.
Sep 12 – Sep 14, 2018	–	Departments meet with Village Manager and Budget Team.
Sep 17 – Oct 25, 2018	–	Final draft of 2019 budget prepared.
October 26, 2018	Friday	Release final draft of 2019 Budget to Village Board.
November 14, 2018	Wednesday	1st Budget Meeting – AH Memorial Library, Budget Overview, Budgets for Board of Trustees, Integrated Services, HR, Finance, Building Services, Planning & Community Development, and Police
November 15, 2018	Thursday	2nd Budget Meeting – Budgets for Metropolis Theater, Boards & Commissions, Legal, Health & Human Services, Engineering, Public Works, Water & Sewer, Parking Operations, Fleet Services, and Fire
November 20, 2018	Tuesday	3rd Budget Meeting – If needed
November 21, 2018	Wednesday	Notice of Public Hearing on 2019 Budget published in newspaper.
December 3, 2018	Monday	Board approves 2018 Tax Levy and Abatement Ordinances. Public Hearing on 2019 Budget. Approval of 2019 Budget at formal meeting.

FINANCIAL PERFORMANCE GOALS

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

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 1st and ending December 31st.

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	CDBG Fund	Municipal Parking Fund	TIF Funds	Storm Water Ctrl Fund	Other Capital Funds	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		√										√	

Financial Summaries

VILLAGE OF ARLINGTON HEIGHTS

ALL FUNDS SUMMARY

FUND	REVENUES	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
101	GENERAL	72,754,498	71,297,043	74,121,300	74,476,100	76,140,000	1,663,900	2.2%
211	MOTOR FUEL TAX	1,917,211	1,918,399	1,904,000	1,900,500	1,904,000	3,500	0.2%
215	CDBG	324,311	222,265	429,500	457,210	470,100	12,890	2.8%
227	FOREIGN FIRE INSURANCE TAX	131,660	134,886	122,500	131,400	132,500	1,100	0.8%
231	CRIMINAL INVESTIGATIONS	203,475	329,188	427,200	97,500	103,700	6,200	6.4%
235	MUNICIPAL PARKING	1,132,145	1,250,775	1,336,000	1,409,200	1,336,000	(73,200)	(5.2%)
251	TIF I SOUTH	1,534	0	0	0	0	0	N/A
261	TIF III	386,475	350,396	0	0	0	0	N/A
263	TIF IV	397,773	518,138	591,300	364,100	591,300	227,200	62.4%
264	TIF V	44,222	60,343	746,200	16,400	746,200	729,800	4450.0%
266	HICKORY/KENSINGTON TIF	150,469	456,003	568,500	376,500	568,500	192,000	51.0%
271	TIF TAX RESERVE	0	150,000	0	0	0	0	N/A
301	DEBT SERVICE	7,227,273	7,073,408	7,217,500	7,919,500	7,913,663	(5,837)	(0.1%)
401	CAPITAL PROJECTS	6,561,475	10,837,435	7,472,600	7,491,900	8,383,900	892,000	11.9%
426	STORM WATER CONTROL	46,368	4,169,080	11,559,200	11,652,400	3,489,400	(8,163,000)	(70.1%)
431	PUBLIC BUILDING	35,376,239	256,241	239,000	50,000	0	(50,000)	(100.0%)
435	EMERALD ASH BORER (EAB)	24,040	18,547	0	0	0	0	N/A
505	WATER & SEWER	17,302,107	18,873,493	19,552,700	19,510,100	20,948,500	1,438,400	7.4%
511	SOLID WASTE DISPOSAL	1,691,644	1,976,060	1,986,700	1,964,000	1,960,000	(4,000)	(0.2%)
515	ARTS, ENTERTAINMENT & EVENTS	780,251	786,783	936,300	952,560	940,800	(11,760)	(1.2%)
605	HEALTH INSURANCE	9,677,064	13,158,951	10,929,600	10,361,500	11,281,600	920,100	8.9%
606	RETIREE HEALTH INSURANCE	2,582,385	2,543,862	2,631,400	3,784,000	2,824,700	(959,300)	(25.4%)
611	GENERAL LIABILITY INSURANCE	794,177	841,558	841,200	835,100	849,500	14,400	1.7%
615	WORKERS' COMPENSATION	2,273,421	2,187,656	2,112,100	2,090,100	2,153,700	63,600	3.0%
621	FLEET OPERATIONS	3,546,224	3,818,390	3,752,600	3,743,600	3,898,200	154,600	4.1%
625	TECHNOLOGY	1,640,125	1,703,786	1,689,400	1,686,500	1,700,600	14,100	0.8%
705	POLICE PENSION	12,891,514	22,586,245	10,169,000	9,079,000	9,050,000	(29,000)	(0.3%)
711	FIRE PENSION	13,221,221	18,830,148	9,633,000	10,043,000	9,763,000	(280,000)	(2.8%)
TOTAL REVENUES		193,079,301	186,349,079	170,968,800	170,392,170	167,149,863	(3,242,307)	(1.9%)

FUND	EXPENDITURES	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
101	GENERAL	69,972,833	71,957,480	74,144,400	74,842,677	76,140,000	1,297,323	1.7%
211	MOTOR FUEL TAX	4,116,572	1,535,366	1,983,200	1,983,178	1,910,400	(72,778)	(3.7%)
215	CDBG	324,311	222,265	429,500	457,210	470,100	12,890	2.8%
227	FOREIGN FIRE INSURANCE TAX	168,322	151,943	200,000	209,300	290,000	80,700	38.6%
231	CRIMINAL INVESTIGATIONS	188,932	247,266	640,900	686,200	299,300	(386,900)	(56.4%)
235	MUNICIPAL PARKING	1,796,075	1,957,783	1,621,300	1,632,711	1,394,600	(238,111)	(14.6%)
251	TIF I SOUTH	10,649	131,701	0	0	0	0	N/A
261	TIF III	280,551	1,736,316	0	0	0	0	N/A
263	TIF IV	862,277	85,835	93,500	742,195	1,000,000	257,805	34.7%
264	TIF V	1,090	14,310	2,500	328,947	365,000	36,053	11.0%
266	HICKORY/KENSINGTON TIF	16,975	24,975	40,000	567,325	1,580,000	1,012,675	178.5%
301	DEBT SERVICE	7,243,442	7,089,716	7,172,700	7,911,500	7,870,700	(40,800)	(0.5%)
401	CAPITAL PROJECTS	6,675,733	7,479,915	8,741,400	11,121,947	11,277,300	155,353	1.4%
426	STORM WATER CONTROL	894,542	1,624,923	2,387,000	5,590,770	6,976,900	1,386,130	24.8%
431	PUBLIC BUILDING	889,219	8,787,494	26,030,000	27,129,938	1,300,000	(25,829,938)	(95.2%)
435	EMERALD ASH BORER (EAB)	1,024,911	6,125,017	0	0	0	0	N/A
505	WATER & SEWER	17,778,080	18,069,598	18,849,400	19,046,579	21,636,600	2,590,021	13.6%
511	SOLID WASTE DISPOSAL	1,617,379	1,783,229	1,754,400	2,102,600	1,998,500	(104,100)	(5.0%)
515	ARTS, ENTERTAINMENT & EVENTS	699,213	808,086	887,800	951,930	940,800	(11,130)	(1.2%)
605	HEALTH INSURANCE	10,151,726	11,062,736	11,283,600	11,854,100	12,026,800	172,700	1.5%
606	RETIREE HEALTH INSURANCE	2,582,385	2,543,862	2,631,400	3,784,000	2,824,700	(959,300)	(25.4%)
611	GENERAL LIABILITY INSURANCE	761,246	729,491	798,000	835,000	842,000	7,000	0.8%
615	WORKERS' COMPENSATION	1,551,665	2,461,422	2,527,400	2,089,400	2,594,900	505,500	24.2%
621	FLEET OPERATIONS	2,654,249	4,072,423	4,843,800	4,444,314	5,022,500	578,186	13.0%
625	TECHNOLOGY	1,498,665	1,458,117	1,697,900	1,696,263	1,900,600	204,337	12.0%
705	POLICE PENSION	6,405,539	6,992,004	7,516,400	7,526,300	7,993,900	467,600	6.2%
711	FIRE PENSION	6,500,805	6,813,669	7,097,200	7,255,400	7,581,000	325,600	4.5%
TOTAL EXPENDITURES		146,667,386	165,966,942	183,373,700	194,789,784	176,236,600	(18,553,184)	(9.5%)

FUND BALANCE SUMMARY 2019

Fund	Fund Name	1/01/19 Projected Beginning Fund Balance (Deficit)	2019 Revenues & Transfers In	2019 Expenditures & Transfers Out	2019 Revenues Over (Under) Expenditures	12/31/19 Estimated Ending Fund Balance (Deficit)
101	General	\$30,624,153	\$76,140,000	\$76,140,000	\$0	\$30,624,153
211	Motor Fuel Tax	2,266,711	1,904,000	1,910,400	(6,400)	2,260,311
215	CDBG	0	470,100	470,100	0	0
227	Foreign Fire Insurance Tax	351,041	132,500	290,000	(157,500)	193,541
231	Criminal Investigations	1,927,130	103,700	299,300	(195,600)	1,731,530
235	Municipal Parking	3,603,955	1,336,000	1,394,600	(58,600)	3,545,355
263	TIF IV	2,204,016	591,300	1,000,000	(408,700)	1,795,316
264	TIF V	1,397,536	746,200	365,000	381,200	1,778,736
266	Hickory/Kensington TIF	1,102,831	568,500	1,580,000	(1,011,500)	91,331
271	TIF Tax Reserve	150,000	0	0	0	150,000
301	Debt Service	1,512,832	7,913,663	7,870,700	42,963	1,555,795
401	Capital Projects	8,453,864	8,383,900	11,277,300	(2,893,400)	5,560,464
426	Storm Water Control	14,539,282	3,489,400	6,976,900	(3,487,500)	11,051,782
431	Public Building	1,497,261	0	1,300,000	(1,300,000)	197,261
505	Water & Sewer	3,985,033	20,948,500	21,636,600	(688,100)	3,296,933
511	Solid Waste Disposal	4,160,542	1,960,000	1,998,500	(38,500)	4,122,042
515	Arts, Entertainment & Events	32,450	940,800	940,800	0	32,450
605	Health Insurance	3,628,819	11,281,600	12,026,800	(745,200)	2,883,619
606	Retiree Health Insurance	0	2,824,700	2,824,700	0	0
611	General Liability Insurance	3,028,844	849,500	842,000	7,500	3,036,344
615	Workers' Compensation Insurance	4,232,025	2,153,700	2,594,900	(441,200)	3,790,825
621	Fleet Operations	5,714,359	3,898,200	5,022,500	(1,124,300)	4,590,059
625	Technology	2,260,937	1,700,600	1,900,600	(200,000)	2,060,937
705	Police Pension	133,089,854	9,050,000	7,993,900	1,056,100	134,145,954
711	Fire Pension	112,370,494	9,763,000	7,581,000	2,182,000	114,552,494
TOTAL ALL VILLAGE FUNDS		\$342,133,969	\$167,149,863	\$176,236,600	(\$9,086,737)	\$333,047,232

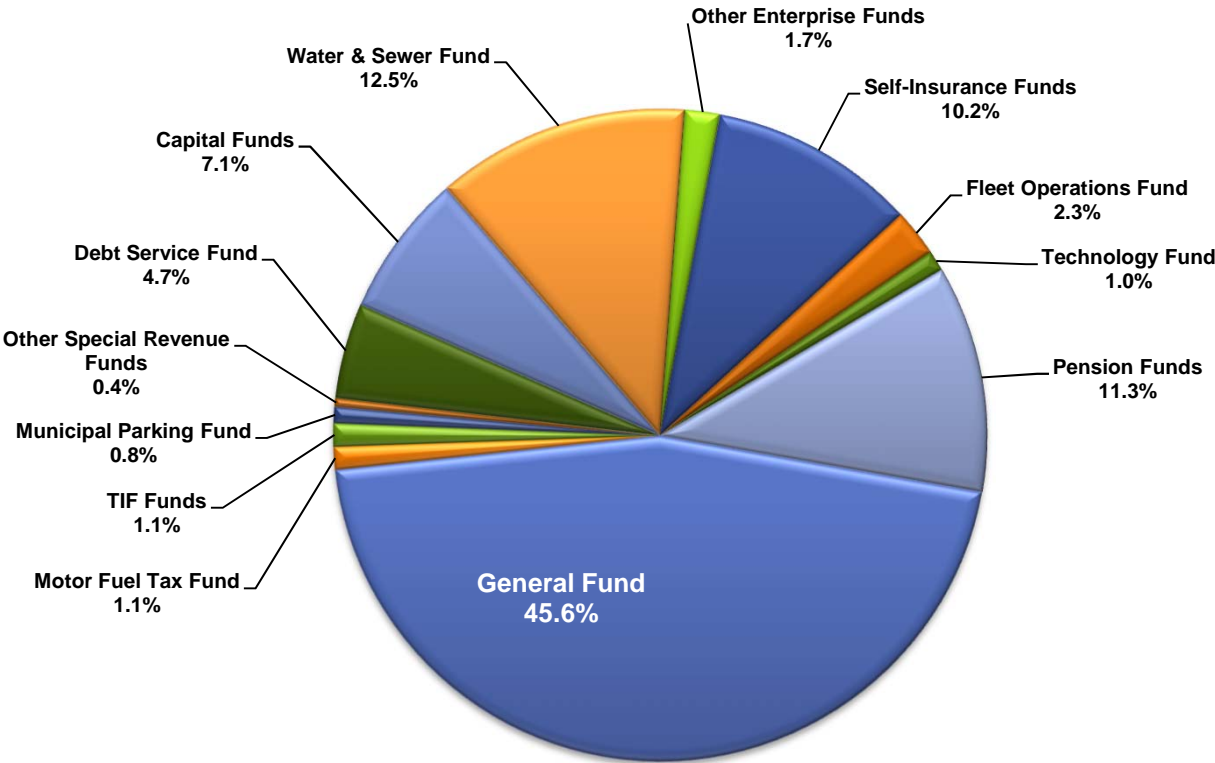
1. The General Fund shows a balanced 2019 budget. The current financial condition of the fund is healthy as it continues to maintain a fund balance over 25% of annual expenditures.
2. The Motor Fuel Tax Fund shows a small planned operating deficit to complete various road improvements throughout the Village.
3. 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.
4. 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.
5. 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.
6. TIF IV shows a deficit as planned improvement projects are expected to outpace current year revenue.
7. TIF V shows a surplus as reserves accumulate for future improvements.
8. Hickory/Kensington TIF shows a deficit as planned improvement projects are expected to outpace current year revenue.
9. TIF Tax Reserve Fund – This fund accounts for possible future litigation and possible refunds in TIF III that closed in 2017.

FUND BALANCE SUMMARY 2019

10. The Debt Service Fund accounts for all debt service payments from general obligation bond issuances except those in the Water & Sewer Fund (an enterprise fund) and the Storm Water Control Fund.
11. 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.
12. 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.
13. The Public Building Fund provided for the construction of the new Police Facility and is expected to drawdown its reserves.
14. The Water and Sewer Fund had a planned operating deficit due to planned projects outpacing revenue. The planned service rate increase for 2019 is 5%.
15. 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.
16. 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 a 25% of the Village's 1.25% Food & Beverage Tax on prepared food.
17. The Health Insurance Fund has a 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.
18. Retiree Health Insurance Fund - This accounting segregates medical insurance expenses for retirees from those expenses of current staff. Retirees pay 100% of their premium for health insurance. Any operating deficit is funded on a pay-as-you-go basis from the Health Insurance Fund.
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 deficit is the result of the beginning of a project to replace the Village's Enterprise Resource Planning software.
23. Police and Fire Pension Funds are both budgeting positive results from operations this year. Funding for future liabilities of the Police and Fire Pension Funds is currently at 77.6% and 72% respectively. Per current State Statute, 90% funding must be reached by 2040.

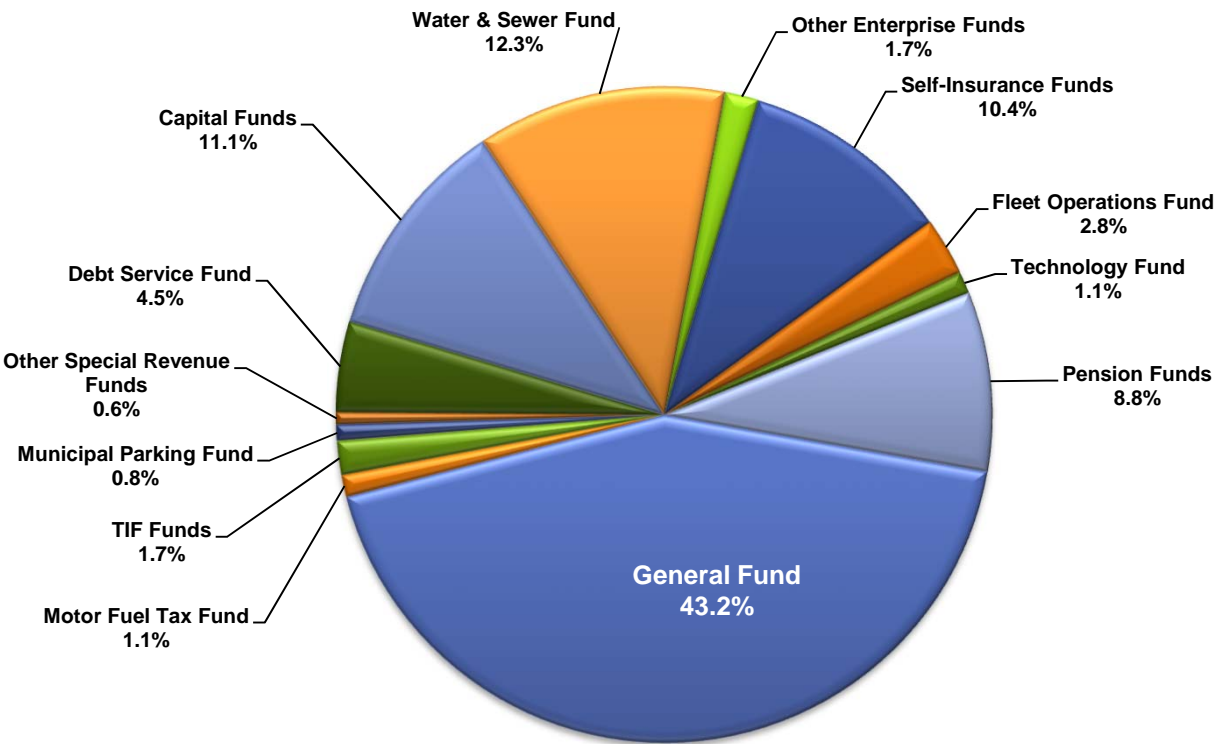
ALL FUNDS REVENUES

2019 Budget



ALL FUNDS EXPENDITURES

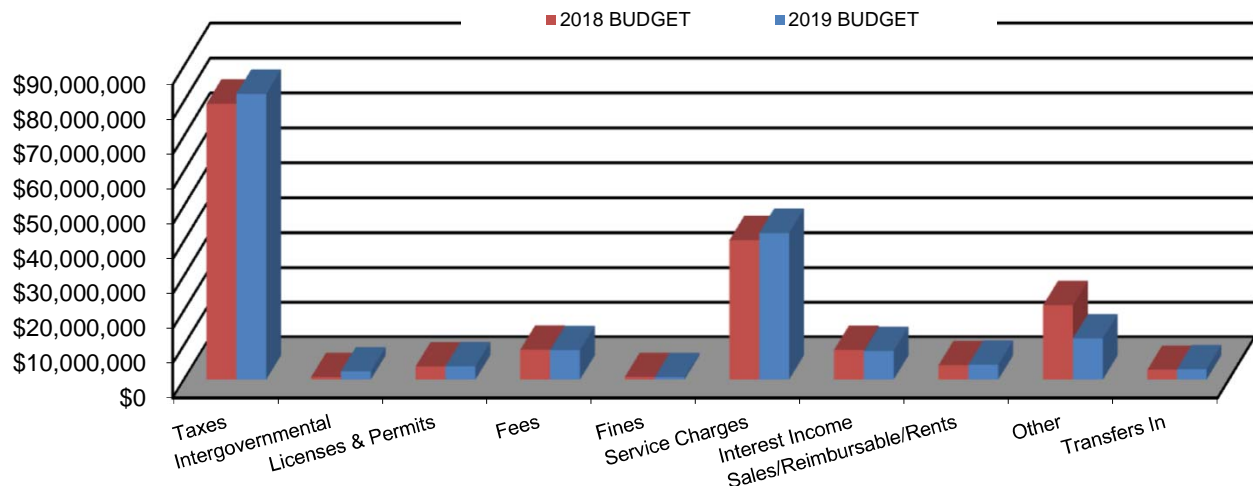
2019 Budget



WHERE THE MONEY COMES FROM

ALL FUNDS REVENUES

2018 Budget vs. 2019 Budget



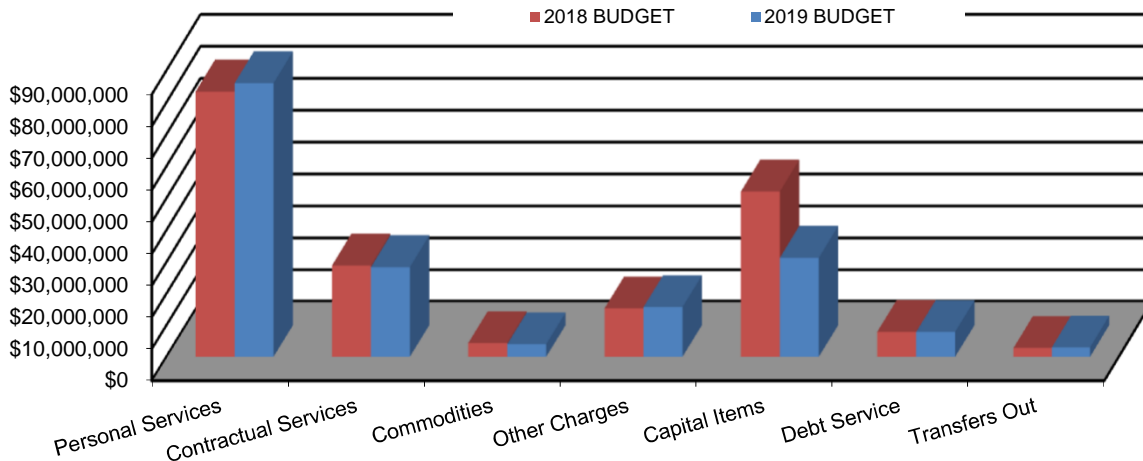
	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	% CHANGE
Taxes	77,071,172	76,732,147	79,197,000	82,016,463	3.6%
Intergovernmental	363,720	1,257,845	708,110	2,378,100	235.8%
Licenses & Permits	4,311,672	4,033,890	3,811,300	3,833,500	0.6%
Fees	7,177,373	7,506,183	8,626,500	8,519,400	(1.2%)
Fines	727,634	684,223	745,700	696,100	(6.7%)
Service Charges	34,992,660	36,953,903	40,145,800	42,200,100	5.1%
Interest Income	14,588,338	31,223,756	8,548,000	8,243,400	(3.6%)
Sales/Reimbursable/Rents	4,296,659	5,024,708	4,163,400	4,306,300	3.4%
Other	48,001,739	13,197,634	21,491,600	11,885,400	(44.7%)
	191,530,967	176,614,289	167,437,410	164,078,763	(2.0%)
Reserves	0	0	133,760	85,000	(36.5%)
Transfers In	1,548,334	9,734,790	2,821,000	2,986,100	5.9%
Total Revenues	193,079,301	186,349,079	170,392,170	167,149,863	(1.9%)

NOTE: **Intergovernmental** revenues increased from the Storm Water Control Fund grant. **Fines** decreased primarily from the reduction of Parking and Other Fines received compared to prior year. **Service Charges** increased from increased Water and Sewer charges along with increased Insurance and Fleet charges. **Other** decreased from Bond Proceeds for the Storm Water Control Fund in the prior year. **Reserves** reflect the planned use of Arts, Entertainment & Events Fund reserves for the repair and replacement of Village infrastructure at the Metropolis Theater. **Transfers In** was increased due to the transfers from the Public Building Fund to the Capital Projects Fund, the Storm Water Control Fund and the Water and Sewer Fund.

WHERE THE MONEY GOES

ALL FUNDS EXPENDITURES

2018 Budget vs. 2019 Budget



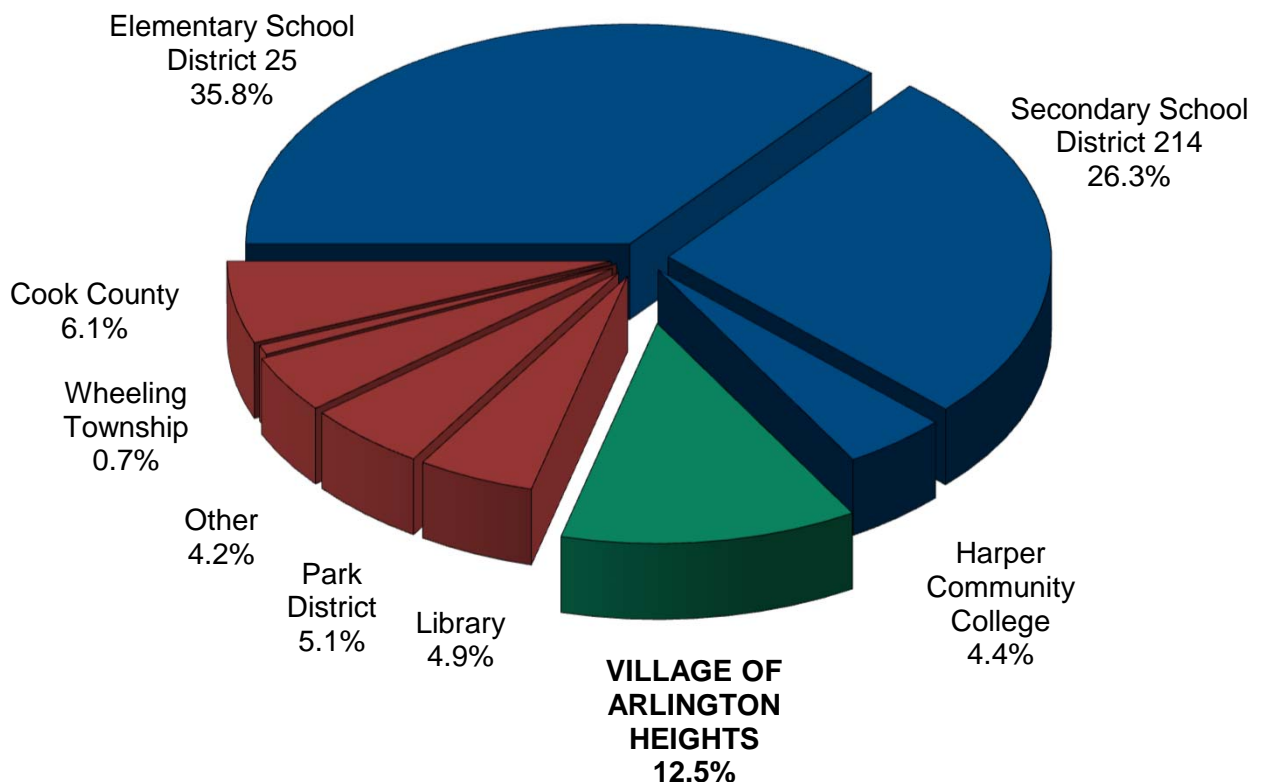
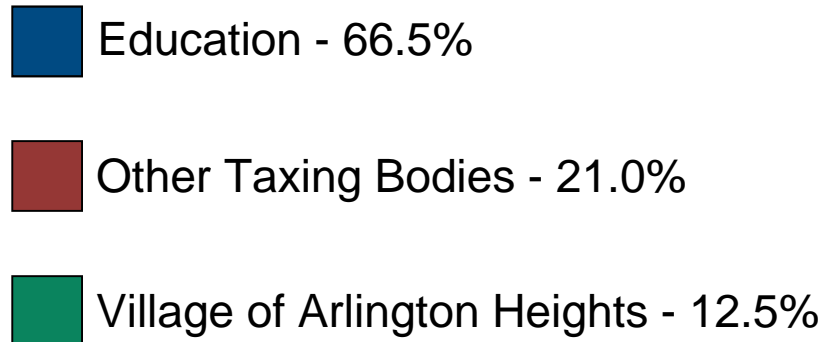
	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	% CHANGE
Personal Services	77,861,808	78,841,695	83,377,400	85,987,700	3.1%
Contractual Services	25,515,190	26,207,690	28,878,441	28,366,600	(1.8%)
Commodities	3,594,417	3,145,046	4,369,652	3,990,700	(8.7%)
Other Charges	12,981,403	15,973,814	15,357,399	15,727,900	2.4%
Capital Items	17,922,792	25,274,191	52,074,392	31,306,900	(39.9%)
Debt Service	7,243,442	7,089,716	7,911,500	7,870,700	(0.5%)
	145,119,052	156,532,152	191,968,784	173,250,500	(9.8%)
Transfers Out	1,548,334	9,434,790	2,821,000	2,986,100	5.9%
Total Expenditures	146,667,386	165,966,942	194,789,784	176,236,600	(9.5%)

NOTE: **Commodities** decreased from the reduction of Other Supplies and the decrease of deicing products, although this was offset by the increase in Petroleum Products. **Capital Items** decreased largely due to the completion of the Police Station. **Transfers Out** was increased due to the transfer from the Public Building Fund to the Capital Projects Fund, the Storm Water Control Fund and to the Water and Sewer Fund.

Arlington Heights

2017 PROPERTY TAX BILL

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

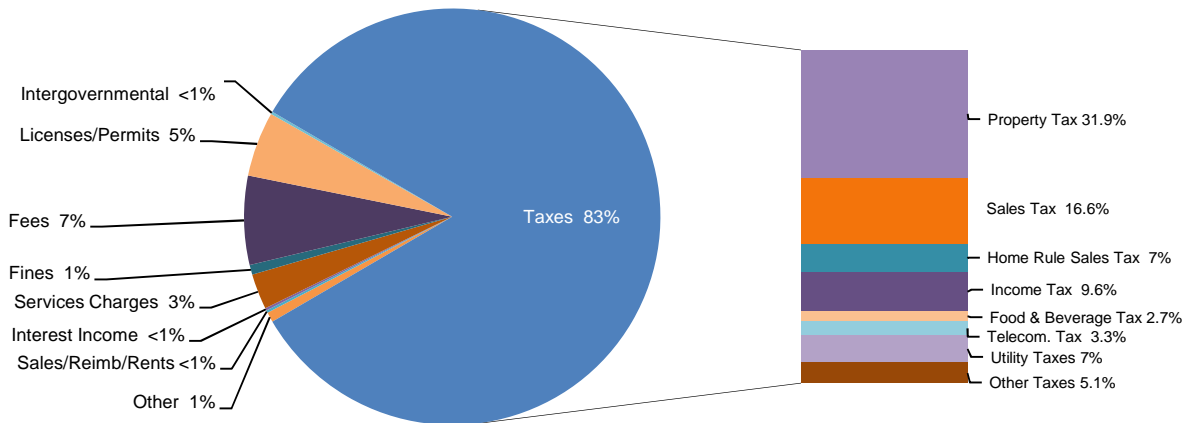


AS THE ABOVE PIE CHART ILLUSTRATES, THE VILLAGE OF ARLINGTON HEIGHTS
CONSISTS OF 12.5% OF THE ENTIRE PROPERTY TAX BILL.

WHERE THE MONEY COMES FROM

GENERAL FUND REVENUES

2019



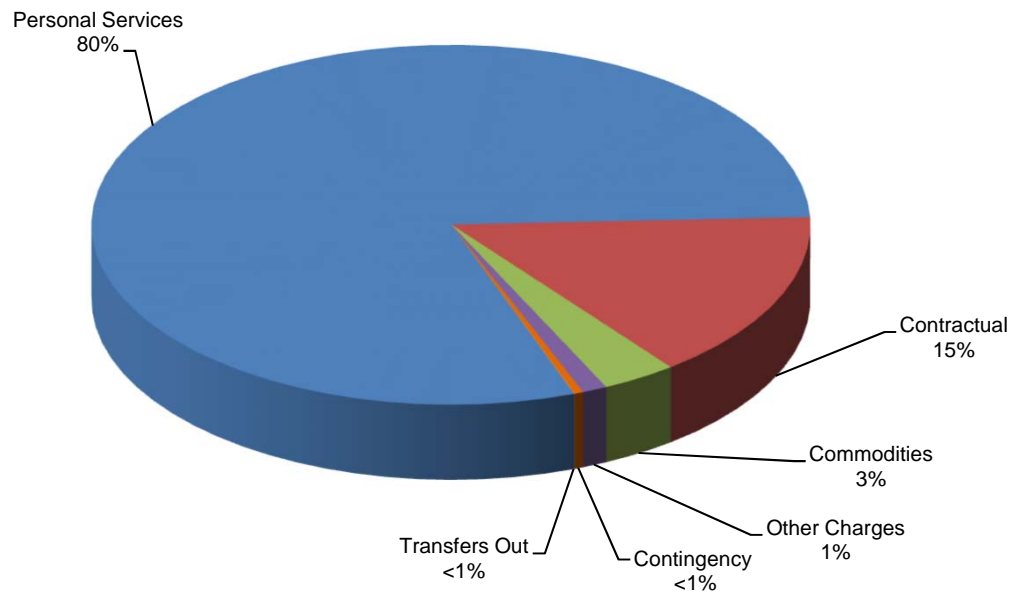
	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	% CHANGE
Taxes	60,409,197	59,070,056	61,801,000	63,338,400	2.5%
Intergovernmental	203,491	182,041	168,000	158,000	(6.0%)
Licenses/Permits	4,285,625	4,033,890	3,811,300	3,833,500	0.6%
Fees	4,393,978	4,330,746	5,262,700	5,251,000	(0.2%)
Fines	618,695	567,975	625,700	586,100	(6.3%)
Service Charges	2,003,713	2,069,096	2,033,200	2,086,600	2.6%
Interest Income	93,291	211,127	88,000	150,000	70.5%
Sales/Reimb/Rents	190,290	151,302	135,600	138,500	2.1%
Other	356,218	379,854	350,600	397,900	13.5%
Other Financing	200,000	300,955	200,000	200,000	0.0%
Total Revenue	72,754,498	71,297,043	74,476,100	76,140,000	2.2%

NOTE: **Intergovernmental** revenues decreased from a reduction in Task Force Reimbursements. **Fines** decreased from the decrease in Parking and Ordinance Ticket Fines. **Interest Income** has been increased to match actual earnings. **Other** increased over the prior year from the increase in the Class 6B Rebates which will be used toward the Zero Interest Loan Program.

WHERE THE MONEY GOES

GENERAL FUND EXPENDITURES

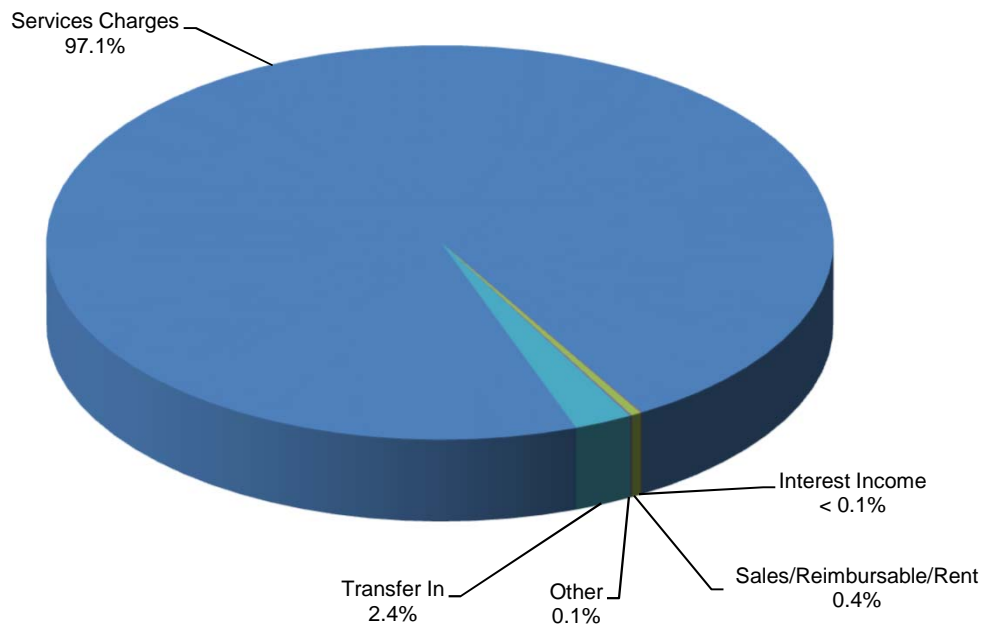
2019



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	% CHANGE
Personal Services	56,154,281	56,375,595	59,048,000	60,842,100	3.0%
Contractual Services	10,564,376	10,712,577	11,724,988	11,578,600	(1.2%)
Commodities	2,199,186	2,014,402	2,930,361	2,552,300	(12.9%)
Other Charges	1,054,990	854,906	924,128	847,000	(8.3%)
Contingency	0	0	195,200	300,000	53.7%
Transfers Out	0	2,000,000	20,000	20,000	0.0%
Total Expenditures	69,972,833	71,957,480	74,842,677	76,140,000	1.7%

NOTE: **Personal Services** increased due to wage and health insurance adjustments. **Commodities** decrease was mainly from the reduction of Other Supplies and deicing products, although the decrease was offset by the increase in Petroleum Products. **Other Charges** percentage change was from a decrease in the Sales Tax Abatement payment. **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, 2018 budget shows that there is \$195,000 remaining of the \$195,000 contingency budget. The contingency budget was increased this year by reallocating some unused Department funds.

WHERE THE MONEY COMES FROM WATER & SEWER FUND REVENUES 2019



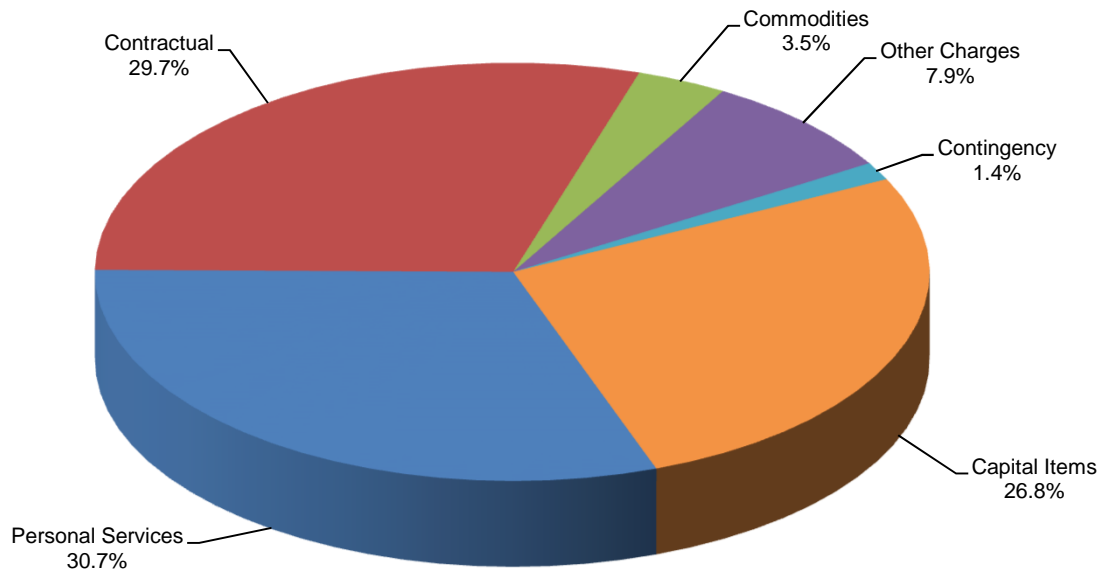
	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	% CHANGE
Services Charges	17,169,823	17,749,490	19,402,100	20,340,000	4.8%
Interest Income	5,603	8,930	5,000	6,500	30.0%
Sales/Reimbursable/Rent	90,428	104,739	88,000	87,000	(1.1%)
Other	36,253	1,010,334	15,000	15,000	0.0%
Transfer In	0	0	0	500,000	100.0%
Total Revenues	17,302,107	18,873,493	19,510,100	20,948,500	7.4%

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% was previously approved effective as of January 1, 2019. **Interest Income** has been increased to match actual earnings. **Transfer In** was increased due to the transfer from the Storm Water Control Fund.

WHERE THE MONEY GOES

WATER & SEWER FUND EXPENDITURES

2019



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 BUDGET	% CHANGE
Personal Services	6,018,849	6,073,499	6,600,500	6,644,300	0.7%
Contractual	6,048,035	5,715,471	6,461,000	6,432,700	(0.4%)
Commodities	832,609	629,404	735,200	754,500	2.6%
Other Charges	1,666,991	1,710,830	1,780,900	1,715,200	(3.7%)
Contingency	0	0	229,300	300,000	N/A
Capital Items	3,211,596	3,940,394	3,239,679	5,789,900	78.7%
Total Expenditures	17,778,080	18,069,598	19,046,579	21,636,600	13.6%

NOTES: **Other Charges** decrease was from the Water & Sewer Fund no longer funding the Enhanced Overhead Sewer Rebate Program, which is now fully managed in the Storm Water Control Fund. **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, 2018 budget shows that \$229,300 of the \$229,300 contingency budget remains. **Capital Items** increased from the prior year due to the budgeted projects for the Water Tank Repainting and the Water Main Replacement Program.

VILLAGE OF ARLINGTON HEIGHTS

EMPLOYEE CENSUS

Ten Year Analysis

		8 Mon. Per.									
		Ending									
		Dec. 2015									
DEPARTMENT		FY2011	FY2012	FY2013	FY2014	FY2015	2016	2017	2018	2019	
Integrated Services	Full-Time	6.00	6.00	6.00	6.00	5.00	11.00	11.00	11.00	10.00	10.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	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	1.00	1.00
	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	17.00	17.00	17.00	18.00	18.00	18.00	17.00	17.00	16.00
	Part-Time	2.00	1.00	1.00	1.00	0.00	0.00	0.00	1.00	1.00	2.00
IT/GIS	Full-Time	7.00	6.00	6.00	6.00	6.00	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	138.00	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	110.00	109.00	109.00	109.00	109.00	109.00	109.00	109.00	109.00	109.00
	Part-Time	1.00	3.00	3.00	3.00	3.00	3.00	3.00	2.00	2.00	2.00
Planning & Comm Devlp	Full-Time	9.00	9.00	9.00	9.00	9.00	9.00	9.00	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	17.00	15.00	14.50	14.50	16.50	16.50	16.50	17.00	17.00	17.00
	Part-Time	1.00	3.00	3.00	3.00	0.00	0.00	0.00	0.00	1.00	1.00
Health Services	Full-Time	10.00	9.00	9.50	9.50	9.50	9.50	9.50	9.00	9.00	9.00
	Part-Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00
Youth Services	Full-Time	0.00	0.00	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
Senior Services	Full-Time	1.00	1.00	1.00	1.00	1.00	2.00	2.00	2.00	2.00	2.00
	Part-Time	6.00	6.00	5.00	5.00	5.00	3.00	3.00	3.00	3.00	3.00
Engineering	Full-Time	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	0.00 (1)
	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	44.00	42.00	42.00	42.00	42.00	42.00	42.00	42.00	41.00	51.00
	Part-Time	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00 (2)
Water Utility Operations	Full-Time	41.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00
	Part-Time	0.00	0.00	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
TOTAL	Full-Time	426.00	417.00	417.00	417.00	419.00	420.00	420.00	420.00	418.00	417.00
	Part-Time	17.00	20.00	20.00	20.00	16.00	14.00	14.00	16.00	17.00	18.00
TOTAL EMPLOYEES		443.00	437.00	437.00	437.00	435.00	434.00	434.00	436.00	435.00	435.00
INCREASE (DECREASE)		(30.00)	(6.00)	0.00	0.00	(2.00)	(1.00)	0.00	2.00	(1.00)	0.00
FULL-TIME EQUIVALENTS (FTE)		434.50	427.00	427.25	427.25	427.25	427.25	427.25	428.25	426.75	426.25
INCREASE (DECREASE)		(28.25)	(7.50)	0.25	0.00	0.00	0.00	0.00	1.00	(1.50)	(0.50)

(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 2019

OPERATION	STAFFING			EXPENDITURES			
	2018 Budget	2019 Budget	Inc (Dec)	2018 Budget	2019 Budget	\$ Inc (Dec)	% Inc (Dec)
Board of Trustees	0.00	0.00		\$179,800	\$180,400	\$600	0.3%
Integrated Services	10.50	10.50		2,897,924	3,087,700	189,776	6.5%
Human Resources	4.00	4.00		16,561,700	17,375,700	814,000	4.9%
Legal	2.75	2.75		783,200	784,000	800	0.1%
Finance	17.50	17.00	(0.50)	3,763,826	3,624,000	(139,826)	(3.7%)
Boards & Commissions	0.00	0.00		254,270	229,200	(25,070)	(9.9%)
Metropolis Theater	0.00	0.00		429,760	387,000	(42,760)	(9.9%)
Police/Police Grant	139.00	139.00		26,379,054	27,290,500	911,446	3.5%
Fire	110.00	110.00		22,635,337	23,456,000	820,663	3.6%
Planning & Community Development	10.00	10.00		4,138,601	5,466,400	1,327,799	32.1%
Building Services	17.50	17.50		2,634,200	2,612,800	(21,400)	(0.8%)
Health & Human Services	13.00	13.00		2,304,060	2,318,900	14,840	0.6%
Engineering	10.00	0.00	(10.00)	13,210,718	0	(13,210,718)	(100.0%)
Public Works	41.25	51.25	10.00	18,948,394	32,530,300	13,581,906	71.7%
Criminal Investigations	0.00	0.00		686,200	299,300	(386,900)	(56.4%)
Foreign Fire Insurance Tax	0.00	0.00		209,300	290,000	80,700	38.6%
Comm Development Block Grant Progr:	0.00	0.00		397,310	402,100	4,790	1.2%
Water Utility Operations	0.00	0.00		15,000,105	15,899,500	899,395	6.0%
Parking Operations	40.75	40.75		729,551	674,300	(55,251)	(7.6%)
Solid Waste Disposal	0.00	0.00		1,602,600	1,498,500	(104,100)	(6.5%)
Municipal Fleet Services	0.00	0.00		2,357,100	2,364,200	7,100	0.3%
Pensions	10.50	10.50		14,781,700	15,574,900	793,200	5.4%
Capital Projects - Water/Sewer	0.00	0.00		2,589,074	4,356,900	1,767,826	68.3%
Capital Projects - Equipment	0.00	0.00		2,137,714	2,707,300	569,586	26.6%
Capital Projects - Public Buildings	0.00	0.00		27,129,938	500,000	(26,629,938)	(98.2%)
Debt Service	0.00	0.00		7,911,500	7,870,700	(40,800)	(0.5%)
Sub-Total	426.75	426.25	(0.50)	\$190,652,936	\$171,780,600	(\$18,872,336)	(9.9%)
Non-Operating & Transfers Out	N/A	N/A	N/A	4,136,848	4,456,000	319,152	7.7%
TOTAL	426.75	426.25	(0.50)	\$194,789,784	\$176,236,600	(\$18,553,184)	(9.5%)

VILLAGE OF ARLINGTON HEIGHTS

INTERFUND TRANSFERS 2019

FUND	IN	OUT	PURPOSE
101 General (Corporate) Fund	200,000		SWANCC (from Fund 511)
		20,000	A&E (to Fund 515)
	<u>\$200,000</u>	<u>\$20,000</u>	
301 Debt Service Fund	691,900		Storm Water Control (from 426)
	<u>\$691,900</u>	<u>\$0</u>	
401 Capital Projects Fund	300,000		SWANCC (from Fund 511)
	800,000		Public Building Fund (from Fund 431)
	<u>\$1,100,000</u>	<u>\$0</u>	
426 Storm Water Control Fund	0	691,900	Debt Service for GO Bond (to Fund 301)
		500,000	Water & Sewer interest free loan (to Fund 505)
	<u>\$0</u>	<u>\$1,191,900</u>	
431 Public Building Fund	0	800,000	Capital Projects Fund (to Fund 401)
	<u>\$0</u>	<u>\$800,000</u>	
505 Water & Sewer Fund	500,000		Storm Water Control interest free loan (from Fund 426)
	<u>\$500,000</u>	<u>\$0</u>	
511 SWANCC		200,000	General Fund (to Fund 101)
		300,000	Capital Projects (to Fund 401)
	<u>\$0</u>	<u>\$500,000</u>	
515 Arts & Entertainment Fund	20,000		General Fund (from Fund 101)
	<u>\$20,000</u>	<u>\$0</u>	
605 Health Insurance Fund		474,200	Retiree medical insurance (to Fund 606)
	<u>\$0</u>	<u>\$474,200</u>	
606 Retiree Health Ins Fund	474,200		Retiree medical insurance (from Fund 605)
	<u>\$474,200</u>	<u>\$0</u>	
TOTAL	<u>\$2,986,100</u>	<u>\$2,986,100</u>	

CIP / Debt Service

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 2019 budget.

CAPITAL SPENDING

Building & Land	\$ 3,678,800
Equipment	2,871,300
Signals	557,200
Storm Water Control	5,535,000
Streets	11,333,500
Sewer	650,000
Vehicles	2,707,300
Water	3,956,900
TOTAL	<u><u>\$ 31,290,000</u></u>

CAPITAL FUNDING

Capital Projects Fund	\$ 11,041,300
Motor Fuel Tax Fund	1,910,400
Storm Water Control Fund	5,785,000
Water & Sewer Fund	5,789,900
Municipal Parking Operations Fund	78,000
TIF Funds	2,755,000
Public Buildings Fund	500,000
Arts, Entertainment & Events Fund	122,000
Fleet Operations Fund	2,707,300
Technology Fund	441,800
Criminal Investigation Fund	71,300
Foreign Fire Insurance Tax Fund	88,000
TOTAL	<u><u>\$ 31,290,000</u></u>

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

			2018	2018	2019	2020	2021	2022	2023
CAPITAL SPENDING	FUND	PROJ #	EST ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
Building & Land									
Overhead Door Replacement	Cap Proj	BL-90-04	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Overhead Door Replacement	Water	BL-90-04	0	0	0	10,000	0	0	0
Public Works Annex Improvements	Cap Proj	BL-93-02	10,000	10,000	10,000	10,000	10,000	24,000	10,000
Public Works Annex Improvements	Water	BL-93-02	20,000	20,000	20,000	20,000	20,000	19,000	0
Building Equipment Replacement	Cap Proj	BL-95-04	68,300	68,252	68,000	41,300	30,000	27,900	77,500
Municipal Buildings Refurbishing	Cap Proj	BL-95-05	210,100	210,060	102,000	40,000	20,000	271,400	178,200
Municipal Buildings Refurbishing	Fleet	BL-95-05	0	0	0	0	53,000	0	0
Roof Maintenance Program	Cap Proj	BL-95-06	45,800	45,812	241,800	296,700	205,500	0	65,000
Roof Maintenance Program	Water	BL-95-06	0	0	161,200	197,800	137,000	0	0
Heating Plant/Air Conditioner Replacement	Cap Proj	BL-96-01	80,200	80,237	92,000	23,000	42,000	43,000	130,000
Ongoing Maintenance to Brick Exterior	Parking	BL-96-03	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Ongoing Maintenance to Brick Exteriors	Cap Proj	BL-96-03	38,200	38,150	30,000	40,000	30,000	30,000	30,000
Historical Society Museum - Building Repairs	Cap Proj	BL-96-04	102,000	102,000	50,000	50,000	50,500	25,000	25,000
Parking Structure Maintenance/Repairs	Parking	BL-00-06	180,700	180,720	15,000	137,000	0	75,000	1,150,500
Teen Center Property Valuation	Cap Proj	BL-03-01	3,300	3,300	0	0	0	0	0
Other Building Costs	Pub Bld	BL-11-10	1,519,100	1,519,106	0	0	0	0	0
TIF IV Redevelopment	TIF IV	BL-16-05	0	500,149	750,000	500,000	500,000	500,000	500,000
Police Station - Architect/CM Fees	Pub Bld	BL-16-01	400,200	400,200	0	0	0	0	0
Police Station - Construction	Pub Bld	BL-16-10	21,699,800	21,699,775	0	0	0	0	0
Police Station - Contingency	Pub Bld	BL-16-20	500,000	1,600,000	500,000	0	0	0	0
Metropolis Theater Triangle Rooms & Halls Refurbish	A&E	BL-17-01	0	0	7,000	0	0	0	0
Metropolis Theater Lobby Refurbishment	A&E	BL-17-03	20,000	20,000	0	0	0	0	0
Metropolis Theater Dance Studio Floor	A&E	BL-17-05	0	0	0	18,000	0	0	0
Metropolis Theater- Replace Flooring MPAC	A&E	BL-17-06	0	0	0	40,000	0	0	0
Hickory/ Kensington Redevelopment	TIF HK	BL-18-01	0	500,000	1,500,000	500,000	500,000	500,000	500,000
Vail Garage Sign	Parking	BL-VAIL	24,000	24,000	0	0	0	0	0
LED Village Hall Clock Tower Lighting	Cap Proj	BL-19-01	0	0	19,000	0	0	0	0
IRMA Compliance Upgrades	Water	BL-19-02	0	0	39,800	16,400	16,400	16,400	16,400
LED Parking Garage Lighting Conversions	PW	BL-19-03	0	0	48,000	48,000	48,000	48,000	48,000
Sub-Total Building & Land			24,946,700	27,046,761	3,678,800	2,013,200	1,687,400	1,604,700	2,755,600
Equipment									
Operational Equipment - Public Works	Cap Proj	EQ-94-01	134,500	134,529	99,500	76,800	49,700	38,400	50,000
Operational Equipment - Public Works	Water	EQ-94-01	185,000	185,000	184,500	127,000	147,000	108,000	127,000
Operational Equipment - Police	Crim Inv	EQ-95-01	395,000	395,000	71,300	9,100	0	0	25,000
Operational Equipment - Police Department	Cap Proj	EQ-95-01	107,300	107,338	74,700	57,000	44,000	44,000	46,000
Operational Equipment - Fire Department	Cap Proj	EQ-95-02	188,600	200,848	455,000	235,000	81,000	112,000	101,000
Operational Equipment - Fire Department	FFIT	EQ-95-02	0	0	88,000	0	0	0	0
Office Equipment	Cap Proj	EQ-95-03	45,900	49,094	47,000	103,000	30,000	45,000	55,000
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	50,500	50,500	49,000	47,500	43,200	38,200	3,500
IT Equipment Replacement	IT	EQ-97-08	253,800	253,803	241,800	241,800	241,800	241,800	241,800
Emergency Generator Upgrade	Water	EQ-99-02	152,200	152,164	879,500	10,000	922,400	0	521,900
Operational Equipment - Information Technology	Cap Proj	EQ-01-03	140,000	140,000	133,000	110,500	100,500	100,500	115,500
Operational Equipment - Engineering Department	Cap Proj	EQ-01-04	5,000	5,000	0	0	0	0	0
Equipment Replacement - Metropolis	A&E	EQ-06-03	36,000	36,000	37,000	38,000	39,000	40,000	41,000
Patrol Vehicle Equipment Replacement Program	Cap Proj	EQ-08-03	55,000	55,000	75,000	45,000	25,000	35,000	35,000
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	30,000	30,000	58,000	60,000	61,500	63,300	65,200
Pumps & Motor Controls Rehab/Repl	Water	EQ-15-30	244,700	244,756	75,000	141,400	106,000	64,600	94,600
Cable Access Broadcast & Video Streaming	Cap Proj	EQ-16-07	9,000	9,000	0	0	0	0	0
Police Station - FF&E / Security	Pub Bid	EQ-16-10	1,910,900	1,910,857	0	0	0	0	0
Asset Based Work Management System	Cap Proj	EQ-16-15	8,600	8,628	0	0	0	0	0
Asset Based Work Management System	Water	EQ-16-15	3,700	3,685	0	0	0	0	0
Metropolis Theater Clearcom Equipment	A&E	EQ-17-03	12,700	17,000	0	0	0	0	0
Metropolis Theater LED House Lighting	A&E	EQ-17-04	43,100	61,000	0	0	0	0	0
Metropolis Theater Monitors - Audio	A&E	EQ-17-05	19,100	20,000	0	0	0	0	0
Metropolis Theater Speaker Towers	A&E	EQ-17-06	10,000	10,000	0	0	0	0	0
Metropolis Theater Moving Lights	A&E	EQ-17-07	0	0	7,000	0	0	0	0
Metropolis Theater Edison for Grid	A&E	EQ-17-08	0	0	11,000	0	0	0	0
Metropolis Theater Sound Console/ Board	A&E	EQ-17-09	0	0	35,000	0	0	0	0
Metropolis Theater Replace Smoke Detectors	A&E	EQ-17-10	0	0	25,000	0	0	0	0
Metropolis Theater LED Series 2	A&E	EQ-17-11	0	0	0	0	60,000	0	0
Metropolis Theater LED CYC Lights	A&E	EQ-17-12	5,900	5,760	0	0	0	0	0
Metropolis Theater Lighting Fixtures in Theater	A&E	EQ-18-03	0	0	0	0	0	35,000	0
Metropolis Theater Wireless Microphones	A&E	EQ-18-05	0	0	0	0	0	14,000	0
Community Event Sign at NW Hwy & AH Rd	Cap Proj	EQ-SIGN	24,700	24,461	0	0	0	0	0
Metropolis Theater Stage Curtails	A&E	EQ-19-01	0	0	0	0	26,000	0	0
Metropolis Theater Rear Projectors	A&E	EQ-19-02	0	0	0	0	0	20,000	0
Metropolis Theater Stage Light Control Systems	A&E	EQ-19-03	0	0	0	0	0	0	100,000
Village ERP Software Replacement	IT	EQ-19-04	0	0	200,000	0	0	0	0
Sub-Total Equipment			4,096,200	4,134,423	2,871,300	1,327,100	2,002,100	1,024,800	1,647,500

CAPITAL IMPROVEMENT PROGRAM (CIP)

FIVE YEAR SPENDING AND FUNDING SUMMARY

CAPITAL SPENDING (continued)	FUND	PROJ #	2018 EST ACTUAL	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
Signals									
Traffic Signal Maintenance	MFT	SG-03-02	107,700	107,700	110,400	112,100	114,500	116,800	119,100
Traffic Signal Imprv at Northwest Hwy/Wilke	Cap Proj	SG-08-02	0	70,626	70,600	0	0	0	0
Dundee Rd/Kennicott Ave Pedestrian Actuation	Cap Proj	SG-14-05	0	56,872	56,900	0	0	0	0
Traffic Signal Pedestrian Upgrade - Central at Arthur	Cap Proj	SG-14-10	0	52,260	52,300	0	0	0	0
Traffic Signals LED Upgrade	Cap Proj	SG-14-15	0	17,008	17,000	0	0	0	0
Algonquin and New Wilke Intersection Improvement	Cap Proj	SG-17-01	0	200,000	200,000	0	0	0	0
Pedestrian/ Bicycle Crossing - Lake Cook/ Wilke Rd	Cap Proj	SG-18-01	0	50,000	50,000	0	0	0	0
Sub-Total Signals			107,700	554,466	557,200	112,100	114,500	116,800	119,100
Streets									
Street Resurfacing Program	Cap Proj	ST-90-08	6,262,300	6,262,320	6,100,000	6,200,000	6,300,000	6,400,000	6,500,000
Street Rehabilitation Program	MFT	ST-90-09	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000
Sidewalk & Curb Replacement	Cap Proj	ST-90-11	385,000	385,000	385,000	395,000	405,000	415,000	425,000
Pavement Crack Sealing Program	Cap Proj	ST-92-01	150,000	150,000	200,000	200,000	200,000	200,000	200,000
Green Corridor Beautification	TIF IV	ST-99-03	0	110,000	150,000	0	0	0	0
Street Light Cable Replacement	Cap Proj	ST-00-01	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Gateway Signs & Beautification	Cap Proj	ST-01-01	6,200	6,262	0	0	0	0	0
Paver Brick Maintenance	Cap Proj	ST-05-01	34,700	841,654	807,000	412,000	412,000	75,000	75,000
Northwest Hwy/Davis Street/Arthur Avenue	Cap Proj	ST-05-03	0	338,524	338,500	0	0	0	0
Downtown Street Furniture	Cap Proj	ST-14-01	19,600	19,558	10,000	10,000	10,000	10,000	10,000
Nichols Road Reconstruction	MFT	ST-15-05	75,500	75,478	0	0	0	0	0
Downtown Streetscape Improvements	Cap Proj	ST-15-35	6,900	106,445	205,000	200,000	0	0	0
Northwest Hwy (Rt. 14) Corridor Landscaping Impr	Cap Proj	ST-16-20	150,400	150,420	0	101,000	75,000	77,000	0
Davis/Sigwalt Streets Fencing/Landscape Upgrade	Cap Proj	ST-17-02	82,700	82,700	0	0	0	0	0
South Arlington Heights Road Beautification	Cap Proj	ST-17-12	500	536	0	0	0	0	0
Rand Road Corridor Identification Enhancement	TIF V	ST-17-20	0	318,947	355,000	53,900	28,800	101,800	0
Rand Road Corridor Identification Enhancement	Cap Proj	ST-17-20	16,100	224,005	239,000	57,200	248,800	43,000	0
Downtown Light Ceiling	Cap Proj	ST-17-26	70,000	75,000	0	0	0	0	0
Kensington Roadway Improvements (Windsor Drive)	Cap Proj	ST-18-01	0	300,000	300,000	0	0	0	0
Surface Treatment - Streets (NEW)	Cap Proj	ST-18-02	200,000	200,000	150,000	150,000	150,000	150,000	150,000
LED Street Light Conversions	Cap Proj	ST-19-01	0	0	64,000	64,000	64,000	64,000	64,000
South Arlington Heights Road Corridor	Cap Proj	ST-19-03	0	0	200,000	0	0	0	0
Bike Plan/Bike Route Pavement Marking	Cap Proj	ST-19-04	0	0	20,000	20,000	20,000	20,000	20,000
Sub-Total Streets			9,269,900	11,456,849	11,333,500	9,673,100	9,723,600	9,365,800	9,254,000
Sewers									
Sewer Rehab/Replacement Program	Water	SW-90-01	375,000	375,000	400,000	425,000	450,000	475,000	500,000
Backyard Drainage Improvements	Storm Water	SW-11-02	350,800	313,286	300,000	500,000	400,000	300,000	300,000
Storm Sewer Rehab/Replacement Program	Storm Water	SW-15-20	1,106,600	1,106,590	500,000	500,000	500,000	500,000	500,000
Municipal Campus and Downstream Detention	Storm Water	SW-17-06	284,900	284,894	0	0	0	0	0
Enhanced Overhead Sewer Program	Storm Water	SW-18-01	250,000	1,050,000	250,000	250,000	250,000	250,000	135,000
Cypress Detention Basin	Storm Water	SW-18-02	250,000	0	2,650,000	2,900,000	0	0	0
Area D - Greenbrier/Roanoke/Wilke	Storm Water	SW-18-03	0	0	0	0	1,600,000	1,500,000	0
Area 4 - Street Ponding Campbell/Sigwalt	Storm Water	SW-18-04	144,700	2,100,000	2,085,000	0	0	0	0
Area C/NW - Burr Oak/Burning Tree	Storm Water	SW-20-01	0	0	0	0	0	1,637,000	0
Area C/SE - Hinz Rd west of Arl Hts Rd	Storm Water	SW-20-02	0	0	0	0	0	648,000	0
St. Ponding Area - Race Ave & Chicago Ave	Storm Water	SW-20-03	0	0	0	0	0	0	800,000
Sub-Total Sewers			2,762,000	5,229,770	6,185,000	4,575,000	3,200,000	5,310,000	2,235,000
Vehicles									
Metropolis Theater VAN	A&E	VH-21-01	0	0	0	30,000	0	0	0
Vehicle and Special Equipment Repl - PW	Fleet	VH-95-01	672,200	672,200	1,563,800	971,300	1,450,000	701,300	900,400
Vehicle and Special Equipment Repl - W&S	Fleet	VH-95-02	660,000	660,000	279,900	98,400	382,500	220,900	0
Vehicle Replacement - Police Department	Fleet	VH-95-03	288,300	495,514	538,800	248,100	194,500	210,100	168,900
Vehicle Replacement - Fire Department	Fleet	VH-95-04	965,000	285,000	324,800	40,000	470,600	1,371,600	1,253,700
Vehicle Replacement - Municipal Fleet Services	Fleet	VH-95-06	0	0	0	52,000	48,000	0	0
Vehicle Replacement - Municipal Parking Operations	Fleet	VH-95-08	0	0	0	109,000	0	0	0
Vehicle Replacement - Building & Health Services	Fleet	VH-95-10	0	0	0	73,000	25,000	30,000	0
Vehicle Replacement - Engineering Department	Fleet	VH-95-11	25,000	25,000	0	0	0	0	0
Sub-Total Vehicles			2,610,500	2,137,714	2,707,300	1,621,800	2,570,600	2,533,900	2,323,000
Water									
Watermain Replacement Program	Water	WA-90-01	2,026,200	2,026,234	2,500,000	2,500,000	2,500,000	3,000,000	3,500,000
Automatic Meter Reading System	Water	WA-03-02	0	0	0	0	737,300	129,100	400,000
Water Tank Repainting	Water	WA-11-01	159,800	159,740	1,456,900	875,000	1,036,400	525,000	563,000
Deep Well Rehabilitation	Water	WA-11-02	28,100	28,100	0	0	0	0	15,000
Sub-Total Water			2,214,100	2,214,074	3,956,900	3,375,000	4,273,700	3,654,100	4,478,000
Total Capital Spending			46,007,100	52,774,057	31,290,000	22,697,300	23,571,900	23,610,100	22,812,200

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

CAPITAL FUNDING BY FUND	2018 EST ACTUAL	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
Capital Projects Fund	8,741,400	10,961,399	11,041,300	9,015,000	8,676,200	8,318,400	8,395,700
Water & Sewer Fund	3,239,700	3,239,679	5,789,900	4,397,600	6,149,000	4,415,400	5,818,100
Motor Fuel Tax Fund	1,983,200	1,983,178	1,910,400	1,912,100	1,914,500	1,916,800	1,919,100
Criminal Investigation Fund	395,000	395,000	71,300	9,100	0	0	25,000
Municipal Parking Operations Fund	219,700	219,720	78,000	200,000	63,000	138,000	1,213,500
TIF Funds	0	1,429,096	2,755,000	1,053,900	1,028,800	1,101,800	1,000,000
Storm Water Control Fund	2,387,000	4,854,770	5,785,000	4,150,000	2,750,000	4,835,000	1,735,000
Public Buildings Fund	26,030,000	27,129,938	500,000	0	0	0	0
Arts, Entertainment & Events Fund	146,800	169,760	122,000	126,000	125,000	109,000	141,000
Fleet Operations Fund	2,610,500	2,137,714	2,707,300	1,591,800	2,623,600	2,533,900	2,323,000
Technology Fund	253,800	253,803	441,800	241,800	241,800	241,800	241,800
Foreign Fire Insurance Tax Fund	0	0	88,000	0	0	0	0
Total Capital Funding	46,007,100	52,774,057	31,290,000	22,697,300	23,571,900	23,610,100	22,812,200

CAPITAL FUNDING BY REVENUE SOURCE	2018 EST ACTUAL	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
Charges to Operations	2,864,300	2,391,517	2,949,100	1,833,600	2,865,400	2,775,700	2,564,800
Motor Fuel Tax Allotment	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000
Taxes							
Food & Beverage Tax	146,800	169,760	122,000	126,000	125,000	109,000	141,000
Property Tax	5,300,000	5,300,000	5,400,000	5,500,000	5,600,000	5,700,000	5,800,000
Property Tax Increment	0	1,429,096	2,755,000	1,053,900	1,028,800	1,101,800	1,000,000
Home Rule Sales Tax	1,769,000	1,771,000	1,803,900	1,840,000	1,895,000	1,952,000	2,011,000
Water Sales	3,239,700	3,239,679	5,289,900	4,397,600	6,149,000	4,415,400	5,818,100
Bond Proceeds	9,852,200	10,000,000	0	0	0	0	0
Other (including parking fees & interest income)	1,814,000	1,517,200	1,490,500	1,395,500	1,395,500	1,395,500	1,395,500
Grants/State/Federal/County/Private	0	0	1,800,000	0	0	0	0
Operating Transfer In	320,000	320,000	320,000	320,000	320,000	320,000	320,000
Cash on Hand/Reserves	18,801,100	24,735,805	7,459,600	4,330,700	2,293,200	3,940,700	1,861,800
Total Capital Funding	46,007,100	52,774,057	31,290,000	22,697,300	23,571,900	23,610,100	22,812,200

CAPITAL IMPROVEMENT PROGRAM (CIP) IMPACT ON THE 2019 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 three projects, however, that will affect operating expenses. Details on these projects:

BUILDING AND LAND

Project Name: Police Station

Description: Construction of a new 73,000 square foot building.

Budget: Total Project Cost: \$27.9 million

Operating Budget Impact: Upon completion of the building in late 2018, the Village's building operations costs will rise due to increases in janitorial services, maintenance, supplies, and utilities.

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 2019 Budget includes an annual increase in Public Works overtime.

WATER

Project Name: Watermain Replacement Program

Description: Replacement of aging watermain throughout the Village.

Budget: \$2,500,000

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.

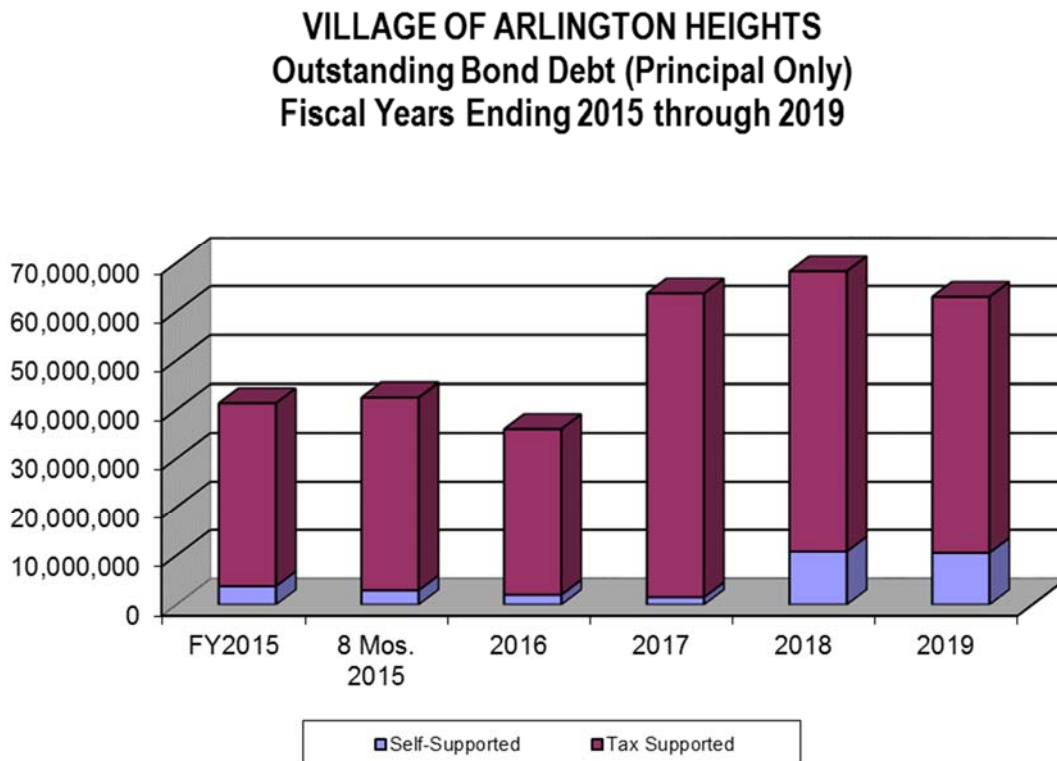
DEBT SUMMARY

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.

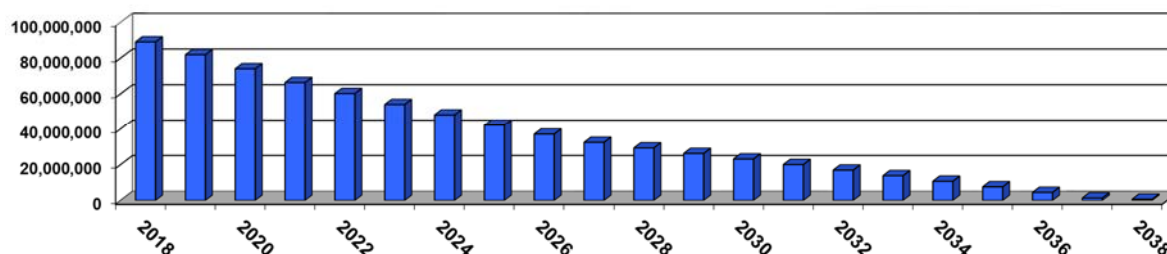


DEBT SUMMARY

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

Total Principal & Interest Outstanding 2018 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

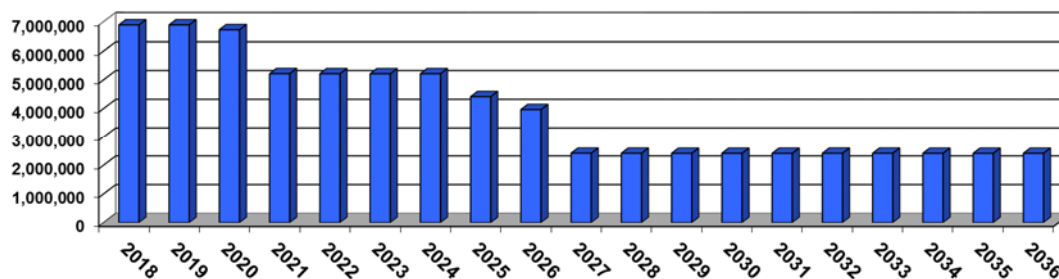
The Village's general obligation bond rating is Aa1 from Moody's Investors Service. A general obligation bond has the full faith and credit of the Village pledged. The general obligation alternate revenue bonds, which are a pledge of a specific revenue source, (i.e. utility taxes, sales taxes, water 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

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

Tax Supported Debt Service Payments by Fiscal Year 2018 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

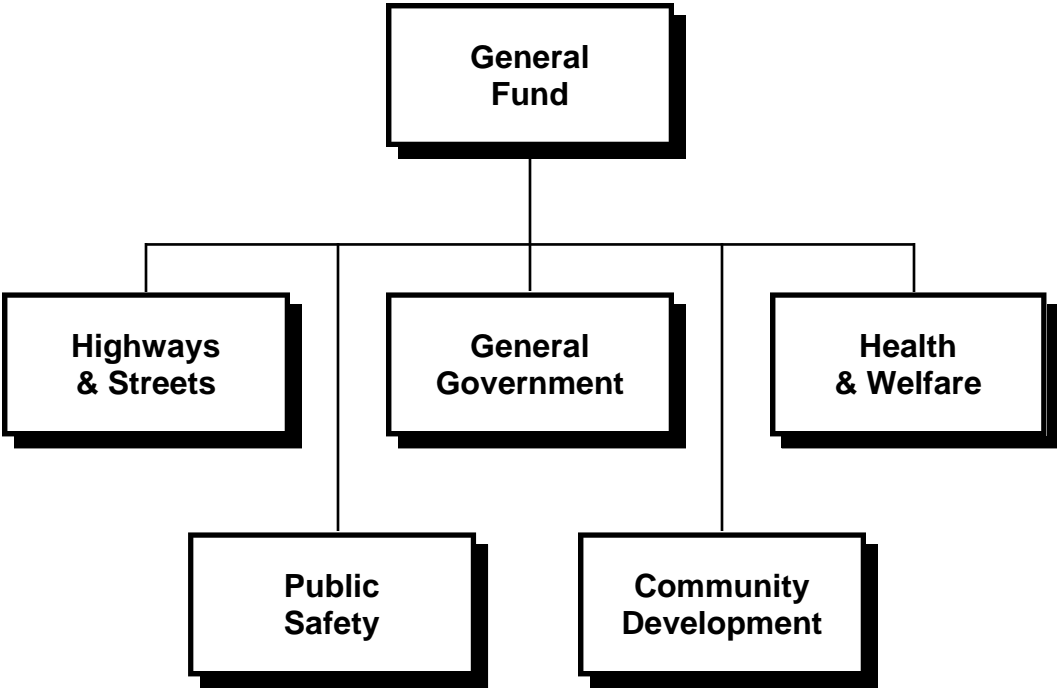
AS OF December 31, 2018

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	1,065,000
2011 G. O. Refunding Bonds	Partial Refunding of 2004 Public Building Bonds	9,925,000	12/1/2026	9,420,000
2012A G. O. Refunding Bonds	Partial Refunding of 2004 Public Building Bonds	9,670,000	12/1/2022	6,520,000
2013 G. O. Refunding Bonds	Partial Refunding of 2006 Public Building Bonds	7,755,000	12/1/2019	2,000,000
2014 G. O. Road Improvement Bonds	Street resurfacing and sidewalk replacement	8,000,000	12/1/2020	2,295,000
2016 G.O. Police Station Bonds	Design and build new police station	32,900,000	12/1/2036	32,235,000
2018 G.O. Storm Sewer Bonds	Improvement of storm sewer infrastructure	9,530,000	12/1/2038	9,530,000
TOTAL ALL BONDS				63,065,000

ANNUAL DEBT SERVICE REQUIREMENTS

(PRINCIPAL AND INTEREST)

ISSUE	FUNDING SOURCE	8 Month Period Ending Dec. 2015				
		ACTUAL	2016 ACTUAL	2017 BUDGET	2018 BUDGET	2019 BUDGET
2003B Refunding of 1997B Senior Center	Property Tax	334,800	322,400	0	0	0
2006 Public Buildings	Property Tax	3,536,000	0	0	0	0
2006A Refunding of 1997C & 1998A	Property Tax	356,800	354,600	357,000	358,800	0
2011 Partial Refunding of 2004 Public Bldg	Property Tax	441,700	440,500	439,300	442,650	450,863
2012A Partial Refunding of 2004 Public Bldg	Property Tax	370,800	767,100	1,170,400	1,150,400	1,130,400
2013 Partial Refunding of 2006 Public Bldg	Property Tax	321,750	2,421,050	2,242,000	1,671,200	2,080,000
2014 Road Improvements	Property Tax	1,501,658	1,502,550	1,501,050	1,500,550	1,503,850
2016 Police Building	Property Tax	0	884,478	1,094,200	1,759,200	1,719,250
SUBTOTAL - PROPERTY TAX		6,863,508	6,692,678	6,803,950	6,882,800	6,884,363
2003A Refunding of 1997A TIF III	TIF Property Tax Increments	265,000	265,200	0	0	0
2005 TIF V	TIF Property Tax Increments	440,513	0	0	0	0
SUBTOTAL - TIF FUNDING		705,513	265,200	0	0	0
2010 Refunding of 2002A NWCDs Building	Northwest Central Dispatch Rent	281,800	282,300	281,550	285,675	288,325
2018 Storm Sewer Improvements	Storm Water Utility Fee	0	0	0	0	690,878
SUBTOTAL - OPERATING REVENUE		281,800	282,300	281,550	285,675	979,203
TOTAL		7,850,821	7,240,178	7,085,500	7,168,475	7,863,565



► 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.

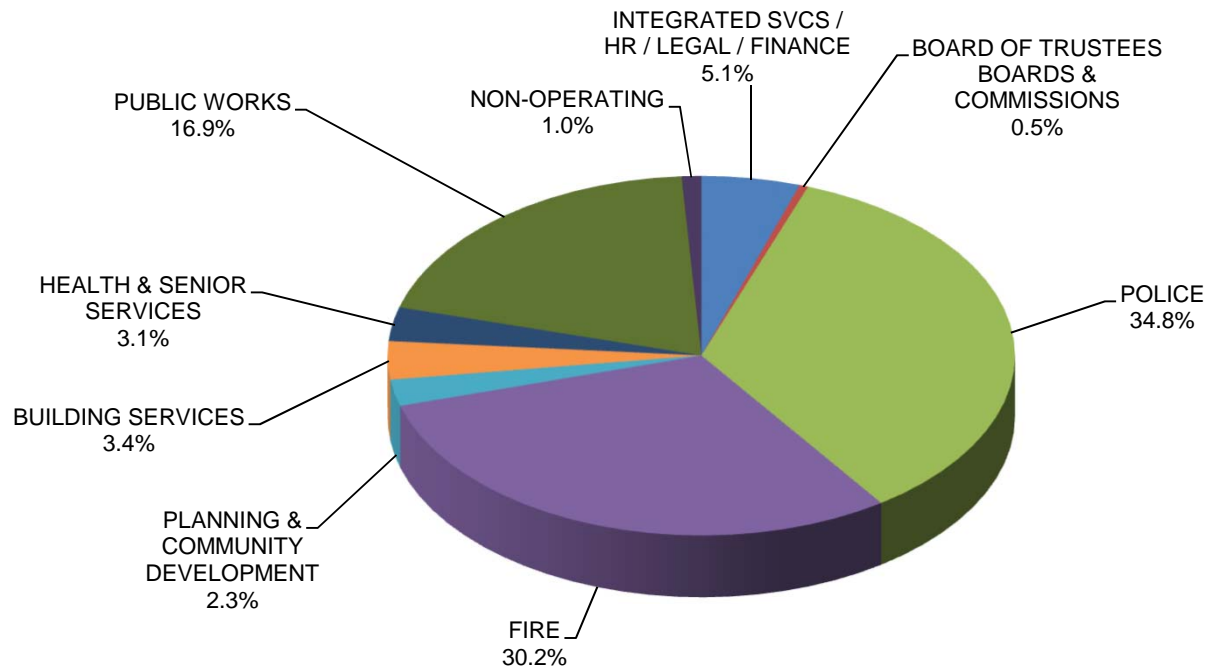
► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Taxes	\$60,409,197	\$59,070,057	\$61,527,600	\$61,801,000	\$63,338,400	\$1,537,400	2.5%
Intergovernmental	203,491	182,041	158,000	168,000	158,000	(10,000)	(6.0%)
Licenses & Permits	4,311,672	4,033,890	3,834,300	3,811,300	3,833,500	22,200	0.6%
Fees	4,367,931	4,330,745	5,101,000	5,262,700	5,251,000	(11,700)	(0.2%)
Fines	618,695	567,975	586,100	625,700	586,100	(39,600)	(6.3%)
Service Charges	2,003,713	2,069,096	2,036,600	2,033,200	2,086,600	53,400	2.6%
Interest Income	93,291	211,128	150,000	88,000	150,000	62,000	70.5%
Sales/Reimbursable/Rents	190,290	151,302	141,400	135,600	138,500	2,900	2.1%
Other	356,220	379,854	386,300	350,600	397,900	47,300	13.5%
Total Revenues	\$72,554,498	\$70,996,088	\$73,921,300	\$74,276,100	\$75,940,000	\$1,663,900	2.2%
Interfund Transfers In	200,000	300,955	200,000	200,000	200,000	0	0.0%
Total Revenues and Interfund Transfers In	\$72,754,498	\$71,297,043	\$74,121,300	\$74,476,100	\$76,140,000	\$1,663,900	2.2%
Expenditures							
Personal Services	\$56,154,281	\$56,375,595	\$58,507,000	\$59,048,000	\$60,842,100	\$1,794,100	3.0%
Contractual Services	10,564,376	10,712,577	11,676,300	11,724,988	11,578,600	(146,388)	(1.2%)
Commodities	2,199,186	2,014,402	2,884,700	2,930,361	2,552,300	(378,061)	(12.9%)
Other Charges	1,054,990	854,906	1,056,400	1,119,328	1,147,000	27,672	2.5%
Total Expenditures	\$69,972,833	\$69,957,480	\$74,124,400	\$74,822,677	\$76,120,000	\$1,297,323	1.7%
Interfund Transfers Out	0	2,000,000	20,000	20,000	20,000	0	0.0%
Total Expenditures and Interfund Transfers Out	\$69,972,833	\$71,957,480	\$74,144,400	\$74,842,677	\$76,140,000	\$1,297,323	1.7%
Revenues over (under) Expenditures	\$2,781,665	(\$660,437)	(\$23,100)	(\$366,577)	\$0	\$366,577	(100.0%)
BEGINNING FUND BALANCE	28,526,025	31,307,690	30,647,253	30,647,253	30,624,153	(23,100)	(0.1%)
ENDING FUND BALANCE	\$31,307,690	\$30,647,253	\$30,624,153	\$30,280,676	\$30,624,153	\$343,477	1.1%

GENERAL FUND EXPENDITURE SUMMARY

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Dept No.	General Fund	Actual		Projected		Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
		Actual 2016	Actual 2017	Budget 2018	Budget 2018			
0101	Board of Trustees	151,542	160,920	173,800	173,800	174,400	600	0.3%
0201	Integrated Services	895,140	892,610	958,200	996,900	979,800	(17,100)	(1.7%)
0301	Human Resources	418,787	381,016	401,600	399,200	403,500	4,300	1.1%
0401	Legal	818,985	731,874	779,000	783,200	784,000	800	0.1%
0501	Finance	1,550,110	1,611,160	1,675,100	1,689,226	1,701,800	12,574	0.7%
1001	Boards & Commissions	168,890	122,257	197,600	193,500	167,100	(26,400)	(13.6%)
3001	Police/Police Grant	24,337,972	24,377,513	25,184,600	25,591,176	26,469,200	878,024	3.4%
3501	Fire	21,376,354	21,622,020	22,272,500	22,403,495	22,976,100	572,605	2.6%
4001	Planning	1,614,736	1,695,057	1,831,200	1,843,286	1,809,400	(33,886)	(1.8%)
4501	Building Services	2,234,362	2,399,443	2,599,000	2,623,400	2,612,800	(10,600)	(0.4%)
5001	Engineering	1,827,448	1,958,198	1,992,600	1,992,450	0	(1,992,450)	(100.0%)
7001	Health Services	1,629,156	1,614,854	1,663,400	1,751,760	1,737,900	(13,860)	(0.8%)
7007	Senior Services	466,661	499,969	556,400	549,700	581,000	31,300	5.7%
7101	Public Works	11,805,980	11,319,179	13,161,200	13,116,384	14,973,000	1,856,616	14.2%
9901	Non-Operating	676,710	2,571,410	698,200	735,200	770,000	34,800	4.7%
TOTAL EXPENDITURES		69,972,833	71,957,480	74,144,400	74,842,677	76,140,000	1,297,323	1.7%
TOTAL REVENUES		72,754,498	71,297,043	74,121,300	74,476,100	76,140,000	1,663,900	2.2%
SURPLUS (DEFICIT)		2,781,665	(660,437)	(23,100)	(366,577)	0	366,577	(100.0%)
BEGINNING FUND BALANCE		28,526,025	31,307,690	30,647,253	30,647,253	30,624,153	(23,100)	(0.1%)
ENDING FUND BALANCE		31,307,690	30,647,253	30,624,153	30,280,676	30,624,153	343,477	1.1%



GENERAL FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-0000-401.03-00	Real Estate Tax IMRF	1,667,647	1,727,128	1,770,000	1,770,000	1,387,000	(383,000)	(21.6%)
101-0000-401.04-00	Real Estate Tax FICA	1,312,252	1,343,544	1,398,000	1,398,000	1,427,000	29,000	2.1%
101-0000-401.10-00	Police Pension	4,490,480	3,942,744	3,879,000	3,879,000	4,017,000	138,000	3.6%
101-0000-401.11-00	Fire Pension	5,095,221	4,861,912	4,853,000	4,853,000	4,953,000	100,000	2.1%
101-0000-401.12-00	Police Protection	4,497,256	4,932,797	5,707,000	5,707,000	6,245,000	538,000	9.4%
101-0000-401.13-00	Fire Protection	4,497,256	4,932,797	5,707,000	5,707,000	6,245,000	538,000	9.4%
	Real Estate Taxes	21,560,112	21,740,921	23,314,000	23,314,000	24,274,000	960,000	4.1%
101-0000-402.10-00	Hotel Tax	1,096,755	1,043,796	1,060,000	1,100,000	1,060,000	(40,000)	(3.6%)
101-0000-402.15-00	Admissions Tax	28,658	28,394	30,000	30,000	30,000	0	0.0%
101-0000-402.25-00	Food & Beverage Tax	1,944,185	1,970,860	2,081,000	2,000,000	2,068,000	68,000	3.4%
101-0000-402.30-00	Sales Tax Home Rule	5,242,770	5,000,579	5,199,000	5,255,000	5,345,300	90,300	1.7%
101-0000-402.35-00	Road & Bridge Tax	271,131	228,385	270,000	270,000	270,000	0	0.0%
101-0000-402.45-00	Telecommunications Tax	3,116,898	2,586,731	2,603,200	2,800,000	2,503,700	(296,300)	(10.6%)
101-0000-402.50-00	Electric Utility Tax	3,217,939	3,002,840	3,026,900	3,200,000	3,100,000	(100,000)	(3.1%)
101-0000-402.55-00	Natural Gas Utility Tax	1,977,242	1,985,369	2,231,600	2,144,000	2,200,000	56,000	2.6%
	Business Taxes	16,895,578	15,846,954	16,501,700	16,799,000	16,577,000	(222,000)	(1.3%)
101-0000-403.05-00	Sales Tax	12,377,718	12,064,683	12,234,000	12,730,000	12,667,400	(62,600)	(0.5%)
101-0000-403.06-00	Local Use Tax	1,807,251	2,027,665	2,004,000	1,835,000	2,061,100	226,100	12.3%
101-0000-403.10-00	Auto Rental Tax	27,075	27,179	27,000	30,000	27,000	(3,000)	(10.0%)
101-0000-403.15-00	State Income Tax	7,310,634	6,897,965	6,996,900	6,693,000	7,281,900	588,900	8.8%
101-0000-403.25-00	Replacement Tax	430,829	464,689	450,000	400,000	450,000	50,000	12.5%
	Intergovernmental Taxes	21,953,507	21,482,181	21,711,900	21,688,000	22,487,400	799,400	3.7%
	Total Taxes	60,409,197	59,070,056	61,527,600	61,801,000	63,338,400	1,537,400	2.5%
101-0000-411.35-00	Training Reimbursement	42,456	31,638	20,000	20,000	20,000	0	0.0%
101-0000-411.36-00	Task Force Reimbursement	26,707	12,784	15,000	25,000	15,000	(10,000)	(40.0%)
101-0000-411.53-00	State Charitable Game Tax	8,292	13,095	0	0	0	0	N/A
101-0000-411.70-00	Other Grants	103,036	101,524	100,000	100,000	100,000	0	0.0%
101-0000-411.80-00	Counselor in the Park	23,000	23,000	23,000	23,000	23,000	0	0.0%
	Total Intergovernmental	203,491	182,041	158,000	168,000	158,000	(10,000)	(6.0%)
101-0000-421.05-00	Vehicle License	1,249,559	1,229,699	1,230,000	1,250,000	1,230,000	(20,000)	(1.6%)
101-0000-421.10-00	Business License	689,997	709,917	695,000	694,000	695,000	1,000	0.1%
101-0000-421.15-00	Dog License	65,092	62,047	62,000	66,000	62,000	(4,000)	(6.1%)
101-0000-421.20-00	Liquor License	421,311	428,095	425,000	425,000	425,000	0	0.0%
101-0000-421.25-00	Public Chauffeur License	1,240	840	800	1,300	1,000	(300)	(23.1%)
101-0000-421.30-00	Multiple Dwelling License	76,437	72,937	75,000	75,000	75,000	0	0.0%
101-0000-421.99-00	Misc License Revenue	0	21,702	0	0	0	0	N/A
	Licenses	2,503,636	2,525,237	2,487,800	2,511,300	2,488,000	(23,300)	(0.9%)
101-0000-422.05-00	Building Permits	1,389,327	1,126,567	1,000,000	950,000	1,000,000	50,000	5.3%
101-0000-422.10-00	Electrical Permits	128,645	110,295	115,000	121,000	115,000	(6,000)	(5.0%)
101-0000-422.15-00	Plumbing Permits	98,066	94,803	90,000	95,000	90,000	(5,000)	(5.3%)
101-0000-422.20-00	Sign Permits	13,079	12,400	10,000	10,000	10,000	0	0.0%
101-0000-422.25-00	Elevator Permits	69,126	86,142	80,000	75,000	80,000	5,000	6.7%
101-0000-422.30-00	Occupancy Permits	43,138	29,240	25,000	25,000	25,000	0	0.0%
101-0000-422.35-00	Driveway Permits	3,772	8,364	5,000	1,600	4,000	2,400	150.0%
101-0000-422.45-00	Air Conditioning Permits	19,326	13,171	10,000	10,000	10,000	0	0.0%
101-0000-422.50-00	Swimming Pool Permits	471	4,825	1,000	3,000	1,000	(2,000)	(66.7%)
101-0000-422.60-00	Chimney Permits	2,616	5,052	2,000	2,000	2,000	0	0.0%
101-0000-422.65-00	Wrecking Permits	12,250	16,809	7,500	7,000	7,500	500	7.1%
101-0000-422.70-00	Other Permits	2,173	985	1,000	400	1,000	600	150.0%
	Permits	1,781,989	1,508,654	1,346,500	1,300,000	1,345,500	45,500	3.5%
	Total Licenses & Permits	4,285,625	4,033,890	3,834,300	3,811,300	3,833,500	22,200	0.6%

GENERAL FUND

REVENUES

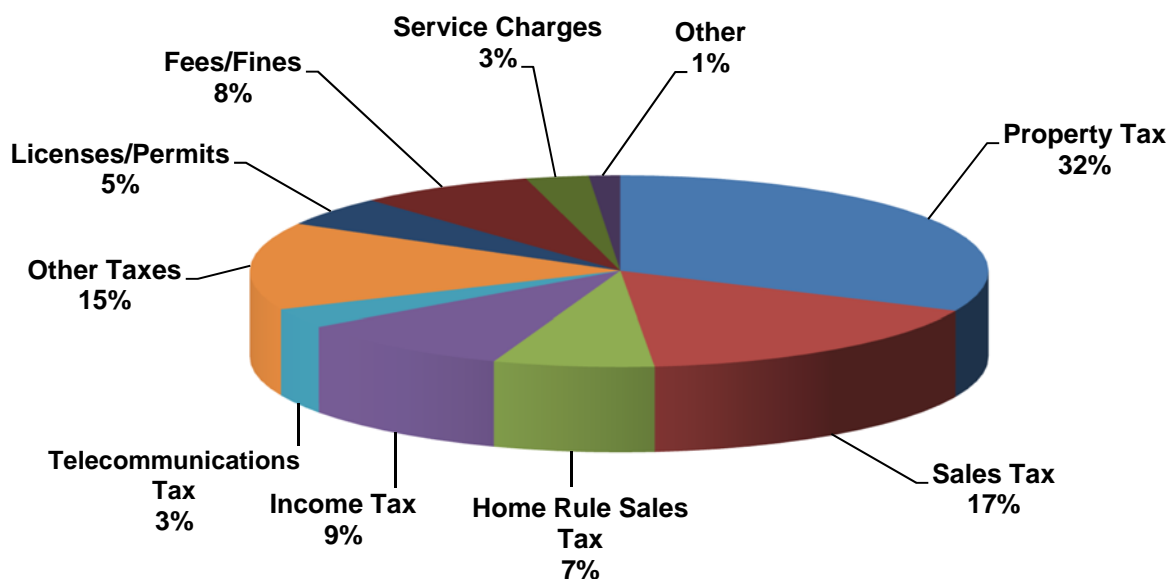
Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-0000-431.34-00	Cable Franchise Fees	1,592,919	1,575,254	1,600,000	1,600,000	1,600,000	0	0.0%
101-0000-431.38-01	FOIA Photocopy Fees	8	58	0	0	0	0	N/A
101-0000-431.40-00	Other Fees	69,915	52,147	40,000	38,000	40,000	2,000	5.3%
101-0000-431.50-00	Special PW Detail Fees	13,145	10,262	10,000	7,300	10,000	2,700	37.0%
	General Govern Fees	1,675,987	1,637,721	1,650,000	1,645,300	1,650,000	4,700	0.3%
101-0000-432.02-00	Plan Commission Hearing	32,445	18,670	18,000	18,000	18,000	0	0.0%
101-0000-432.06-00	Rezoning Zoning Variation	11,740	14,890	10,000	9,000	10,000	1,000	11.1%
101-0000-432.08-00	Plan Examination Fees	91,577	102,155	90,000	70,000	90,000	20,000	28.6%
101-0000-432.09-00	Fire Plan Examination Fee	58,049	40,805	40,000	58,000	40,000	(18,000)	(31.0%)
101-0000-432.12-00	Engineering Service Fees	164,287	109,998	80,000	60,000	80,000	20,000	33.3%
	Comm Develop Fees	358,098	286,518	238,000	215,000	238,000	23,000	10.7%
101-0000-433.14-00	Ambulance Service Fees	1,592,455	1,682,159	2,500,000	2,675,000	2,650,000	(25,000)	(0.9%)
101-0000-433.16-00	Special Police Detail Fee	253,553	227,530	225,000	231,000	225,000	(6,000)	(2.6%)
101-0000-433.18-00	Police Counselor Fees	332,422	324,986	325,000	315,000	325,000	10,000	3.2%
101-0000-433.19-00	Police Records Fees	10,258	10,687	10,000	8,000	10,000	2,000	25.0%
101-0000-433.20-00	Special Fire Detail Fees	49,465	52,615	45,000	55,400	45,000	(10,400)	(18.8%)
101-0000-433.22-00	False Alarm Fees	41,200	34,000	35,000	40,000	35,000	(5,000)	(12.5%)
101-0000-433.24-00	Chemical Users Fee	12,900	13,210	10,000	10,000	10,000	0	0.0%
101-0000-433.26-00	DUI Administrative Fee	64,500	57,000	60,000	65,000	60,000	(5,000)	(7.7%)
	Public Safety Fees	2,356,753	2,402,187	3,210,000	3,399,400	3,360,000	(39,400)	(1.2%)
101-0000-434.28-00	Weed Cutting Fees	3,140	4,295	3,000	3,000	3,000	0	0.0%
101-0000-434.32-00	Animal Detention Fees	0	25	0	0	0	0	N/A
	Health & Welfare Fees	3,140	4,320	3,000	3,000	3,000	0	0.0%
	Total Fees	4,393,978	4,330,746	5,101,000	5,262,700	5,251,000	(11,700)	(0.2%)
101-0000-441.05-00	Traffic Court Fines	285,106	273,041	280,000	280,000	280,000	0	0.0%
101-0000-441.10-00	Dog Fines	78	0	100	100	100	0	0.0%
101-0000-441.15-00	Parking Fines	247,789	217,894	225,000	250,000	225,000	(25,000)	(10.0%)
101-0000-441.15-01	Parking Fines Amnesty	18,326	22,548	20,000	20,000	20,000	0	0.0%
101-0000-441.22-00	Compliance Ticket Fines	8,942	6,922	6,000	5,500	6,000	500	9.1%
101-0000-441.25-00	Ordinance Ticket Fines	46,027	43,985	50,000	60,000	50,000	(10,000)	(16.7%)
101-0000-441.30-00	Crime Prevention Fines	500	0	0	100	0	(100)	(100.0%)
101-0000-441.35-00	Other Fines	11,927	3,585	5,000	10,000	5,000	(5,000)	(50.0%)
	Total Fines	618,695	567,975	586,100	625,700	586,100	(39,600)	(6.3%)
101-0000-451.05-00	Service Charge Escrow	4,890	10,008	5,000	3,100	5,000	1,900	61.3%
101-0000-451.10-00	Service Charge Guaranty	1,623	4,388	3,000	1,500	3,000	1,500	100.0%
101-0000-451.15-00	Service Charge Parking	346,000	356,400	281,700	281,700	281,700	0	0.0%
101-0000-451.30-00	Service Charge Water	1,571,200	1,618,300	1,666,900	1,666,900	1,716,900	50,000	3.0%
101-0000-451.35-00	Service Charge TIF	80,000	80,000	80,000	80,000	80,000	0	0.0%
	Total Charges for Services	2,003,713	2,069,096	2,036,600	2,033,200	2,086,600	53,400	2.6%
101-0000-461.02-00	Interest on Investments	64,469	156,862	100,000	60,000	100,000	40,000	66.7%
101-0000-462.10-00	Market Value Adjustments	28,822	54,266	50,000	28,000	50,000	22,000	78.6%
	Total Interest Income	93,291	211,127	150,000	88,000	150,000	62,000	70.5%
101-0000-471.14-00	Property Damage Claims	0	5,027	0	0	0	0	N/A
101-0000-471.16-00	Damage to Lights Signs	62,219	57,114	50,000	50,000	50,000	0	0.0%
101-0000-471.18-00	Damage to Trees	5,441	987	3,000	3,000	3,000	0	0.0%
	Property Damage	67,660	63,128	53,000	53,000	53,000	0	0.0%

GENERAL FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-0000-472.24-00	Sale of Equipment	14,644	2,488	4,800	0	2,000	2,000	N/A
101-0000-472.28-00	Sale of Scrap	2,105	1,303	1,000	1,500	1,500	0	0.0%
101-0000-472.36-00	Sale of Plans Bid Specs	1,780	2,660	1,600	1,000	1,000	0	0.0%
101-0000-472.38-00	Sale of Printed Matter	34	17	0	100	0	(100)	(100.0%)
101-0000-472.82-00	Rents and Concessions	61,712	34,112	34,000	60,000	34,000	(26,000)	(43.3%)
101-0000-472.82-01	Train Station Rents	13,699	13,358	13,000	10,000	13,000	3,000	30.0%
	Sales & Rents	93,974	53,938	54,400	72,600	51,500	(21,100)	(29.1%)
101-0000-473.05-00	Traffic Signal Control Maint	28,656	34,236	34,000	10,000	34,000	24,000	240.0%
	Reimbursables	28,656	34,236	34,000	10,000	34,000	24,000	240.0%
	Total Sales/Reimbursables	190,290	151,302	141,400	135,600	138,500	2,900	2.1%
101-0000-483.10-00	NWCH in Lieu of RE Tax	204,637	214,868	225,500	225,500	236,800	11,300	5.0%
101-0000-483.46-00	Senior Center	7,954	9,718	5,000	5,000	5,000	0	0.0%
101-0000-483.59-00	Disabled Citizen Donation	302	670	600	100	100	0	0.0%
	Donations	212,893	225,256	231,100	230,600	241,900	11,300	4.9%
101-0000-481.55-00	Spec Events Prem Sponsor	0	2,500	0	0	0	0	N/A
101-0000-484.16-00	Class 6B Rebate	38,688	78,422	78,000	40,000	78,000	38,000	95.0%
101-0000-484.48-00	Wellness Programs	14,735	12,655	13,000	15,000	13,000	(2,000)	(13.3%)
101-0000-484.49-00	Wellness Home Visits	5,029	4,264	4,200	5,000	5,000	0	0.0%
101-0000-484.50-00	Affordable Housing Trust	0	20,000	0	0	0	0	N/A
101-0000-484.61-00	A H Emergency Assistance	23,538	26,600	20,000	20,000	20,000	0	0.0%
101-0000-484.62-00	Mayors Alcohol Prevention	2,000	0	0	0	0	0	N/A
	Special Operations	83,990	144,441	115,200	80,000	116,000	36,000	45.0%
101-0000-489.85-00	Bad Debt Recovery	14,948	14,883	10,000	10,000	10,000	0	0.0%
101-0000-489.90-00	Other Income	44,387	(4,726)	30,000	30,000	30,000	0	0.0%
	Other	59,335	10,157	40,000	40,000	40,000	0	0.0%
	Total Other	356,218	379,854	386,300	350,600	397,900	47,300	13.5%
101-0000-491.05-00	Operating Transfer In	200,000	300,955	200,000	200,000	200,000	0	0.0%
	Total Other Financing	200,000	300,955	200,000	200,000	200,000	0	0.0%
	Total General Fund	72,754,498	71,297,043	74,121,300	74,476,100	76,140,000	1,663,900	2.2%

GENERAL FUND REVENUE - Notes



ANALYSIS OF GENERAL FUND REVENUES

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 even more important during these times. 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 2018 is projected to be 41% 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

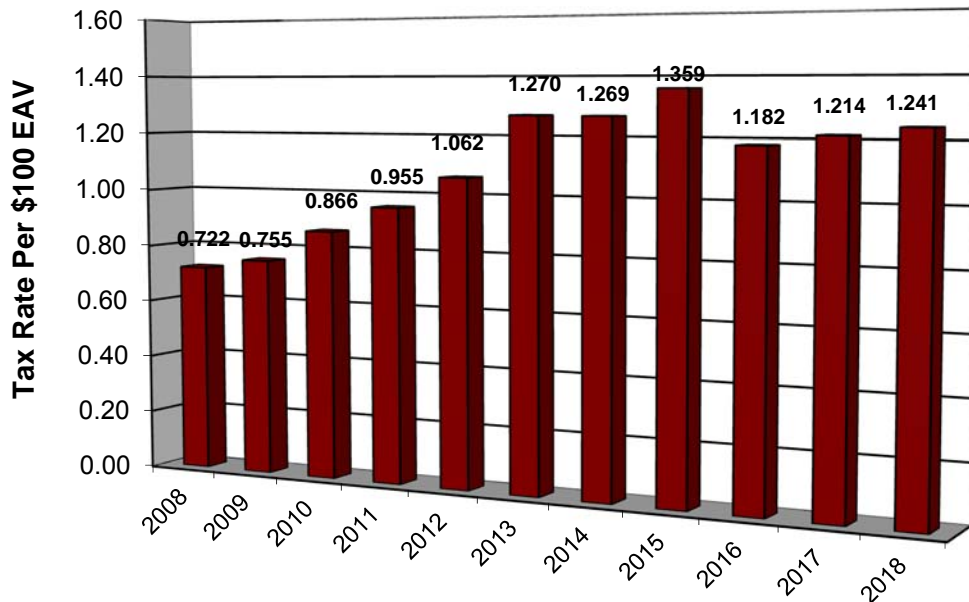
(Continued)

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 22% of the Village's total income from all funds. The Village's levy represents only 12.5% of a property owner's total property tax bill.

REAL ESTATE PROPERTY TAX RATE

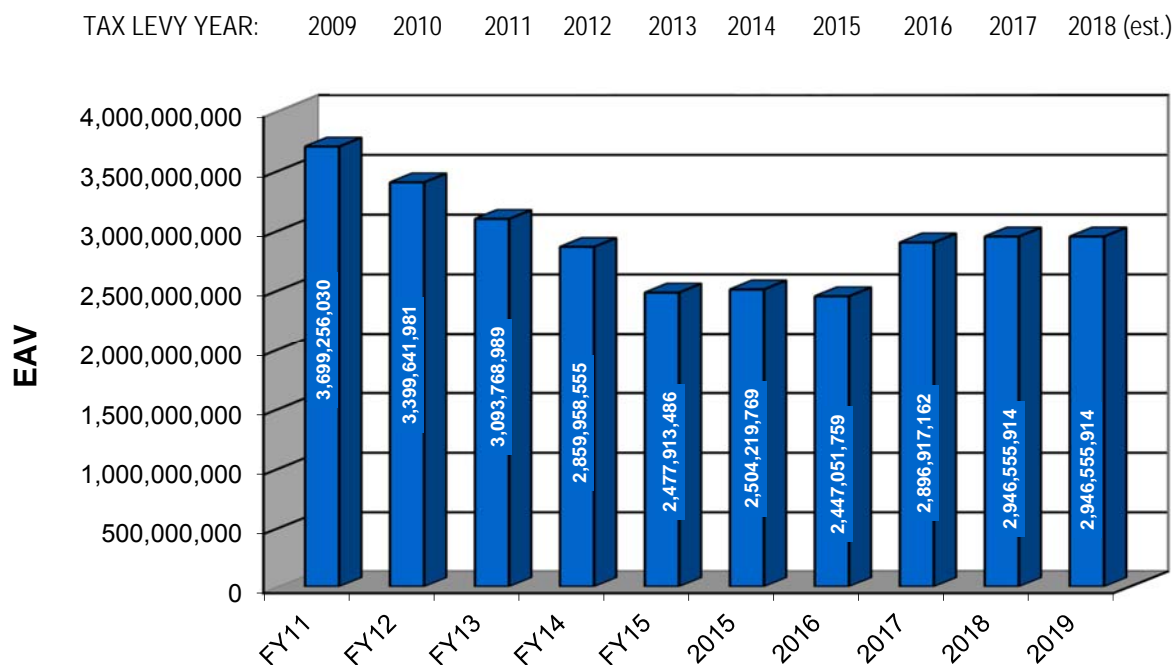


As shown above, the Village's estimated 2018 tax rate payable in 2019 is 1.241 per \$100 of equalized assessed valuation (EAV). The tax rate may fluctuate due to assessed value changes by Cook County.

GENERAL FUND REVENUE - Notes

(Continued)

EQUALIZED ASSESSED VALUE



The levy, which corresponds to this 2019 budget, will be levied in December 2018. Property owners will pay this tax in two installments in March and September 2019. A breakdown of the Village's total tax levy is as follows:

	Extended 2017 Levy for 2018	Proposed 2018 Levy for 2019	Change
Village			
Police Protection	5,764,070	6,245,000	8.34%
Fire Protection	5,764,070	6,245,000	8.34%
IMRF	1,787,700	1,387,000	(22.41%)
FICA	1,411,980	1,427,000	1.06%
Police Pension	3,917,790	4,017,000	2.53%
Fire Pension	4,901,530	4,953,000	1.05%
Capital Improvement	5,353,000	5,400,000	0.88%
Debt Service	6,951,628	6,884,363	(0.97%)
Total	35,851,768	36,558,363	1.97%
Library	14,108,076	14,249,157	1.00%
Total Tax Levy	49,959,844	50,807,520	1.70%

The Village and Library's total 2018 property tax levy that will be accounted for in 2019 reflects a 1.7% percent increase. The Village's annual tax levy is comprised of discretionary and non-discretionary components. The

GENERAL FUND REVENUE - Notes

(Continued)

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 90% of the 2019 Capital Projects Fund budget is proposed to be used for street and signal 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 2019 budget is at the current rate 8%.

402.15 Admissions Tax

This tax was granted by the State of Illinois, which governs thoroughbred horse racing and is applicable to Arlington Park Race Track only. This tax is a flat \$.10 tax per paid admission. This tax was enacted in the 1970's and is not subject to Village review or increase.

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 25% 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>
FY2013 (Actual)	10,333,345	(1.8%)
FY2014 (Actual)	11,488,156	11.2%
FY2015 (Actual)	12,060,996	5.0%
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 (Est Actual)	12,234,000	1.4%
2019 (Budget)	12,667,400	3.5%

<u>Home Rule Sales Tax (General Fund Portion)</u>	<u>Amount</u>	<u>% Inc (Dec)</u>
FY2013 (Actual)	4,935,567	(4.6%)
FY2014 (Actual)	5,276,167	6.9%
FY2015 (Actual)	5,482,969	3.9%
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 (Est Actual)	5,199,000	4.0%
2019 (Budget)	5,345,300	2.8%

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:

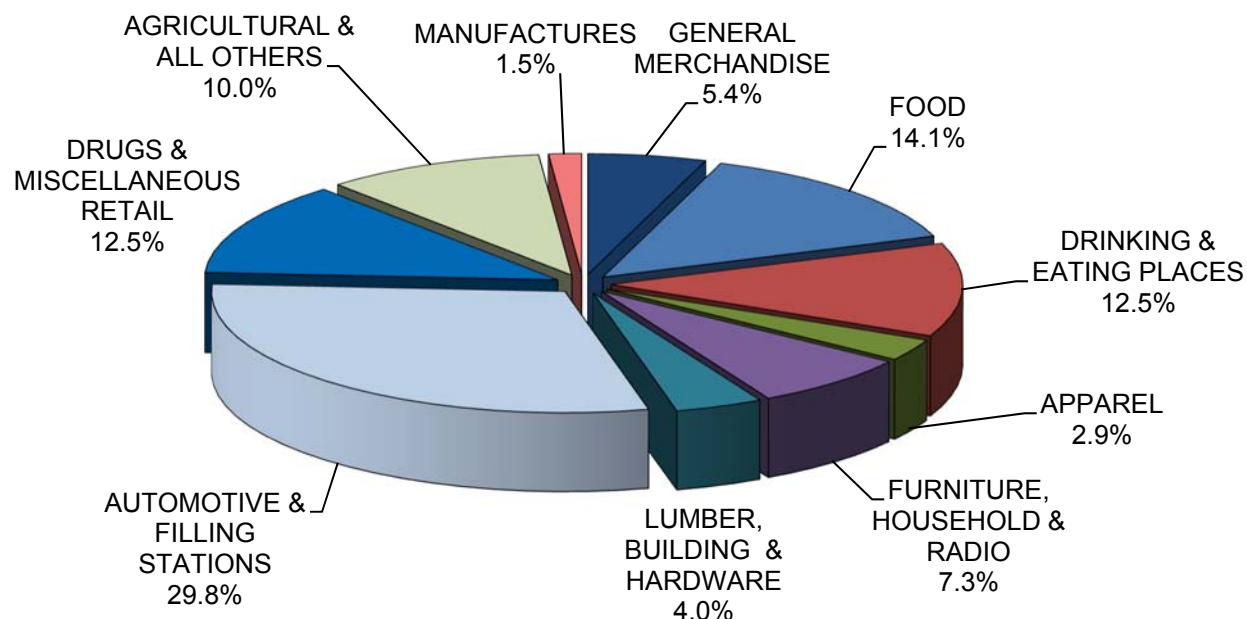
State Tax	5.25%
Village Tax*	
Municipal	1.00%
Home Rule	1.00%
Cook County Tax	1.75%
RTA Tax	1.00%
Total	<u>10.00%</u>

*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.

GENERAL FUND REVENUE - Notes

(Continued)

Sales Tax by Source Calendar Year 2017



Budget Assumptions – 2018 sales tax receipts (excluding home rule sales tax) are coming in better than the prior year's receipts. The 2019 budget projects a general annualized decrease in sales tax receipts of (.5%).

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 and projects an increase due to lighter internet sales.

403.15 State Income Tax

	Amount	% Inc (Dec)
FY2014 (Actual)	7,318,303	8.1%
FY2015 (Actual)	7,354,986	0.5%
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 (Est Actual)	6,996,900	1.4%
2019 (Budget)	7,281,900	4.1%

Income tax receipts represent approximately 9% of the Village's General Fund income.

GENERAL FUND REVENUE - Notes

(Continued)

Budget Assumptions – To prepare the 2019 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 75,101 (2010 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). In addition, Public Act 100-0587 also reduces distributions by 5% for FY-19 only. Net collections are the total collections minus deposits that are made into the refund fund.

Inflation – A 2% annualized improvement over the 2018 projected actual amount is assumed for 2019. This assumes the current unemployment rate will continue to stabilize this fiscal year. Note: The State of Illinois is allocating 5% of the funds normally distributed to municipalities to its own coffers for its FY2019 budget. This was continued as a budget balancing item for the State and is supposedly for one-year only. The Village's 2019 Budget assumes that this will continue in the future.

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.

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.

GENERAL FUND REVENUE - Notes

(Continued)

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 Engineering Department 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.

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.

GENERAL FUND REVENUE - Notes

(Continued)

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.

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.

GENERAL FUND REVENUE - Notes

(Continued)

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 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 5% each year.

484.48 Wellness Programs

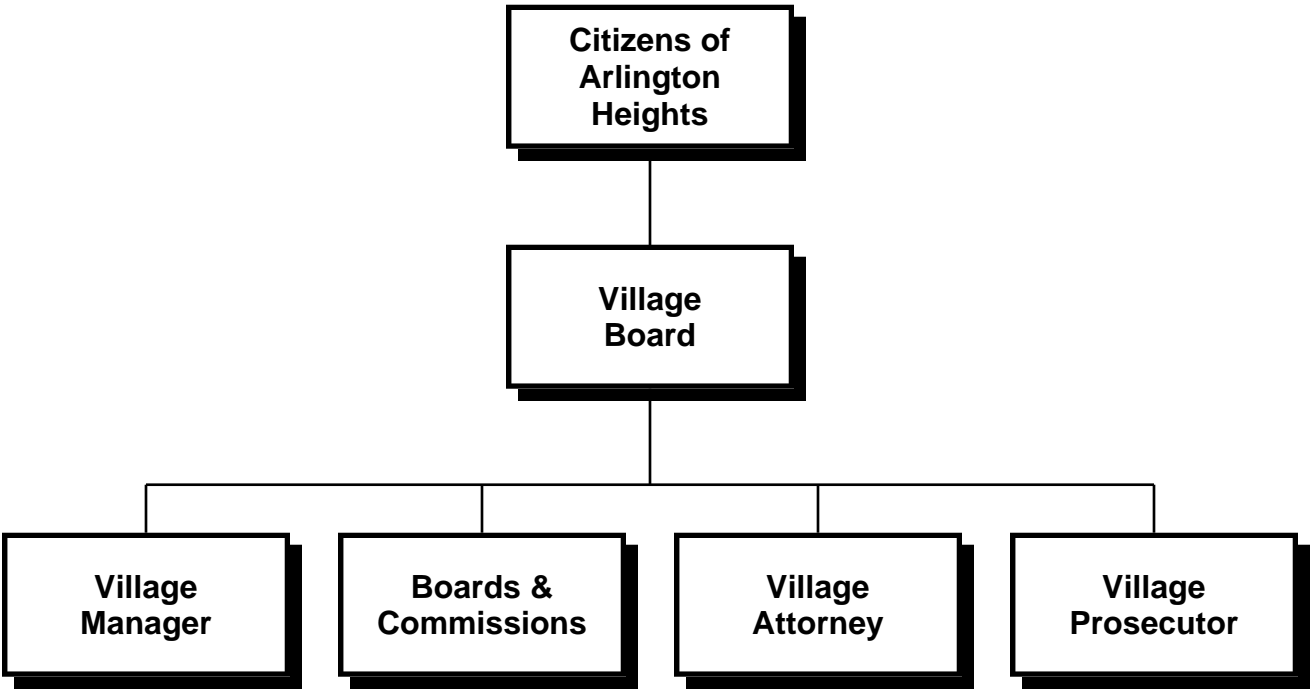
An endowment of \$25,000 was received from the Moelhing Family for the perpetuation of health related tests, screenings and equipment. Interest on the principal and minor service charges to recipients are recorded in this account and used for ongoing programs.

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

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.

2018-19 Strategic Priorities

These priorities and sub-priorities reflect the views of the Village Board identified at the June 28th, 2017 Village Board goal setting session. Village Staff will develop a list of detailed programs with accountability measures that addresses these priorities as part of a business plan document.

1. Explore new revenue sources to fund Village Services
 - a. Identify potential new revenues not currently being utilized by the Village to offset State of Illinois actions and flattening sales tax revenues
 - b. Find ways to grow current revenues by facilitating additional activity in growth sectors of the economy
2. Improve Building and Life Safety Processes and Customer Service
 - a. Identify specific opportunities for process and communications improvement in the Building and Life Safety Department
 - b. Identify and Implement Best Practices in those areas
 - c. Enhance Village Code Enforcement Efforts
 - d. Increase opportunities for feedback from the business community
3. Review and Update Village Business Development and Recruitment Strategy
 - a. Identify and analyze new uses and business types that have the most potential for long term growth
 - b. Align Village recruitment and retention efforts and zoning to target growth uses
 - c. Increase organizational flexibility to take advantage of unforeseen opportunities
 - d. Update strategy for implementation of TIF 4 Redevelopment Project Area based on evolving economic conditions
4. Review and Update Village Housing Regulations and Strategy
 - a. Analyze demographic trends to determine if current housing mix and regulations will continue to support Arlington Heights' population in the future
 - b. Adjust housing strategy to meet emerging needs
 - c. Ensure that current construction regulations support sustainable neighborhood growth and effective storm water management
5. Continue Infrastructure Improvement Efforts
6. Increase Efficiencies in Service Provision
 - a. Explore ways to reduce Village expenditures in light of flattening revenues
 - b. Strengthen use of technology to increase organizational effectiveness and reduce operational costs
7. Evaluate the Village of Arlington Heights Identity and Brand in the Community and Region

OPERATION SUMMARY

BOARD OF TRUSTEES

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 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	\$35,939	\$35,216	\$34,400	\$34,400	\$34,200	(\$200)	(0.6%)
Contractual Services	115,021	124,048	138,000	138,000	138,800	800	0.6%
Commodities	582	1,656	1,400	1,400	1,400	0	0.0%
Other Charges	4,000	4,000	4,000	6,000	6,000	0	0.0%
Capital Items	0	0	0	0	0	0	N/A
Total Expenditures	\$155,542	\$164,920	\$177,800	\$179,800	\$180,400	\$600	0.3%

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$151,542	\$160,920	\$173,800	\$173,800	\$174,400	\$600	0.3%
Capital Projects	0	0	0	0	0	\$0	N/A
A & E Fund	4,000	4,000	4,000	6,000	6,000	0	0.0%
Total Expenditures	\$155,542	\$164,920	\$177,800	\$179,800	\$180,400	\$600	0.3%

BOARD OF TRUSTEES

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-0101-501.10-02	Elected Officials	30,900	30,899	30,900	30,900	30,900	0	0.0%
	Salaries	30,900	30,899	30,900	30,900	30,900	0	0.0%
101-0101-501.19-01	Workers Compensation	100	99	100	100	100	0	0.0%
101-0101-501.19-10	IMRF	2,575	1,855	1,100	1,100	900	(200)	(18.2%)
101-0101-501.19-11	Social Security	1,916	1,916	1,900	1,900	1,900	0	0.0%
101-0101-501.19-12	Medicare	448	447	400	400	400	0	0.0%
	Fringe Benefits	5,039	4,317	3,500	3,500	3,300	(200)	(5.7%)
101-0101-501.21-65	Other Services	57,877	69,215	79,200	79,200	80,000	800	1.0%
101-0101-501.22-02	Dues	42,311	39,464	44,100	44,100	44,400	300	0.7%
101-0101-501.22-03	Training	1,409	1,926	2,500	2,500	2,500	0	0.0%
101-0101-501.22-05	Postage	124	144	300	300	300	0	0.0%
101-0101-501.22-25	IT/GIS Service Charge	13,300	13,299	11,900	11,900	11,600	(300)	(2.5%)
	Contractual Services	115,021	124,048	138,000	138,000	138,800	800	0.6%
101-0101-501.30-01	Publications Periodicals	145	285	200	200	200	0	0.0%
101-0101-501.30-05	Office Supplies & Equip	437	1,371	1,200	1,200	1,200	0	0.0%
	Commodities	582	1,656	1,400	1,400	1,400	0	0.0%
Total Board of Trustees		151,542	160,920	173,800	173,800	174,400	600	0.3%

BOARD OF TRUSTEES

GENERAL FUND

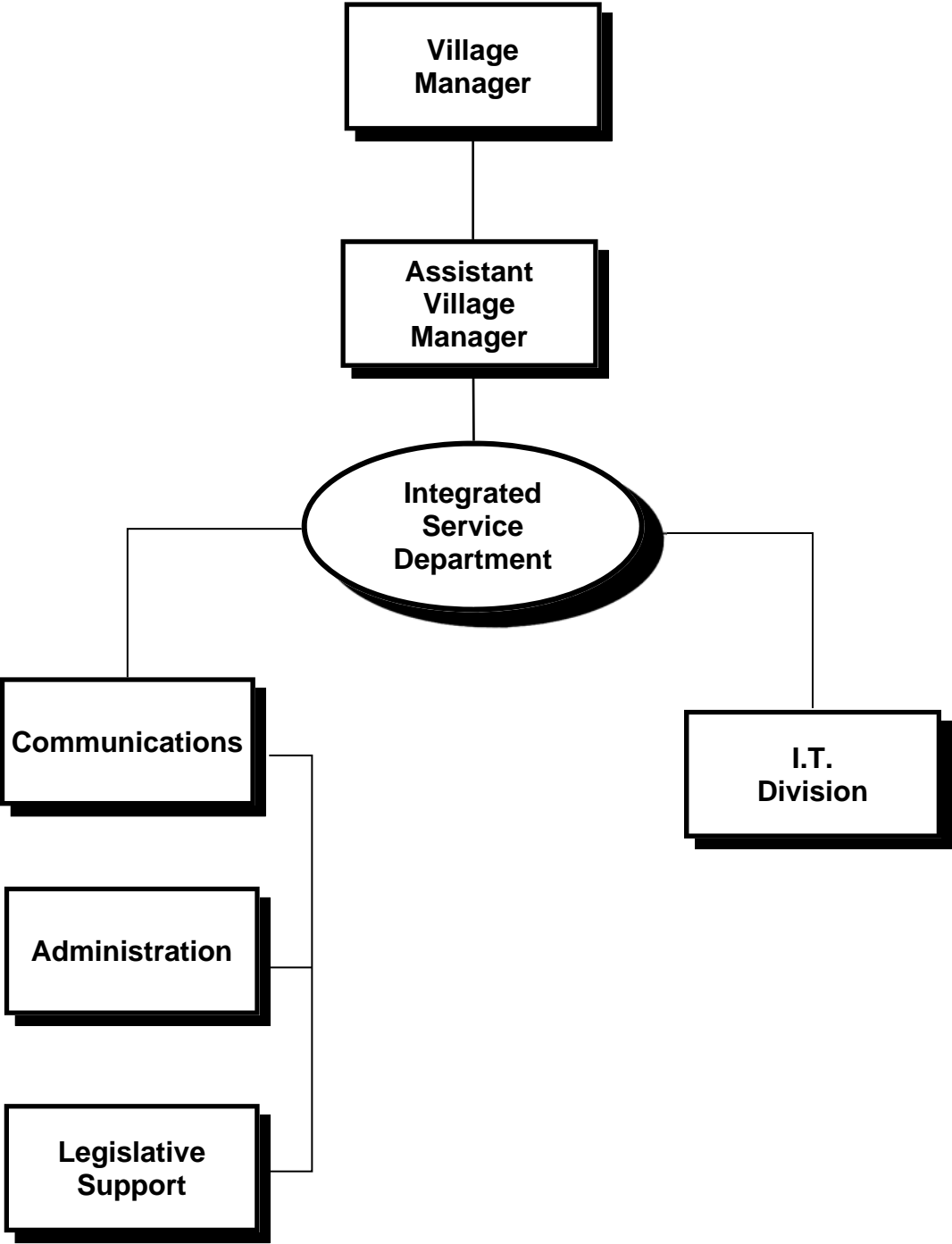
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
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		900
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		3,300	
CONTRACTUAL SERVICES:						
101-0101-501.21-65	Other Services	Plaques, certificates of recognition and appreciation, mementos for dignitaries	6,000		6,400	
		Cable access channel programs & videos	66,000		66,000	
		Informational/Public Service Announcement	4,000		4,000	
		Contributions to post-prom events	600		600	
		Miscellaneous	2,600	79,200	3,000	80,000
101-0101-501.22-02	Dues	Northwest Municipal Conference	27,200		27,200	
		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		3,400	
		Miscellaneous	300	44,100	600	44,400
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		11,900		11,600
TOTAL CONTRACTUAL SERVICES			138,000		138,800	
COMMODITIES:						
101-0101-501.30-01	Publications/Periodicals	Miscellaneous publications		200		200
101-0101-501.30-05	Office Supplies & Equip	Miscellaneous office supplies		1,200		1,200
TOTAL COMMODITIES			1,400		1,400	
TOTAL BOARD OF TRUSTEES			173,800		174,400	

INTEGRATED SERVICES

(10.50 FTE)

ORGANIZATION STRUCTURE



INTEGRATED SERVICES DEPARTMENT

The Integrated Services Department (ISD) includes the Village Manager's Office, Community Relations, and the IT Division. The purpose of the department is to exercise administrative and operational oversight over all departments, ensure the achievement of Village Board goals, optimize interdepartmental processes, and to effectively assess and use strategic and organization-wide thinking.

Establishment of the ISD: The Department was established in June of 2015. 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.
- **Community and Public Relations** – With a growing reliance on social media, websites, and other technology to get the Village's message out, this area will work closely with IT and have it play a bigger role with various interdepartmental efforts.
- **"One Village Voice"** – work with Village Staff to establish "One Village Voice" that is clear, concise and courteous throughout our communications and citizen engagement efforts.
- **Customer Service** – Explore new ways to enhance interdepartmental customer service and have it be a priority for the organization.

2018 Accomplishments

- **Walk Arlington** – Coordinated marketing plan for Walk Arlington that included an interactive storyboard map, a video and informational social media posts which were shared by the Park District, Library and School District 25's social media platforms.
- **New Civic Event Sign** – a new full-color, 10mm resolution electronic community events sign was installed at the corner of Arlington Heights Road and Northwest Highway after the former sign suffered a catastrophic failure. We post Village information and information on events located within the Village. Over the course of 6 months, approximately 100 unique messages were created.
- **Construction 411 page added to Website** – provides progress updates on the Village's road programs this summer. The page includes an email sign-up for roadwork notices and updates are sent through our Constant Contact program.
- **Electronic Newsletter & E-news blasts** – created an electronic newsletter that is done quarterly. The newsletter is posted on the website and social media platforms as well as emailed to those who sign up to receive it. In addition, ISD sends out occasional E-news blasts which are brief blurbs on important reminders, project updates, events and other timely information. Printed copies of the newsletter are available at Village Hall, the Senior Center and Library.
- **ArchiveSocial Installation** – a new tool has been added to the Village's social media accounts that alerts staff to questions and comments posted through our platforms. This improves our community engagement, enabling the team to enhance response time to social media questions and comments.
- **Kickoff of One Village Voice Customer Service Initiative** – ISD and Human Resources held a kick-off meeting with a staff committee that includes representatives of each Department. The group will develop a statement regarding the Village's customer service values, develop customer service standards to be applied across the organization and identify and reinforce new and existing tools to help provide excellent customer service.

INTEGRATED SERVICES DEPARTMENT

(Continued)

- **Onboarding to the GIS Consortium and New GIS Provider** – The Village joined the GIS Consortium in September 2017. The goal over the year was to unify the GIS for the Village and establish policies and procedures for usage and integration to the GIS service provider (MGP) and the GIS consortium. A comprehensive on-boarding process took place throughout the year to introduce each department to the new GIS format. Accomplishments included:
 - Completed the verification of address data and data clean-up
 - Integrated Arlington Heights community data into the GIS Consortium data model
 - Established Stakeholder teams in various departments
 - Conducted needs assessment in all Village departments to create a GIS Project Plan for 2018
 - Turned on shared applications including: Community-Portal, Interactive Maps including Map Office, Capital Improvement Projects, Walk-Arlington and created a Public Map Gallery with 19 individual maps which is available on the website
 - Trained users on new applications and created new projects based on departmental needs
- **Creation of Brewery Liquor Classification** – In an effort to expand new business concepts a new liquor license classification was created to permit microbreweries, breweries with taprooms, and brew pubs.
- **Performance Benchmarking Cooperative** – The Village participated in the Northern Illinois Benchmarking Cooperative first effort, working with a team of researchers from UIC. The first report, which dealt with current challenges in suburban Police Departments has been issued.
- **Commissions/Boards Review** – A survey of the Village's Board and Commission members was conducted over the summer. Meetings with each Staff Liaison and Chairperson are underway during the Fall of 2018 to review each group's role and scope of work.
- **Special Events/Arts and Entertainment Fund Programming review** – The Village's accounting for departmental expenses for all special events has been reviewed by an interdepartmental team. Refinements are being made to what is and is not charged to the A and E fund and to event organizers with the goal of maintaining self-sustaining fund in 2019 and beyond.

2019 Strategic Priorities and Key Projects

1. Downtown Parking System Updates

Strategic Priority: #6b. Strengthen Use of Technology to increase organizational effectiveness and reduce operational costs

Continue to evaluate and implement parking system solutions to include updated signage in parking garages and lots, additional directional signage, and solutions identified in the Parking Capacity and Usage Study to be presented in the fall of 2018.

Timeline:

- Improvements and solutions will be explored once the Parking Study is reviewed and action items are identified. Improvements will be scheduled along with budget planning and fund availability.

Project Leads: Assistant Village Manager and Deputy Director of Planning & Community Development

INTEGRATED SERVICES DEPARTMENT

(Continued)

2. Further Develop See Click Fix Mobile Application

Strategic Priority: # 6b Strengthen Use of Technology to increase organizational effectiveness and reduce operational costs

Coinciding with the launch of the new website, the Public Works Department implemented See Click Fix. See Click Fix is a web based application that allows the Arlington Heights community to geolocate non-emergency service requests from either the website or mobile device. See Click Fix is also integrated with the Department's work management system, Cityworks. Therefore, when a service request is submitted from See Click Fix, the content of the request is pulled into the Cityworks system and is automatically assigned to the appropriate unit. Finally, these requests are also assigned unique request numbers that allows the requester to follow the progress of the request from open to complete.

Timeline:

- 1Q 2019 – Roll out additional categories of requests for service to be managed via See Click Fix and Cityworks.
- 2Q 2019 – Promote and grow the See Click Fix public usage

Project Leads: Nancy Kluz, Community Relations Coordinator and Chester Gorecki, Management Analyst

3. Northern Illinois Benchmarking Cooperative

Strategic Priority: # 6 Increase Efficiencies in Service Provision

Compare performance measures and practices from Arlington Heights to those of other surrounding communities to identify best practices and facilitate better results.

Project Completion: 4Q 2019

Project Lead: Randy Recklaus, Village Manager

4. Commission/Board Review

Staff Generated Project

Review work and roles of each Board and Commission to determine if opportunities for consolidation and enhancement exist.

Project Completion: 1Q 2019

Project Lead: Randy Recklaus, Village Manager

5. One Village Voice Customer Service Initiative

Staff Generated Project

Village staff committee will explore ways to define our customer service standards and enhance customer service and engagement with the public that will incorporate "One Village Voice" – which is communicating in a clear, consistent and courteous manner.

Timeline:

- 1Q 2019 – Finalize statement of organization's values when it comes to Customer Service and Identify key measures of customer service and develop standards.
- 2Q 2019 – Rollout One Village Voice standards and promote/reinforce them throughout the Village.

Project Leads: Diana Mikula, Assistant Village Manager and Kelly Livingston, Assistant Director of Human Resources

INTEGRATED SERVICES DEPARTMENT

(Continued)

6. Expanding GIS within the Organization

Staff Generated Project

- Continue to assess the needs and capabilities of each department in order to establish project priorities.
- Evaluate and deploy additional Shared Applications and Solutions
- Help to identify new analytical and visual reports departments can produce
- Train users on new applications

Project Completion: throughout 2019

Project Leads: Diana Mikula, Assistant Village Manager and Robert Taraszka, IT Manager

7. Explore streamlining and automating processes in the Village Manager's Office

Staff Generated Project

- Streamline liquor license process and automate submittal forms
- Identify processes that could be updated

Project Completion: throughout 2019

Project Lead: Diana Mikula, Assistant Village Manager

OPERATION SUMMARY

INTEGRATED SERVICES

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Authorized Positions in F-T-E							
General Fund	5.00	5.50	5.50	5.50	5.50	0.00	0.0%
Technology Fund	6.00	6.00	5.00	5.00	5.00	0.00	0.0%
Total F-T-E	11.00	11.50	10.50	10.50	10.50	0.00	0.0%

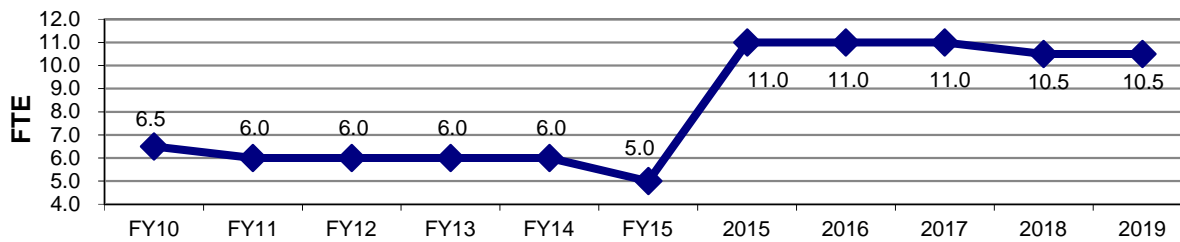
Expenditures

Personal Services	\$1,604,802	\$1,542,665	\$1,562,800	\$1,599,900	\$1,595,400	(\$4,500)	(0.3%)
Contractual Services	480,384	573,253	756,900	756,860	794,600	37,740	5.0%
Commodities	69,936	69,021	77,600	77,600	79,600	2,000	2.6%
Other Charges	57,499	43,585	36,300	36,300	36,300	0	0.0%
Capital Items	351,894	275,741	427,500	427,264	581,800	154,536	36.2%
Total Expenditures	\$2,564,515	\$2,504,265	\$2,861,100	\$2,897,924	\$3,087,700	\$189,776	6.5%

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$895,140	\$892,610	\$958,200	\$996,900	\$979,800	(17,100)	(1.7%)
Capital Projects Fund	131,903	121,552	173,700	173,461	176,000	2,539	1.5%
A & E Fund	38,807	31,986	31,300	31,300	31,300	0	0.0%
Technology Fund	1,498,665	1,458,117	1,697,900	1,696,263	1,900,600	204,337	12.0%
Total Expenditures	\$2,564,515	\$2,504,265	\$2,861,100	\$2,897,924	\$3,087,700	\$189,776	6.5%

STAFFING HISTORY



INTEGRATED SERVICES

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-0201-502.10-01	Salaries	610,037	609,921	641,300	676,300	671,800	(4,500)	(0.7%)
101-0201-502.18-01	Temporary Help	0	2,356	1,400	1,400	1,400	0	0.0%
101-0201-502.18-05	Overtime Civilian	3,291	1,813	5,800	5,800	5,900	100	1.7%
	Salaries	613,328	614,090	648,500	683,500	679,100	(4,400)	(0.6%)
101-0201-502.19-01	Workers Compensation	1,200	1,200	1,200	1,200	1,200	0	0.0%
101-0201-502.19-05	Medical Insurance	69,300	75,500	80,900	80,900	87,900	7,000	8.7%
101-0201-502.19-10	IMRF	80,370	75,305	85,400	86,000	68,400	(17,600)	(20.5%)
101-0201-502.19-11	Social Security	32,262	32,889	34,600	37,200	35,500	(1,700)	(4.6%)
101-0201-502.19-12	Medicare	8,805	8,720	9,500	10,000	9,900	(100)	(1.0%)
101-0201-502.19-20	Deferred Compensation	5,535	0	0	0	0	0	N/A
101-0201-502.19-23	Automobile Allowance	6,025	6,000	6,000	6,000	6,000	0	0.0%
	Fringe Benefits	203,497	199,614	217,600	221,300	208,900	(12,400)	(5.6%)
101-0201-502.20-40	General Insurance	7,200	7,599	7,700	7,700	7,800	100	1.3%
101-0201-502.21-02	Equipment Maintenance	5,602	2,825	2,400	2,400	2,400	0	0.0%
101-0201-502.21-65	Other Services	3,227	4,343	10,300	10,300	10,400	100	1.0%
101-0201-502.22-02	Dues	5,341	11,622	11,200	11,200	11,300	100	0.9%
101-0201-502.22-03	Training	2,042	7,294	6,100	6,100	6,400	300	4.9%
101-0201-502.22-05	Postage	559	336	1,000	1,000	900	(100)	(10.0%)
101-0201-502.22-10	Printing	2,143	1,449	4,800	4,800	4,800	0	0.0%
101-0201-502.22-15	Photocopying	1,142	1,162	1,600	1,600	1,600	0	0.0%
101-0201-502.22-25	IT/GIS Service Charge	36,096	36,200	39,200	39,200	38,400	(800)	(2.0%)
	Contractual Services	63,352	72,830	84,300	84,300	84,000	(300)	(0.4%)
101-0201-502.30-01	Publications Periodicals	1,295	926	1,000	1,000	1,000	0	0.0%
101-0201-502.30-05	Office Supplies & Equip	4,268	5,150	6,800	6,800	6,800	0	0.0%
	Commodities	5,563	6,076	7,800	7,800	7,800	0	0.0%
101-0201-502.40-55	Other Special Events	9,400	0	0	0	0	0	N/A
	Other Charges	9,400	0	0	0	0	0	N/A
	Total Integrated Services	895,140	892,610	958,200	996,900	979,800	(17,100)	(1.7%)

INTEGRATED SERVICES

General Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Village Manager		1.00	1.00	
Assistant Village Manager	12	1.00	1.00	
Community Relations Coordinator	6	1.00	1.00	
Management Analyst II	6	1.00	1.00	
Executive Assistant	3	1.00	0.00	(1.00)
Administrative Assistant	2	0.50	1.50	1.00
Total F-T-E		5.50	5.50	0.00

Integrated Services Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	5.50	5.50	
625	Technology Fund	5.00	5.00	
	Total F-T-E All Funds	10.50	10.50	0.00

INTEGRATED SERVICES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
101-0201-502.10-01	Salaries	Salaries	676,300		671,800	
101-0201-502.18-01	Temporary Help	Temporary Help	1,400		1,400	
101-0201-502.18-05	Overtime Civilian	Overtime Civilian	5,800		5,900	
TOTAL SALARIES			683,500		679,100	
FRINGE BENEFITS:						
101-0201-502.19-01	Workers' Compensation	Workers' Compensation Insurance	1,200		1,200	
101-0201-502.19-05	Medical Insurance	Medical Insurance	80,900		87,900	
101-0201-502.19-10	IMRF	IMRF	86,000		68,400	
101-0201-502.19-11	Social Security	Social Security	37,200		35,500	
101-0201-502.19-12	Medicare	Medicare	10,000		9,900	
101-0201-502.19-20	Deferred Compensation	Deferred Compensation	0		0	
101-0201-502.19-23	Automobile Allowance	Automobile Allowance	6,000		6,000	
TOTAL FRINGE BENEFITS			221,300		208,900	
CONTRACTUAL SERVICES:						
101-0201-502.20-40	General Insurance	Liability and property insurance	7,700		7,800	
101-0201-502.21-02	Equipment Maintenance	Maintenance of printers & computers	200		200	
		Civic Event Sign repair	2,200	2,400	2,200	2,400
101-0201-502.21-65	Other Services	Contractual services, online tools, miscellaneous services	1,200		1,300	
		Cell phone usage/wireless connectivity	2,300		2,300	
		Enhancements to Village website	2,000		2,000	
		Archive Social subscription	4,800	10,300	4,800	10,400
101-0201-502.22-02	Dues	Dues	6,200		6,300	
		Co-op Best Practice Benchmark	5,000	11,200	5,000	11,300
101-0201-502.22-03	Training	ICMA Annual Conference	4,600		4,600	
		Illinois Municipal League, Northwest Municipal Conference, IAMMA, ILCMA webinars & miscellaneous meetings	1,500	6,100	1,800	6,400
101-0201-502.22-05	Postage	General postage including residential mailers and special notices		1,000		900
101-0201-502.22-10	Printing	Liquor license materials	300		300	
		Miscellaneous printing including brochures, flyers, special notices, post cards, booklets, ads, and photos	4,500	4,800	4,500	4,800

INTEGRATED SERVICES

GENERAL FUND

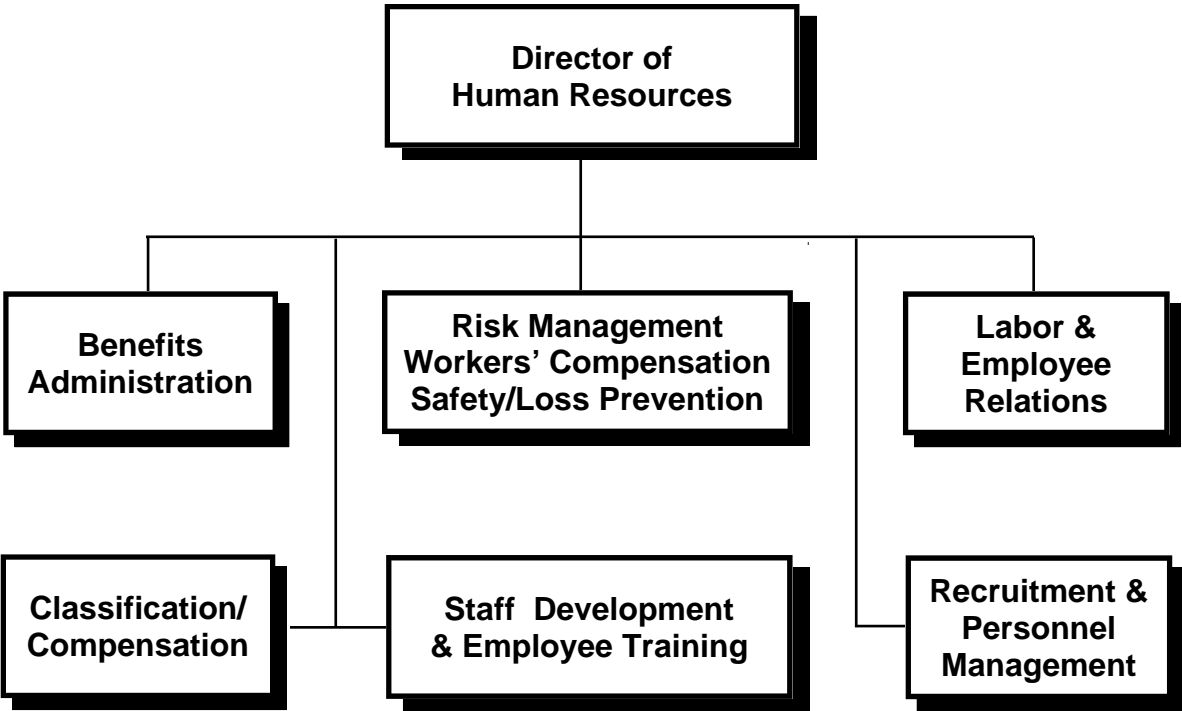
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
101-0201-502.22-15	Photocopying	Photocopies & supplies Maintenance agreement Xerox 5150	1,600	1,600
101-0201-502.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	39,200	38,400
TOTAL CONTRACTUAL SERVICES			84,300	84,000
COMMODITIES:				
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.	6,800	6,800
TOTAL COMMODITIES			7,800	7,800
TOTAL INTEGRATED SERVICES			996,900	979,800

HUMAN RESOURCES

(4.00 FTE)

ORGANIZATION STRUCTURE



HUMAN RESOURCES

The Human Resources Department administers and manages the Village 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.

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 assigned to the Department by the Village Manager.

2018 Accomplishments

- The Customer Service Survey results were shared with all Village employees and discussed at length with all Village Department Heads. The discussion centered on what constitutes good customer service. An interdepartmental workgroup has been established to develop Village wide standards.
- The Human Resources Department has expanded use of technical resources in the following ways:
 - The electronic employment application process has been streamlined to allow candidates to fill out a job application, submit a cover letter and resume at the same time
 - Job candidates are able to self-administer pre-employment tests from their location
 - Work directly with ISD to create custom reports for reporting data for ongoing Benefits audit
 - Expanded use of the Villages Employee Intranet with benefits and wellness information
 - Employees are notified electronically for their upcoming biannual physicals and request for attendance at the Villages Accident Prevention Board meetings
 - Researching electronic signatures for Village employees Performance Action forms
 - Monthly employee newsletters that are issued by Intergovernmental Risk Management Association (IRMA) are posted on the Villages Employee Intranet.
- An extensive comprehensive comparative analysis of all insurance benefit programs provided to employees and retirees along with an analysis of two benefits brokers, was conducted. After a thorough review by an outside consultant of all documents provided by both brokers, HR, Finance and Library representatives are working together to determine the most cost effective benefit programs while keeping customer service at the forefront of this decision. Benefits reviewed were health, dental, employee paid vision, basic and supplemental life. Consideration is being made for new benefit offering for the 2019 calendar year of optional short term disability. This is no cost to the Village but would offer income protection to employees experiencing serious medical conditions.
- A review and revision of the current performance evaluation process for non-bargaining unit employees was conducted.

HUMAN RESOURCES

(Continued)

- A new Benefits Coordinator was on boarded and is currently conducting an extensive HR audit of all Village employee benefits and procedures.
- As a result of the 2017 Classification and Compensation study, completed a job audit and revision of over two-hundred job descriptions for non-bargaining unit employees.

2019 Strategic Priorities & Key Projects

- 1. Implementation of electronic employee files, working towards eliminating paper.** This is in conjunction with ISD's Document Management System Project.

Support Strategic Priority #6b Strengthen use of technology to increase organizational effectiveness and reduce operational costs

Project Completion: 4Q 2019

Project Leads: Director of Human Resources and Employee Benefits Coordinator

Cost: TBD

- 2. Implementation of electronic approval process for Performance Evaluation Forms (PAF's).**

Support Strategic Priority #6b Strengthen use of technology to increase organizational effectiveness and reduce operational costs

Project Completion: 2Q 2019

Project Leads: Director of Human Resources and Employee Benefits Coordinator

Cost: N/A

- 3. HR audit continues for all processes and procedures.**

Staff initiated Priority

Project Completion: This is an ongoing process.

Phase I: I9 audit anticipated completion 2Q 2019

Phase II: Audit of personnel policy manual 3Q 2019

Project Leads: All members of the HR Department

Cost: N/A

HUMAN RESOURCES

(Continued)

Performance Measures	Calendar Year		
	2015	2016	2017
1. Employee Benefits – Reduce Medical Costs Research and implement strategies to help control health risks and costs a) Medicare Retiree Drug Subsidy received	\$133,827	\$97,089	\$124,374
2. Employee Benefits – Deferred Income Programs a) Number of dollars pledged in Section 125 b) Number of employees contributing to ICMA	\$212,224 323	\$269,682 302	\$323,886 405
3. Risk Management – Workers Compensation 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 b) Number of claims submitted to the Third Party Administrator (TPA) where employees missed work due to their Workers' Compensation injury c) Number of work days lost to Workers' Compensation injury d) Number of pro se settlements e) Number of safety measures implemented	43 out of 72 36 715 4 out of 7 5	43 out of 48 26 933 3 out of 9 4	37 out of 49 20 203 6 out of 11 1
4. Risk Management – Loss Prevention a) Number of accidents reviewed b) Number of safety training programs offered to employees sponsored through Human Resources	110 4	96 3	96 2

HUMAN RESOURCES

(Continued)

Performance Measures (cont.)	Calendar Year		
	2015	2016	2017
5. Maintenance of Classification and Compensation Program Maintain and make necessary modifications to the Village's Classification Plan to ensure all employees are appropriately classified. a) Number of job audits conducted b) Number of surveys conducted	 6 342	 7 326	 242 277
6. Personnel Management – Compliance Review personnel policies and related forms in order to ensure they are in compliance with applicable laws. a) Number of personnel policies revised/created	 7	 3	 0
7. Fire & Police Commissions – Recruitment 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 b) Number of interviews conducted c) Number of eligibility lists created d) Number of positions filled Recruitment, selection and promotion of all other positions. a) Number of positions filled	 22 54 2 10 14	 29 92 3 22 29	 18 44 2 9 12
8. Professional Development / Personnel Management Professional Development of Workforce Identify, assess and offer training programs to employees. a) Number of classes offered	 3	 2	 4

OPERATION SUMMARY

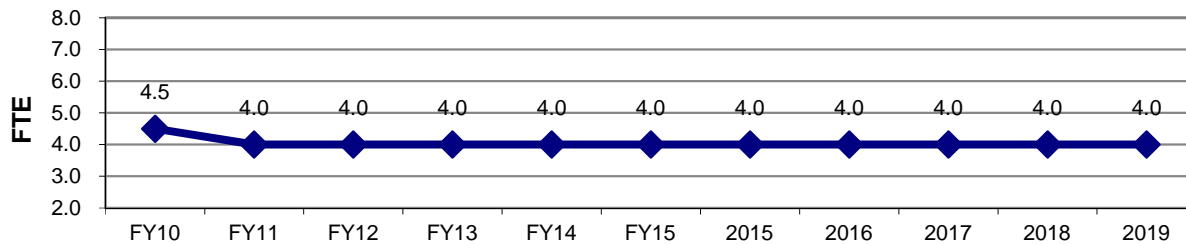
HUMAN RESOURCES

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 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	\$573,687	\$575,022	\$887,700	\$921,200	\$992,300	\$71,100	7.7%
Contractual Services	4,902,965	5,303,409	6,027,000	6,103,200	6,256,600	153,400	2.5%
Commodities	4,127	4,195	4,200	5,000	4,800	(200)	(4.0%)
Other Charges	8,590,451	10,029,992	9,488,000	9,532,300	10,122,000	589,700	6.2%
Total Expenditures	\$14,071,230	\$15,912,618	\$16,406,900	\$16,561,700	\$17,375,700	\$814,000	4.9%

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$418,787	\$381,016	\$401,600	\$399,200	\$403,500	4,300	1.1%
Health Insurance Fund	9,518,392	10,526,318	10,846,500	10,289,100	11,552,600	1,263,500	12.3%
Retiree Health Ins Fund	2,582,385	2,543,862	2,631,400	3,784,000	2,824,700	(959,300)	(25.4%)
Worker's Comp Fund	1,551,665	2,461,422	2,527,400	2,089,400	2,594,900	505,500	24.2%
Total Expenditures	\$14,071,229	\$15,912,618	\$16,406,900	\$16,561,700	\$17,375,700	\$814,000	4.9%

STAFFING HISTORY



HUMAN RESOURCES

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-0301-503.10-01	Salaries	203,893	210,001	216,300	217,500	223,600	6,100	2.8%
101-0301-503.18-01	Temporary Help	6,728	8,983	7,100	7,200	7,400	200	2.8%
101-0301-503.18-05	Overtime Civilian	0	0	700	700	700	0	0.0%
	Salaries	210,621	218,984	224,100	225,400	231,700	6,300	2.8%
101-0301-503.19-01	Workers Compensation	500	500	500	500	500	0	0.0%
101-0301-503.19-05	Medical Insurance	43,700	44,499	47,900	47,900	52,200	4,300	9.0%
101-0301-503.19-10	IMRF	26,941	25,929	28,400	28,500	22,400	(6,100)	(21.4%)
101-0301-503.19-11	Social Security	12,506	12,881	13,300	13,300	13,400	100	0.8%
101-0301-503.19-12	Medicare	3,014	3,017	3,200	3,300	3,300	0	0.0%
	Fringe Benefits	86,661	86,826	93,300	93,500	91,800	(1,700)	(1.8%)
101-0301-503.20-05	Professional Services	36,995	7,500	3,300	3,300	3,400	100	3.0%
101-0301-503.20-40	General Insurance	6,100	6,399	6,500	6,500	6,600	100	1.5%
101-0301-503.20-75	Examinations	14,530	0	12,000	8,000	8,000	0	0.0%
101-0301-503.21-02	Equipment Maintenance	0	0	0	100	0	(100)	(100.0%)
101-0301-503.21-65	Other Services	9,690	10,482	1,600	1,600	1,600	0	0.0%
101-0301-503.22-01	Advertising	1,648	1,105	1,100	1,100	1,100	0	0.0%
101-0301-503.22-02	Dues	1,860	1,627	1,500	1,500	1,500	0	0.0%
101-0301-503.22-03	Training	1,984	1,561	3,100	3,100	3,200	100	3.2%
101-0301-503.22-05	Postage	618	216	500	500	500	0	0.0%
101-0301-503.22-10	Printing	365	79	200	200	200	0	0.0%
101-0301-503.22-15	Photocopying	1,807	1,695	2,500	2,500	2,500	0	0.0%
101-0301-503.22-25	IT/GIS Service Charge	26,700	26,600	26,800	26,800	26,100	(700)	(2.6%)
	Contractual Services	102,297	57,264	59,100	55,200	54,700	(500)	(0.9%)
101-0301-503.30-01	Publications Periodicals	586	746	600	600	600	0	0.0%
101-0301-503.30-05	Office Supplies & Equip	1,990	2,048	2,000	2,000	2,100	100	5.0%
	Commodities	2,576	2,794	2,600	2,600	2,700	100	3.8%
101-0301-503.40-70	Employee Recognition Program	16,632	15,148	22,500	22,500	22,600	100	0.4%
	Other Charges	16,632	15,148	22,500	22,500	22,600	100	0.4%
	Total Human Resources	418,787	381,016	401,600	399,200	403,500	4,300	1.1%

HUMAN RESOURCES

General Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Director of Human Resources	11	1.00	1.00	
Administrative Assistant	2	1.00	1.00	
Total F-T-E		2.00	2.00	0.00

Human Resources Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	2.00	2.00	
605	Health Insurance Fund	1.00	1.00	
615	Workers' Compensation Fund	1.00	1.00	
Total F-T-E All Funds		4.00	4.00	0.00

HUMAN RESOURCES

GENERAL FUND

EXPENDITURE DETAIL

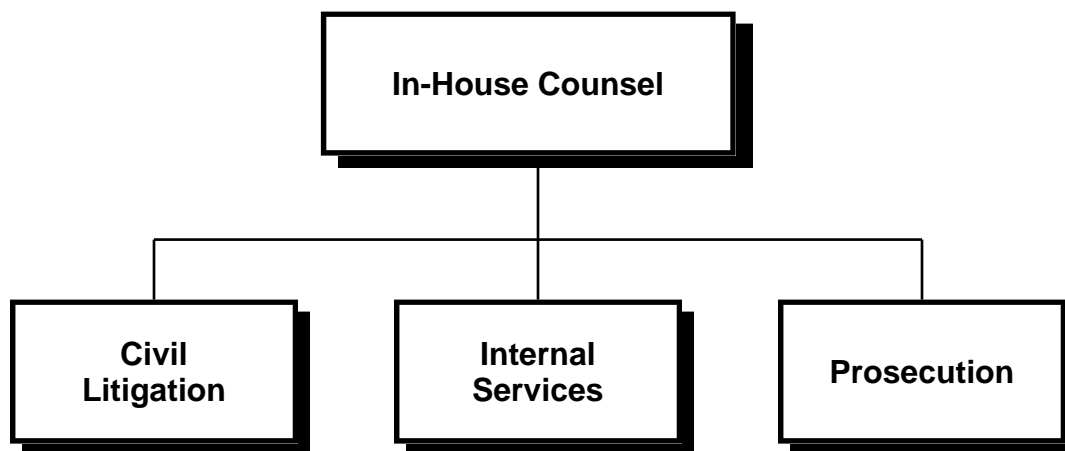
Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
101-0301-503.10-01	Salaries	Salaries	217,500	223,600
101-0301-503.18-01	Temporary Help	Temporary Help	7,200	7,400
101-0301-503.18-05	Overtime Civilian	Overtime Civilian	700	700
	TOTAL SALARIES		225,400	231,700
FRINGE BENEFITS:				
101-0301-503.19-01	Workers' Compensation	Workers' Compensation Insurance	500	500
101-0301-503.19-05	Medical Insurance	Medical Insurance	47,900	52,200
101-0301-503.19-10	IMRF	IMRF	28,500	22,400
101-0301-503.19-11	Social Security	Social Security	13,300	13,400
101-0301-503.19-12	Medicare	Medicare	3,300	3,300
	TOTAL FRINGE BENEFITS		93,500	91,800
CONTRACTUAL SERVICES:				
101-0301-503.20-05	Professional Services	Training programs	3,300	3,400
		Prior Year Encumbrance Carryover	3,300	3,400
101-0301-503.20-40	General Insurance	Liability and property insurance	6,500	6,600
101-0301-503.20-75	Examinations	Promotional exams/candidate testing	8,000	8,000
101-0301-503.21-02	Equipment Maintenance	Maintenance of typewriters, calculators and computers	100	0
101-0301-503.21-65	Other Services	Cell phone usage/wireless connectivity	1,600	1,600
101-0301-503.22-01	Advertising	Advertising	1,100	1,100
101-0301-503.22-02	Dues	Dues	1,500	1,500
101-0301-503.22-03	Training	Seminars & tuition reimbursement	3,100	3,200
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	1,500
		Maintenance agreement Xerox 5150	1,000	1,000
101-0301-503.22-25	IT/GIS Service Charge	Information Technology service charge	26,800	26,100
	TOTAL CONTRACTUAL SERVICES		55,200	54,700

HUMAN RESOURCES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
COMMODITIES:				
101-0301-503.30-01	Publications/Periodicals	Miscellaneous publications	600	600
101-0301-503.30-05	Office Supplies & Equip	General office supplies	2,000	2,100
TOTAL COMMODITIES			2,600	2,700
OTHER CHARGES:				
101-0301-503.40-70	Employee Recognition Prg	Service awards & forum for recognition of employees	22,500	22,600
TOTAL OTHER CHARGES			22,500	22,600
TOTAL HUMAN RESOURCES			399,200	403,500



LEGAL

The Legal Department 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 provided by the In-House Counsel, Staff Attorney and support personnel, who are appointed by the Village Manager, Village Attorney, and Village Prosecutor, who are appointed by the President and Board of Trustees.

The Legal Department is responsible for:

- ▶ Research and preparation of ordinances as requested by the Village Board, the Village Manager, Village departments or on the initiative of the Legal Department.
- ▶ Interpretation and application of 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.
- ▶ 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.
- ▶ Representation of the Village in intergovernmental groups and matters of negotiations, including collective bargaining, between the Village and other parties, as may be assigned by the Village Manager.
- ▶ 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.

2018 Accomplishments

1. Significant Contracts

- Memorandum of Understanding for C.A.R.E.
- Redevelopment Agreement for 4 N. Hickory Ave.

2. Second Phase of Zoning Code Amendments

3. Real Property Matters

- Closed Sale of Village-owned lots on North Ridge
- Obtained ownership of Highland Woods detention basin

2019 Strategic Priorities & Key Projects

Evaluation and Pursuit of Cell Tower Leases on Village Property

Strategic Priority #1: Explore new revenue sources to fund Village services

Staff is working with companies looking to put antennas on Village poles in accordance with State law and the Village's applicable ordinances.

Project Leader: In-House Counsel

LEGAL

(Continued)

Performance Measures	Calendar Year		
	2015	2016	2017
1. Number of Code amendment packets issued	3	3	3
2. Number of Code sections amended	42	60	88
3. Number of ordinances amending the Code	14	20	18
4. Number of ordinances prepared and adopted	56	60	51
5. Number of resolutions prepared and adopted	50	34	57
6. Number of agreements prepared and adopted	57	53	59
7. Number of FOIA requests processed	1,228	1,384	1,424
8. Number of FOIA appeals	1	0	0
9. Number of FOIA denials in whole or in part	286	327	314
10. Number of new foreclosures processed	65	69	77
11. Number of liquor license hearings prosecuted	8	8	0
12. Number of new housing court cases prosecuted	3	9	0

OPERATION SUMMARY

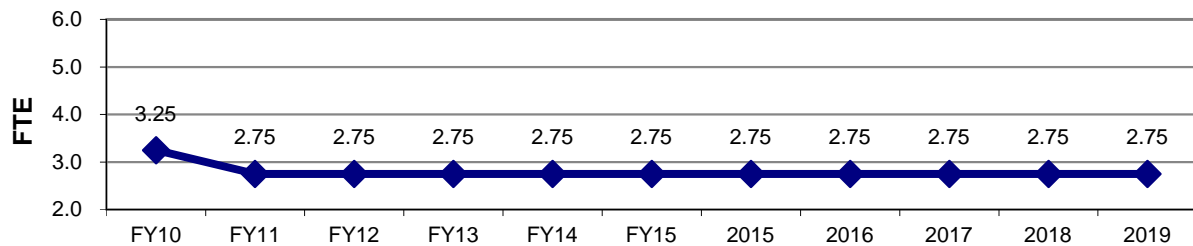
LEGAL

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Authorized Positions in F-T-E	2.75	2.75	2.75	2.75	2.75	0.00	0.0%
Expenditures							
Personal Services	\$474,657	\$488,507	\$503,100	\$507,300	\$508,500	\$1,200	0.2%
Contractual Services	253,352	233,569	264,600	264,600	264,200	(400)	(0.2%)
Commodities	9,695	9,798	11,300	11,300	11,300	0	0.0%
Other Charges	81,281	0	0	0	0	0	N/A
Total Expenditures	\$818,985	\$731,874	\$779,000	\$783,200	\$784,000	\$800	0.1%

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$818,985	\$731,874	\$779,000	\$783,200	\$784,000	\$800	0.1%
Total Expenditures	\$818,985	\$731,874	\$779,000	\$783,200	\$784,000	\$800	0.1%

STAFFING HISTORY



LEGAL

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-0401-503.10-01	Salaries	350,703	363,264	369,400	373,000	379,900	6,900	1.8%
	Salaries	350,703	363,264	369,400	373,000	379,900	6,900	1.8%
101-0401-503.19-01	Workers Compensation	600	600	600	600	600	0	0.0%
101-0401-503.19-05	Medical Insurance	53,800	54,900	58,900	58,900	64,100	5,200	8.8%
101-0401-503.19-10	IMRF	45,874	44,853	48,300	48,800	37,700	(11,100)	(22.7%)
101-0401-503.19-11	Social Security	18,756	19,795	20,500	20,600	20,700	100	0.5%
101-0401-503.19-12	Medicare	4,924	5,095	5,400	5,400	5,500	100	1.9%
	Fringe Benefits	123,954	125,243	133,700	134,300	128,600	(5,700)	(4.2%)
101-0401-503.20-10	Village Attorney Legal Services	36,000	36,000	36,000	36,000	36,000	0	0.0%
101-0401-503.20-15	Village Prosecutor Legal Services	50,040	50,040	50,100	50,100	140,100	90,000	179.6%
101-0401-503.20-20	Other Legal Services	115,958	98,817	125,000	125,000	35,000	(90,000)	(72.0%)
101-0401-503.20-40	General Insurance	3,100	3,300	3,300	3,300	3,300	0	0.0%
101-0401-503.21-02	Equipment Maintenance	34	34	100	100	100	0	0.0%
101-0401-503.21-65	Other Services	26,248	24,126	24,000	24,000	24,000	0	0.0%
101-0401-503.22-02	Dues	3,130	3,127	3,200	3,200	3,200	0	0.0%
101-0401-503.22-03	Training	2,666	2,591	4,500	4,500	4,500	0	0.0%
101-0401-503.22-05	Postage	997	171	1,000	1,000	1,000	0	0.0%
101-0401-503.22-15	Photocopying	1,879	2,064	2,500	2,500	2,500	0	0.0%
101-0401-503.22-25	IT/GIS Service Charge	13,300	13,299	14,900	14,900	14,500	(400)	(2.7%)
	Contractual Services	253,352	233,569	264,600	264,600	264,200	(400)	(0.2%)
101-0401-503.30-01	Publications Periodicals	429	429	500	500	500	0	0.0%
101-0401-503.30-05	Office Supplies & Equip	3,070	2,333	3,200	3,200	3,200	0	0.0%
101-0401-503.33-05	Other Supplies	6,196	7,036	7,600	7,600	7,600	0	0.0%
	Commodities	9,695	9,798	11,300	11,300	11,300	0	0.0%
101-0401-503.40-74	Real Estate Tax	81,281	0	0	0	0	0	N/A
	Other Charges	81,281	0	0	0	0	0	N/A
	Total Legal	818,985	731,874	779,000	783,200	784,000	800	0.1%

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

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
In-House Counsel	11	1.00	1.00	
Staff Attorney	8	0.50	0.50	
Paralegal	3	0.50	0.50	
Administrative Assistant	2	0.75	0.75	
Total F-T-E		2.75	2.75	0.00

**Legal Department
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	2.75	2.75	
	Total F-T-E All Funds	2.75	2.75	0.00

LEGAL

GENERAL FUND

EXPENDITURE DETAIL

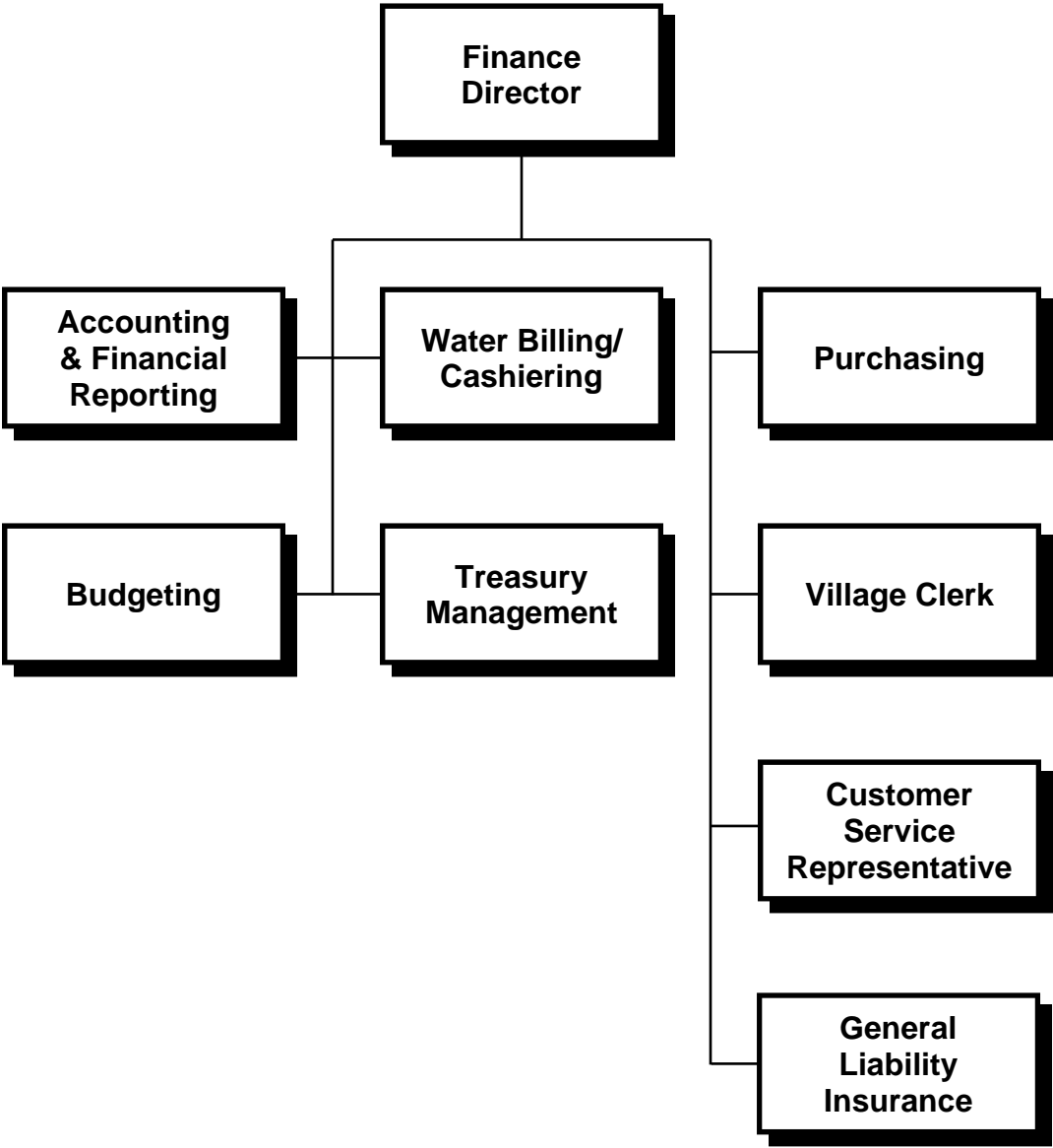
Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
101-0401-503.10-01	Salaries	Salaries	373,000		379,900	
TOTAL SALARIES			373,000		379,900	
FRINGE BENEFITS:						
101-0401-503.19-01	Workers' Compensation	Workers' Compensation Insurance	600		600	
101-0401-503.19-05	Medical Insurance	Medical Insurance	58,900		64,100	
101-0401-503.19-10	IMRF	IMRF	48,800		37,700	
101-0401-503.19-11	Social Security	Social Security	20,600		20,700	
101-0401-503.19-12	Medicare	Medicare	5,400		5,500	
TOTAL FRINGE BENEFITS			134,300		128,600	
CONTRACTUAL SERVICES:						
101-0401-503.20-10	Village Attorney Legal Serv	Counsel to Village Board	36,000		36,000	
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			90,000	140,100
101-0401-503.20-20	Legal Services	Additional prosecution costs, litigation, and other outside counsel	125,000		35,000	
101-0401-503.20-40	General Insurance	Liability and property insurance	3,300		3,300	
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	14,000	24,000
101-0401-503.22-02	Dues	Dues	3,200		3,200	
101-0401-503.22-03	Training	Seminars and meetings	1,500		1,500	
		Conference	3,000	4,500	3,000	4,500
101-0401-503.22-05	Postage	Correspondence and notices	1,000		1,000	
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	14,900		14,500	
TOTAL CONTRACTUAL SERVICES			264,600		264,200	

LEGAL

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
COMMODITIES:				
101-0401-503.30-01	Publications/Periodicals	Miscellaneous publications	500	500
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	7,600	7,600
		TOTAL COMMODITIES	11,300	11,300
OTHER CHARGES:				
101-0401-503.40-74	Real Estate Tax	Tax on Village property leased to commercial business	0	0
		TOTAL OTHER CHARGES	0	0
		TOTAL LEGAL	783,200	784,000



FINANCE

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.

2018 Accomplishments

- A long-term alternative revenue report was completed and presented to the Village Board. The Board subsequently recommended that no changes be made at this time.
- Worked with the Human Resources Department in evaluating health insurance plan options.
- Village Board approval of a new formal bid level matching the State's \$25,000 requirement.
- The Finance, Planning, and Building Departments developed a CDBG Rehab funding component option for the Sewer Rebate Program.
- Interviewed firms and planned for the transition to a new printing/mailing/e-billing provider for vehicle stickers and water bills as of the beginning of 2019.

2019 Strategic Priorities and Key Projects

1. Review/Update the Village's Investment Policy

Strategic Priority: #6 Increase Efficiencies in Service Provision

Review the existing policy to determine if it meets the most current accepted policy and procedure standards.

Project Completion: 4Q 2019

Project Leads: Finance Director and Assistant Finance Director

2. Initiate the Study of a New Enterprise Resource Planning (ERP) Village-wide Software System.

Staff Generated Project

Timeline:

- 2Q - Engage the services of an ERP consultant.
- 3Q – Outline the Village's current ERP software capabilities.
- 4Q – Work with Departments to develop a list of desired capabilities.
- 2020 – Determine an ERP software package that meets most desired capabilities and implement the new software.

Project Leads: Finance Director and Assistant Finance Director

3. Develop a Multi-Year Village Fine and Fee Increase Schedule

Staff Generated Project

Project Completion: 2Q 2019

Project Leads: Finance Director and Assistant Finance Director

FINANCE

(Continued)

4. Review and Implement Revised Vehicle Sticker Late Fees and Processes

Staff Generated Project

Project Completion: 3Q 2019

Project Leads: Accounting Manager

5. Review and Revise Capital Accounting and Budget Definition

Staff Generated Project

Project Completion: 2Q 2019

Project Leads: Assistant Finance Director and Accounting Manager

Performance Measures

	2015	2016	2017
1. Number & Type of Payment Transaction			
Vehicle Stickers Transaction			
At counter / drop box / mail	43,031	41,092	40,640
Through banks / currency exchanges	1,011	1,242	1,476
<i>Multiple stickers may be issued for one transaction</i>			
Water Bills Transactions			
By direct bank debit (ACH)	42,846	44,058	46,098
Electronic lockbox (ACH)	30,606	30,689	29,653
Internet payments	5,296	6,712	7,678
At counter / drop box / mail	<u>57,127</u>	<u>57,444</u>	<u>60,540</u>
Total Water Bill Transactions	135,875	138,903	143,969
% Water bills – bank debit (ACH)	32%	32%	32%
% Water bills – electronic lockbox (ACH)	23%	22%	21%
% Water bills – Internet	4%	5%	6%
% Water bills – at counter/drop box/mail	42%	42%	42%
Parking Tickets			
At counter/drop box/mail	8,708	8,046	8,444
Internet payments	<u>3,911</u>	<u>4,539</u>	<u>3,728</u>
Total Parking Tickets	12,619	12,585	12,172
% Parking Tickets – Internet Payments	31%	36%	31%
2. Credit Card Payments			
# of transactions	27,281	31,133	32,741
Total payments	\$3,077,826	4,004,229	4,260,383
Total fees	\$77,765	99,740	94,988
Average fee %	2.53%	2.49%	2.23%
Average payment transaction amount	\$112.82	\$128.62	\$130.12

FINANCE

(Continued)

Performance Measures (cont.)

	2015	2016	2017
4. Water Billing Activity			
# of metered accounts	21,032	21,044	21,080
Water consumption billed (1,000 gallons)			
Residential	1,535,441	1,512,279	1,499,867
Commercial	426,966	420,211	323,256
Industrial	329,648	314,838	294,961
Apartments	40,220	52,534	(1) 155,961
Total Consumption Billed	2,332,275	2,299,862	2,274,045
Water / sewer revenues	\$12,888,404	\$16,017,792	\$16,560,185
5. Cash and Investments			
Cash	\$ 8,529,118	\$ 9,674,919	\$ 10,580,452
Investments	92,073,800	124,832,536	118,098,714
Total	\$100,602,918	\$134,507,455	\$ 128,679,166
% of funds invested	91.5%	92.8%	91.8%
6. Purchasing			
# of purchase orders processed	984	736	552
# of field purchase orders	6,356	6,729	6,123
\$ amount of purchase orders processed	\$ 17,804,473	\$ 25,781,278	\$ 40,402,331
\$ amount of field purchase orders	1,894,024	2,515,111	2,328,016
Total amount of purchase order transactions	\$ 19,698,497	\$ 28,296,389	\$ 42,730,347
# of formal bids / RFP's	43	48	39
\$ amount of formal bids / RFP's	\$ 11,489,360	\$ 15,138,329	\$ 16,423,363
% amount formal bids / RFP's	58%	53%	38%
\$ amount saved by competitive bidding	\$ 1,276,465	\$ 1,753,639	\$ 2,582,923
7. Checks Issued			
Accounts payable checks issued	6,811	6,756	6,278
Payroll: # of checks issued	2,353	2,625	2,536
# of direct deposits	15,368	16,146	16,461
% of payroll as direct deposits	87%	86%	87%

FINANCE

(Continued)

Performance Measures (cont.)

	2015	2016	2017
8. Ambulance Billing and Collection			
# of bills	4,609	4,882	4,805
\$ amount billed	\$ 1,704,290	\$ 1,785,003	\$ 1,689,780
\$ amount of payments	\$ 1,740,595	\$ 1,623,425	\$ 1,677,209
\$ amount of current receivable	\$ 350,241	\$ 541,849	\$ 573,473
\$ amount past due/in collection	\$ 719,915	\$ 774,703	\$ 851,066
Billing Rates:			
Village (VAH) Charges /	<u>VAH / MED</u>	<u>VAH / MED</u>	<u>VAH / MED</u>
Medicare (MED) Allows			
Basic Life Support	400 / 370	400 / 372	400 / 375
Advanced Life Support	400 / 439	400 / 442	400 / 446
Advanced Life Support 2	450 / 635	450 / 639	450 / 645

9. Village Clerk			
Processing of:			
Ordinances	56	60	51
Resolutions	50	34	57
Agreements	57	54	59
Ethics Forms:			
Village	135	138	137
County	86	90	89
Transcribing of Village Board Minutes	24	26	29
Transcribing of Closed Session Minutes	11	16	8
Notarizations	143	239	333
Citizen Inquiries	520	(2) 1,023	765
Voter Registrations	54	84	24
Scanned Documents	213	148	213

10. GFOA Certifications			
a. Certificate of Achievement for Excellence In Financial Reporting	Received	Received	Received
b. Distinguished Budget Presentation Award	Received	Received	Received

(1) Apartments consumption billed increased after the storm water fee was implemented due to a change in classifications

(2) Citizen inquiries higher due Presidential Election year

OPERATION SUMMARY

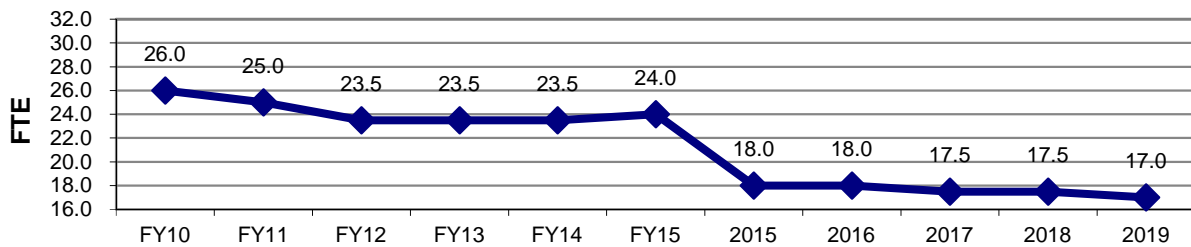
FINANCE

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 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	8.50	8.00	8.00	8.00	7.50	(0.50)	(6.3%)
Total F-T-E	18.00	17.50	17.50	17.50	17.00	(0.50)	(2.9%)
Expenditures							
Personal Services	\$1,974,707	\$2,007,590	\$2,125,200	\$2,198,700	\$2,160,800	(\$37,900)	(1.7%)
Contractual Services	855,493	977,164	921,900	919,926	930,300	10,374	1.1%
Commodities	26,903	32,910	31,500	33,700	32,900	(800)	(2.4%)
Other Charges	567,105	398,679	461,000	600,000	500,000	(100,000)	(16.7%)
Capital Items	990	0	9,900	11,500	0	(11,500)	(100.0%)
Total Expenditures	\$3,425,198	\$3,416,343	\$3,549,500	\$3,763,826	\$3,624,000	(\$139,826)	(3.7%)

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$1,550,110	\$1,611,160	\$1,675,100	\$1,689,226	\$1,701,800	\$12,574	0.7%
Capital Projects Fund	990	0	9,900	11,500	0	(11,500)	(100.0%)
Water & Sewer Fund	1,112,852	1,075,692	1,066,500	1,228,100	1,080,200	(147,900)	(12.0%)
General Liability Ins Fund	761,246	729,491	798,000	835,000	842,000	7,000	0.8%
Total Expenditures	\$3,425,198	\$3,416,343	\$3,549,500	\$3,763,826	\$3,624,000	(\$139,826)	(3.7%)

STAFFING HISTORY



FINANCE

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-0501-503.10-01	Salaries	860,002	898,404	942,700	954,200	970,600	16,400	1.7%
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	11,200	12,511	6,000	6,000	6,000	0	0.0%
	Salaries	871,202	910,915	950,200	961,700	978,100	16,400	1.7%
101-0501-503.19-01	Workers Compensation	2,900	3,000	3,000	3,000	3,100	100	3.3%
101-0501-503.19-05	Medical Insurance	149,200	154,500	158,200	158,200	179,900	21,700	13.7%
101-0501-503.19-10	IMRF	113,736	112,474	124,000	125,500	97,800	(27,700)	(22.1%)
101-0501-503.19-11	Social Security	48,970	51,901	54,900	55,900	56,400	500	0.9%
101-0501-503.19-12	Medicare	12,204	12,742	13,800	13,900	14,200	300	2.2%
	Fringe Benefits	327,010	334,617	353,900	356,500	351,400	(5,100)	(1.4%)
101-0501-503.20-05	Professional Services	46,770	57,405	51,500	51,000	52,300	1,300	2.5%
101-0501-503.20-40	General Insurance	19,000	20,000	20,200	20,200	20,400	200	1.0%
101-0501-503.21-02	Equipment Maintenance	5,179	6,740	7,000	7,026	6,100	(926)	(13.2%)
101-0501-503.21-65	Other Services	133,979	130,686	137,000	137,000	138,400	1,400	1.0%
101-0501-503.22-01	Advertising	3,643	4,544	5,000	5,000	5,000	0	0.0%
101-0501-503.22-02	Dues	3,009	3,061	3,500	3,500	3,500	0	0.0%
101-0501-503.22-03	Training	3,553	8,473	8,000	8,000	8,200	200	2.5%
101-0501-503.22-05	Postage	35,264	37,617	41,500	41,500	41,500	0	0.0%
101-0501-503.22-10	Printing	20,127	17,163	24,000	24,000	24,000	0	0.0%
101-0501-503.22-15	Photocopying	6,760	5,372	6,100	6,100	6,100	0	0.0%
101-0501-503.22-25	IT/GIS Service Charge	46,100	39,900	35,800	35,800	34,800	(1,000)	(2.8%)
101-0501-503.22-30	Claims & Refunds	0	0	0	500	300	(200)	(40.0%)
	Contractual Services	323,384	330,961	339,600	339,626	340,600	974	0.3%
101-0501-503.30-01	Publications Periodicals	2,013	2,418	2,600	2,600	2,600	0	0.0%
101-0501-503.30-05	Office Supplies & Equip	16,294	19,786	18,400	18,400	18,600	200	1.1%
101-0501-503.30-25	Licensing Supplies	8,487	10,329	9,900	9,900	10,000	100	1.0%
101-0501-503.33-05	Other Supplies	59	361	500	500	500	0	0.0%
	Commodities	26,853	32,894	31,400	31,400	31,700	300	1.0%
101-0501-503.40-97	Inventory Short and Over	1,661	1,773	0	0	0	0	N/A
	Other Charges	1,661	1,773	0	0	0	0	N/A
Total Finance		1,550,110	1,611,160	1,675,100	1,689,226	1,701,800	12,574	0.7%

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

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
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	4	1.00	1.00	
Village Clerk	4	1.00	1.00	
Budget Coordinator	3	1.00	1.00	
Account Clerk	1	0.50	0.50	
Customer Service Representative	1	1.00	1.00	
Total F-T-E		9.50	9.50	0.00

**Finance Department
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	9.50	9.50	
505	Water & Sewer Fund	8.00	7.50	(0.50)
	Total F-T-E All Funds	17.50	17.00	(0.50)

FINANCE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
101-0501-503.10-01	Salaries	Salaries	954,200		970,600	
101-0501-503.18-01	Temporary Help	Temporary Help	1,500		1,500	
101-0501-503.18-05	Overtime Civilian	Overtime Civilian	6,000		6,000	
TOTAL SALARIES			961,700		978,100	
FRINGE BENEFITS:						
101-0501-503.19-01	Workers' Compensation	Workers' Compensation Insurance	3,000		3,100	
101-0501-503.19-05	Medical Insurance	Medical Insurance	158,200		179,900	
101-0501-503.19-10	IMRF	IMRF	125,500		97,800	
101-0501-503.19-11	Social Security	Social Security	55,900		56,400	
101-0501-503.19-12	Medicare	Medicare	13,900		14,200	
TOTAL FRINGE BENEFITS			356,500		351,400	
CONTRACTUAL SERVICES:						
101-0501-503.20-05	Professional Services	Pension actuarial	13,800		14,200	
		Annual audit (governmental funds share)	30,600		31,200	
		Annual actuarial valuation of post employment benefits (governmental funds share)	6,600	51,000	6,900	52,300
101-0501-503.20-40	General Insurance	Liability and property insurance	20,200		20,400	
101-0501-503.21-02	Equipment Maintenance	NeoPost postage scale & postage meter	1,800		1,800	
		NeoPost folder/inserters	2,400		2,400	
		Alarm, check signer, typewriters, binding machine and archive storage system	1,800		1,900	
		Prior Year Encumbrance Carryover	1,026	7,026		6,100
101-0501-503.21-65	Other Services	GFOA CAFR certificate fee	700		700	
		GFOA budget certificate fee	600		600	
		Tracker annual fee	1,900		2,000	
		Title searches	500		500	
		Cell phone charges	800		800	
		Credit card processing fees	21,200		21,500	
		Bank service fees	12,300		12,500	
		Ambulance billing services	91,800		92,000	
		Searchable Village Code - Laserfiche	6,200		6,500	
		Miscellaneous	1,000	137,000	1,300	138,400
101-0501-503.22-01	Advertising	Bid advertising	2,000		2,000	
		Hearing notices	1,800		1,800	
		Annual Treasurers Report	1,200	5,000	1,200	5,000

FINANCE

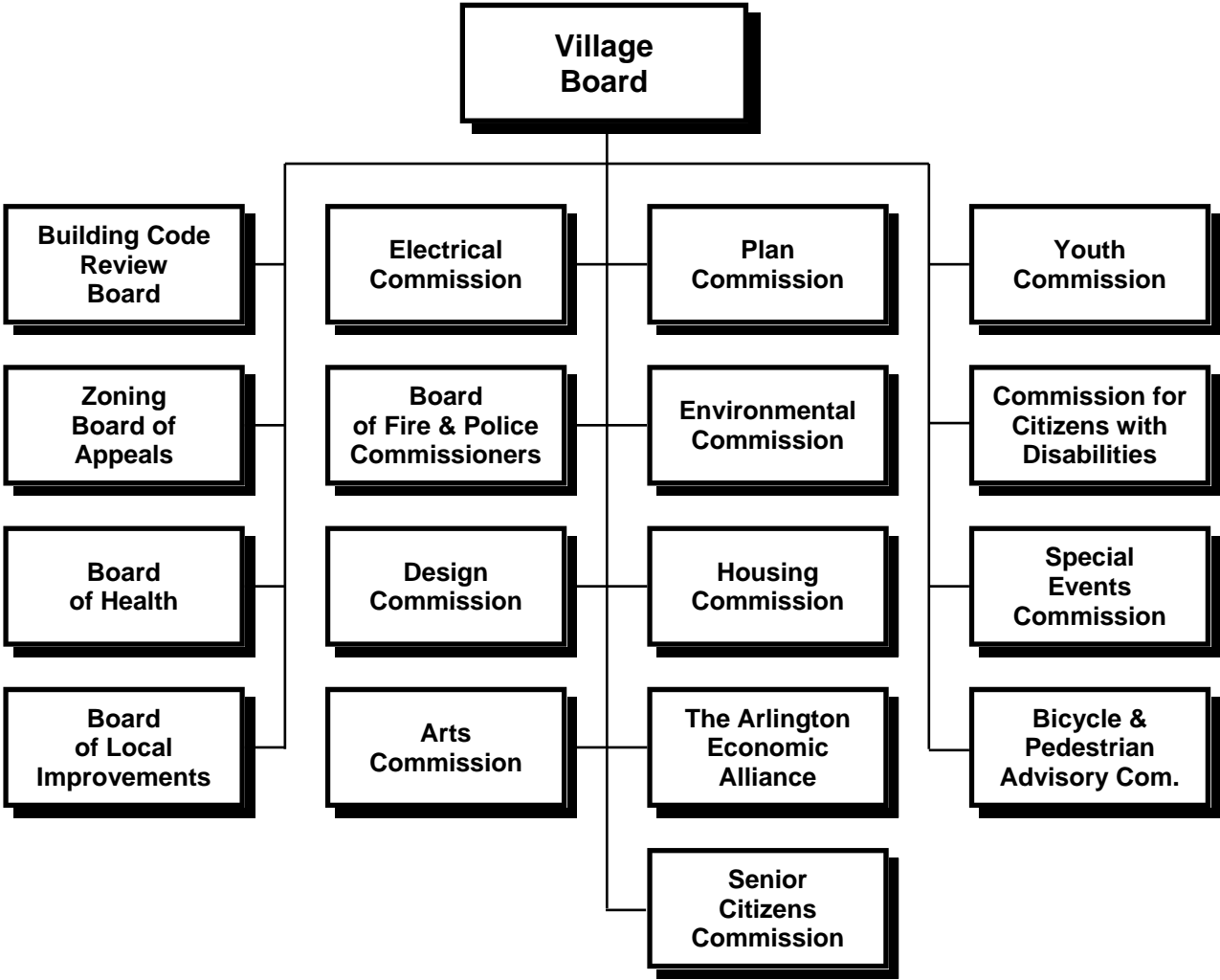
GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
101-0501-503.22-02	Dues	GFOA, IGFOA, CPA, AICPA, IMTA and other organizations for Finance, Purchasing, Payroll and Village Clerk Prior Year Encumbrance Carryover	3,500	3,500	3,500	
			0			
101-0501-503.22-03	Training	GFOA and IGFOA programs	2,500		2,500	
		Purchasing programs	500		600	
		National GFOA Committee	1,000		1,000	
		Tuition reimbursement	2,000		2,000	
		Municipal Clerks' Conference	1,000		1,000	
		Seminars & webinars	1,000	8,000	1,100	8,200
101-0501-503.22-05	Postage	Vehicle licenses, disbursement checks, purchase orders, bids, billings, special assessments, business licenses, & miscellaneous		41,500		41,500
101-0501-503.22-10	Printing	Comprehensive Annual Financial Report	1,900		1,900	
		Annual Budget	2,600		2,600	
		Forms, checks, notices, envelopes, report covers, ordinances and misc. printing	2,500		2,500	
		Business Licenses	0		0	
		Vehicle/animal applications	17,000	24,000	17,000	24,000
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		35,800		34,800
101-0501-503.22-30	Claims & Refunds	Claims and refunds		500		300
		TOTAL CONTRACTUAL SERVICES		339,626		340,600
COMMODITIES:						
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		18,400		18,600
101-0501-503.30-25	Licensing Supplies	Vehicle stickers	7,500		7,600	
		Dog tags & motorcycle tags	1,200		1,200	
		Taxi licensing supplies	1,200	9,900	1,200	10,000
101-0501-503.33-05	Other Supplies & Equip	Miscellaneous commodities		500		500
		TOTAL COMMODITIES		31,400		31,700
		TOTAL FINANCE		1,689,226		1,701,800

BOARDS & COMMISSIONS

ORGANIZATION STRUCTURE



BOARDS & COMMISSIONS

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.
- ▶ **Electrical Commission:** Recommends ordinances pertaining to electrical standards, permits and fees.

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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 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	\$5,098	\$4,887	\$7,100	\$11,400	\$11,400	\$0	0.0%
Contractual Services	131,486	102,241	160,400	151,600	124,800	(26,800)	(17.7%)
Commodities	2,228	2,742	3,200	3,600	3,700	100	2.8%
Other Charges	83,566	72,979	87,300	87,670	89,300	1,630	1.9%
Total Expenditures	\$222,378	\$182,849	\$258,000	\$254,270	\$229,200	(\$25,070)	(9.9%)

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$168,890	\$122,257	\$197,600	\$193,500	\$167,100	(\$26,400)	(13.6%)
A & E Fund	53,488	60,592	60,400	60,770	62,100	1,330	2.2%
Total Expenditures	\$222,378	\$182,849	\$258,000	\$254,270	\$229,200	(\$25,070)	(9.9%)

BOARDS & COMMISSIONS - ADMINISTRATION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1001-502.20-40	General Insurance	3,000	3,200	3,200	3,200	3,200	0	0.0%
101-1001-502.22-02	Dues - Meet Chicago Northwest	77,600	84,200	87,700	87,700	83,500	(4,200)	(4.8%)
	Contractual Services	80,600	87,400	90,900	90,900	86,700	(4,200)	(4.6%)
101-1001-502.40-05	Grants - Arl Hts Com Con Band	7,000	7,100	7,200	7,200	7,300	100	1.4%
	Other Charges	7,000	7,100	7,200	7,200	7,300	100	1.4%
	Total B & C Administration	87,600	94,500	98,100	98,100	94,000	(4,100)	(4.2%)

ZONING BOARD OF APPEALS

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1003-502.10-03	Boards and Commissions	1,075	1,030	1,700	1,700	1,700	0	0.0%
	Salaries	1,075	1,030	1,700	1,700	1,700	0	0.0%
101-1003-502.19-11	Social Security	67	63	100	100	100	0	0.0%
101-1003-502.19-12	Medicare	15	14	100	100	100	0	0.0%
	Fringe Benefits	82	77	200	200	200	0	0.0%
101-1003-502.22-15	Photocopying	0	0	0	200	200	0	0.0%
	Contractual Services	0	0	0	200	200	0	0.0%
101-1003-502.30-05	Office Supplies & Equip	0	0	0	100	100	0	0.0%
	Commodities	0	0	0	100	100	0	0.0%
	Total Zoning Brd of Appeals	1,157	1,107	1,900	2,200	2,200	0	0.0%

BUILDING CODE REVIEW BOARD

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1004-502.10-03	Boards and Commissions	75	475	400	1,200	1,200	0	0.0%
	Salaries	75	475	400	1,200	1,200	0	0.0%
101-1004-502.19-11	Social Security	5	29	100	100	100	0	0.0%
101-1004-502.19-12	Medicare	1	6	0	100	100	0	0.0%
	Fringe Benefits	6	35	100	200	200	0	0.0%
	Total Bldg Code Review Brd	81	510	500	1,400	1,400	0	0.0%

BOARD OF LOCAL IMPROVEMENTS

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1007-502.10-03	Boards and Commissions	0	125	0	800	800	0	0.0%
	Salaries	0	125	0	800	800	0	0.0%
101-1007-502.19-11	Social Security	0	7	0	100	100	0	0.0%
101-1007-502.19-12	Medicare	0	1	0	100	100	0	0.0%
	Fringe Benefits	0	8	0	200	200	0	0.0%
	Total Brd of Local Improv	0	133	0	1,000	1,000	0	0.0%

BOARD OF FIRE AND POLICE COMMISSIONERS

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1008-502.10-03	Boards and Commissions	1,390	810	1,500	1,500	1,500	0	0.0%
	Salaries	1,390	810	1,500	1,500	1,500	0	0.0%
101-1008-502.19-11	Social Security	86	50	100	100	100	0	0.0%
101-1008-502.19-12	Medicare	20	11	100	100	100	0	0.0%
	Fringe Benefits	106	61	200	200	200	0	0.0%
101-1008-502.20-75	Examinations	46,334	10,593	59,000	46,000	24,000	(22,000)	(47.8%)
101-1008-502.22-01	Advertising	1,450	1,227	2,000	2,000	1,500	(500)	(25.0%)
101-1008-502.22-02	Dues	375	375	400	400	400	0	0.0%
101-1008-502.22-05	Postage	32	0	100	100	100	0	0.0%
101-1008-502.22-15	Photocopying	0	0	0	0	0	0	N/A
	Contractual Services	48,191	12,195	61,500	48,500	26,000	(22,500)	(46.4%)
	Total Fire & Police Comm	49,687	13,066	63,200	50,200	27,700	(22,500)	(44.8%)

PLAN COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1009-502.10-03	Boards and Commissions	1,775	1,870	2,200	3,400	3,400	0	0.0%
	Salaries	1,775	1,870	2,200	3,400	3,400	0	0.0%
101-1009-502.19-11	Social Security	110	115	200	200	200	0	0.0%
101-1009-502.19-12	Medicare	26	27	100	100	100	0	0.0%
	Fringe Benefits	136	142	300	300	300	0	0.0%
101-1009-502.22-02	Dues	150	0	0	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	300	0	0.0%
	Contractual Services	150	0	0	800	800	0	0.0%
	Total Plan Commission	2,061	2,012	2,500	4,500	4,500	0	0.0%

ENVIRONMENTAL COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1010-502.10-03	Boards and Commissions	419	237	400	1,500	1,500	0	0.0%
	Salaries	419	237	400	1,500	1,500	0	0.0%
101-1010-502.19-11	Social Security	27	14	100	100	100	0	0.0%
101-1010-502.19-12	Medicare	6	3	0	100	100	0	0.0%
	Fringe Benefits	33	17	100	200	200	0	0.0%
101-1010-502.22-05	Postage	0	8	100	100	100	0	0.0%
101-1010-502.22-10	Printing	0	0	300	400	400	0	0.0%
101-1010-502.22-15	Photocopying	0	0	0	100	100	0	0.0%
	Contractual Services	0	8	400	600	600	0	0.0%
101-1010-502.30-05	Office Supplies & Equip	0	0	0	100	100	0	0.0%
	Commodities	0	0	0	100	100	0	0.0%
Total Environmental Commission		452	262	900	2,400	2,400	0	0.0%

HOUSING COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1011-502.22-05	Postage	1	1	100	100	100	0	0.0%
101-1011-502.22-15	Photocopying	0	0	100	100	100	0	0.0%
	Contractual Services	1	1	200	200	200	0	0.0%
101-1011-502.30-01	Publications	575	575	600	600	600	0	0.0%
101-1011-502.33-05	Other Supplies (program markng)	0	0	500	500	500	0	0.0%
	Commodities	575	575	1,100	1,100	1,100	0	0.0%
101-1011-502.40-05	Grants	12,268	0	0	0	0	0	N/A
	Other Charges	12,268	0	0	0	0	0	N/A
Total Housing Commission		12,844	576	1,300	1,300	1,300	0	0.0%

ELECTRICAL COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1012-502.22-03	Training	0	0	0	100	100	0	0.0%
	Contractual Services	0	0	0	100	100	0	0.0%
101-1012-502.32-80	Books	0	0	0	0	0	0	N/A
	Commodities	0	0	0	0	0	0	N/A
	Total Electrical Commission	0	0	0	100	100	0	0.0%

SENIOR CITIZENS COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1013-502.22-01	Advertising	0	0	0	0	100	100	N/A
101-1013-502.22-03	Training	0	389	200	200	500	300	150.0%
101-1013-502.22-05	Postage	163	74	200	800	400	(400)	(50.0%)
101-1013-502.22-15	Photocopying	117	0	200	600	200	(400)	(66.7%)
	Contractual Services	280	463	600	1,600	1,200	(400)	(25.0%)
101-1013-502.30-05	Office Supplies & Equip	0	161	200	0	200	200	N/A
101-1013-502.33-05	Other Supplies	533	309	0	300	500	200	66.7%
	Commodities	533	470	200	300	700	400	133.3%
	Total Senior Citizen Comm	813	933	800	1,900	1,900	0	0.0%

YOUTH COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1014-502.22-05	Postage	0	9	100	100	100	0	0.0%
101-1014-502.22-10	Printing	66	0	0	100	100	0	0.0%
101-1014-502.22-15	Photocopying	0	0	100	100	100	0	0.0%
	Contractual Services	66	9	200	300	300	0	0.0%
101-1014-502.33-05	Other Supplies	131	66	200	100	100	0	0.0%
	Commodities	131	66	200	100	100	0	0.0%
	Total Youth Commission	197	75	400	400	400	0	0.0%

DESIGN COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1015-502.22-15	Photocopying	45	300	100	100	100	0	0.0%
	Contractual Services	45	300	100	100	100	0	0.0%
101-1015-502.30-05	Office Supplies & Equip	0	0	300	400	400	0	0.0%
	Commodities	0	0	300	400	400	0	0.0%
	Total Design Commission	45	300	400	500	500	0	0.0%

COMMISSION FOR CITIZENS WITH DISABILITIES

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1017-502.20-24	Disabled Citizen Programs	700	473	1,600	2,100	2,000	(100)	(4.8%)
101-1017-502.22-03	Training	0	0	0	300	300	0	0.0%
101-1017-502.22-05	Postage	249	184	300	500	500	0	0.0%
101-1017-502.22-15	Photocopying	0	0	100	100	300	200	200.0%
	Contractual Services	949	657	2,000	3,000	3,100	100	3.3%
101-1017-502.33-05	Other Supplies	0	219	200	300	200	(100)	(33.3%)
	Commodities	0	219	200	300	200	(100)	(33.3%)
101-1017-502.40-58	Disabled Citizen Donation	1,000	1,000	1,000	1,000	1,000	0	0.0%
	Other Charges	1,000	1,000	1,000	1,000	1,000	0	0.0%
	Total Disabilities Comm	1,949	1,876	3,200	4,300	4,300	0	0.0%

SPECIAL EVENTS COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1018-502.21-65	Other Services	0	0	1,400	1,400	1,500	100	7.1%
101-1018-502.22-05	Postage	269	408	100	100	100	0	0.0%
101-1018-502.22-10	Printing	0	0	500	500	600	100	20.0%
	Contractual Services	269	408	2,000	2,000	2,200	200	10.0%
101-1018-502.31-40	Agricultural Supplies	0	0	200	200	0	(200)	(100.0%)
	Commodities	0	0	200	200	0	(200)	(100.0%)
	Total Special Events Comm	269	408	2,200	2,200	2,200	0	0.0%

BICYCLE & PEDESTRIAN ADVISORY COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1019-502.22-02	Dues	455	390	500	500	500	0	0.0%
101-1019-502.22-03	Training	0	0	100	500	400	(100)	(20.0%)
101-1019-502.22-10	Printing	0	0	700	600	700	100	16.7%
101-1019-502.22-15	Photocopying	0	0	100	100	100	0	0.0%
	Contractual Services	455	390	1,400	1,700	1,700	0	0.0%
101-1019-502.30-01	Publications Periodicals	0	0	0	0	0	0	N/A
	Commodities	0	0	0	0	0	0	N/A
101-1019-502.40-55	Special Events	16	800	3,200	3,200	3,200	0	0.0%
	Other Charges	16	800	3,200	3,200	3,200	0	0.0%
	Total Bicycle & Pedestrian Advisory Commission	471	1,190	4,600	4,900	4,900	0	0.0%

THE ARLINGTON ECONOMIC ALLIANCE

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1021-502.22-15	Photocopying	0	0	300	300	300	0	0.0%
	Contractual Services	0	0	300	300	300	0	0.0%
101-1021-502.40-40	Promote Economic Bus Dev	9,794	3,487	15,500	15,500	15,700	200	1.3%
	Other Charges	9,794	3,487	15,500	15,500	15,700	200	1.3%
	Total Arl Economic Alliance	9,794	3,487	15,800	15,800	16,000	200	1.3%

ARTS COMMISSION

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-1022-502.22-05	Postage	395	692	500	800	800	0	0.0%
101-1022-502.22-15	Photocopying	86	18	300	500	500	0	0.0%
	Contractual Services	481	710	800	1,300	1,300	0	0.0%
101-1022-502.33-05	Other Supplies	989	1,112	1,000	1,000	1,000	0	0.0%
	Commodities	989	1,112	1,000	1,000	1,000	0	0.0%
	Total Arts Commission	1,470	1,822	1,800	2,300	2,300	0	0.0%
	TOTAL BRDS & COMM	168,890	122,257	197,600	193,500	167,100	(26,400)	(13.6%)

BOARDS & COMMISSIONS - ADMINISTRATION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
101-1001-502.20-40	General Insurance	Insurance for Boards and Commissions and Historical Museum	3,200	3,200
101-1001-502.22-02	Dues	Meet Chicago Northwest (2019 based on 8% of the 2017 Hotel Tax receipts)	87,700	83,500
		TOTAL CONTRACTUAL SERVICES	90,900	86,700
OTHER CHARGES:				
101-1001-502.40-05	Grants	Arlington Heights Community Concert Band	7,200	7,300
		TOTAL OTHER CHARGES	7,200	7,300
		TOTAL B&C ADMINISTRATION	98,100	94,000

ZONING BOARD OF APPEALS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
101-1003-502.10-03	Boards and Commissions	1 Chairman @ \$20 per meeting 6 Members @ \$15/pp per meeting	1,700	1,700
		TOTAL SALARIES	1,700	1,700
FRINGE BENEFITS:				
101-1003-502.19-11	Social Security	Social Security	100	100
101-1003-502.19-12	Medicare	Medicare	100	100
		TOTAL FRINGE BENEFITS	200	200
CONTRACTUAL SERVICES:				
101-1003-502.22-15	Photocopying	Photocopying	200	200
		TOTAL CONTRACTUAL SERVICES	200	200
COMMODITIES:				
101-1003-502.30-05	Office Supplies & Equip	Miscellaneous office supplies	100	100
		TOTAL COMMODITIES	100	100
		TOTAL ZONING BOARD OF APPEALS	2,200	2,200

BUILDING CODE REVIEW BOARD

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
101-1004-502.10-03	Boards and Commissions	4 Members x 12 meetings x \$25	1,200	1,200
		TOTAL SALARIES	<u>1,200</u>	<u>1,200</u>
FRINGE BENEFITS:				
101-1004-502.19-11	Social Security	Social Security	100	100
101-1004-502.19-12	Medicare	Medicare	100	100
		TOTAL FRINGE BENEFITS	<u>200</u>	<u>200</u>
		TOTAL BUILDING CODE REVIEW BOARD	<u>1,400</u>	<u>1,400</u>

BOARD OF LOCAL IMPROVEMENTS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
101-1007-502.10-03	Boards and Commissions	1 Chairman x 10 meetings x \$20 4 Members x 10 meetings x \$15	800	800
		TOTAL SALARIES	<u>800</u>	<u>800</u>
FRINGE BENEFITS:				
101-1007-502.19-11	Social Security	Social Security	100	100
101-1007-502.19-12	Medicare	Medicare	100	100
		TOTAL FRINGE BENEFITS	<u>200</u>	<u>200</u>
		TOTAL BOARD OF LOCAL OF IMPRV.	<u>1,000</u>	<u>1,000</u>

BOARD OF FIRE AND POLICE COMMISSIONERS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
101-1008-502.10-03	Boards and Commissions	1 Chairman x 30 meetings x \$20 2 Members x 30 meetings x \$15	1,500	1,500
		TOTAL SALARIES	1,500	1,500
FRINGE BENEFITS:				
101-1008-502.19-11	Social Security	Social Security	100	100
101-1008-502.19-12	Medicare	Medicare	100	100
		TOTAL FRINGE BENEFITS	200	200
CONTRACTUAL SERVICES:				
101-1008-502.20-75	Examinations	Examinations	46,000	24,000
101-1008-502.22-01	Advertising	Advertising	2,000	1,500
101-1008-502.22-02	Dues	Fire/Police Comm. State membership	400	400
101-1008-502.22-05	Postage	Postage	100	100
101-1008-502.22-15	Photocopying	Photocopying	0	0
		TOTAL CONTRACTUAL SERVICES	48,500	26,000
		TOTAL BRD. OF POL. & FIRE COMM.	50,200	27,700

PLAN COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
101-1009-502.10-03	Boards and Commissions	1 Chairman x 24 meetings x \$20 8 Members x 24 meetings x \$15	3,400	3,400
		TOTAL SALARIES	3,400	3,400
FRINGE BENEFITS:				
101-1009-502.19-11	Social Security	Social Security	200	200
101-1009-502.19-12	Medicare	Medicare	100	100
		TOTAL FRINGE BENEFITS	300	300
CONTRACTUAL SERVICES:				
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	300
		TOTAL CONTRACTUAL SERVICES	800	800
		TOTAL PLAN COMMISSION	4,500	4,500

ENVIRONMENTAL COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
101-1010-502.10-03	Boards and Commissions	1 Chairman x 12 meetings x \$20 7 Members x 12 meetings x \$15	1,500	1,500
		TOTAL SALARIES	1,500	1,500
FRINGE BENEFITS:				
101-1010-502.19-11	Social Security	Social Security	100	100
101-1010-502.19-12	Medicare	Medicare	100	100
		TOTAL FRINGE BENEFITS	200	200
CONTRACTUAL SERVICES:				
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
		TOTAL CONTRACTUAL SERVICES	600	600
COMMODITIES:				
101-1010-502.30-05	Office Supplies & Equip	Office supplies; awards	100	100
		TOTAL COMMODITIES	100	100
		TOTAL ENVIRONMENTAL COMMISSION	2,400	2,400

HOUSING COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
101-1011-502.22-05	Postage	Postage	100	100
101-1011-502.22-15	Photocopying	Photocopying	100	100
	TOTAL CONTRACTUAL SERVICES		<u>200</u>	<u>200</u>
COMMODITIES:				
101-1011-502.30-01	Publications	Subscription to on-line foreclosure data service	600	600
101-1011-502.33-05	Other Supplies	Other Supplies (program marketing)	500	500
	TOTAL COMMODITIES		<u>1,100</u>	<u>1,100</u>
	TOTAL HOUSING COMMISSION		<u>1,300</u>	<u>1,300</u>

ELECTRICAL COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
101-1012-502.22-03	Training	Training and education	100	100
	TOTAL CONTRACTUAL SERVICES		<u>100</u>	<u>100</u>
COMMODITIES:				
101-1012-502.32-80	Books	Code books	0	0
	TOTAL COMMODITIES		<u>0</u>	<u>0</u>
	TOTAL ELECTRICAL COMMISSION		<u>100</u>	<u>100</u>

SENIOR CITIZENS COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
101-1013-502.22-01	Advertising	Outreach/marketing/advertising	0	100
101-1013-502.22-03	Training	Senior Citizen Commission	200	500
101-1013-502.22-05	Postage	Postage	800	400
101-1013-502.22-15	Photocopying	Photocopying	600	200
TOTAL CONTRACTUAL SERVICES			1,600	1,200
COMMODITIES:				
101-1013-502.30-05	Office Supplies & Equip	Office supplies for public meetings	0	200
101-1013-502.33-05	Other Supplies & Equip	Commissioner pins, memorials, etc.	300	500
TOTAL COMMODITIES			300	700
TOTAL SENIOR CITIZENS COMM.			1,900	1,900

YOUTH COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
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
TOTAL CONTRACTUAL SERVICES			300	300
COMMODITIES:				
101-1014-502.33-05	Other Supplies & Equip	Teen Job Fair supplies & food	100	100
TOTAL COMMODITIES			100	100
TOTAL YOUTH COMMISSION			400	400

DESIGN COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
101-1015-502.22-15	Photocopying	Photocopying	100	100
	TOTAL CONTRACTUAL SERVICES		100	100
COMMODITIES:				
101-1015-502.30-05	Office Supplies & Equip	Printing with color printer	100	100
		Award plaques	300 400	300 400
	TOTAL COMMODITIES		400	400
	TOTAL DESIGN COMMISSION		500	500

COMMISSION FOR CITIZENS WITH DISABILITIES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
101-1017-502.20-24	Disabled Citizen Program	Disabled Citizens Community Awareness Projects	2,100	2,000
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	100	300
	TOTAL CONTRACTUAL SERVICES		3,000	3,100
COMMODITIES:				
101-1017-502.33-05	Other Supplies & Equip	Misc. supplies including instant film for Disabilities Carnival (funded by donations)	300	200
	TOTAL COMMODITIES		300	200
OTHER CHARGES:				
101-1017-502.40-58	Disabled Citizen Donations	Disability Carnival Sponsorship (funded entirely by donations)	1,000	1,000
	TOTAL OTHER CHARGES		1,000	1,000
	TOTAL COM. FOR CITIZENS W/DISAB		4,300	4,300

SPECIAL EVENTS COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
101-1018-502.21-65	Other Services	Awards & plaques	1,400	1,500
101-1018-502.22-05	Postage	Postage	100	100
101-1018-502.22-10	Printing	Printing	500	600
		TOTAL CONTRACTUAL SERVICES	2,000	2,200
COMMODITIES:				
101-1018-502.31-40	Agricultural Supplies	Materials for parade floats	200	0
		TOTAL COMMODITIES	200	0
		TOTAL SPECIAL EVENTS COMM.	2,200	2,200

BICYCLE & PEDESTRIAN ADVISORY COMMISSION

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
101-1019-502.22-02	Dues	Membership dues	500	500
101-1019-502.22-03	Training	Education	500	400
101-1019-502.22-10	Printing	Printing of educational material, bike maps	600	700
101-1019-502.22-15	Photocopying	Photocopying	100	100
		TOTAL CONTRACTUAL SERVICES	1,700	1,700
COMMODITIES:				
101-1019-502.30-01	Publications/Periodicals	Publications and periodicals	0	0
		TOTAL COMMODITIES	0	0
OTHER CHARGES:				
101-1019-502.40-55	Special Events	Bike Arlington Heights community event (shirts, printing, food, misc supplies)	200	200
		Walk Arlington (Signage, Kiosk)	3,000	3,000
		TOTAL OTHER CHARGES	3,200	3,200
		TOTAL BICYCLE & PEDESTRIAN ADVISORY COMMISSION	4,900	4,900

THE ARLINGTON ECONOMIC ALLIANCE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
101-1021-502.22-15	Photocopying	Photocopying	300	300
		TOTAL CONTRACTUAL SERVICES	<u>300</u>	<u>300</u>
OTHER CHARGES:				
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)	12,500	10,700
		Newsletters (2)	3,000	0
		Marketing & Communications	0	5,000
		TOTAL OTHER CHARGES	<u>15,500</u>	<u>15,700</u>
		TOTAL ARL. ECONOMIC ALLIANCE	<u>15,800</u>	<u>16,000</u>

ARTS COMMISSION

GENERAL FUND

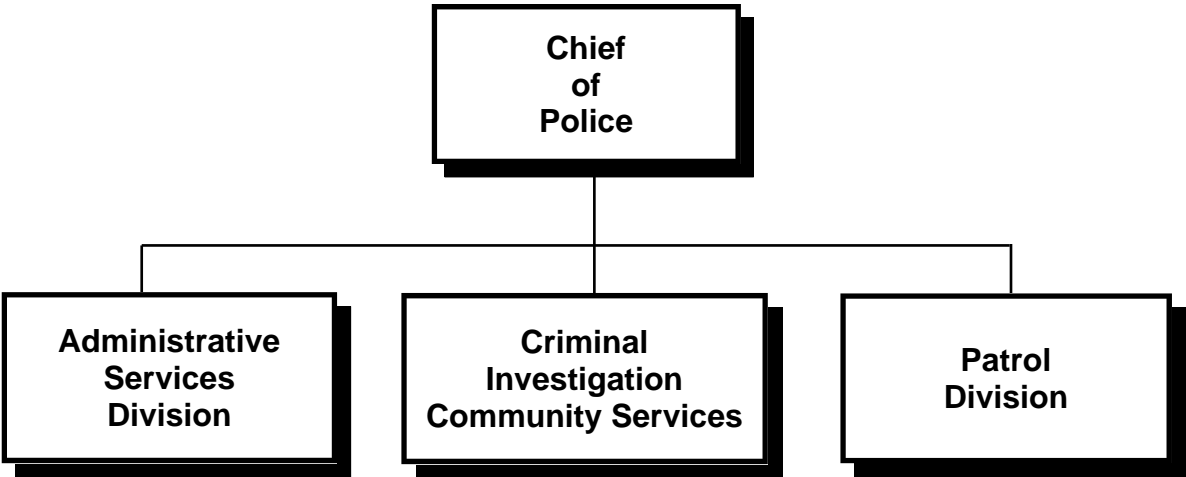
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
101-1022-502.22-05	Postage	Postage	800	800
101-1022-502.22-15	Photocopying	Photocopying	500	500
		TOTAL CONTRACTUAL SERVICES	<u>1,300</u>	<u>1,300</u>
COMMODITIES:				
101-1022-502.33-05	Other Supplies & Equip	Awards, other supplies	1,000	1,000
		TOTAL COMMODITIES	<u>1,000</u>	<u>1,000</u>
		TOTAL ARTS COMMISSION	<u>2,300</u>	<u>2,300</u>
		TOTAL BOARDS & COMMISSIONS	<u>193,500</u>	<u>167,100</u>

POLICE

(139.00 FTE)

ORGANIZATION STRUCTURE



POLICE

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.

POLICE

(Continued)

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.

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.

Animal Welfare: Program for the control of domestic and wild animals within the limits of the Village.

Traffic Bureau

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.

2018 Accomplishments

- Two vehicles were outfitted with an Infrared Spotlight.
- A Police/Fire Command Vehicle was acquired in the Fall.
- The Department participated in the National Night Out Program on Tuesday, August 7th. The Department was notified that it was a national award winner for its 2017 program.
- The Department investigated the use of Drones that, when acquired, will be a shared resource with Fire, Public Works and Engineering.
- A Forensic Computer Lab was designed for the new Police Facility.
- New Fitness Equipment was acquired for the new Facility using forfeiture funds.
- The Department participated in the Illinois Traffic Safety Challenge. It was also recognized as the top traffic safety program in the State of Illinois.
- Facial Recognition Software was utilized to investigate a criminal case utilizing the Chicago Police Information Center.
- The Department secured a conviction in a cold case homicide that occurred 45 years ago.
- The Community Addiction Recovery Effort (C.A.R.E.) was launched in late July. The Police Department, Fire Department and Health and Human Services Department worked with Northwest Community Hospital and three local not for profit treatment agencies to develop the program.
- The Department, once again, was named one of the 100 safest communities in the United States.

2019 Strategic Priorities & Key Projects

- Enhance joint training partnership with Fire Department personnel to increase operational readiness in the event of a critical incident.
- Assess investigative clearance rates.
- Increase the number of investigators trained in the Computer Voice Stress Analysis (CVSA) program.
- Continue to convert Cold cases into digital format.
- Alternate Rockin' with the Cops site.
- Research Park issues which can be addressed through the use of CPTED principals.
- Update all CSB handouts and informational documents.

- Explore new opportunities to expand the usage of the VIPS Program.
- Examine the issuance of seat belt and distracted driving citations via local ordinance “A” tickets.
- Explore adding a fine component to our existing Compliance, or “C” ticket program.
- The One Mind Campaign is a four-pronged approach used by Police to deal with mental health issues. The fourth and final component is titled Mental Health First Aid, and will be provided to all Arlington Heights Police Department staff in 2020.

2020 Goals

- Increase the number of investigators trained in computer forensics, the XRY program and financial crimes.
- Continue to rely on technology for assistance in surveillance/investigative purposes.
- Acquire and train department personnel in the use of Motorola Computer Aided Dispatch/Records Management System to enhance the delivery of police services.
- An assessment will be conducted regarding the need to use civilians to support the forensic unit.
- The Department, will once again, participate in the Illinois Chief’s Traffic Safety Challenge.
- Research the community benefit of a law enforcement program, similar to the successful Citizen Police Academy, to educate and recruit future Arlington Heights Police Officers.
- Evaluate the successes, cost and advantage of membership in the Northeastern Illinois Regional Crime Laboratory.
- Leverage the use of experienced Public Service Officers working the Police Information Desk to take non-criminal Police reports.
- Explore the use of wireless technology for beat Officers to improve the reporting function.
- The recognition of drugged drivers is a skillset that requires specific training. The training will be acquired by participating in the advanced roadside impaired driving enforcement program. The midnight shift shall work towards the goal of 25% of shift members completing training in 2020.
- The Department will continue to combat prostitution.
- All interior and exterior tactical school maps will be updated.
- Continue to improve utilization of social media to communicate with the community.

POLICE

(Continued)

Performance Measures	Calendar Year		
	2015	2016	2017
1. # of DUI Arrests	153	128	109
2. # of Citations Issued:			
Hazardous Citations	6,291	5,837	5,290
Non-Hazardous Citations	7,019	8,200	7,028
Parking Violations	<u>15,596</u>	<u>13,898</u>	<u>12,626</u>
Total Tickets Issued	28,906	27,935	24,944
3. Part I Crimes	721	821	739
Part II Crimes (all other offenses)	<u>1,846</u>	<u>1,738</u>	<u>1,450</u>
Total Crime Reported	2,567	2,559	2,189
4. Arrests:			
Adult	706	721	554
Juvenile	<u>124</u>	<u>103</u>	<u>100</u>
Total Arrests	830	824	654

Citizen Satisfaction (Survey)

- 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 – 87 percent or more 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 – 84 percent or more 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”.
- Respondents were also asked to rate the degree to which they felt 22 different topics should be a priority – low, medium or high for the Arlington Heights Police Department. Responses indicated strong agreement – 75 percent or more of respondents – that certain issues should be a “high priority,” including investigating crimes in progress, enforcing DUI Laws, discouraging gang activity, and investigating drug dealers.

Source: Loyola University Chicago's Center for Criminal Justice Research, Policy & Practice conducted a survey of Arlington Heights Residents.

OPERATION SUMMARY

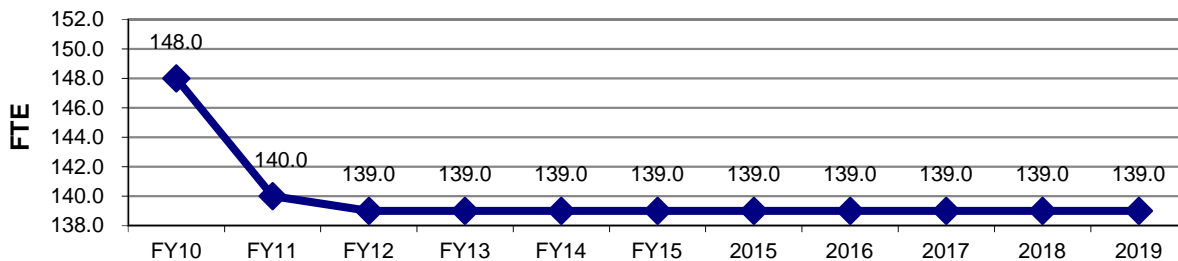
POLICE

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 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	\$22,161,679	\$21,996,027	\$22,626,500	\$22,979,400	\$23,851,700	\$872,300	3.8%
Contractual Services	2,346,369	2,558,381	2,665,900	2,694,412	2,741,400	46,988	1.7%
Commodities	411,834	423,372	516,500	542,904	529,700	(13,204)	(2.4%)
Other Charges	9,762	0	0	0	0	0	N/A
Capital Items	69,273	82,386	162,300	162,338	167,700	5,362	3.3%
Total Expenditures	\$24,998,917	\$25,060,166	\$25,971,200	\$26,379,054	\$27,290,500	\$911,446	3.5%

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund - Police	\$24,225,502	\$24,263,476	\$25,066,200	\$25,472,676	\$26,349,100	\$876,424	3.4%
General Fund - Police Grant	112,470	114,037	118,400	118,500	120,100	1,600	1.4%
Municipal Park Opr Fund	523,472	529,967	551,500	551,540	578,200	26,660	4.8%
Capital Projects Fund	69,273	82,386	162,300	162,338	167,700	5,362	3.3%
A & E Fund	68,200	70,300	72,800	74,000	75,400	1,400	1.9%
Total Expenditures	\$24,998,917	\$25,060,166	\$25,971,200	\$26,379,054	\$27,290,500	\$911,446	3.5%

STAFFING HISTORY



POLICE

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-3001-511.10-01	Salaries	1,599,602	1,654,351	1,708,600	1,696,700	1,774,200	77,500	4.6%
101-3001-511.11-61	Police Administration	1,107,084	1,222,511	1,279,800	1,263,400	1,316,000	52,600	4.2%
101-3001-511.11-64	Police Supervision	1,632,981	1,655,214	1,702,000	1,710,900	1,783,000	72,100	4.2%
101-3001-511.11-70	Police Officer	7,552,545	7,805,985	8,138,000	8,507,000	8,699,700	192,700	2.3%
101-3001-511.18-01	Temporary Help	1,117	237	3,000	3,000	3,100	100	3.3%
101-3001-511.18-03	Seasonal Help	146,197	163,750	161,100	161,100	165,100	4,000	2.5%
101-3001-511.18-05	Overtime Civilian	46,830	43,556	63,600	63,600	65,200	1,600	2.5%
101-3001-511.18-07	Overtime Sworn	1,036,225	805,412	692,800	692,800	710,100	17,300	2.5%
101-3001-511.18-08	Overtime Sworn Court	152,181	119,959	223,900	223,900	229,500	5,600	2.5%
101-3001-511.18-09	Holiday Sworn	113,836	102,472	121,200	121,200	124,200	3,000	2.5%
101-3001-511.18-80	Special Detail	224,943	209,495	231,000	231,000	236,800	5,800	2.5%
101-3001-511.18-81	Special Detail Grants	59,533	49,342	87,000	87,000	89,200	2,200	2.5%
	Salaries	13,673,074	13,832,284	14,412,000	14,761,600	15,196,100	434,500	2.9%
101-3001-511.19-01	Workers Compensation	595,100	612,999	619,100	619,100	631,500	12,400	2.0%
101-3001-511.19-05	Medical Insurance	2,233,100	2,380,700	2,455,100	2,455,100	2,750,000	294,900	12.0%
101-3001-511.19-09	Public Safety Pension	4,500,000	3,994,000	3,879,000	3,879,000	4,017,000	138,000	3.6%
101-3001-511.19-10	IMRF	206,699	202,929	231,600	230,100	184,100	(46,000)	(20.0%)
101-3001-511.19-11	Social Security	97,218	101,048	120,100	119,300	124,500	5,200	4.4%
101-3001-511.19-12	Medicare	188,940	193,421	203,800	208,100	212,900	4,800	2.3%
	Fringe Benefits	7,821,057	7,485,097	7,508,700	7,510,700	7,920,000	409,300	5.4%
101-3001-511.20-37	Central Dispatch	800,450	852,593	915,000	915,000	910,300	(4,700)	(0.5%)
101-3001-511.20-40	General Insurance	261,100	274,200	276,900	276,900	279,700	2,800	1.0%
101-3001-511.21-02	Equipment Maintenance	32,784	23,920	37,000	40,600	38,600	(2,000)	(4.9%)
101-3001-511.21-65	Other Services	94,144	124,711	128,500	128,500	135,100	6,600	5.1%
101-3001-511.22-02	Dues	14,885	14,045	17,400	17,400	17,400	0	0.0%
101-3001-511.22-03	Training	104,924	104,217	110,000	117,600	112,100	(5,500)	(4.7%)
101-3001-511.22-05	Postage	9,069	8,420	9,000	15,500	13,000	(2,500)	(16.1%)
101-3001-511.22-10	Printing	7,193	9,023	10,700	10,712	10,200	(512)	(4.8%)
101-3001-511.22-15	Photocopying	10,020	9,653	8,500	19,300	12,300	(7,000)	(36.3%)
101-3001-511.22-25	IT/GIS Service Charge	447,600	512,300	516,700	516,700	516,200	(500)	(0.1%)
101-3001-511.22-37	Vehicle/Equip Lease Charge	532,700	592,800	607,500	607,500	667,100	59,600	9.8%
	Contractual Services	2,314,869	2,525,882	2,637,200	2,665,712	2,712,000	46,288	1.7%
101-3001-511.30-01	Publications Periodicals	1,279	2,127	3,300	3,300	3,300	0	0.0%
101-3001-511.30-05	Office Supplies & Equip	27,951	28,651	29,000	33,000	30,000	(3,000)	(9.1%)
101-3001-511.30-20	Photographic Supplies	3,949	3,068	4,000	4,000	2,000	(2,000)	(50.0%)
101-3001-511.30-35	Clothing	150,126	157,270	204,200	204,211	170,800	(33,411)	(16.4%)
101-3001-511.30-50	Petroleum Products	130,571	145,608	153,000	153,000	201,500	48,500	31.7%
101-3001-511.33-05	Other Supplies	8,482	11,453	12,800	12,800	12,800	0	0.0%
101-3001-511.33-25	Operational Supplies	71,278	61,476	88,000	110,353	86,600	(23,753)	(21.5%)
101-3001-511.33-30	Community Service Supply	13,104	10,560	14,000	14,000	14,000	0	0.0%
	Commodities	406,740	420,213	508,300	534,664	521,000	(13,664)	(2.6%)
101-3001-511.40-67	Canine Program	9,762	0	0	0	0	0	N/A
	Other Charges	9,762	0	0	0	0	0	N/A
Total Police Admin		24,225,502	24,263,476	25,066,200	25,472,676	26,349,100	876,424	3.4%

POLICE GRANT

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-3005-511.10-01	Salaries	87,343	89,168	92,000	92,100	95,600	3,500	3.8%
	Salaries	87,343	89,168	92,000	92,100	95,600	3,500	3.8%
101-3005-511.19-01	Workers Compensation	300	300	300	300	300	0	0.0%
101-3005-511.19-05	Medical Insurance	6,800	6,800	7,100	7,100	7,300	200	2.8%
101-3005-511.19-10	IMRF	11,404	11,009	12,000	12,000	9,600	(2,400)	(20.0%)
101-3005-511.19-11	Social Security	5,368	5,479	5,700	5,700	5,900	200	3.5%
101-3005-511.19-12	Medicare	1,255	1,281	1,300	1,300	1,400	100	7.7%
	Fringe Benefits	25,127	24,869	26,400	26,400	24,500	(1,900)	(7.2%)
	Total Police Grant	112,470	114,037	118,400	118,500	120,100	1,600	1.4%
	Total Police Dept	24,337,972	24,377,513	25,184,600	25,591,176	26,469,200	878,024	3.4%

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

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
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	
Animal Welfare Officer	3	1.00	1.00	
Public Service Officer II	3	1.00	1.00	
Identification Technician	2	1.00	1.00	
Police Fiscal Clerk	2	1.00	1.00	
Public Service Officer	2	10.00	10.00	
Property Custodian	2	1.00	1.00	
Administrative Assistant	2	2.00	2.00	
Records Clerk	1	4.00	4.00	
Total F-T-E		133.00	133.00	0.00

**Police Department
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund			
	Police - Administration	133.00	133.00	
	Police Grant	1.00	1.00	
235	Municipal Parking Fund	5.00	5.00	
	Total F-T-E All Funds	139.00	139.00	0.00

POLICE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
101-3001-511.10-01	Salaries	Salaries	1,696,700	1,774,200
101-3001-511.11-61	Police Administration	Police Administration	1,263,400	1,316,000
101-3001-511.11-64	Police Supervision	Police Supervision	1,710,900	1,783,000
101-3001-511.11-70	Police Officer	Police Officer	8,507,000	8,699,700
101-3001-511.18-01	Temporary Help	Temporary Help	3,000	3,100
101-3001-511.18-03	Seasonal Help	Seasonal Help	161,100	165,100
101-3001-511.18-05	Overtime Civilian	Overtime Civilian	63,600	65,200
101-3001-511.18-07	Overtime Sworn	Overtime Sworn	692,800	710,100
101-3001-511.18-08	Overtime Sworn Court	Overtime Sworn Court	223,900	229,500
101-3001-511.18-09	Holiday Sworn	Holiday Sworn	121,200	124,200
101-3001-511.18-80	Special Detail	Special Detail	231,000	236,800
101-3001-511.18-81	Special Detail Grant	Special Detail Grant	87,000	89,200
TOTAL SALARIES			14,761,600	15,196,100
FRINGE BENEFITS:				
101-3001-511.19-01	Workers' Compensation	Workers' Compensation Insurance	619,100	631,500
101-3001-511.19-05	Medical Insurance	Medical Insurance	2,455,100	2,750,000
101-3001-511.19-09	Public Safety Pension	Public Safety Pension	3,879,000	4,017,000
101-3001-511.19-10	IMRF	IMRF	230,100	184,100
101-3001-511.19-11	Social Security	Social Security	119,300	124,500
101-3001-511.19-12	Medicare	Medicare	208,100	212,900
TOTAL FRINGE BENEFITS			7,510,700	7,920,000
CONTRACTUAL SERVICES:				
101-3001-511.20-37	Central Dispatch	Police Department portion (75%) of costs for dispatching calls-for-service through the Northwest Central Dispatch System	915,000	910,300
101-3001-511.20-40	General Insurance	Liability and property insurance	276,900	279,700

POLICE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
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	
		Lektriever service contract	800		0	
		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	19,000		19,000	
		Police firing range maintenance (time & material)	3,800		0	
		Miscellaneous equipment maintenance:				
		Breathalyzer	700		3,300	
		Video maintenance (desk/ops cameras)	4,000		4,000	
		Kodak I4200 Scanner	2,100		2,100	
		Microfilm	1,000	40,600	1,000	38,600
101-3001-511.21-65	Other Services	Cellular telephone service	35,000		35,000	
		T1 Data Line (Criminal Apprehension & Booking System)	2,700		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)	700		700	
		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	
		Mi-Fi services fee	1,700		1,700	
		Secretary of State License Suspensions	2,000		2,000	
		Ticket Scofflaw Program	9,800		9,800	
		Cell phone forensic license renewal	3,000		3,000	
		GPS Traker Data upgrades	1,600		1,600	
		Processing fees - subpoena records	500		500	
		Electronic file transfer fees	3,000		3,000	
		Outside range fees	4,000		1,300	
		Crash Data Recorder software renewal	2,000		2,000	
		Forensic Computer software renewal	1,000	128,500	1,000	135,100
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 2018	Budget 2019
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	18,300	12,800
		Field Operations:	12,300	12,300
		Accident Investigation		
		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:	2,100	2,100
		Gang Awareness		
		Narcotic and Dangerous Drugs		
		Suicide and Accidental Death		
		Illinois Juvenile Officers Training		
		Advanced Juvenile Interviewing		
		Burglary and Theft Reduction		
		Command, Management & Supervision:	25,900	25,900
		Supervisory & Mid-Mngmnt Training		
		Records Supervisor		
		Leadership Training		
		Police Staff and Command		
		Disaster Management		
		Police Budgeting		
		Managing Change		
		Managing Productivity		
		Tuition Reimbursement		

POLICE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
101-3001-511.22-03	Training (cont.)	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 Total Training	7,500		7,500	
			1,500		1,500	
			117,600		112,100	
101-3001-511.22-05	Postage	Regular and registered postage	15,500		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 Prior Year Encumbrance Carryover	1,000		1,000	
			4,000		4,000	
			4,000		4,000	
			1,200		1,200	
			512	10,712	0	10,200
101-3001-511.22-15	Photocopying	Photocopies & supplies Maintenance agreements	7,000		7,000	
			12,300	19,300	5,300	12,300
101-3001-511.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	516,700		516,200	
101-3001-511.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	607,500		667,100	
		TOTAL CONTRACTUAL SERVICES	2,665,712		2,712,000	
COMMODITIES:						
101-3001-511.30-01	Publications/Periodicals	Miscellaneous publications	3,300		3,300	
101-3001-511.30-05	Office Supplies & Equip	General office supplies	33,000		30,000	
101-3001-511.30-20	Photographic Supplies	CD/DVD reproduction, flashes & batteries Video supplies	2,000		1,000	
			2,000	4,000	1,000	2,000
101-3001-511.30-35	Clothing	Police Personnel: Sworn Officers Sworn Officers - new hires Civilian Personnel Leather jackets & other uniform items not included in officers allotment per Metropolitan Alliance of Police Contract New and replacement badges, hat shields, and shoulder patches Specialty clothing: Motorcycle / Bicycle Officers / Northern Illinois Police Alarm System Park Counselors Prior Year Encumbrance Carryover	126,500		126,500	
			27,800		27,800	
			6,000		5,000	
			5,500		3,500	
			3,500		3,500	
			6,500		3,500	
			1,000		1,000	
			27,411	204,211	0	170,800
101-3001-511.30-50	Petroleum Products	Gasoline for department vehicle(s)	153,000		201,500	

POLICE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
101-3001-511.33-05	Other Supplies & Equip	Computer hardware/software	6,800		6,800	
		Employee recognition	6,000	12,800	6,000	12,800
101-3001-511.33-25	Operational Supplies	Ammunition	30,000		28,000	
		Range safety equipment & supplies	3,100		3,100	
		Evidence Processing/Property Security:				
		Property Management Section	1,500		1,500	
		Identification Technicians	1,500		1,500	
		Forensic Technicians	5,000		5,000	
		Criminal Investigations Bureau	1,000		1,000	
		Emergency equipment for Patrol				
		Operations: flares, flashlight batteries, traffic vests, fire extinguishers, first-aid equipment	4,000		4,000	
		Station operation & lock-up expenditures:				
		Cell mattresses, blankets, personal hygiene items for prisoners & identification equipment	2,000		2,000	
		Community Policing supplies	1,500		1,500	
		25 Motorola batteries	5,000		5,000	
		Bullet proof vest replacement (12)	18,000		18,000	
		Taser accessories	8,000		8,000	
		Animal welfare supplies	2,000		2,000	
		Bio-hazard equipment & supplies	6,000		6,000	
		Prior Year Encumbrance Carryover	21,753	110,353	0	86,600
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	14,000	1,000	14,000
TOTAL COMMODITIES			534,664		521,000	
TOTAL POLICE - ADMINISTRATION			25,472,676		26,349,100	

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

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Victim Services Coordinator	6	1.00	1.00	
Total F-T-E		1.00	1.00	0.00

**Police Department
Cross Reference to All Funds**

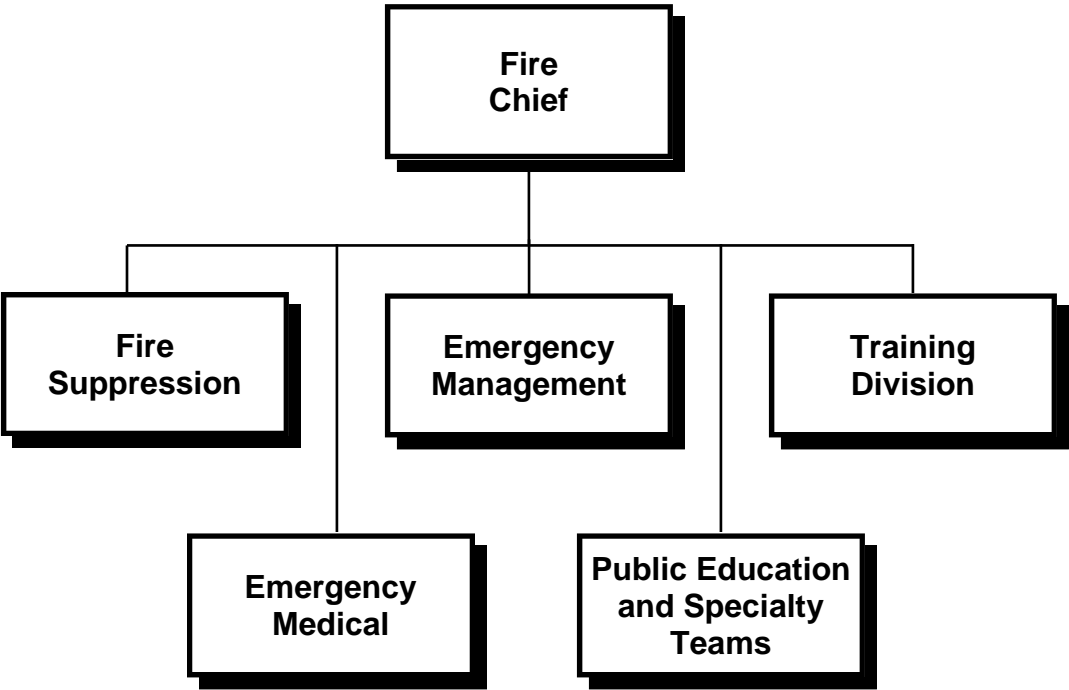
Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund			
	Police - Administration	133.00	133.00	
	Police Grant	1.00	1.00	
235	Municipal Parking Fund	5.00	5.00	
	Total F-T-E All Funds	139.00	139.00	0.00

POLICE GRANT *

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
101-3005-511.10-01	Salaries	Salaries	92,100	95,600
		TOTAL SALARIES	92,100	95,600
FRINGE BENEFITS:				
101-3005-511.19-01	Workers' Compensation	Workers' Compensation Ins	300	300
101-3005-511.19-05	Medical Insurance	Medical Insurance	7,100	7,300
101-3005-511.19-10	IMRF	IMRF	12,000	9,600
101-3005-511.19-11	Social Security	Social Security	5,700	5,900
101-3005-511.19-12	Medicare	Medicare	1,300	1,400
		TOTAL FRINGE BENEFITS	26,400	24,500
		TOTAL POLICE GRANT	118,500	120,100
		TOTAL POLICE DEPARTMENT	25,591,176	26,469,200
* Victim Services Grant				



FIRE

Firefighting and support functions are comprised of four main divisions.

Administrative Division: This division is responsible for providing administrative support to the Fire Department. In addition, Emergency Management Agency (EMA), 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 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 ambulances are operated along with two advanced life support rescue squads and two engines with advanced life support capability. The department also maintains two reserve ambulances and one reserve rescue squad. 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.

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

The Fire Department responded to 10,045 calls for assistance in 2017. This included 2,676 fire and emergency calls and 7,369 ambulance calls.

2018 Accomplishments

- New Fire Engine. New fire engine #114 was placed in service in spring, 2018. Crews were given the opportunity to train on the new vehicle, both at the manufacturing plant in Appleton, Wisconsin in March and subsequently here at Fire Station 2.
- Station Alerting System. With the station alerting system installed at Station 1, three of the four fire stations are now equipped with a modern alerting system to help improve our call preparation and response times. We anticipate installing the system at Station 2 in 2020.
- Videoconferencing System. The Fire Department has been updating its multimedia technology/infrastructure since 2016. The final phase of the project, installing videoconferencing equipment in the Fire Department administration conference room and also in the conference room of the Emergency Operations Center (EOC) in the basement of the building, was completed in 2018.
- Injury Reduction Programs – Fit Responder and Functional Movement Screening. The Fit Responder Program began in 2016 and the Functional Movement Screening Program in 2018; both are ongoing. The Foreign Fire Insurance Tax Board provided \$45,000 in 2018 for new exercise equipment for all four stations, specifically designed to improve functional fitness. The department has also increased safety training and made apparatus and equipment modifications to reduce injuries.
- Succession Planning. Deputy Chief Andrew Larson and Division Chief Richard Manthy both completed requirements for Chief Fire Officer certification from the Office of the Illinois State Fire Marshal. This brings to five the number of Command Staff with CFO certification, with plans in place for the last three Command Staff members to achieve certification. We also continue with our internal training practices designed to improve leadership capability, e.g., having firefighters and Lieutenants frequently serve as supervisors in “acting” roles.

- Rescue Task Force. To address the risk associated with active shooter incidents, the Fire Department began a Rescue Task Force project. Ten sets of ballistic vests, helmets, and goggles have been ordered; training will begin by the end of 2018 and continue in 2019.
- Ambulance Fees. In January, 2018, ambulance fee adjustments and increases adopted by the Village Board went into effect. All transports are now billed at a flat \$1,500 plus mileage. Arlington Heights residents are not billed for any remaining balances following final insurance payment.
- LUCAS Chest Compression System. In 2018, two LUCAS chest compression devices were purchased by the Foreign Fire Insurance Tax Board and placed on Squads 1 and 2. Use of this device providing mechanically controlled chest compression in cases of cardiac arrest has had a positive impact on patient care with an increased number of favorable outcomes.
- C.A.R.E. The Arlington Heights Community Addiction and Recovery Effort was developed and introduced to the public in 2018. The Fire Department partnered with other Village departments and outside agencies to provide help beyond just emergency service in situations of a drug overdose. The Fire Department's role as a first responder is to connect people battling addiction with experts who have the resources to help them fight their disease.
- Emergency Management Agency. NIMS training for Fire, Police and Village personnel was conducted in 2018; classes will also be offered in 2019. A revision of the Village's Continuity of Operations Plan and Emergency Operations Disaster Plan will be finalized by the end of 2018.

2019 Strategic Priorities & Key Projects

1. SCBA Replacement

Staff Generated Project

The department's current Self-Contained Breathing Apparatus is approximately ten years old and at the end of its useful life. The cost to purchase 60 new units is approximately \$480,000. \$373,000 was approved in the projected 2019 capital improvement budget, and additional funding will be sought from other sources, including the Foreign Fire Insurance Tax Board.

Timeline:

- 4Q 2018 – secure additional funding
- 1Q 2019 – complete purchase and place units in service

Project Leads: Deputy Chief Pete Ahlman and Lt. Curt Hanselman

2. Two New Rescue Squads

Staff Generated Project

Two new rescue squads will be spec'd, purchased and placed in service in 2019. The planned 2018 purchase of one squad was delayed due to the unavailability of the chassis from Ford. These multi-purpose vehicles will be advanced life support equipped and will also carry extrication as well as other equipment. They will be specified with safety considerations in mind, including a reduced step-in height. The chassis configuration will make the vehicles more maneuverable and easier to drive.

Timeline:

- 4Q 2018 – Chassis complete
- 3Q 2019 – Both vehicle conversions complete

Project Leads: Deputy Chief Pete Ahlman and Battalion Chief Ron Fraider

3. Succession Planning

Staff Generated Project

Depending on scheduling needs and funding, up to two of the three Battalion Chiefs will seek Chief Fire Officer Certification from the Office of the State Fire Marshal in 2019.

Project Completion: 4Q 2019

Project Lead: Deputy Chief Andrew Larson

4. CAD Upgrade

Staff Generated Project

Northwest Central Dispatch has approved Motorola as our new CAD and mobile data software vendor. Implementation will take roughly 18 months with completion anticipated and "going live" in November of 2019.

Project Completion: 4Q 2019

Project Lead: Division Chief Richard Manthy

5. Rescue Task Force

Staff Generated Project

With the purchase of equipment and initial training completed in 2018, advanced training will be provided in 2019.

Project Completion: 3Q 2019

Project Lead: Division Chief Dwayne Wood

Performance Measures	Calendar Year		
	2015	2016	2017
1. Service Calls:			
Fire	172	125	150
EMS	6,936	7,581	7,369
Hazmat	320	326	322
Emergency Assists	1,137	1,088	1,120
False Alarms	<u>1,327</u>	<u>1,081</u>	<u>1,084</u>
Total Calls	9,892	10,201	10,045
2. % Response Time 6 Minutes or Less (Goal of 90% or greater)			
Fire Calls (Structure Fires)	95.20%	95.10%	95.00%
EMS Calls (Emergencies)	95.00%	88.00%	89.10%
3. Mutual Aid / Auto Aid Responses:			
Calls Given	1,293	1,212	1,206
Calls Received	1,316	1,029	1,150

FIRE**(Continued)**

Performance Measures (cont.)	Calendar Year		
	2015	2016	2017
4. % of Operational Personnel Meeting Minimum Training Standards	98%	98%	98%
5. ISO Rating:	2	1	1
6. Unit Responses:			
Ambulance 1	2,145	2,299	2,236
Ambulance 2	2,185	2,324	2,355
Ambulance 3	1,683	1,795	1,845
Ambulance 4	<u>1,554</u>	<u>1,651</u>	<u>1,590</u>
Subtotal Ambulances	7,567	8,069	8,026
Squad 1	2,601	2,761	2,608
Squad 2	<u>2,592</u>	<u>2,693</u>	<u>2,746</u>
Subtotal Squads	5,193	5,454	5,534
Engine 2	1,400	1,366	1,336
Engine 3	1,856	1,977	1,844
Engine 4	<u>1,587</u>	<u>1,572</u>	<u>1,497</u>
Subtotal Engines	4,843	4,915	4,677
Battalion 1	1,095	1,096	1,073
Ladder Tower 1	1,175	1,203	1,112
Reserve Ambulance 1	10	5	6
Reserve Ambulance 2	3	7	8
Reserve Squad 2	0	0	0
Reserve Engine 1	1	0	1
Reserve Engine 2		1	0
Reserve Engine 3			1
Decontamination vehicle		3	13
Dive van		1	4
Total Unit Responses	<u>19,887</u>	<u>20,754</u>	<u>20,275</u>

OPERATION SUMMARY

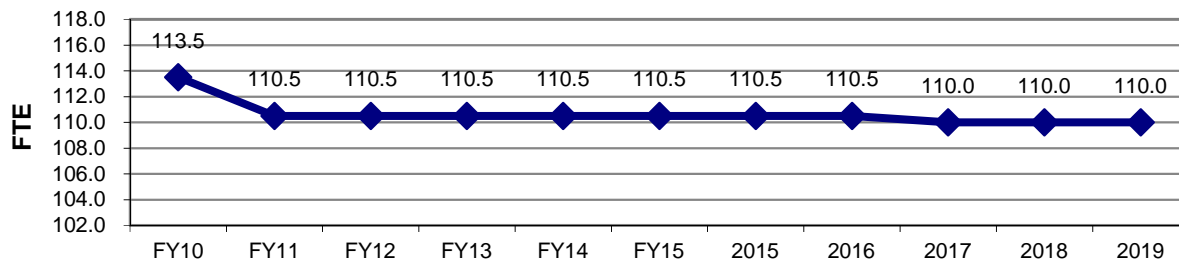
FIRE

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Authorized Positions in F-T-E	110.50	110.00	110.00	110.00	110.00	0.00	0.0%
Expenditures							
Personal Services	\$19,440,906	\$19,569,551	\$19,998,900	\$20,130,300	\$20,753,600	\$623,300	3.1%
Contractual Services	1,656,686	1,723,558	1,878,400	1,878,400	1,839,200	(39,200)	(2.1%)
Commodities	291,916	337,511	404,600	404,595	393,200	(11,395)	(2.8%)
Other Charges	0	0	0	0	0	0	N/A
Capital Items	185,953	336,400	209,800	222,042	470,000	247,958	111.7%
Total Expenditures	\$21,575,461	\$21,967,020	\$22,491,700	\$22,635,337	\$23,456,000	\$820,663	3.6%

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$21,376,354	\$21,622,020	\$22,272,500	\$22,403,495	\$22,976,100	\$572,605	2.6%
Capital Projects Fund	185,953	336,400	209,800	222,042	470,000	247,958	111.7%
A & E Fund	13,154	8,600	9,400	9,800	9,900	100	1.0%
Total Expenditures	\$21,575,461	\$21,967,020	\$22,491,700	\$22,635,337	\$23,456,000	\$820,663	3.6%

STAFFING HISTORY



FIRE

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-3501-512.10-01	Salaries	195,428	182,045	175,600	176,500	181,700	5,200	2.9%
101-3501-512.10-04	RHS CONTRIBUTIONS	6,874	0	0	0	0	0	N/A
101-3501-512.12-01	Fire Administration	1,041,706	1,112,012	1,078,200	1,092,100	1,114,000	21,900	2.0%
101-3501-512.12-16	Fire Supervision	1,797,150	1,824,969	1,877,300	1,893,400	1,939,200	45,800	2.4%
101-3501-512.12-21	Firefighter	7,448,259	7,664,179	8,310,900	8,407,500	8,671,500	264,000	3.1%
101-3501-512.18-05	Overtime Civilian	0	0	500	500	500	0	0.0%
101-3501-512.18-07	Overtime Sworn	911,344	717,042	388,900	388,900	398,600	9,700	2.5%
101-3501-512.18-09	Holiday Sworn	169,837	170,944	181,000	181,000	185,500	4,500	2.5%
101-3501-512.18-80	Special Detail	58,299	69,168	55,400	55,400	56,800	1,400	2.5%
	Salaries	11,628,897	11,740,359	12,067,800	12,195,300	12,547,800	352,500	2.9%
101-3501-512.19-01	Workers Compensation	595,200	613,100	619,200	619,200	631,600	12,400	2.0%
101-3501-512.19-05	Medical Insurance	1,913,000	2,124,399	2,244,200	2,244,200	2,403,300	159,100	7.1%
101-3501-512.19-09	Public Safety Pension	5,100,000	4,889,000	4,853,000	4,853,000	4,953,000	100,000	2.1%
101-3501-512.19-10	IMRF	23,002	20,356	23,000	23,100	18,200	(4,900)	(21.2%)
101-3501-512.19-11	Social Security	10,722	10,039	10,900	11,000	11,300	300	2.7%
101-3501-512.19-12	Medicare	156,931	163,698	171,400	174,700	178,500	3,800	2.2%
	Fringe Benefits	7,798,855	7,820,592	7,921,700	7,925,200	8,195,900	270,700	3.4%
101-3501-512.20-37	Central Dispatch	283,478	269,016	322,500	322,500	321,000	(1,500)	(0.5%)
101-3501-512.20-40	General Insurance	217,500	228,399	230,700	230,700	233,000	2,300	1.0%
101-3501-512.21-02	Equipment Maintenance	44,958	40,034	48,200	48,200	50,200	2,000	4.1%
101-3501-512.21-07	Vehicle Equip Maintenance	4,135	2,438	5,600	5,600	5,600	0	0.0%
101-3501-512.21-65	Other Services	34,957	26,035	37,000	37,000	37,000	0	0.0%
101-3501-512.22-02	Dues	25,108	26,713	31,000	31,000	32,500	1,500	4.8%
101-3501-512.22-03	Training	79,661	89,363	91,700	91,700	93,700	2,000	2.2%
101-3501-512.22-05	Postage	753	764	2,000	2,000	2,000	0	0.0%
101-3501-512.22-10	Printing	600	975	3,000	3,000	2,500	(500)	(16.7%)
101-3501-512.22-15	Photocopying	3,036	3,123	4,300	4,300	3,800	(500)	(11.6%)
101-3501-512.22-25	IT/GIS Service Charge	224,300	227,799	210,200	210,200	214,700	4,500	2.1%
101-3501-512.22-37	Vehicle/Equip Lease Charge	738,200	808,899	892,200	892,200	843,200	(49,000)	(5.5%)
	Contractual Services	1,656,686	1,723,558	1,878,400	1,878,400	1,839,200	(39,200)	(2.1%)
101-3501-512.30-01	Publications Periodicals	862	640	1,300	1,300	1,100	(200)	(15.4%)
101-3501-512.30-05	Office Supplies & Equip	7,401	6,114	9,000	9,000	8,000	(1,000)	(11.1%)
101-3501-512.30-20	Photographic Supplies	0	0	100	100	100	0	0.0%
101-3501-512.30-35	Clothing	113,449	131,769	141,600	141,600	135,600	(6,000)	(4.2%)
101-3501-512.30-50	Petroleum Products	53,774	62,547	62,500	62,500	80,700	18,200	29.1%
101-3501-512.31-45	Janitorial Supplies	8,919	4,623	9,000	9,000	7,900	(1,100)	(12.2%)
101-3501-512.31-55	Building Supplies	254	2,543	4,000	4,000	3,000	(1,000)	(25.0%)
101-3501-512.31-60	Chemicals	7,695	10,038	12,000	12,000	11,800	(200)	(1.7%)
101-3501-512.31-65	Other Equip & Supplies	23,338	24,350	36,500	36,495	29,600	(6,895)	(18.9%)
101-3501-512.31-85	Small Tools & Equipment	33,115	40,032	68,500	68,500	58,000	(10,500)	(15.3%)
101-3501-512.32-80	Books	5,828	6,052	8,300	8,300	6,800	(1,500)	(18.1%)
101-3501-512.33-05	Other Supplies	9,761	9,234	12,200	12,200	11,000	(1,200)	(9.8%)
101-3501-512.33-50	Medical Supplies	27,520	39,569	39,600	39,600	39,600	0	0.0%
	Commodities	291,916	337,511	404,600	404,595	393,200	(11,395)	(2.8%)
Total Fire		21,376,354	21,622,020	22,272,500	22,403,495	22,976,100	572,605	2.6%

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

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Fire Chief	12	1.00	1.00	
Deputy Fire Chief	10	2.00	2.00	
Battalion Chief	9	3.00	3.00	
Division Chief	9	2.00	2.00	
Fire Lieutenant	--	16.00	16.00	
Firefighter II (Engineer)	--	12.00	12.00	
Firefighter II (Paramedic)	--	63.00	67.00	4.00
Firefighter I	--	9.00	5.00	(4.00)
Administrative Assistant	2	1.00	1.00	
Fire Fiscal Clerk	2	1.00	1.00	
Total F-T-E		110.00	110.00	0.00

Fire Department
Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	110.00	110.00	
	Total F-T-E All Funds	110.00	110.00	0.00

FIRE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
101-3501-512.10-01	Salaries	Salaries	176,500		181,700	
101-3501-512.12-01	Fire Administration	Fire Administration	1,092,100		1,114,000	
101-3501-512.12-16	Fire Supervision	Fire Supervision	1,893,400		1,939,200	
101-3501-512.12-21	Firefighter	Firefighter	8,407,500		8,671,500	
101-3501-512.18-05	Overtime Civilian	Overtime Civilian	500		500	
101-3501-512.18-07	Overtime Sworn	Overtime Sworn	388,900		398,600	
101-3501-512.18-09	Holiday Sworn	Holiday Sworn	181,000		185,500	
101-3501-512.18-80	Special Detail	Fireguard/ Ambulance Detail	22,600		23,200	
		Fire Instruction	6,100		6,200	
		MABAS Training (Reimbursable):	26,700		27,400	
		Fire Apparatus Engineering				
		Specialized Rescue Classes	55,400		56,800	
		TOTAL SALARIES	12,195,300		12,547,800	
FRINGE BENEFITS:						
101-3501-512.19-01	Workers' Compensation	Workers' Compensation Insurance	619,200		631,600	
101-3501-512.19-05	Medical Insurance	Medical Insurance	2,244,200		2,403,300	
101-3501-512.19-09	Public Safety Pension	Public Safety Pension	4,853,000		4,953,000	
101-3501-512.19-10	IMRF	IMRF	23,100		18,200	
101-3501-512.19-11	Social Security	Social Security	11,000		11,300	
101-3501-512.19-12	Medicare	Medicare	174,700		178,500	
		TOTAL FRINGE BENEFITS	7,925,200		8,195,900	
CONTRACTUAL SERVICES:						
101-3501-512.20-37	Central Dispatch	Fire Department portion (25%)				
		Communications Services	305,000		303,500	
		JEMC Annual Membership Fee	17,500	322,500	17,500	321,000
101-3501-512.20-40	General Insurance	Liability and property insurance	230,700		233,000	
101-3501-512.21-02	Equipment Maintenance	Mobile, main, portable & pager				
		radio repairs	8,100		8,100	
		Medical telemetry repairs	1,000		1,000	
		Medical defibrillator service contract	14,000		16,000	
		AED service contract	8,000		8,000	
		Office equipment repairs	200		200	
		Hose, nozzle & brass goods	500		500	
		Academy - hose, nozzle & brass goods	1,000		1,000	
		Station appliances	5,000		5,000	
		Medical equipment repairs	1,000		1,000	

FIRE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
101-3501-512.21-02	Equipment Maint (cont)	Self-contained breathing apparatus testing and repairs (IL OSHA)	3,700		3,700	
		SCBA compressor - service contract	3,700		3,700	
		Small tools & equipment	500		500	
		Academy - small tools & equipment	1,000		1,000	
		Test equipment repairs	500	48,200	500	50,200
101-3501-512.21-07	Vehicle Equip. Maint.	Lettering and graphics	1,300		1,300	
		Vehicle equipment changeovers	4,300	5,600	4,300	5,600
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		7,000	
		Video-conferencing system - annual maintenance & technical support	8,000	37,000	8,000	37,000
101-3501-512.22-02	Dues	Dues	2,500		2,500	
		Paramedic/EMT License Renewal	5,000		5,000	
		MABAS	3,500		5,000	
		NIPSTA	20,000	31,000	20,000	32,500
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	3,000		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 Continuing Education Classes	27,700		27,700	
		Paramedic Course NWCH	20,000		20,000	
		ESDA meetings, courses & seminars	1,200	91,700	1,200	93,700
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	800		700	
		Administration forms and reports	1,500		1,100	
		Public education/ESDA	500	3,000	500	2,500
101-3501-512.22-15	Photocopying	Photocopies & supplies	1,600		1,100	
		Maintenance agreement Xerox 5150 (#2)	1,100		1,100	
		Maintenance agreement WC4118P (#2)	400		400	
		Maintenance agreement WC4118P (#1)	400		400	
		Maintenance agreement WC4118P (#3)	400		400	
		Maintenance agreement WC4118P (#4)	400	4,300	400	3,800
101-3501-512.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		210,200		214,700
101-3501-512.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		892,200		843,200
TOTAL CONTRACTUAL SERVICES				1,878,400		1,839,200

FIRE

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
COMMODITIES:						
101-3501-512.30-01	Publications/Periodicals	Miscellaneous publications		1,300		1,100
101-3501-512.30-05	Office Supplies & Equip	General office supplies	7,500		7,000	
		Academy - office supplies	1,500	9,000	1,000	8,000
101-3501-512.30-20	Photographic Supplies	Misc. film, processing		100		100
101-3501-512.30-35	Clothing	Clothing for officers	7,500		6,000	
		Clothing for firefighters & paramedics	55,100		50,600	
		Firefighting protective clothing, boots, coats, bunker pants and gloves	42,000		42,000	
		Contractual employee uniform maintenance	37,000		37,000	
		Prior Year Encumbrance Carryover	0	141,600	0	135,600
101-3501-512.30-50	Petroleum Products	Gasoline for department vehicle(s)		62,500		80,700
101-3501-512.31-45	Janitorial Supplies	Miscellaneous janitorial supplies		9,000		7,900
101-3501-512.31-55	Building Supplies	Miscellaneous building supplies (lumber, paint and hardware)		4,000		3,000
101-3501-512.31-60	Chemicals	Medical oxygen	6,900		6,800	
		Fire extinguisher recharging & testing	1,800		1,800	
		Foam concentrates	3,300	12,000	3,200	11,800
101-3501-512.31-65	Other Equip. & Supplies	Radio & pager batteries and parts	4,500		4,000	
		Telemetry & defibrillator batteries/parts	2,700		2,500	
		Miscellaneous repairs to small equipment	6,800		4,600	
		Filters for air purification compressors	2,600		2,500	
		HAZ/MAT test sensors	2,700		2,500	
		Appliances for Fire Stations	7,000		5,500	
		Furniture for Fire Stations	5,000		4,000	
		Office furniture for Fire Stations	2,500		2,000	
		Emergency lighting and warning for vehicles	2,000		2,000	
		Prior Year Encumbrance Carryover	695	36,495	0	29,600
101-3501-512.31-85	Small Tools and Equip.	Fire hose	10,200		9,000	
		Rope & related equipment	2,000		2,000	
		Dive rescue equipment	2,600		2,000	
		Hazmat equipment	3,600		3,000	
		Nozzles, applicators, brass goods & appliances	5,100		5,000	
		Miscellaneous tools, lights, etc.	28,000		22,000	
		Rescue equipment	6,000		5,000	
		USAR equipment	3,000		3,000	
		Radios, VHF portables	6,000		5,000	
		Academy - tools and related equipment	2,000		2,000	
		Prior Year Encumbrance Carryover	0	68,500	0	58,000
101-3501-512.32-80	Books	Officer Training Series updates	300		300	
		Advanced Firefighter Series	2,500		2,000	
		Updating station training manuals	300		300	
		Update maps and map books	100		100	
		Emergency Medical Training Series	900		900	
		Academy - reference books	3,000		2,200	
		Miscellaneous reference books	1,200	8,300	1,000	6,800

FIRE

GENERAL FUND

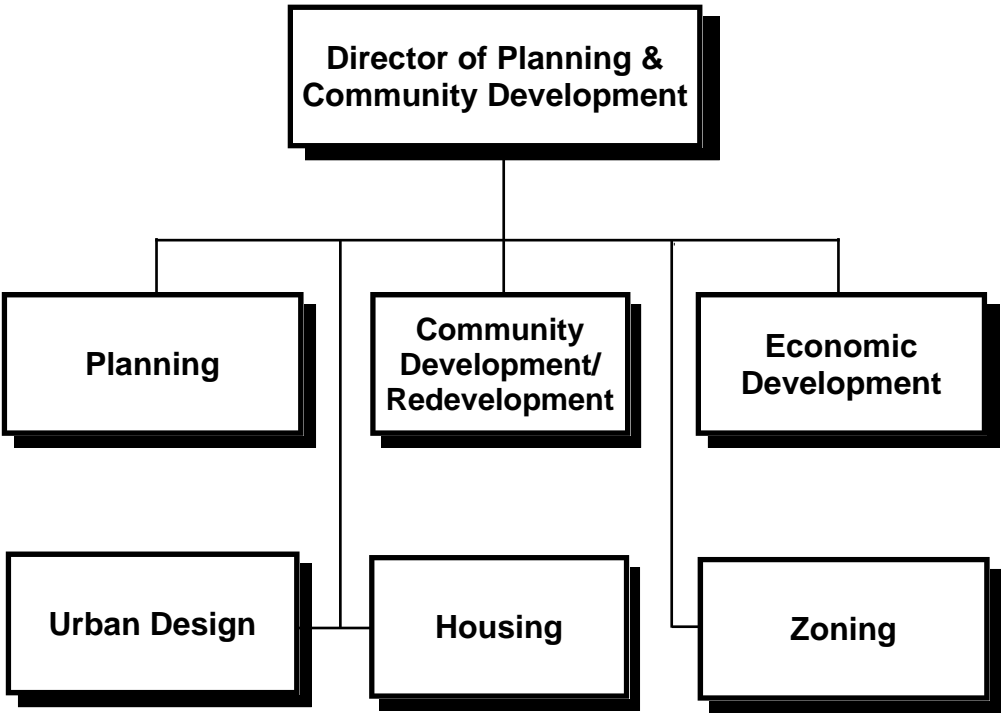
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
101-3501-512.33-05	Other Supplies & Equip	Station supplies & materials	4,200		3,000	
		Public education materials	5,600		5,600	
		Fire related computer software	2,400	12,200	2,400	11,000
101-3501-512.33-50	Medical Supplies	Expendable bandages, drugs and various portable equipment	39,600		39,600	
		Prior Year Encumbrance Carryover	0	39,600	0	39,600
		TOTAL COMMODITIES	404,595		393,200	
		TOTAL FIRE DEPARTMENT	22,403,495		22,976,100	

PLANNING & COMMUNITY DEVELOPMENT

(10.00 FTE)

ORGANIZATION STRUCTURE



PLANNING & COMMUNITY DEVELOPMENT

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.

2018 Accomplishments

1. New Police Station – Project coordination continued on the new \$27.985 million Police Station. Construction continued and all costs are trending under budget.
2. Downtown Entertainment Market Research – The Downtown Entertainment Market analysis was complete and distributed.
3. Annual 2017 Business Report was completed in January.
4. Zoning Code Amendment Phase I and Phase II – Zoning Code amendments were completed and approved by the Village Board. In addition, research regarding potential zoning regulations for Breweries was undertaken and proposed zoning changes for this use was approved by the Village Board.
5. South Arlington Heights Road Corridor Study – South Arlington Heights Road Corridor Study was developed completed, and approved through the appropriate public hearing processes.
6. Business Retention Survey – The Business Retention Survey was completed and distributed in February with presentations to the Committee-of-the-whole and Village Board during the summer.
7. Encourage development of Block 425 – Two proposals for the southern portion of Block 425 were processed but not supported by the Board. Discussions continue with that property owner to develop an appropriate plan and solicit developer interest. Meetings with the developer and property owner of the northern ¾ of the block have commenced.
8. Rand Road Corridor Improvements – Implementing the 2016 study accepted by the Village Board is underway. Phase I and Phase II have been delayed due to IDOT restrictions and review delays. Communication and meetings have occurred with IDOT and the Village continues to await a response. As a result, Phase I and Phase II have been delayed from 2017 and 2018 and deferred to fiscal year 2019 in the hope of obtaining IDOT preliminary review prior to then.
9. Northwest Highway Corridor Improvements – Implementation and installation of corridor improvements will be completed for the current phase in the Fall of 2018.
10. Davis Street Landscaping – The Davis Street landscaping plan was finalized and bid. Installation of landscaping improvements will occur in Fall 2018.
11. TIF 4 Redevelopment – TIF 4 Market assessment was completed. Discussions continue to occur with property owners, developers, and potential tenants.
12. Hickory Kensington TIF – Redevelopment agreement was negotiated and approved by the Board for 4 N. Hickory, residential, mixed use apartment development and the planned unit development was approved by the Board.
13. Downtown Light Ceiling – Downtown light ceiling was bid, shop drawings approved and poles fabricated. Construction of the Downtown light ceiling occurred in August.
14. Downtown Parking Capacity and study is currently underway.

Key Developments:

- Northrop Grumman expanded operations to 1421 W. Shure Drive bringing approximately 270 employees.
- Arlington Downs – received approval for Funtopia and First Ascent and submitted a separate application for PUD amendments for Best Western Vibe and other overall PUD amendments.
- Olympic Pool PUD amendment was approved.
- 703 – 723 W. Algonquin Road, Hamilton Partners 300,000 square foot warehouse distribution was approved.
- Target Store on Rand Road completed exterior and interior renovations.
- European Crystal Hotel was approved.
- In Downtown Arlington Heights notable developments include attraction of Kilwins and Hey Nonny

2019 Strategic Priorities & Key Projects

1. Explore new revenue sources to fund Village Services

- Tax Base Expansion Project/Report – Review and issue a report on sectors of the economy that have growth potential in Arlington Heights and identify possible updated strategies for focused recruitment.
 - Timeline:
 - 2Q 2018 – Outline Project Scope and Communicate to the Village Board (complete)
 - 4Q 2018 – Complete Basic Research
 - 1Q 2019 – Review results with Economic Alliance and collate feedback
 - 2Q 2019 – Submit final reports to Village Board on Tax Base Opportunities
 - Project Lead: Charles Perkins & Michael Mertes/Economic Alliance
- Business Recruitment Strategy Update – During development of the Tax Base Expansion Project and Report, Department will continue with its ongoing targeted recruitment strategy. Upon completion of the aforementioned Tax Base Expansion Report and based upon its findings, recruitment efforts may be modified to focus on growth sectors or emerging market trends not already identified throughout the Village.
 - Timeline
 - 2Q 2019 – Evaluate Recruitment Strategy as needed based on finding of Tax Base Expansion Project
 - 3Q 2019 – Issue Memo outline of updated recruitment strategy and adjust efforts accordingly.
 - Project Lead: Charles Perkins & Michael Mertes/Economic Alliance

2. Review and Update Village Business Development and Recruitment Strategy

- TIF 4: Strategy Update – Based on market study results of study and discussions with property owners, adjust TIF 4 goals and strategy to reflect current market conditions. Targeted property acquisition and/or redevelopment of current Village owned properties should be considered.
 - Timeline:
 - 1Q 2018 – Complete Market Feasibility Study (completed)
 - 2Q 2018 – Commence Implementation of Updated Strategy (ongoing)
 - Project Lead: Charles Perkins/Bill Enright

3. Review and Update Village Housing Regulations and Strategy

- Develop Report on Housing Needs and Trends in Arlington Heights – Review current studies and issue a report on current trends. Analyze the strengths and weaknesses of the Village's housing stock to address those needs and recommendations of housing types to pursue and develop.
 - Timeline:
 - Phase 1: Develop Report on Housing Needs and Trends
 - 2Q 2018 – Evaluate Existing Reports
 - 3Q 2018 – Evaluate Strengths and Weaknesses
 - 4Q 2018 – Evaluate current Village Housing Regulations and Market Trends and report to Village Board
 - Phase II: Evaluate Need to Modify Existing Regulations to Address Trends
 - 2Q 2019 – Evaluate need to develop new regulations and type
 - 4Q 2019 – Prepare draft regulations if needed
 - Project Lead: Nora Boyer/Housing Commission

4. Continue Infrastructure Efforts

- 2019 Corridor Beautification and Improvement Program – The Department continues to enhance and focus attention on corridor beautification. New planting beds were added to Route 14 and Palatine Road, and a group of other aesthetic improvements including uplighting are planned for Palatine Rd., pending IDOT approval. Lastly, plantings are underway to improve the Davis Street Railroad corridor. These projects are multi-phase and will take place over multiple years
 - Timeline:
 - 3Q 2019 – Construction Rand/Palatine improvements
- Downtown Parking Capacity and Usage Study – Conduct a study on allocation of parking and current regulations within the Downtown. *Project Lead- Bill Enright*
 - Timeline:
 - 1Q 2018 – Issue RFP for parking consultant (complete)
 - 2Q 2018 – Hire Parking Consultant (ongoing)
 - 3Q 2018 – Report issued with recommendations
 - Project Lead: Bill Enright
- Northwest Highway Corridor Enhancements – Continue planning and implementation of NW Hwy improvements. *Project Lead – Derek Mach*
- Rand Road Corridor Enhancements – Continue planning and implementation of next phases of Rand Rd. improvements. *Project Lead – Derek Mach*
- Southtown Corridor Enhancements – Finalize and implement southtown plan based on feedback from business community and direction from the Village Board in the fall of 2017.
 - Timeline:
 - 2Q 2018 – Develop cost estimates and implementation plan for inclusion in 2019 budget.
 - 4Q 2019 – Implementation plan
 - Project Lead: Bill Enright

5. Evaluate the Village of Arlington Heights's Identity and Brand in the Community and Region.

- Rebranding Research – Develop scope of services and budget for Village-wide re-branding. Examine other communities' efforts to define a potential project budget and expectations. Produce a memo with recommendations with possible timing and funding for Village Board discussion and consideration.
 - Timeline:
 - 2Q 2018 – Memo issued with recommendations, timing and funding (complete)
 - Project Lead: Charles Perkins

Performance Measures	Calendar Year		
	2015	2016	2017
1. Development – Plan Commission			
# of Temporary Files	33	52	39
# of Plat and Subdivision Cases	27	30	24
# of Comprehensive Plan Sub-Committee Cases	0	0	2
# of Ordinance Review Committee Cases	1	0	3
# of Special Use Waiver Cases for Antennas	7	5	12
# of PC Applications	22	26	16
Average # of business days from application to PC Hearing	44	40	46
2. Development – Other			
# of all Zoning Reviews	2,161	1,712	1,691
# of ZBA Applications/Reviewed	34	60	62
# of Building Permit Reviews	1,864	1,353	1,372
# of Business License Reviews	170	168	131
# of Home Occupation Reviews	13	23	13
3. Building Permit Review Time			
# Single-Family	2.8 days	3.2 days	2.6 days
# Multi-Family	2.2 days	2.7 days	3.9 days
# Commercial	3.0 days	2.2 days	3.3 days
# Fence	0.8 days	.8 day	.9 days
4. Sign Permits	266	227	219
5. Community Development			
# Single-Family Rehab Projects	2	3 units	1 unit
# CDBG Public Services Beneficiaries	702	499	505
# Public Facility Improvement Projects	3	3	7

Performance Measures (cont.)	Calendar Year		
	2015	2016	2017
6. Business Development			
# Retention Business Visits	532	549	406
# Leads from all Sources	453	368	495
# Leads from ICSC Events	79	93	103
# Total Recruitment Contacts	532	551	671
# Chamber & Business Events Attended	63	90	98
# New Business Welcome Letters Sent	101	104	77
7. Design Review			
# of Reviews by Design Commission	73	86	81
# of Administrative Single Family Homes	74	73	74
# of Administrative Signage Reviews	15	13	6
# of Administrative Commercial	1	3	2
# of Temporary Files	35	34	38
# of Miscellaneous Administrative Reviews	1	0	2
# of Administrative Multi-Family Reviews	2	0	0
# of Small Rear Yard Addition Reviews	38	55	46
# of Total Reviews	239	264	249
8. Design Commission Review Time			
Full Design Commissions			
- Single-Family Home	17.6	21.8	18.5
- Commercial Project	19.6	13.6	20.6
- Downtown Commercial	13.0	0	14.0
- Sign Variation	17.4	14.7	24.8
- Multi-Family	19.5	12.0	23.5
- Institutional	21.0	0	0
- Mixed-Use	N/A	0	19.0
Administrative Design Review Time			
- Single-Family Home	8.9	6.7	8.3
- Commercial Project	11.0	6.3	12.0
- Sign Project	7.6	7.4	8.8
- Multi-family	7.5	0	0
9. Design – Other			
# of Landscape Reviews Commercial & Homes	53	58	54
# of Landscape Maintenance & Inspections	55	51	49
# of Landscape Beautification Projects	4	5	5
10. Public Art			
Event Recruitment Letters	*261	273	250
Follow-up Leads	437	452	430
Commission Events	11	13	11
*decreased as result of increased use of email, the Village website and the Village's Facebook page.			
11. # Special Projects			
# of Special Projects	40	38	37

OPERATION SUMMARY

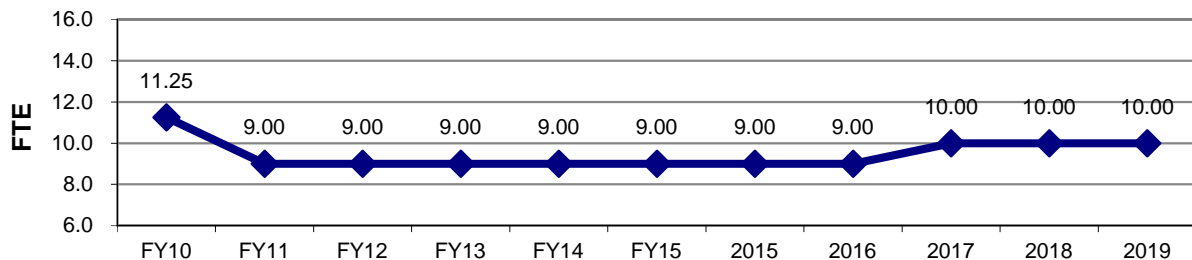
PLANNING & COMMUNITY DEVELOPMENT

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Authorized Positions in F-T-E							
General Fund	8.50	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	9.00	10.00	10.00	10.00	10.00	0.00	0.0%
Expenditures							
Personal Services	\$1,304,073	\$1,409,398	\$1,500,900	\$1,507,400	\$1,514,200	\$6,800	0.5%
Contractual Services	228,973	183,227	239,400	312,771	217,800	(94,971)	(30.4%)
Commodities	7,968	16,155	37,700	37,658	13,200	(24,458)	(64.9%)
Other Charges	244,711	278,210	329,700	329,728	322,200	(7,528)	(2.3%)
Capital Items	809,475	43,044	207,000	1,951,044	3,399,000	1,447,956	74.2%
Total Expenditures	\$2,595,200	\$1,930,034	\$2,314,700	\$4,138,601	\$5,466,400	\$1,327,799	32.1%

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$1,614,736	\$1,695,057	\$1,831,200	\$1,843,286	\$1,809,400	(\$33,886)	(1.8%)
CDBG Fund	55,937	57,000	65,500	59,900	68,000	8,100	13.5%
Municipal Park Opr Fund	0	0	99,000	99,000	0	(99,000)	(100.0%)
TIF I South Fund	10,649	0	0	0	0	0	N/A
TIF III Fund	15,551	15,000	0	0	0	0	N/A
TIF IV Fund	862,277	85,835	93,500	742,195	1,000,000	257,805	34.7%
TIF V Fund	1,090	14,310	2,500	328,947	365,000	36,053	11.0%
Hickory/Kensington TIF Fund	16,975	24,975	40,000	567,325	1,580,000	1,012,675	178.5%
Capital Projects Fund	17,985	37,857	183,000	497,948	644,000	146,052	29.3%
Total Expenditures	\$2,595,200	\$1,930,034	\$2,314,700	\$4,138,601	\$5,466,400	\$1,327,799	32.1%

STAFFING HISTORY



PLANNING

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-4001-521.10-01	Salaries	893,609	970,412	1,021,300	1,031,500	1,045,200	13,700	1.3%
101-4001-521.18-01	Temporary Help	7,920	6,321	5,600	5,600	6,200	600	10.7%
	Salaries	901,529	976,733	1,026,900	1,037,100	1,051,400	14,300	1.4%
101-4001-521.19-01	Workers Compensation	2,600	2,700	2,700	2,700	2,800	100	3.7%
101-4001-521.19-05	Medical Insurance	147,900	167,600	179,200	179,200	193,800	14,600	8.1%
101-4001-521.19-10	IMRF	123,638	126,859	141,300	142,600	111,400	(31,200)	(21.9%)
101-4001-521.19-11	Social Security	54,249	59,281	64,700	65,100	65,800	700	1.1%
101-4001-521.19-12	Medicare	13,400	14,425	15,800	16,000	16,200	200	1.3%
101-4001-521.19-23	Automobile Allowance	4,820	4,800	4,800	4,800	4,800	0	0.0%
	Fringe Benefits	346,607	375,665	408,500	410,400	394,800	(15,600)	(3.8%)
101-4001-521.20-05	Professional Services	74,163	35,069	5,000	5,000	5,000	0	0.0%
101-4001-521.20-40	General Insurance	6,600	6,900	7,000	7,000	7,100	100	1.4%
101-4001-521.21-02	Equipment Maintenance	37	0	500	500	500	0	0.0%
101-4001-521.21-65	Other Services	9,273	10,746	7,200	7,200	7,200	0	0.0%
101-4001-521.22-01	Advertising	8,815	9,072	6,500	6,500	6,500	0	0.0%
101-4001-521.22-02	Dues	3,739	2,762	3,400	3,400	3,500	100	2.9%
101-4001-521.22-03	Training	3,490	3,543	7,000	7,000	7,200	200	2.9%
101-4001-521.22-05	Postage	1,319	1,948	1,600	1,600	1,600	0	0.0%
101-4001-521.22-10	Printing	3,654	306	3,000	3,000	3,000	0	0.0%
101-4001-521.22-15	Photocopying	1,732	1,780	2,500	2,500	2,500	0	0.0%
101-4001-521.22-25	IT/GIS Service Charge	80,400	62,400	60,600	60,600	59,300	(1,300)	(2.1%)
101-4001-521.22-37	Vehicle/Equip Lease Charge	3,699	5,499	4,100	4,100	4,400	300	7.3%
	Contractual Services	196,921	140,025	108,400	108,400	107,800	(600)	(0.6%)
101-4001-521.30-01	Publications Periodicals	1,290	1,155	1,800	1,800	1,800	0	0.0%
101-4001-521.30-05	Office Supplies & Equip	5,563	5,759	9,000	9,000	9,000	0	0.0%
101-4001-521.30-50	Petroleum Products	105	106	100	100	200	100	100.0%
101-4001-521.32-80	Books	0	0	200	200	200	0	0.0%
101-4001-521.33-05	Other Supplies	1,010	9,135	26,600	26,558	2,000	(24,558)	(92.5%)
	Commodities	7,968	16,155	37,700	37,658	13,200	(24,458)	(64.9%)
101-4001-521.40-40	Promote Economic Bus Dev	91,926	99,455	135,400	135,400	137,200	1,800	1.3%
101-4001-521.40-41	Discover Arlington	49,757	48,052	74,300	74,328	65,000	(9,328)	(12.5%)
101-4001-521.40-43	Zero Interest Loan Program	20,028	38,972	40,000	40,000	40,000	0	0.0%
	Other Charges	161,711	186,479	249,700	249,728	242,200	(7,528)	(3.0%)
Total Planning		1,614,736	1,695,057	1,831,200	1,843,286	1,809,400	(33,886)	(1.8%)

PLANNING

General Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Director of Planning & Com Dvlp	11	1.00	1.00	
Deputy Dir of Plan & Com Dvlp	9	1.00	1.00	
Business Development Coordinator	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	
Total F-T-E		9.50	9.50	0.00

Planning Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	9.50	9.50	
215	CDBG Fund	0.50	0.50	
	Total F-T-E All Funds	10.00	10.00	0.00

PLANNING

GENERAL FUND

Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
101-4001-521.10-01	Salaries	Salaries	1,031,500		1,045,200	
101-4001-521.18-01	Temporary Help	Temporary Help	5,600		6,200	
TOTAL SALARIES			1,037,100		1,051,400	
FRINGE BENEFITS:						
101-4001-521.19-01	Workers' Compensation	Workers' Compensation Insurance	2,700		2,800	
101-4001-521.19-05	Medical Insurance	Medical Insurance	179,200		193,800	
101-4001-521.19-10	IMRF	IMRF	142,600		111,400	
101-4001-521.19-11	Social Security	Social Security	65,100		65,800	
101-4001-521.19-12	Medicare	Medicare	16,000		16,200	
101-4001-521.19-23	Automobile Allowance	Automobile Allowance	4,800		4,800	
TOTAL FRINGE BENEFITS			410,400		394,800	
CONTRACTUAL SERVICES:						
101-4001-521.20-05	Professional Services	Contractual planning services	5,000		5,000	
		Prior Year Encumbrance Carryover	0	5,000	0	5,000
101-4001-521.20-40	General Insurance	Liability and property insurance	7,000		7,100	
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	
		Office support	1,000		1,000	
		Plan Commission transcribing	5,000	7,200	5,000	7,200
101-4001-521.22-01	Advertising	Plan Commission notices and other advertisements	3,000		3,000	
		Zoning Board of Appeals legal ads	3,500	6,500	3,500	6,500
101-4001-521.22-02	Dues	Dues	3,400		3,500	
101-4001-521.22-03	Training	APA Convention	2,900		3,000	
		Upper Mid-West Conference	1,000		1,000	
		State & local meetings, court, CMAP, etc.	1,600		1,700	
		Continuing education/certification	1,500	7,000	1,500	7,200
101-4001-521.22-05	Postage	Mailing charges including mailing costs for survey and marketing mailings	1,600		1,600	
101-4001-521.22-10	Printing	Reprint planning documents, reports, studies, etc.	3,000		3,000	
101-4001-521.22-15	Photocopying	Photocopies & supplies	1,500		1,000	
		Maintenance agreement Minolta BH362	1,000	2,500	1,500	2,500

PLANNING

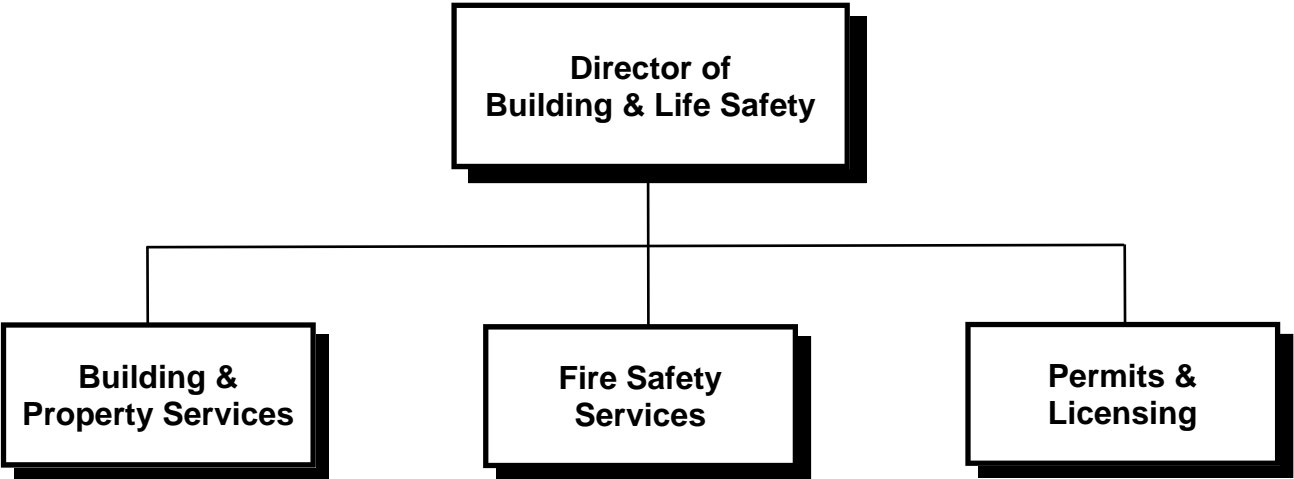
GENERAL FUND

Account Number	Account Title	Description	Budget 2018		Budget 2019			
101-4001-521.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	60,600		59,300			
101-4001-521.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	4,100		4,400			
TOTAL CONTRACTUAL SERVICES			108,400		107,800			
COMMODITIES:								
101-4001-521.30-01	Publications/Periodicals	Miscellaneous publications	1,800		1,800			
101-4001-521.30-05	Office Supplies & Equip	Stationery, file folders, pens, drafting materials and supplies	9,000		9,000			
101-4001-521.30-50	Petroleum Products	Gasoline for department vehicle(s)	100		200			
101-4001-521.32-80	Books	Planning documents & reference books	200		200			
101-4001-521.33-05	Other Supplies & Equip	Specialized software	1,000		1,000			
		Miscellaneous materials	1,000		1,000			
		Prior Year Encumbrance Carryover	24,558	26,558	0	2,000		
		TOTAL COMMODITIES	37,658		13,200			
OTHER CHARGES:								
101-4001-521.40-40	Promote Econ & Business Development	Promote economic development meetings, expos, conference, workshop display, space, equipment and rental, Costar	14,000		14,000			
		Special targeted marketing project e.g. market segment retail - vacant store front, hotel concierge, direct mail target attractions	14,000		14,850			
		Business attraction/trade advertising	21,369		21,000			
		Trade shows	11,000		11,000			
		New marketing materials/re-print	10,000		10,000			
		Business Retention - open house, survey, Chamber of Commerce meetings	4,000		4,000			
		Chamber of Commerce funding	8,500		8,500			
		Small Business Development Project with Chamber of Commerce	52,531		53,850			
		Prior Year Encumbrance Carryover	0	135,400	0	137,200		
		101-4001-521.40-41	Discover Arlington	Discover Arlington Heights Program	65,000		65,000	
				Prior Year Encumbrance Carryover	9,328	74,328	0	65,000
		101-4001-521.40-43	Zero Interest Loan Prog.	Zero Interest Loan Program (MS1401)	40,000		40,000	
		TOTAL OTHER CHARGES			249,728		242,200	
TOTAL PLANNING			1,843,286		1,809,400			

BUILDING & LIFE SAFETY

(17.50 FTE)

ORGANIZATION STRUCTURE



BUILDING & LIFE SAFETY

The Building & Life Safety Department regulates Building Construction, Use, and Maintenance as well as interfaces with the Building Code Review Board and the Electrical Commission.

Building & Life Safety 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:** Building & Life Safety receives applications for construction & 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 given a street address which is 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: Building & Life Safety 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.

MAINTENANCE: Building & Life Safety oversees maintenance of buildings through several programs.

- ▶ **Periodic Business Inspections:** Fire Inspectors visit businesses on a periodic basis to assure the businesses are operating in a safe manner as originally intended per the business license application.
- ▶ **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 deal with 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) and the Electrical Commission. The recommendations made by the Boards and Commissions subsequently approved by the Village Board for buildings, structures, and premises are enforced.

BUILDING & LIFE SAFETY

(Continued)

- ▶ **Referrals and Support to the BCRB:** Building & Life Safety makes recommendations and provides support to the BCRB where applicants encounter unusual hardships in meeting the codes.
- ▶ **Code proposals for Review by the BCRB and Electrical Commission:** Building & Life Safety analyzes code provisions and makes code change recommendations.

2018 Accomplishments

1. Implemented customer survey system by which residents, contractors, etc. can provide feedback related to the services provided by the Building & Life Safety Department.
2. Completed a Critical Risk Assessment (CRA) and utilized this information to develop a Community Risk Reduction (CRR) plan which is anticipated to be completed prior to the first quarter of 2019.
3. Code enforcement went through a re-evaluation and code enforcement responsibilities have been adjusted to provide for a more efficient system of code enforcement across a broad spectrum of issues.

2019 Strategic Priorities & Key Projects

Improve Building and Life Safety Processes and Customer Service

- a) Identify specific opportunities for process and communications improvement in the Building and Life Safety Department
- b) Identify and Implement Best Practices in those areas
- c) Enhance Village Code Enforcement Efforts
- d) Increase opportunities for feedback from the business community

Projects:

1. Project Review Technology Updates- Further examination of new technology to increase efficiency of regulatory processes to build upon Cognos enhancements in 2018.
 - Timeline:
 - 4Q 2019- Build workflow management tools using Cognos on an ongoing basis to improve process speed and communications
 - Project Lead- Steve Touloumis
2. Adoption of new Building Codes- Implementation of latest Building Code Book. This will bring our codes up to date and more comparable to surrounding communities by eliminating many local amendments.
 - Timeline:
 - 3Q 2018 Kick-off discussion with BCRB to bring current codes up-to-date and reduce local amendments to streamline processes
 - 3Q 2019- Present ordinances and referenced building codes to the Village Board.
 - Project Lead- Steve Touloumis

BUILDING & LIFE SAFETY

(Continued)

Performance Measures

Please note that as part of the Building & Life Safety Department's improvement initiatives, the data structure is changing. Those changes will be reflected in the table below with footnotes which are listed at the end of the table.

Category	Programs or Functions	Calendar Year		
		2015	2016	2017
Permit Applications ^j	Residential	3,350	3,604	3,706
	Commercial	1,221	1,212	1,116
	TOTAL:	4,571	4,816	4,822
Permit Plan Reviews ^b	Building/HVAC/Energy	2,402	2,959	3,150
	Electric	1,259	1,502	1,557
	Plumbing	639	816	849
	Fire Life Safety	440	460	286
	Fire Alarm	c.	114 ^c	185
	Fire Suppression/Hood & Duct	c.	82 ^c	5
	Structural Consultant	9	14	21
	Elevator Consultant	134	64	64
	TOTAL:	4,883	6,011	6,117
Permit Inspections	Building	5,790	6,519	7,655
	Electric	2,315	2,547	2,841
	HVAC	960	810	832
	Plumbing	1,915	1,996	2,248
	Fire Systems	613	488	381
	TOTAL:	11,593	12,360	13,957
Fire Safety Inspections	Initial Periodic ^d	1,492	1,602	1,397
	Re-inspection Periodic ^e	604	575	620
	Sprinkler	175	f.	f.
	Alarm	260	f.	f.
	Haz-Mat ⁱ	0	0	-
	Business License	g.	202	138
	Miscellaneous ^h	1,235	1,063	891
	TOTAL:	3,766	3,442	3,046
	Fire Inspector Clerical (Hours)	3,159	2,391	2,150

BUILDING & LIFE SAFETY

(Continued)

Performance Measures (cont.)

Category	Programs or Functions	Calendar Year		
		2015	2016	2017
Elevator Inspections	Annual Initial Inspections	451	457	468
	Annual Re-inspections	269	191	220
	Permit Initial Inspections	76	73	71
	Permit Re-inspections	27	4	25
	TOTAL:	823	725	784
	New Elevators	9	5	6
Licenses	Business Renewals	1,609	1,450	1,763
	New Businesses	250	270	434
	Contractor Renewals	1,317	1,395	999
	New Contractors	458	544	549
	TOTAL:	3,634	3,659	3,745
Citizen Contacts	FOIA Responses	401	486	631

b. Plan review counts data added for 2018 budget preparation. Plan reviews that were under other categories were relocated to this category.

c. Previously uncaptured as separate category and did not begin at start of 2016.

d. Formerly referenced as 'Annual Inspections'.

e. Formerly referenced as 'Re-Inspections'.

f. Grouped under Permit Inspections/ Fire Systems.

g. New function not specifically collected prior to 2016.

h. Formerly referenced as 'Backup for Department...'

i. Data not being collected: to be dropped in future versions.

j. Sub-categories restructured.

Three Year Comparison of Construction Values

Type of Permit	2015	2016	2017
One- & Two-Family Structures: Alterations, Additions, & New Const.	\$53,528,727	\$69,244,323	\$63,757,703
Commercial & Multi-Family Structures: Alterations, Additions, & New Const.	\$98,085,887	\$129,888,598	\$100,158,568
Miscellaneous	\$7,897,228	\$8,309,304	\$13,306,501
TOTAL:	\$159,511,842	\$207,442,225	\$177,222,772

BUILDING & LIFE SAFETY

(Continued)

Performance Measures (cont.)

Revenue Generated by Permits and Licensing Fees

Type of Permit	2015	2016	2017
Construction Permit Fees	\$1,508,892	\$1,781,989	\$1,494,363
Business License Fees	\$601,141	\$689,997	\$709,917
TOTAL:	\$2,110,033	\$2,471,986	\$2,204,780
Operating Budget	\$2,257,073	\$2,234,362	\$2,399,443
Revenue/Budget	93.49%	110.63%	91.89%

OPERATION SUMMARY

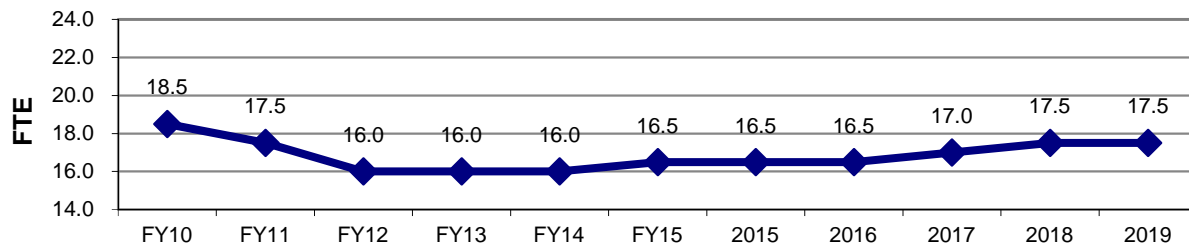
BUILDING SERVICES

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Authorized Positions in F-T-E	16.50	17.00	17.50	17.50	17.50	0.00	0.0
Expenditures							
Personal Services	\$1,967,788	\$2,104,753	\$2,274,800	\$2,299,200	\$2,323,300	\$24,100	1.0%
Contractual Services	246,563	266,853	302,600	302,600	266,200	(36,400)	(12.0%)
Commodities	20,011	27,837	21,600	21,600	23,300	1,700	7.9%
Capital Items	6,351	0	11,700	10,800	0	(10,800)	(100.0%)
Total Expenditures	\$2,240,713	\$2,399,443	\$2,610,700	\$2,634,200	\$2,612,800	(\$21,400)	(0.8%)

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$2,234,362	\$2,399,443	\$2,599,000	\$2,623,400	\$2,612,800	(\$10,600)	(0.4%)
Capital Projects Fund	6,351	0	11,700	10,800	0	(10,800)	(100.0%)
Total Expenditures	\$2,240,713	\$2,399,443	\$2,610,700	\$2,634,200	\$2,612,800	(\$21,400)	(0.8%)

STAFFING HISTORY



BUILDING & LIFE SAFETY

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-4501-523.10-01	Salaries	1,367,591	1,512,961	1,602,200	1,625,700	1,652,900	27,200	1.7%
101-4501-523.18-01	Temporary Help	21,983	6,194	23,900	23,900	48,300	24,400	102.1%
101-4501-523.18-05	Overtime Civilian	16,201	22,967	8,500	8,500	4,000	(4,500)	(52.9%)
	Salaries	1,405,775	1,542,122	1,634,600	1,658,100	1,705,200	47,100	2.8%
101-4501-523.19-01	Workers Compensation	42,702	44,000	44,400	44,400	45,300	900	2.0%
101-4501-523.19-05	Medical Insurance	233,600	213,600	264,100	264,100	284,800	20,700	7.8%
101-4501-523.19-10	IMRF	181,539	190,059	210,500	209,700	163,300	(46,400)	(22.1%)
101-4501-523.19-11	Social Security	84,436	93,180	97,500	98,900	100,300	1,400	1.4%
101-4501-523.19-12	Medicare	19,736	21,792	23,700	24,000	24,400	400	1.7%
	Fringe Benefits	562,013	562,631	640,200	641,100	618,100	(23,000)	(3.6%)
101-4501-523.20-05	Professional Services	32,005	9,300	11,400	11,400	2,500	(8,900)	(78.1%)
101-4501-523.20-35	Plan Reviews	17,020	12,492	11,000	11,000	5,000	(6,000)	(54.5%)
101-4501-523.20-40	General Insurance	12,100	12,699	12,800	12,800	12,900	100	0.8%
101-4501-523.21-02	Equipment Maintenance	450	718	600	600	600	0	0.0%
101-4501-523.21-65	Other Services	42,537	61,384	93,300	93,300	71,300	(22,000)	(23.6%)
101-4501-523.22-02	Dues	1,614	2,016	2,200	2,200	2,200	0	0.0%
101-4501-523.22-03	Training	4,100	7,167	10,000	10,000	10,000	0	0.0%
101-4501-523.22-05	Postage	3,545	5,222	4,000	4,000	2,500	(1,500)	(37.5%)
101-4501-523.22-10	Printing	8,002	3,661	7,000	7,000	7,000	0	0.0%
101-4501-523.22-15	Photocopying	2,690	2,995	3,600	3,600	3,600	0	0.0%
101-4501-523.22-25	IT/GIS Service Charge	75,500	88,200	97,300	97,300	95,600	(1,700)	(1.7%)
101-4501-523.22-37	Vehicle/Equip Lease Charge	47,000	60,999	49,400	49,400	53,000	3,600	7.3%
	Contractual Services	246,563	266,853	302,600	302,600	266,200	(36,400)	(12.0%)
101-4501-523.30-01	Publications Periodicals	789	11,122	2,100	2,100	2,100	0	0.0%
101-4501-523.30-05	Office Supplies & Equip	9,175	8,388	9,600	9,600	9,600	0	0.0%
101-4501-523.30-20	Photographic Supplies	0	0	100	100	100	0	0.0%
101-4501-512.30-35	Clothing	0	1,350	2,000	2,000	2,000	0	0.0%
101-4501-523.30-50	Petroleum Products	5,844	6,173	6,800	6,800	8,500	1,700	25.0%
101-4501-523.33-05	Other Supplies	4,203	804	1,000	1,000	1,000	0	0.0%
	Commodities	20,011	27,837	21,600	21,600	23,300	1,700	7.9%
Total Building & Life Safety		2,234,362	2,399,443	2,599,000	2,623,400	2,612,800	(10,600)	(0.4%)

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

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Director of Building Services	11	1.00	1.00	
Assistant Building Official	9	1.00	1.00	
Fire Safety Inspections Supervisor	8	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	1.00	1.00	
Permits, Inspect & Licensing Coord.	3	1.00	1.00	
Permits Technician	2	2.50	2.50	
Administrative Assistant	2	1.00	1.00	
Total F-T-E		17.50	17.50	0.00

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

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	17.50	17.50	0.00
Total F-T-E All Funds		17.50	17.50	0.00

BUILDING & LIFE SAFETY

GENERAL FUND

EXPENDITURE DETAIL

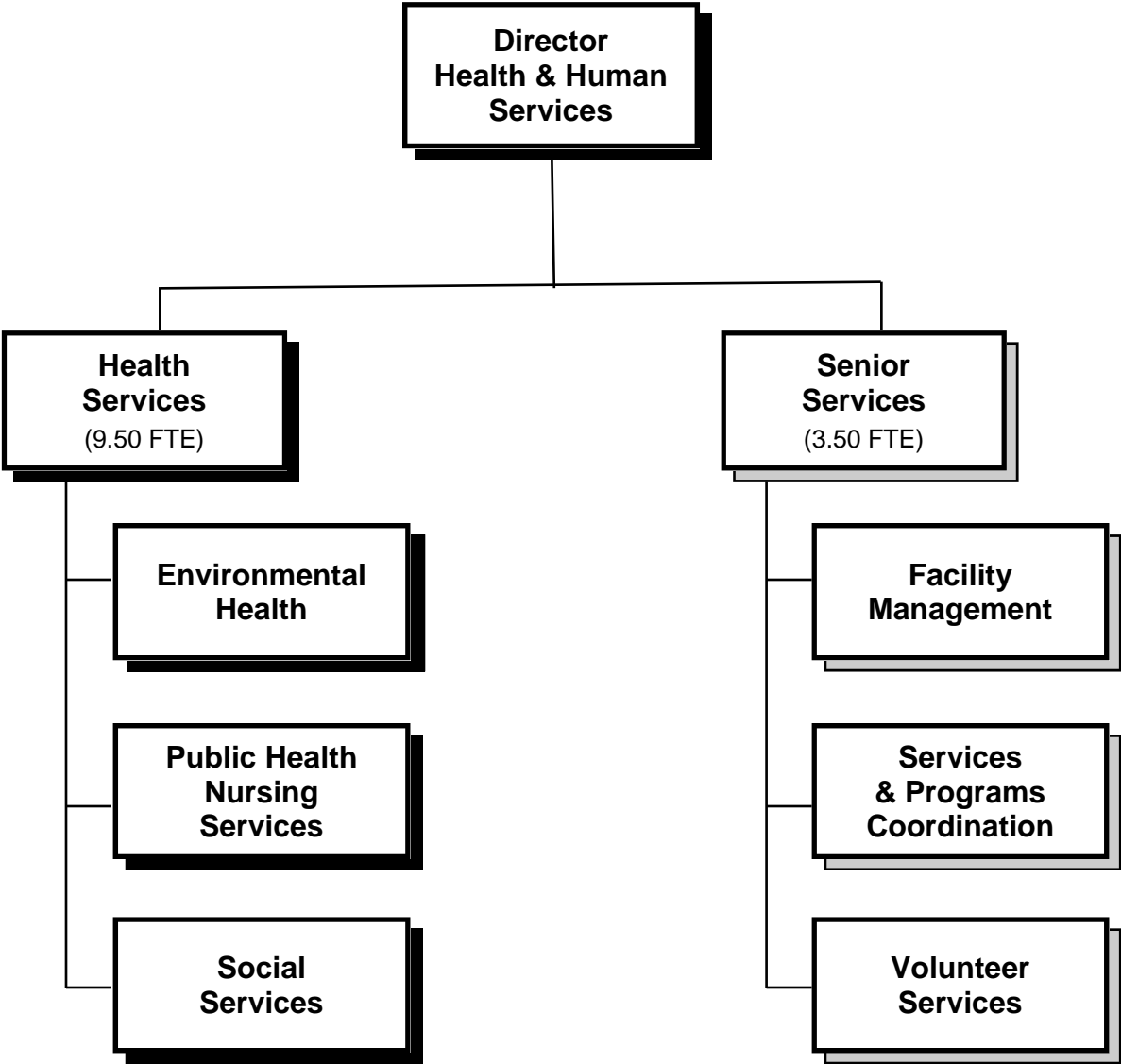
Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
101-4501-523.10-01	Salaries	Salaries	1,625,700	1,652,900
101-4501-523.18-01	Temporary Help	On-call inspectors, summer interns and data entry	23,900	48,300
101-4501-523.18-05	Overtime Civilian	Overtime Civilian	8,500	4,000
	TOTAL SALARIES		1,658,100	1,705,200
FRINGE BENEFITS:				
101-4501-523.19-01	Workers' Compensation	Workers' Compensation Insurance	44,400	45,300
101-4501-523.19-05	Medical Insurance	Medical Insurance	264,100	284,800
101-4501-523.19-10	IMRF	IMRF	209,700	163,300
101-4501-523.19-11	Social Security	Social Security	98,900	100,300
101-4501-523.19-12	Medicare	Medicare	24,000	24,400
	TOTAL FRINGE BENEFITS		641,100	618,100
CONTRACTUAL SERVICES:				
101-4501-523.20-05	Professional Services	Contractual services	11,400	2,500
101-4501-523.20-35	Plan Reviews	Contractual reviews of building plans for fire, structural and other code requirements	11,000	5,000
101-4501-523.20-40	General Insurance	Liability and property insurance	12,800	12,900
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	27,000	27,000
		Cell phone and wireless charges (upgrade to SMART phones, new iPads)	12,000	12,000
		Firehouse Inspector - App for iPad	500	500
		Board-ups, fences and property cleanups	4,800	1,800
		Elevator inspections	30,000	30,000
		Prior Year Encumbrance Carryover	19,000	0
			93,300	71,300
101-4501-523.22-02	Dues	Dues	2,200	2,200
101-4501-523.22-03	Training	Conferences, training & seminars	8,300	8,300
		Metro travel, tolls, court, etc.	400	400
		Miscellaneous (Supervision, Administration)	1,300	1,300
			10,000	10,000

BUILDING & LIFE SAFETY

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
101-4501-523.22-05	Postage	Mailing business licenses, building & code related communications, sign, electrical & misc. correspondence		4,000		2,500
101-4501-523.22-10	Printing	Misc. forms, cards, stickers, placards, and licenses		7,000		7,000
101-4501-523.22-15	Photocopying	Photocopies & supplies	2,000		2,000	
		Maintenance agreement Xerox 5150	1,000		1,000	
		Maintenance agreement Minolta 160	400		400	
		Maintenance agreement Xerox WC4118X	200	3,600	200	3,600
101-4501-523.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		97,300		95,600
101-4501-523.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		49,400		53,000
TOTAL CONTRACTUAL SERVICES				302,600		266,200
COMMODITIES:						
101-4501-523.30-01	Publications/Periodicals	Miscellaneous publications	700		700	
		Online subscription to NFPA codes	1,400	2,100	1,400	2,100
101-4501-523.30-05	Office Supplies & Equip	Miscellaneous equipment and supplies		9,600		9,600
101-4501-523.30-20	Photographic Supplies	Supplies for film to support code violations and court cases		100		100
101-4501-523.30-35	Clothing	Clothing, Shoes, Outerware		2,000		2,000
101-4501-523.30-50	Petroleum Products	Gasoline for department vehicle(s)		6,800		8,500
101-4501-523.33-05	Other Supplies & Equip	Safety equipment, tools, etc.		1,000		1,000
TOTAL COMMODITIES				21,600		23,300
TOTAL BUILDING & LIFE SAFETY				2,623,400		2,612,800



DEPARTMENT SUMMARY

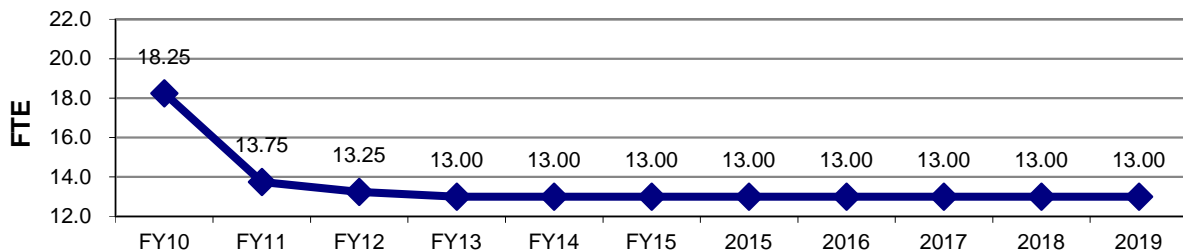
HEALTH & SENIOR SERVICES

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 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	3.50	3.50	3.50	0.00	0.00
Total F-T-E	13.00	13.00	13.00	13.00	13.00	0.00	0.00
Expenditures							
Personal Services	\$1,748,959	\$1,772,020	\$1,818,900	\$1,822,900	\$1,854,500	\$31,600	1.7%
Contractual Services	224,120	226,526	240,700	273,600	287,200	13,600	5.0%
Commodities	54,983	48,568	81,100	99,960	72,200	(27,760)	(27.8%)
Other Charges	67,755	67,709	79,100	105,000	105,000	0	0.0%
Capital Items	0	4,422	2,600	2,600	0	(2,600)	(100.0%)
Total Expenditures	\$2,095,817	\$2,119,245	\$2,222,400	\$2,304,060	\$2,318,900	\$14,840	0.6%

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund - Health Services	1,629,156	1,614,854	1,663,400	1,751,760	1,737,900	(\$13,860)	(0.8%)
General Fund - Senior Services	466,661	499,969	556,400	549,700	581,000	\$31,300	5.7%
Capital Projects Fund	0	4,422	2,600	2,600	0	(\$2,600)	(100.0%)
Total Expenditures	\$2,095,817	\$2,119,245	\$2,222,400	\$2,304,060	\$2,318,900	\$14,840	0.6%

STAFFING HISTORY



HEALTH & HUMAN SERVICES

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 and/or implements: the weed cutting program, well water, radon testing, and foodservice education, Employee Right-To-Understand program regarding use of hazardous chemicals by Village employees, and solid waste (refuse, recycling, and landscape waste) issues.

Nursing Services – Two registered nurses provide a Home Visit Program, Day Care Inspections, various low cost health screening clinics, influenza vaccination. Nursing Services also provides CPR and AED instruction support for Fire Department and community, blood borne pathogen training for Police, Fire, and Public Works custodians, health education classes for Village employees, and information and referral services for the community. A close working relationship is maintained with our 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 our parochial schools, as they do not have nurses IDPH certified in these screenings. First aid and blood pressure screenings are provided at community events requesting these services. Skilled nursing visits are provided to our residents that are homebound to allow them to remain in their homes for as long as possible.

Social Services – the Social Services Division is responsible for providing disability and social services to our residents. The division consists of a Social Services Coordinator, Disability Services Coordinator, and Office Assistant.

The Disability Services Coordinator (DSC) acts as the Village's Americans with Disabilities Act (ADA) compliance Coordinator and as a community resource on 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, 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 (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.

2018 Accomplishments

- Environmental Health staff received training from our new software contractor to allow for the initiation of digital inspections of food service establishments, swimming pools, day cares, and complaints in the field. The new program was launched in July, 2018.
- Environmental Health also began enforcing the new Illinois Department of Public Health Food Code in July, 2018. The transition requires additional time spent by staff during inspections to educate and train Food Service Operators on the new requirements.
- With the closing of the Community Partnership Immunization Clinic, Nursing Services is now assisting the Children's Immunization Clinic in Hoffman Estates each month. Part-time Community Health Nurse, Cynthia Gines was hired in May. With her fluency in Spanish, we reached out to the Arlington Racetrack backstretch with the intention of supporting their health needs. Annual IMERT (Illinois Medical Response Team) training was accomplished and both nurses attended the crisis training offered at the Village Hall. For the first time, a partnership was made with the Fire Department to better operate the first aid tent at Frontier Days.
- The Social Services Coordinator conducted a program audit and expanded the scope of services offered. She also implemented holistic assessments, mental health services, wrap-around care planning, crisis intervention, and Spanish speaking services. The number of providers was increased for our Counseling Subsidy Program, including a provider to address hoarding disorders. Additionally, the SSC expanded community collaboration/awareness through partnerships with the Arlington Heights Library, AH Park District, Ministerial Association, New Comers Center, the Racing Industry Charitable Foundation, and the Rotary Club.
- The Social Services Coordinator developed an Internship Program for Masters of Social Work (MSW) students. MSW Interns will be available throughout the school year, at no charge to the Village, thus expanding our capacity to serve residents.
- The Social Services Coordinator, with the support of our Police Department, was able to attend Mental Health First Aid training and successfully became an instructor. This course enables her to teach how to best serve those with mental illness.
- It was very encouraging to be able to have our department collaborate with the Police Department, Fire Department and other community partners on the Community Addiction Recovery Effort (CARE). Opioid addiction is a major public health issue and this is an important program designed to help our residents in need of assistance.
- In April 2018, The Director committed to a two-year term on the Cook County Department of Public Health (CCDPH) Advisory Committee. The Advisory Committee replaced the CCDPH Community Health Advisory Council and will have fewer members that will collaborate on specific public health issues.
- Our Boards and Commissions had successful events/programs including the largest Teen Job Fair to date, "Let It Snow/Make It Go" snow shoveling program, new plastic bag recycling program, Tobacco 21 review and evaluation, and a presentation on "Future Legal Financial Planning" for persons with disabilities.
- The Health and Human Services Department and the Joint Emergency Management Coordinator hosted a Point of Dispensing (POD) exercise/clinic with MRC volunteers and other volunteer groups from the region at the Arlington International Racetrack.

- Completed the re-evaluation of the Code Enforcement Process. This combined effort included the Village Manager's Office, Building & Life Safety, Engineering, Health & Human Services, Police, and Planning & Community Development.

2019 Strategic Priorities and Key Projects

1. **Evaluate opportunities that our new Environmental Health software for digital inspections of food service, pools, day cares, and complaints may provide for our service delivery model and data tracking/reporting.**
Staff Generated Project

Project Completion: 2Q 2019

Project Leads: Environmental Health Officers

2. **Evaluate how our recent changes to staffing and programming in Nursing Services are affecting service delivery and examine opportunities to expand our public outreach using social media platforms.**
Staff Generated Project

Project Completion: 1Q 2019

Project Leads: Health & Human Services Director and Nursing Supervisor

3. **Evaluate our completed Social Services Community Needs Assessment and determine opportunities for new/expanded programming and partnerships.**
Staff Generated Project

Project Completion: 2Q 2019

Project Leads: Health & Human Services Director and Social Services Coordinator

HEALTH & HUMAN SERVICES

(Continued)

Performance Measures	Calendar Year		
	2015	2016	2017
1. Routine In-Service Food Service Inspections:			
High Risk	308	325	312
Medium Risk	254	255	254
Low Risk	66	59	62
Seasonal Inspections	<u>78</u>	<u>79</u>	<u>75</u>
Total Inspections	706	718	703
Total Re-Inspections	190	231	224
Temporary Food Inspections	164	186	240
2. Routine Swimming Pool/Spa Inspections:			
Indoor Pools	245	255	243
Outdoor Pools	<u>202</u>	<u>247</u>	<u>241</u>
Total Inspections	447	502	484
4. Routine Day Care Inspections	43	39	39
4. Nursing Services In-Home Visits	1,913	1,608	1,391
INR	792	622	486
Injections	122	95	103
Blood Pressure Readings	1,913	1,608	1,391
Pulse Oximeter	1,545	1,315	1,189
5. Immunizations	1092	962	726
Influenza vaccine	753	407	332
6. Clinic Services:			
Diabetic Screenings	198	195	194
INR	141	105	103
Injections	52	50	35
Blood Pressure Readings	2,970	2,795	2,496
Pulse Oximeter	2,510	2,496	2,259
Cholesterol Screenings	207	216	240
TB Skin Tests	156	165	163
Community Events - blood pressure/body fat analysis	<u>527</u>	<u>551</u>	<u>446</u>
Total Clinical Services	6,761	6,573	5,936
7. Park District Scholarship Program:			
Total Applications	121	134	103
Portion of applications for Children at Play (CAP)	27	23	18
8. Emergency Assistance Fund:			
Total Services	423	405	419
Households Served	344	352	325
Total Expenditures	\$43,758	\$43,053	\$53,168
9. Holiday Assistance Program – Total Households Served	90	75	40

OPERATION SUMMARY

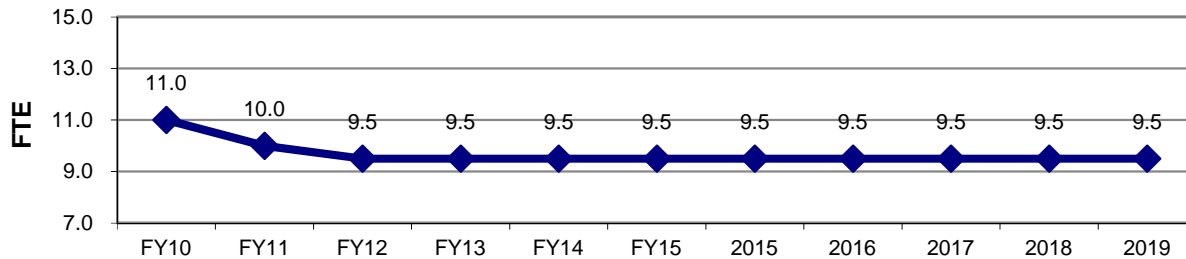
HEALTH SERVICES

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 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	\$1,386,894	\$1,371,971	\$1,381,500	\$1,392,200	\$1,387,200	(\$5,000)	(0.4%)
Contractual Services	138,006	145,700	147,900	180,800	200,000	19,200	10.6%
Commodities	36,501	29,474	54,900	73,760	45,700	(28,060)	(38.0%)
Other Charges	67,755	67,709	79,100	105,000	105,000	0	0.0%
Capital Items	0	4,422	2,600	2,600	0	(2,600)	(100.0%)
Total Expenditures	\$1,629,156	\$1,619,276	\$1,666,000	\$1,754,360	\$1,737,900	(\$16,460)	(0.9%)

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$1,629,156	\$1,614,854	\$1,663,400	\$1,751,760	\$1,737,900	(\$13,860)	(0.8%)
Capital Projects Fund	0	4,422	2,600	2,600	0	(2,600)	(100.0%)
Total Expenditures	\$1,629,156	\$1,619,276	\$1,666,000	\$1,754,360	\$1,737,900	(\$16,460)	(0.9%)

STAFFING HISTORY



HEALTH SERVICES

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-7001-523.10-01	Salaries	994,990	977,381	973,200	978,000	1,012,500	34,500	3.5%
101-7001-523.18-01	Temporary Help	10,995	11,204	12,000	17,500	13,400	(4,100)	(23.4%)
101-7001-523.18-05	Overtime Civilian	0	0	300	300	300	0	0.0%
	Salaries	1,005,985	988,585	985,500	995,800	1,026,200	30,400	3.1%
101-7001-523.19-01	Workers Compensation	17,700	18,200	18,400	18,400	18,800	400	2.2%
101-7001-523.19-05	Medical Insurance	160,200	171,999	184,200	184,200	172,300	(11,900)	(6.5%)
101-7001-523.19-10	IMRF	129,902	120,676	122,400	122,400	96,400	(26,000)	(21.2%)
101-7001-523.19-11	Social Security	59,111	58,722	56,600	57,000	58,600	1,600	2.8%
101-7001-523.19-12	Medicare	13,996	13,789	14,400	14,400	14,900	500	3.5%
	Fringe Benefits	380,909	383,386	396,000	396,400	361,000	(35,400)	(8.9%)
101-7001-523.20-25	Counseling Services	20,375	18,803	18,800	35,200	35,600	400	1.1%
101-7001-523.20-40	General Insurance	19,100	20,100	20,300	20,300	20,500	200	1.0%
101-7001-523.21-02	Equipment Maintenance	1,048	1,914	1,800	2,000	2,000	0	0.0%
101-7001-523.21-10	Property Maintenance	7,195	9,780	7,000	17,400	16,800	(600)	(3.4%)
101-7001-523.21-65	Other Services	3,222	3,063	5,000	6,900	7,000	100	1.4%
101-7001-523.22-02	Dues	1,176	1,165	2,000	2,400	2,400	0	0.0%
101-7001-523.22-03	Training	2,642	3,379	2,000	5,000	5,100	100	2.0%
101-7001-523.22-05	Postage	1,836	1,965	2,500	2,500	2,500	0	0.0%
101-7001-523.22-10	Printing	797	1,003	1,000	1,600	1,600	0	0.0%
101-7001-523.22-15	Photocopying	1,815	2,328	2,000	2,000	2,000	0	0.0%
101-7001-523.22-25	IT/GIS Service Charge	52,800	52,800	54,100	54,100	70,400	16,300	30.1%
101-7001-523.22-37	Vehicle/Equip Lease Charge	26,000	29,400	31,400	31,400	34,100	2,700	8.6%
	Contractual Services	138,006	145,700	147,900	180,800	200,000	19,200	10.6%
101-7001-523.30-01	Publications Periodicals	820	921	1,000	1,300	1,300	0	0.0%
101-7001-523.30-05	Office Supplies & Equip	3,495	6,531	5,000	7,000	7,100	100	1.4%
101-7001-523.30-35	Clothing	582	509	1,000	1,000	1,000	0	0.0%
101-7001-523.30-50	Petroleum Products	601	1,255	1,600	700	1,700	1,000	142.9%
101-7001-523.33-05	Other Supplies	764	1,954	30,300	30,360	11,600	(18,760)	(61.8%)
101-7001-523.33-10	Wellness Program Supplies	30,239	18,304	16,000	33,400	23,000	(10,400)	(31.1%)
	Commodities	36,501	29,474	54,900	73,760	45,700	(28,060)	(38.0%)
101-7001-523.40-53	A H Emergency Assistance	40,000	40,000	40,000	40,000	40,000	0	0.0%
101-7001-523.40-57	A H Emergency Asst Donations	4,011	1,538	1,500	20,000	20,000	0	0.0%
101-7001-523.40-60	Rental Housing Assistance Prog	0	15,614	15,000	15,000	15,000	0	0.0%
101-7001-523.40-61	MRC Capacity Building Award	25	51	100	1,000	1,000	0	0.0%
101-7001-523.41-16	CAP Program	23,719	10,506	22,500	29,000	29,000	0	0.0%
	Other Charges	67,755	67,709	79,100	105,000	105,000	0	0.0%
Total Health Services		1,629,156	1,614,854	1,663,400	1,751,760	1,737,900	(13,860)	(0.8%)

HEALTH SERVICES

General Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
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	
Office Assistant	1	1.00	1.00	
Total F-T-E		9.50	9.50	0.00

Health & Senior Services Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund			
	Health & Human Services			
	Health Services	9.50	9.50	
	Senior Services	3.50	3.50	
	Total F-T-E All Funds	13.00	13.00	0.00

HEALTH SERVICES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
101-7001-523.10-01	Salaries	Salaries	978,000	1,012,500
101-7001-523.18-01	Temporary Help	Temporary Help (part-time nurses, holiday assistance, summer environmental health intern)	17,500	13,400
101-7001-523.18-05	Overtime	Overtime	300	300
		TOTAL SALARIES	995,800	1,026,200
FRINGE BENEFITS:				
101-7001-523.19-01	Workers' Compensation	Workers' Compensation Insurance	18,400	18,800
101-7001-523.19-05	Medical Insurance	Medical Insurance	184,200	172,300
101-7001-523.19-10	IMRF	IMRF	122,400	96,400
101-7001-523.19-11	Social Security	Social Security	57,000	58,600
101-7001-523.19-12	Medicare	Medicare	14,400	14,900
		TOTAL FRINGE BENEFITS	396,400	361,000
CONTRACTUAL SERVICES:				
101-7001-523.20-25	Counseling Services	Counseling services for youth, seniors, and low income residents	35,200	35,600
101-7001-523.20-40	General Insurance	Liability and property insurance	20,300	20,500
101-7001-523.21-02	Equipment Maintenance	Medical equipment, radon equipment, vision & hearing units, sound meter, 3 defibrillators, etc.	2,000	2,000
101-7001-523.21-10	Property Maintenance	Weed cutting and lot clearing	17,400	16,800
101-7001-523.21-65	Other Services	Cell phone charges	2,900	3,000
		iPad service charges	2,000	2,000
		Water testing	500	500
		Sign language Interpreting services	1,500	1,500
			6,900	7,000
101-7001-523.22-02	Dues	Dues	2,400	2,400
101-7001-523.22-03	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
		Anderson 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	500	5,100
			5,000	600

HEALTH SERVICES

GENERAL FUND

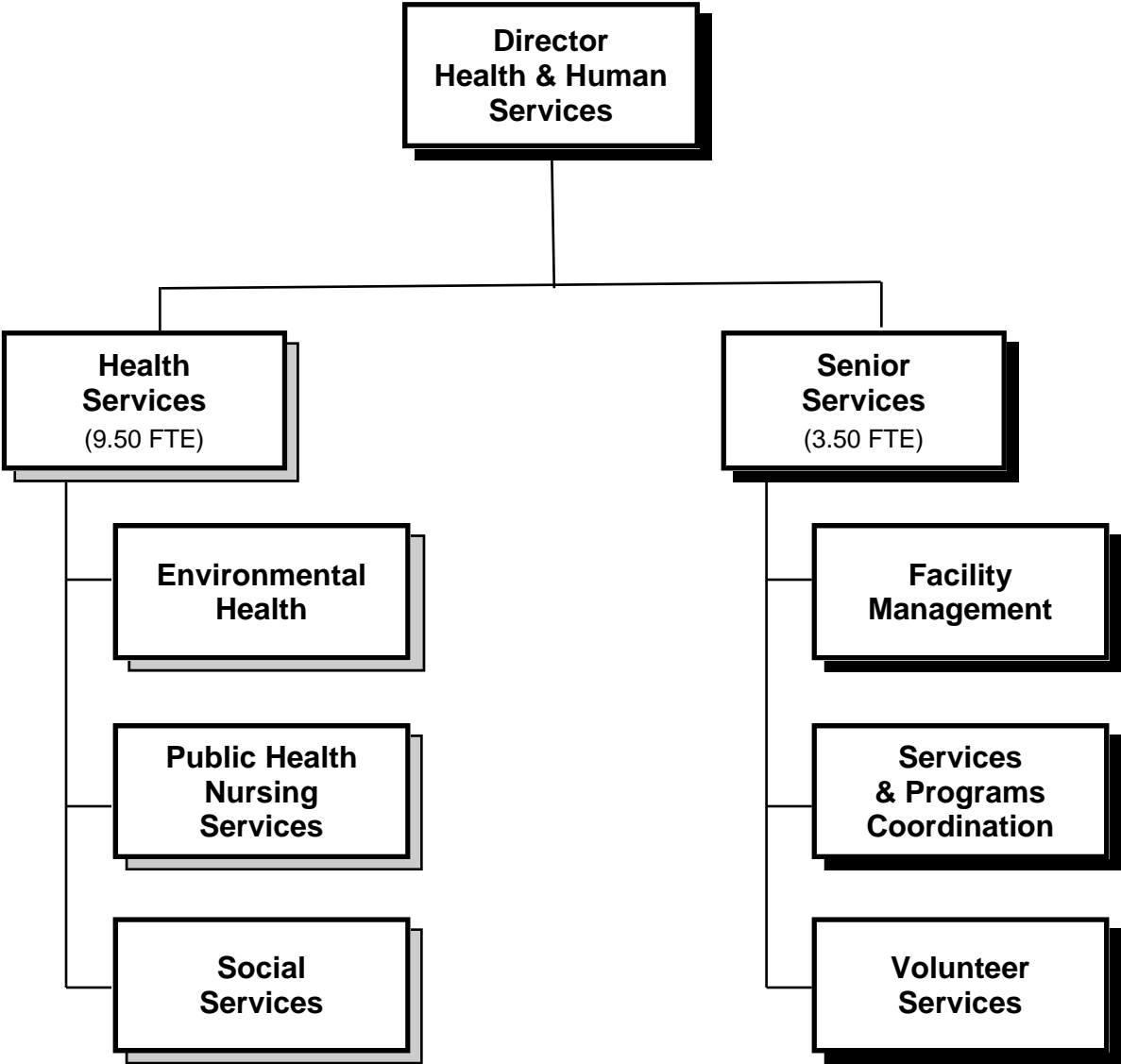
EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
101-7001-523.22-05	Postage	Mailings		2,500		2,500
101-7001-523.22-10	Printing	Forms and reports		1,600		1,600
101-7001-523.22-15	Photocopying	Photocopies & supplies	1,000		1,000	
		Maintenance agreement Xerox 5150	1,000	2,000	1,000	2,000
101-7001-523.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		54,100		70,400
101-7001-523.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		31,400		34,100
		TOTAL CONTRACTUAL SERVICES		180,800		200,000
COMMODITIES:						
101-7001-523.30-01	Publications/Periodicals	Miscellaneous publications		1,300		1,300
101-7001-523.30-05	Office Supplies & Equip	General office supplies		7,000		7,100
101-7001-523.30-35	Clothing	Uniforms & protective clothing		1,000		1,000
101-7001-523.30-50	Petroleum Products	Gasoline for department vehicle(s)		700		1,700
101-7001-523.33-05	Other Supplies & Equip	Swimming pool testing kits, film, small hardware, cameras, radon kits, misc.	1,500		1,600	
		iPads annual fee	10,000		10,000	
		Prior Year Encumbrance Carryover	18,860	30,360	0	11,600
101-7001-523.33-10	Wellness Program	Immunization / Flu Clinics (WE9710)	16,000		16,000	
		Festival First Aid (WE9713)	1,000		1,000	
		Medical Waste Disposal (WE0201)	1,400		1,400	
		Clinic Supplies (WE0601)	15,000		15,300	
				33,400		23,000
		TOTAL COMMODITIES		73,760		45,700
OTHER CHARGES:						
101-7001-523.40-53	AH Emergency Assist.	Arlington Heights Emergency Assistance Program (general funds)		40,000		40,000
101-7001-523.40-57	AH Emerg Asst Donations	Emergency assistance for Arlington Heights residents funded by donations		20,000		20,000
101-7001-523.40-58	Rental Assistance	Rental Housing Assistance		15,000		15,000
101-7001-523.40-61	MRC Capacity Bldg Award	Medical Reserve Corps (MRC) supplies, training, and advertisement		1,000		1,000
101-7001-523.41-16	Children at Play	Grant to Children at Play Program - subsidy for low income residents		29,000		29,000
		TOTAL OTHER CHARGES		105,000		105,000
		TOTAL HEALTH SERVICES		1,751,760		1,737,900

HEALTH & HUMAN SERVICES

(13.00 FTE)

ORGANIZATION STRUCTURE



SENIOR SERVICES

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

The services at our 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, employment assistance, volunteer and civic engagement opportunities, social and recreational programs, educational and creative arts programs and intergenerational programs.

2018 Accomplishments

- Using a mix of Community Development Block Grant and Arlington Heights Senior Center, Inc. / Eisenberg Foundation funds, we installed 6 electronic openers on all of the senior center's bathroom doors with the exception of the two shower doors.
- Using some Community Development Block Grant funds, six new safety/security cameras were purchased and installed. This moves us closer toward accomplishing the Police Department's 2010 security survey recommendations.
- We promoted the Youth Commission's Let It Snow, Make It Go Program at the Arlington Heights Memorial Library's Teen Jobs Fair. The viable snow season ended with 61 households and 22 teen shovelers. Despite the lack of consistent snowfall, the program generated good will and established itself as a replicable model in the northwest suburbs.
- Using a \$2000 grant from the Eisenberg Foundation through Arlington Heights Senior Center, Inc., the senior center replaced three existing televisions and carts for our Wii program.
- The Senior Center took two of the billiards tables from the Teen Center and refurbished these and replaced two of our existing tables. We also accepted two of the ping pong tables.
- We have looked at the Senior Center's Food Service Program and made some small changes. We relocated the dining room to a smaller room and decorated it with a 1950's theme. Staff also made a site visit to the Hanover Township Senior Center's luncheon program.
- We evaluated the Senior Center's main office staffing level and worked on developing the On Call "bench" to help the staff main office. We submitted a budget for 2019 that proposed some solutions.
- We evaluated the individual concerns coming from the taxi program and are considering making some vendor changes. We are carefully looking at the transportation used by the Health & Human Services Department.
- Our summer volunteer selected staff stress reduction as his volunteer project this summer. He put together a power point presentation for the Senior Center staff, provided to senior center staff in a "points, pizza and pop" format in August.
- Current work in progress includes the reaccreditation of the Senior Center and the development of a 20th "1801" anniversary party to celebrate the senior center's 20 years in the "new senior center."

SENIOR SERVICES

(Continued)

Performance Measures	Calendar Year		
	2015	2016	2017
1. Congregate Meals *Change in program due to State Budget Impasse	6,563	4,904*	4,714
2. Home Delivered Meals **Estimated number due to transition between vendors	20,700**	26,773	37,850
3. Social Work Cases Opened	10,117	9,642	9,673
4. Recreation Participation - Attendance at Park District Programming at Senior Center	46,387	43,647	44,142
5. Number of Subsidized Rides Provided	326	261	141

OPERATION SUMMARY

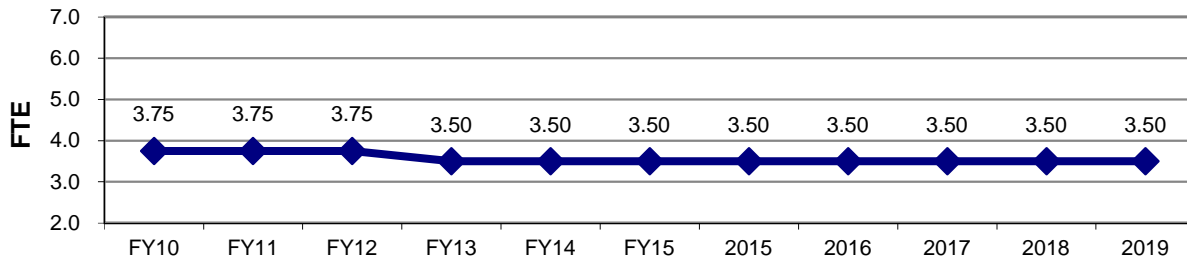
SENIOR SERVICES

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Authorized Positions in F-T-E	3.50	3.50	3.50	3.50	3.50	0.00	0.0%
Expenditures							
Personal Services	\$362,065	\$400,049	\$437,400	\$430,700	\$467,300	\$36,600	8.5%
Contractual Services	86,114	80,826	92,800	92,800	87,200	(5,600)	(6.0%)
Commodities	18,482	19,094	26,200	26,200	26,500	300	1.1%
Other Charges	0	0	0	0	0	0	N/A
Capital Items	0	0	0	0	0	0	N/A
Total Expenditures	\$466,661	\$499,969	\$556,400	\$549,700	\$581,000	\$31,300	5.7%

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$466,661	\$499,969	\$556,400	\$549,700	\$581,000	\$31,300	5.7%
Capital Projects Fund	0	0	0	0	0	0	N/A
Total Expenditures	\$466,661	\$499,969	\$556,400	\$549,700	\$581,000	\$31,300	5.7%

STAFFING HISTORY



SENIOR SERVICES

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-7007-523.10-01	Salaries	282,311	295,541	323,800	317,100	339,300	22,200	7.0%
101-7007-523.18-01	Temporary Help	1,912	4,211	2,200	2,200	17,200	15,000	681.8%
101-7007-523.18-05	Overtime Civilian	0	0	200	200	200	0	0.0%
	Salaries	284,223	299,752	326,200	319,500	356,700	37,200	11.6%
101-7007-523.19-01	Workers Compensation	500	500	500	500	500	0	0.0%
101-7007-523.19-05	Medical Insurance	21,900	44,000	47,900	47,900	51,600	3,700	7.7%
101-7007-523.19-10	IMRF	34,390	33,594	38,400	38,400	31,400	(7,000)	(18.2%)
101-7007-523.19-11	Social Security	17,062	17,995	19,800	19,800	21,900	2,100	10.6%
101-7007-523.19-12	Medicare	3,990	4,208	4,600	4,600	5,200	600	13.0%
	Fringe Benefits	77,842	100,297	111,200	111,200	110,600	(600)	(0.5%)
101-7007-523.20-40	General Insurance	11,000	11,600	11,700	11,700	11,800	100	0.9%
101-7007-523.21-02	Equipment Maintenance	4,278	2,336	4,600	4,600	4,600	0	0.0%
101-7007-523.21-65	Other Services	14,322	12,139	15,700	15,700	15,800	100	0.6%
101-7007-523.22-02	Dues	568	255	1,000	1,000	1,000	0	0.0%
101-7007-523.22-03	Training	0	16	1,100	1,100	1,400	300	27.3%
101-7007-523.22-05	Postage	1,104	8	1,400	1,400	1,400	0	0.0%
101-7007-523.22-15	Photocopying	756	856	1,400	1,400	1,400	0	0.0%
101-7007-523.22-25	IT/GIS Service Charge	53,300	53,199	53,700	53,700	49,300	(4,400)	(8.2%)
101-7007-523.22-40	Taxi Service Subsidy	786	417	2,200	2,200	500	(1,700)	(77.3%)
	Contractual Services	86,114	80,826	92,800	92,800	87,200	(5,600)	(6.0%)
101-7007-523.30-05	Office Supplies & Equip	5,510	3,930	4,900	4,900	4,900	0	0.0%
101-7007-523.31-65	Other Equip & Supplies	12,972	15,164	21,300	21,300	21,600	300	1.4%
	Commodities	18,482	19,094	26,200	26,200	26,500	300	1.1%
	Total Senior Services	466,661	499,969	556,400	549,700	581,000	31,300	5.7%
	Total Health & Senior Serv	2,095,817	2,114,823	2,219,800	2,301,460	2,318,900	17,440	0.8%

SENIOR SERVICES**General Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Senior Center Manager	9	1.00	1.00	
Program Coordinator	5	0.75	0.75	
Volunteer Coordinator	4	0.50	0.50	
Administrative Assistant	2	1.00	1.00	
Office Assistant	1	0.25	0.25	
Total F-T-E		3.50	3.50	0.00

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

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund			
	Health & Human Services			
	Health Services	9.50	9.50	
	Senior Services	3.50	3.50	
	Total F-T-E All Funds	13.00	13.00	0.00

SENIOR SERVICES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
101-7007-523.10-01	Salaries	Salaries	317,100	339,300
101-7007-523.18-01	Temporary Help	Temporary Help	2,200	17,200
101-7007-523.18-05	Overtime	Overtime	200	200
	TOTAL SALARIES		319,500	356,700
FRINGE BENEFITS:				
101-7007-523.19-01	Workers' Compensation	Workers' Compensation Insurance	500	500
101-7007-523.19-05	Medical Insurance	Medical Insurance	47,900	51,600
101-7007-523.19-10	IMRF	IMRF	38,400	31,400
101-7007-523.19-11	Social Security	Social Security	19,800	21,900
101-7007-523.19-12	Medicare	Medicare	4,600	5,200
	TOTAL FRINGE BENEFITS		111,200	110,600
CONTRACTUAL SERVICES:				
101-7007-523.20-40	General Insurance	Liability and property insurance	11,700	11,800
101-7007-523.21-02	Equipment Maintenance	Office, institutional equipment	200	200
		Billiard table maintenance	2,000	2,000
		Piano tuning	400	400
		Kitchen equipment repairs	2,000	4,600
101-7007-523.21-65	Other Services	Online support	800	800
		Volunteer banquet-meal	8,200	8,200
		Volunteer banquet entertainment	500	500
		Classes & programs instructional fees	5,400	5,400
		Outreach/marketing/advertising for programs	400	400
		Employment assistance/coaching services for 50+	300	300
		Intergenerational programs support services	100	15,800
101-7007-523.22-02	Dues	Dues	1,000	1,000
101-7007-523.22-03	Training	Gerontology or Volunteer conference	800	1,100
		Mileage	300	300
101-7007-523.22-05	Postage	General postage	1,100	1,100
		Volunteer banquet postage	300	300
101-7007-523.22-15	Photocopying	Photocopies & supplies	1,400	1,400
101-7007-523.22-25	IT/GIS Service Charge	Information Technology service charge	53,700	49,300
101-7007-523.22-40	Taxi Service Subsidy	Taxi Service Subsidy Program	2,200	500
	TOTAL CONTRACTUAL SERVICES		92,800	87,200

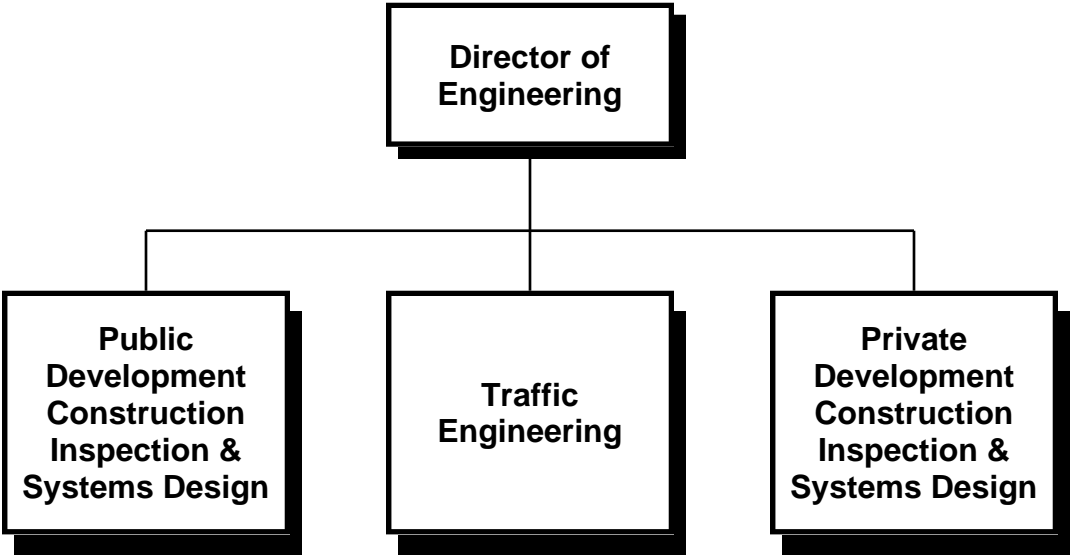
SENIOR SERVICES

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019			
COMMODITIES:								
101-7007-523.30-05	Office Supplies & Equip	General office supplies	4,100		4,100			
		Photo film for transportation	300		300			
		Software and software upgrades	100		100			
		Volunteer Banquet stationery	400	4,900	400	4,900		
101-7007-523.31-65	Other Equip & Supplies	Small institutional and office equipment	1,000		1,300			
		Volunteer banquet awards, decorations and supplies	1,800		1,800			
		* Programs (Patio Cookouts and Barbecue)	3,600		3,600			
		Series of Special Events	800		800			
		Classes & programs supplies	3,800		3,800			
		National Senior Fitness Day	600		600			
		Coffee service 25¢ discount for volunteers	600		600			
		Coffee service at Senior Center meetings	400		400			
		Birthday cards for volunteers	300		300			
		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	21,300	7,400	21,600		
		TOTAL COMMODITIES		26,200		26,500		
		OTHER CHARGES:						
		101-7007-523.40-05	Grants	Senior Health Insurance Program (SHIP) Grant	0		0	
TOTAL OTHER CHARGES				0				
TOTAL SENIOR SERVICES		549,700		581,000				
TOTAL HEALTH & SENIOR SERVICES		2,301,460		2,318,900				
* Partial revenue returns specific to fees charged for these events are anticipated								

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



ENGINEERING

Beginning in 2019, the Engineering Department will be incorporating into Public Works. This section remains for historical information only; future budget allocations are represented within the Public Works budget. Additionally, the Engineering Division's mission statement, accomplishments, and goals can be found under Public Works.

OPERATION SUMMARY

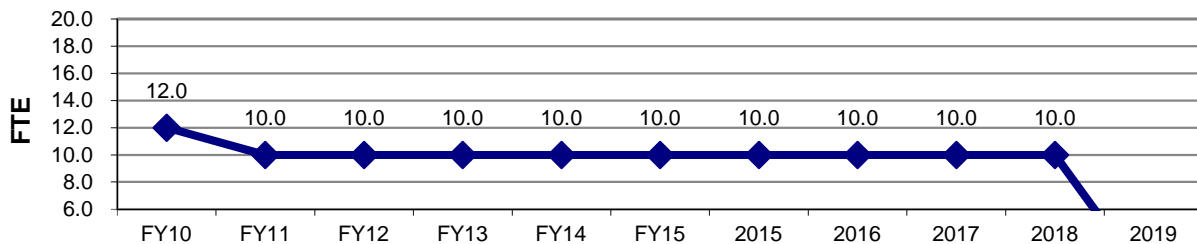
ENGINEERING

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Authorized Positions in F-T-E	10.00	10.00	10.00	10.00	0.00	(10.00)	(100.0%)
Expenditures							
Personal Services	\$1,501,516	\$1,527,741	\$1,618,000	\$1,617,900	\$0	(\$1,617,900)	(100.0%)
Contractual Services	376,989	420,114	361,600	375,315	0	(375,315)	(100.0%)
Commodities	10,038	10,343	13,000	13,000	0	(13,000)	(100.0%)
Capital Items	9,502,019	8,655,708	9,363,500	11,204,503	0	(11,204,503)	(100.0%)
Total Expenditures	\$11,390,562	\$10,613,906	\$11,356,100	\$13,210,718	\$0	(\$13,210,718)	(100.0%)

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$1,827,448	\$1,958,198	\$1,992,600	\$1,992,450	\$0	(\$1,992,450)	(100.0%)
Motor Fuel Tax Fund	3,983,227	1,446,245	1,875,500	1,875,478	0	(1,875,478)	(100.0%)
Capital Projects Fund	5,203,460	6,011,005	6,852,300	8,744,610	0	(8,744,610)	(100.0%)
Storm Water Control Fund	376,427	1,198,458	635,700	598,180	0	(598,180)	(100.0%)
Total Expenditures	\$11,390,562	\$10,613,906	\$11,356,100	\$13,210,718	\$0	(\$13,210,718)	(100.0%)

STAFFING HISTORY



ENGINEERING

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-5001-524.10-01	Salaries	1,031,056	1,060,014	1,096,900	1,096,800	0	(1,096,800)	(100.0%)
101-5001-524.18-01	Temporary Help	23,207	17,771	40,000	40,000	0	(40,000)	(100.0%)
101-5001-524.18-05	Overtime Civilian	21,460	21,744	21,000	21,000	0	(21,000)	(100.0%)
	Salaries	1,075,723	1,099,529	1,157,900	1,157,800	0	(1,157,800)	(100.0%)
101-5001-524.19-01	Workers Compensation	40,599	41,799	42,200	42,200	0	(42,200)	(100.0%)
101-5001-524.19-05	Medical Insurance	162,900	165,999	179,200	179,200	0	(179,200)	(100.0%)
101-5001-524.19-10	IMRF	138,508	134,521	146,700	146,700	0	(146,700)	(100.0%)
101-5001-524.19-11	Social Security	63,759	65,583	70,300	70,300	0	(70,300)	(100.0%)
101-5001-524.19-12	Medicare	15,207	15,510	16,900	16,900	0	(16,900)	(100.0%)
101-5001-524.19-23	Automobile Allowance	4,820	4,800	4,800	4,800	0	(4,800)	(100.0%)
	Fringe Benefits	425,793	428,212	460,100	460,100	0	(460,100)	(100.0%)
101-5001-524.20-05	Professional Services	143,667	239,185	187,100	187,050	0	(187,050)	(100.0%)
101-5001-524.20-40	General Insurance	25,899	27,200	27,500	27,500	0	(27,500)	(100.0%)
101-5001-524.21-02	Equipment Maintenance	294	405	1,400	1,400	0	(1,400)	(100.0%)
101-5001-524.21-65	Other Services	9,375	14,485	8,000	8,000	0	(8,000)	(100.0%)
101-5001-524.22-02	Dues	2,021	2,611	3,200	3,200	0	(3,200)	(100.0%)
101-5001-524.22-03	Training	6,105	11,119	10,600	10,600	0	(10,600)	(100.0%)
101-5001-524.22-05	Postage	937	1,389	1,700	1,700	0	(1,700)	(100.0%)
101-5001-524.22-10	Printing	209	608	200	200	0	(200)	(100.0%)
101-5001-524.22-15	Photocopying	1,487	1,613	2,000	2,000	0	(2,000)	(100.0%)
101-5001-524.22-25	IT/GIS Service Charge	87,000	81,500	85,400	85,400	0	(85,400)	(100.0%)
101-5001-524.22-37	Vehicle/Equip Lease Charge	38,900	39,999	34,500	34,500	0	(34,500)	(100.0%)
	Contractual Services	315,894	420,114	361,600	361,550	0	(361,550)	(100.0%)
101-5001-524.30-01	Publications Periodicals	429	429	500	500	0	(500)	(100.0%)
101-5001-524.30-05	Office Supplies & Equip	3,767	3,866	3,200	3,200	0	(3,200)	(100.0%)
101-5001-524.30-20	Photographic Supplies	2,088	1,197	1,800	1,800	0	(1,800)	(100.0%)
101-5001-524.30-35	Clothing	639	726	1,200	1,200	0	(1,200)	(100.0%)
101-5001-524.30-50	Petroleum Products	2,891	2,144	3,600	3,600	0	(3,600)	(100.0%)
101-5001-524.31-85	Small Tools and Equipment	13	1,168	1,200	1,200	0	(1,200)	(100.0%)
101-5001-524.32-80	Books	54	0	500	500	0	(500)	(100.0%)
101-5001-524.33-05	Other Supplies	157	813	1,000	1,000	0	(1,000)	(100.0%)
	Commodities	10,038	10,343	13,000	13,000	0	(13,000)	(100.0%)
Total Engineering		1,827,448	1,958,198	1,992,600	1,992,450	0	(1,992,450)	(100.0%)

ENGINEERING

General Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Director of Engineering	10	1.00	0.00	(1.00)
Deputy Director of Engineering	9	1.00	0.00	(1.00)
Civil Engineer II	7	2.00	0.00	(2.00)
Traffic Engineer	6	1.00	0.00	(1.00)
Engineering Inspector	6	2.00	0.00	(2.00)
Engineering Data Coordinator	5	1.00	0.00	(1.00)
Engineering Technician	3	1.00	0.00	(1.00)
Administrative Assistant	2	1.00	0.00	(1.00)
Total F-T-E		10.00	0.00	(10.00)

Engineering Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	10.00	0.00	(10.00)
	Total F-T-E All Funds	10.00	0.00	(10.00)

ENGINEERING

GENERAL FUND

EXPENDITURE DETAIL

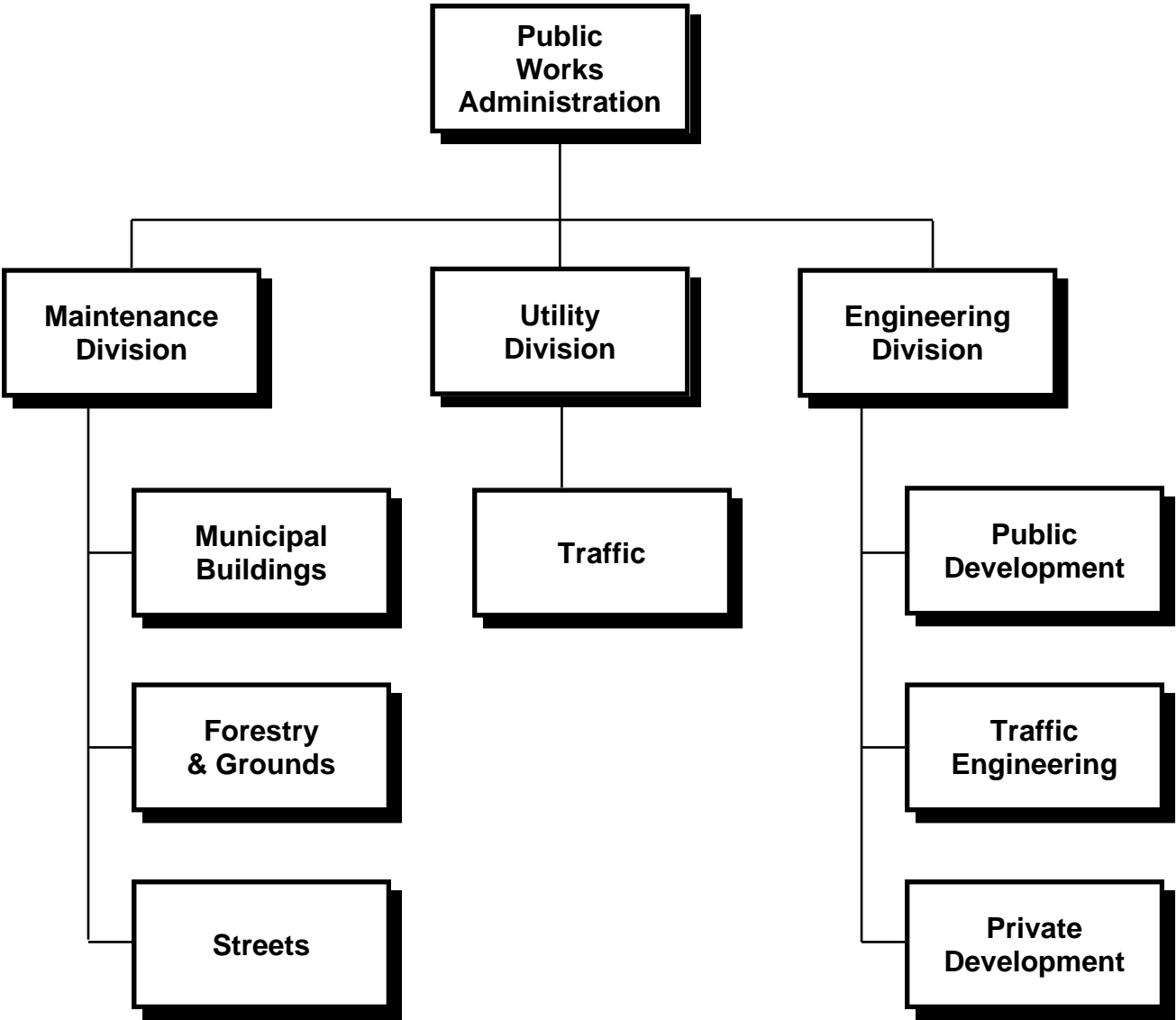
Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
101-5001-524.10-01	Salaries	Salaries	1,096,800		0	
101-5001-524.18-01	Temporary Help	Temporary Help	40,000		0	
101-5001-524.18-05	Overtime Civilian	Overtime Civilian	21,000		0	
TOTAL SALARIES			1,157,800		0	
FRINGE BENEFITS:						
101-5001-524.19-01	Workers' Compensation	Workers' Compensation Insurance	42,200		0	
101-5001-524.19-05	Medical Insurance	Medical Insurance	179,200		0	
101-5001-524.19-10	IMRF	IMRF	146,700		0	
101-5001-524.19-11	Social Security	Social Security	70,300		0	
101-5001-524.19-12	Medicare	Medicare	16,900		0	
101-5001-524.19-23	Automobile Allowance	Automobile Allowance	4,800		0	
TOTAL FRINGE BENEFITS			460,100		0	
CONTRACTUAL SERVICES:						
101-5001-524.20-05	Professional Services	Documents prepared by a registered land surveyor	2,000		0	
		Paver Program Support	1,500		0	
		Soil tests, inspections, and other engineering services	1,200		0	
		Annual updating of Sidwell books	500		0	
		Pavement reinspection and management evaluations	25,000		0	
		Other Consulting services	48,200		0	
		Assistance with reconstruction projects	102,000		0	
		Prior Year Encumbrance Carryover	6,650	187,050	0	0
		101-5001-524.20-40	General Insurance	Liability and property insurance	27,500	
101-5001-524.21-02	Equipment Maintenance	Office and computer equipment	300		0	
		Traffic counters & survey levels	400		0	
		Color printer	700	1,400	0	0
101-5001-524.21-65	Other Services	Digitizing of records	1,000		0	
		Laboratory & blueprint services	200		0	
		Technical computer software	3,200		0	
		Contractual secretarial services	600		0	
		Cell phone charges	3,000	8,000	0	0
101-5001-524.22-02	Dues	Dues	3,200		0	
101-5001-524.22-03	Training	APWA Internat'l Congress (2)	4,000		0	
		Short Courses APWA, University of Wisconsin, ASCE, PCA, AWWA	6,600	10,600	0	0

ENGINEERING

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
101-5001-524.22-05	Postage	Mailing of correspondence		1,700		0
101-5001-524.22-10	Printing	Printing of misc. forms & business cards		200		0
101-5001-524.22-15	Photocopying	Photocopies & supplies	1,000		0	
		Maintenance agreement Xerox 5150	1,000	2,000	0	0
101-5001-524.22-25	IT/GIS Service Charge	Information Technology/GIS service charge		85,400		0
101-5001-524.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		34,500		0
		TOTAL CONTRACTUAL SERVICES		361,550		0
COMMODITIES:						
101-5001-524.30-01	Publications/Periodicals	Miscellaneous publications		500		0
101-5001-524.30-05	Office Supplies & Equip	General office supplies		3,200		0
101-5001-524.30-20	Photographic Supplies	Misc. supplies for drafting and plan preparation, video tapes, film and developing, blueprint paper, plotter paper and ink, etc.		1,800		0
101-5001-524.30-35	Clothing	Rain gear, rubber boots, safety glasses, vests and hard hats		1,200		0
101-5001-524.30-50	Petroleum Products	Gasoline for department vehicle(s)		3,600		0
101-5001-524.31-85	Small Tools & Equip.	Field books, tapes, level rods, surveying equipment, miscellaneous		1,200		0
101-5001-524.32-80	Books	Annual update of:				
		III. Design Standards and American Water Works Standards	100		0	
		ITE textbooks	100		0	
		Technical reference books	200		0	
		American Society of Testing and Materials manuals	100	500	0	0
101-5001-524.33-05	Other Supplies & Equip	Supplies for traffic counters, computer equipment, marking paint, etc.		1,000		0
		TOTAL COMMODITIES		13,000		0
		TOTAL ENGINEERING		1,992,450		0



PUBLIC WORKS

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, 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 and Utility Divisions. Manage progress, payments, and completion of 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.

Street Unit – This unit repairs and maintains 230 miles of streets including 321 cul-de-sacs. Services include snow plowing and ice control during winter months, resurfacing and patching of streets 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 are in a serviceable condition, but the edges are breaking up and creating loose pieces of asphalt. The Street unit also assists with and coordinates the setup and planning of numerous Village-sponsored special events.

Forestry & Grounds Unit – This unit is responsible for the maintenance and trimming of 36,000 parkway trees, and the selective removal and sustainable and site appropriate planting of approximately 400 parkway trees annually. The Forestry Unit also oversees the planting and maintenance of 1,200 flowers in the Downtown Business District, commuter parking areas adjacent to Municipal Buildings, and in planted medians. This unit also oversees contracts for tree trimming and removal, disease control, mowing and landscape maintenance of 59 acres of land on 43 Village owned sites and 65 acres of public parkway at 56 different locations. Unit personnel also 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 534,914 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 also responsible for managing the Metropolis Theatre building which requires almost 50% of one of our full-time employee's time.

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. The unit is responsible for maintaining the 253 vehicles and 84 pieces of maintenance equipment operated by the various departments within the Village. The unit also provides maintenance for ten

PUBLIC WORKS

(Continued)

buses operated by Wheeling Township for the Senior Citizen Dial-a-Ride. Costs associated with maintenance, repair and fueling are maintained in a digital 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.

Utilities Division:

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, 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 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.

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, parking lots and water and sewer facilities.

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 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.

PUBLIC WORKS

(Continued)

Engineering Division:

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

The Department 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 grading problems.

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; 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.

2018 Accomplishments

1. Water Main Replacement Program

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

In January of 2018, the Village instituted the fifth of six water rate increases designed to fund projected Water and Sewer Improvements. The Industry Standard for water main replacement is 1% per year, based upon the assumption of a 100-year life span for existing and future pipe. The goal of the program is to achieve industry standard replacement by 2024.

The Public Works Department Staff and Engineering Department Staff continue working closely together to coordinate the water system improvements with the Road Rehabilitation and Reconstruction Programs.

2. Cured-In-Place (CIP) Lining

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

Sanitary sewer rehabilitation progresses at a steady pace through a process called Cured-In-Place (CIP) Lining. This process is an ideal procedure that enables the Utilities Division to rehabilitate the existing sewer line, without the cost of excavation or road restoration.

3. Downtown Parking Garage Rehabilitation Program

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

In 2014, the Village completed design of a four-year Public Parking Garage Rehabilitation Program to assess and repair the Village's four parking garages. The first phase of the project completed in October

PUBLIC WORKS

(Continued)

2015 included rehabilitation of the entire Municipal Parking Garage, as well as the top decks of the Vail & North Garages. Phase 2 completed in August 2016 involved the rehabilitation of the remaining floors of North Garage, located at Eastman and Evergreen. Phase 3 completed in August of 2017 involved the TIF 1 Garage and Phase 4 was completed in 2018 at the Evergreen underground garage.

4. Police Station Construction

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

Complete construction of the new 70,500 sq. ft. Police facility including relocation of the Police Department and assistance in beginning of operations of a new facility.

5. Further Develop Cityworks Application

Strategic Priority # 6 Increase Efficiencies in Service Provisions

The Public Works and Engineering Departments changed work order systems in 2017. The new asset based system utilizes the Village's GIS system infrastructure as a platform to more efficiently respond to citizen requests, track daily maintenance activities, and report on equipment, labor, and materials costs associated to those maintenance activities`

6. Further Develop the See Click Fix Mobile Application

Strategic Priority #7 Evaluate the Village of Arlington Heights Identity and Brand in the Community and Region

Coinciding with the launch of the new website, the Public Works Department implemented See Click Fix. See Click Fix is a web based application that allows the Arlington Heights community to geolocate non-emergency service requests from either the website or mobile device. See Click Fix is also integrated with the Department's work management system, Cityworks. Therefore, when a service request is submitted from See Click Fix, the content of the request is pushed into the Cityworks system and is automatically assigned to the appropriate unit. Finally, these requests are also assigned unique request numbers that allows the requester to follow the progress of the request from open to complete.

In 2018, the See Click Fix application began to be used by other Village Departments.

7. Other Miscellaneous Accomplishments

- Continued to utilize the pavement management system's conclusions and recommendations to assist in the long range planning and budgeting for the maintenance of the Village's street infrastructure.
- Prepared contract plans and contract documents and inspected the construction of the Street Resurfacing Program, the Street Reconstruction Program, and the Backyard Drainage Improvements Program, all of which were within budget.
- Completed the engineering design and prepared plans for an early 2019 bid opening for the Campbell/Sigwalt Storm Water Improvements project.
- Procured funding assistance from the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) for the Campbell/Sigwalt Storm Water Improvements project.
- Successfully completed the migration of historical traffic data to the Cityworks program.
- Reviewed Village storm water standards for single family teardown construction with respect to regulations and codes from other local municipalities with the goal of verifying that the Village's regulations and codes are in line with industry standards. Recommended changes to the Village's Codes to address newer industry practices and standards.
- Completed the Phase I project study, received IDOT approval, and completed Phase II engineering design and plan preparation for the Kensington Road & Multi-Use Path Improvements.

2019 Strategic Priorities & Key Projects

1. Water Main Replacement Program

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

In January of 2019, the Village instituted the sixth and final water rate increases designed to fund projected Water and Sewer Improvements. The Industry Standard for water main replacement is 1% per year, based upon the assumption of a 100-year life span for existing and future pipe. The goal of the program is to achieve industry standard replacement by 2024.

The Public Works Department Staff and Engineering Department Staff continue working closely together to coordinate the water system improvements with the Road Rehabilitation / Reconstruction Program.

Project Completion: August 2019

Project Leader: Jeff Musinski, Superintendent of Utilities, with assistance of Water Utilities/Engineering Staff

2. Cured-In-Place (CIP) Lining

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

Sanitary sewer rehabilitation progresses at a steady pace through a process called Cured-In-Place (CIP) Lining. This process is an ideal procedure that enables the Utilities Division to rehabilitate the existing sewer line, without the cost of excavation or road restoration.

Project Completion: September 2019

Project Leader: Jeff Musinski, Superintendent of Utilities, with assistance of Water Utilities Staff

3. Manhole Rehabilitation

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

The Utilities Division of Public Works has started the process of prioritizing and rehabilitating existing sanitary and storm water structures that are in need of repairs. Repairs and rehabilitation will greatly reduce extraneous inflow of rainwater into the sanitary and combined sewer systems. Coupled with the Cured-In-Place Lining Program, this will ultimately result in increased capacity during times of system duress.

Project Completion: November 2019

Project Leader: Jeff Musinski, Superintendent of Utilities, with assistance of Water Utilities Staff

4. Street Light LED Upgrades

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

Develop and implement plan to replace current public light fixtures with LEDs.

Project Completion: Ongoing through end of 2026

Project Leader: Scott Shirley, Director of Public Works

5. Further Develop Cityworks Application

Strategic Priority # 6 Increase Efficiencies in Service Provisions

The Public Works and Engineering Departments changed work order systems in 2017. The new asset based system utilizes the Village's GIS system infrastructure as a platform to more efficiently respond to citizen requests, track daily maintenance activities, and report on equipment, labor, and materials costs associated to those maintenance activities

PUBLIC WORKS

(Continued)

Project Completion: Ongoing

Project Leads: Cris Papierniak, Assistant Director, Steve Mullany, Services Coordinator, and Chester Gorecki, Management Analyst

6. Further Develop See Click Fix Mobile Application

Strategic Priority # 6b Strengthen Use of Technology to increase organizational effectiveness and reduce operational costs

Coinciding with the launch of the new website, the Public Works Department implemented See Click Fix. See Click Fix is a web based application that allows the Arlington Heights community to geolocate non-emergency service requests from either the website or mobile device. See Click Fix is also integrated with the Department's work management system, Cityworks. Therefore, when a service request is submitted from See Click Fix, the content of the request is pulled into the Cityworks system and is automatically assigned to the appropriate unit. Finally, these requests are also assigned unique request numbers that allows the requester to follow the progress of the request from open to complete.

Timeline:

- 1Q 2019 – Roll out additional categories of requests for service to be managed via See Click Fix and Cityworks.
- 2Q 2019 – Promote and grow the See Click Fix public usage

Project Leads: Nancy Kluz, Community Relations Coordinator and Chester Gorecki, Management Analyst

7. Campbell/Sigwalt Storm Water Improvements

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

As a result of the historic rain event that occurred on July 23, 2011, the Village commissioned two separate engineering studies that recommended a number of improvements to provide a consistent level of storm water control throughout the Village. This project, the first from the CDM-Smith study, entails the installation of large storm sewer pipes to mitigate flooding that threatens businesses and residences near the downtown area. The first phase of the proposed improvement, completed in 2018, was the design, plan preparation, contract preparation, and permitting for the project. The next phase is the bidding and construction of the improvements.

Project Completion:

- 1Q 2019 – Bidding and Award, Begin Construction of Improvements
- 4Q 2019 – Completion of Construction Improvements

Project Lead: Mike Pagones, Village Engineer, with assistance from Engineering Staff

8. Kensington Road Resurfacing and Multi-Use Path Improvements

Staff Generated Project

This project is on the Northwest Council of Mayors Technical Committee's MYB (unprogrammed) list. Staff is positioning this project to be "shovel ready" in case one or more of the programmed projects in FY2019 is delayed and needs to be pushed back. If selected to fill a gap, this project will receive 80% Federal funding for construction and construction engineering. If not selected, this project will stay on the Technical Committee's MYB list and Engineering will rebudget for this project in 2020.

Project Completion: 4Q 2019

Project Lead: Staff Engineer

PUBLIC WORKS

(Continued)

Performance Measures	Calendar Year		
	2015	2016	2017
1. Traffic Unit:			
Traffic Signal Repairs	112	271	132
Street Light Repairs	1,129	1,088	1,138
Building Circuit Repairs	552	608	523
Sign Maintenance	3,307	2,352	2,581
Pavement Striping	7,592	4,669	4,630
Utility Locates	19,691	17,112	15,843
2. Street Unit:			
Snow Removal Cost	1,102,784	1,011,287	700,074
Snow Removal Curb Miles	67,431	51,044	26,836
Street Sweeping Curb Miles	10,260	10,260	10,116
Asphalt Repairs (tons)	300	204	186
In-House Paving Program (tons)	5,769	4,816	6,298
In-House Paving Program (sq. yds.)	31,152	29,077	33,226
3. Forestry Unit:			
Parkway Trees Trimmed	7,186	7,399	9,567
Parkway Trees Removed	236	196	753
Parkway Restorations	5,062	2,221	831
EAB Reimbursements	74	17	0
EAB Inspections	45	32	8
EAB Trees Removed	2,819	509	280
4. Building Maintenance Unit:			
Work Orders Completed	851	688	793
5. Administration:			
Work Request Received	3,421	3,241	3,699
Invoices Processed	9,612	7,176	6,601
Incoming Phone Calls – Front Office Only	11,479	11,001	9,781
6. Private Development			
Number of Inspections:			
Pre-pour	621	560	739
Final	802	679	791
All Other	517	395	586
Total	1,940	1,634	2,116
Number of Service Requests	163	183	217
Number of Plan Reviews	1,975	1,871	2,091
Number of Plan Commission Reviews	35	50	47
Number of ZBA Reviews ⁽⁴⁾	-	69	60

PUBLIC WORKS

(Continued)

Performance Measures (cont.)	Calendar Year		
	2015	2016	2017
7. Public Development			
Miles of streets resurfaced	(1) 7.45	(2) 7.08	(3) 5.76
Miles of streets reconstructed	1.00	2.78	2.90
Miles of streets rehabilitated	0.00	0.25	0.00
Linear feet of sidewalks replaced	24,792	75,960	32,128
Linear feet of curb and gutter replaced	33,067	58,925	48,308
8. Traffic Engineering			
Number of Traffic Inquiries:			
School	5	7	3
Stop Signs & Traffic Signals	7	13	21
Speed	6	7	7
Parking	7	13	13
Lighting	1	5	4
Sight Distance	5	9	8
Pedestrian Crossing (4)	-	-	13
General	46	25	20
Traffic Counts	<u>60</u>	<u>33</u>	<u>54</u>
Total Traffic Engineering	137	112	143

(1) Does not include 3,209 square yards Class C patching (concrete streets).

(2) Does not include 2,169 square yards Class C patching (concrete streets).

(3) No Class C patching in 2017 (concrete streets).

(4) New line item this year.

PUBLIC WORKS

(Continued)

Performance Measures (cont.)

PLAN COMMISSION REVIEW TURNAROUND TIME

Plan Commission Review Turnaround Time * (working days)	FY2015			FY2016			FY2017		
	# Plan Comm. Reviews	% of Total		# Plan Comm. Reviews	% of Total		# Plan Comm. Reviews	% of Total	
0-5 Days	25	71%	91%	38	76%	92%	31	66%	85%
6-10 days	7	20%		8	16%		9	19%	
11-15 days	3	9%	9%	4	8%	8%	7	15%	15%
Over 15 days	0	0%		0	0%		0	0%	
Total Number of Plan Commission Reviews	35	100%		50	100%		47	100%	

*The anticipated turnaround time is 10 days. The review time can vary widely and is directly dependent on the complexity of the project.

PERMIT REVIEW TURNAROUND TIME

Permit Review Turnaround Time (Working days)	FY2015		FY2016		FY2017	
	# Permits Completed	%	# Permits Completed	%	# Permits Completed	%
Same Day	687	36%	405	36%	522	25%
1 Day	530	27%	670	27%	695	33%
2 Days	266	14%	314	14%	269	13%
3 Days	129	7%	129	7%	169	8%
4 Days	59	3%	89	3%	106	5%
5 Days / +	264	13%	279	13%	325	16%
Total Number of Permit Reviews	1,935	100%	1,886	100%	2,086	100%

Approved: 15 MWRD Permit Applications
 15 MWRD Final Inspections
 1 IEPA Water Permit
 4 IEPA Sanitary Permits

OPERATION SUMMARY

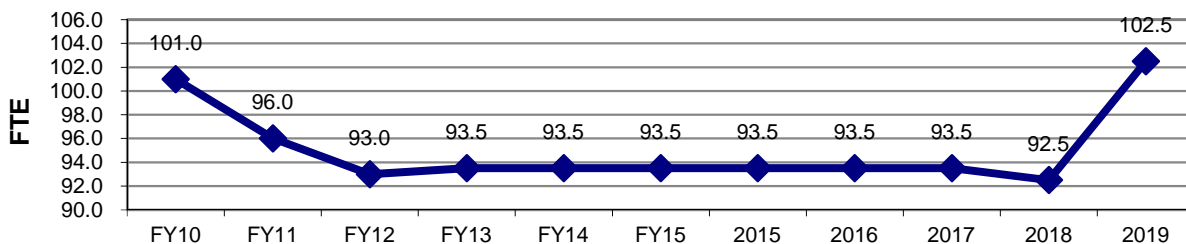
PUBLIC WORKS (Including Water Utilities & Fleet Services)

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Authorized Positions in F-T-E							
General Fund	41.25	41.25	41.25	41.25	51.25	10.00	24.2%
Emerald Ash Borer Fund	1.00	1.00	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	93.50	93.50	92.50	92.50	102.50	10.00	10.8%
Expenditures							
Personal Services	\$12,809,341	\$12,762,663	\$13,578,700	\$13,630,100	\$15,579,800	\$1,949,700	14.3%
Contractual Services	10,757,174	10,261,065	11,677,300	11,677,257	11,945,300	268,043	2.3%
Commodities	2,579,798	2,104,997	2,928,800	2,928,884	2,686,800	(242,084)	(8.3%)
Other Charges	1,592,969	1,645,631	1,722,600	1,722,643	1,769,900	47,257	2.7%
Capital Items	6,797,828	8,618,340	9,041,000	11,073,503	25,876,400	14,802,897	133.7%
Total Expenditures	\$34,537,110	\$35,392,696	\$38,948,400	\$41,032,387	\$57,858,200	\$16,825,813	41.0%

CROSS REFERENCE TO FUNDS

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
General Fund	\$11,805,980	\$11,319,179	\$13,161,200	\$13,116,384	\$14,973,000	\$1,856,616	14.2%
MFT Fund	133,345	89,121	107,700	107,700	1,910,400	1,802,700	1673.8%
Municipal Park Opr Fund	587,666	831,479	252,600	252,620	142,100	(110,520)	(43.7%)
Capital Projects Fund	1,059,818	886,293	1,136,100	1,136,100	9,619,600	8,483,500	746.7%
Storm Water Control Fund	518,115	426,465	1,751,300	4,256,590	5,785,000	1,528,410	35.9%
Public Buildings Fund	5,387	14,991	0	0	0	0	N/A
Emerald Ash Borer Fund	1,024,911	633,000	0	0	0	0	N/A
Water & Sewer Fund	16,665,228	16,993,906	17,553,600	17,589,179	20,256,400	2,667,221	15.2%
A & E Fund	82,411	125,839	142,100	129,500	149,200	19,700	15.2%
Fleet Operations Fund	2,654,249	4,072,407	4,843,800	4,444,314	5,022,500	578,186	13.0%
Total Expenditures	\$34,537,110	\$35,392,680	\$38,948,400	\$41,032,387	\$57,858,200	\$16,825,813	41.0%

STAFFING HISTORY



PUBLIC WORKS

GENERAL FUND

EXPENDITURES

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-7101-531.10-01	Salaries	3,346,740	3,415,493	3,655,700	3,610,800	4,922,400	1,311,600	36.3%
101-7101-531.18-01	Temporary Help	46,680	61,930	86,400	86,400	129,600	43,200	50.0%
101-7101-531.18-05	Overtime Civilian	538,761	390,593	576,400	576,400	628,300	51,900	9.0%
101-7101-531.18-80	Special Detail	7,000	7,220	7,500	7,500	7,700	200	2.7%
	Salaries	3,939,181	3,875,236	4,326,000	4,281,100	5,688,000	1,406,900	32.9%
101-7101-531.19-01	Workers Compensation	391,903	403,700	407,700	407,700	458,900	51,200	12.6%
101-7101-531.19-05	Medical Insurance	699,300	689,000	683,200	683,200	1,028,100	344,900	50.5%
101-7101-531.19-10	IMRF	507,534	476,961	554,500	554,500	545,800	(8,700)	(1.6%)
101-7101-531.19-11	Social Security	232,263	232,717	264,900	264,900	339,500	74,600	28.2%
101-7101-531.19-12	Medicare	55,335	55,044	62,800	62,800	82,800	20,000	31.8%
	Fringe Benefits	1,886,335	1,857,422	1,973,100	1,973,100	2,455,100	482,000	24.4%
101-7101-531.20-05	Professional Services	14,790	21,741	40,600	40,600	262,700	222,100	547.0%
101-7101-531.20-40	General Insurance	113,300	119,000	120,200	120,200	149,200	29,000	24.1%
101-7101-531.21-01	Traffic Signal Maintenance	24,448	2,476	20,000	20,000	15,000	(5,000)	(25.0%)
101-7101-531.21-02	Equipment Maintenance	281,712	271,302	351,500	351,500	333,100	(18,400)	(5.2%)
101-7101-531.21-11	Building Maintenance	301,605	259,107	371,000	371,000	399,000	28,000	7.5%
101-7101-531.21-15	Street and Sidewalk Maint	919,351	667,520	773,000	773,000	663,000	(110,000)	(14.2%)
101-7101-531.21-36	Equipment Rental	209,308	221,807	254,000	254,000	223,000	(31,000)	(12.2%)
101-7101-531.21-50	Utility Services	468,526	440,494	526,500	526,500	440,500	(86,000)	(16.3%)
101-7101-531.21-55	Forestry & Ground Services	464,211	655,823	867,600	867,600	783,000	(84,600)	(9.8%)
101-7101-531.21-62	Disposal Services	26,287	69,064	51,200	51,200	26,200	(25,000)	(48.8%)
101-7101-531.21-65	Other Services	29,757	21,005	61,800	61,800	64,900	3,100	5.0%
101-7101-531.22-02	Dues	3,967	7,705	7,200	7,200	10,400	3,200	44.4%
101-7101-531.22-03	Training	23,115	9,481	21,700	21,700	32,300	10,600	48.8%
101-7101-531.22-05	Postage	751	962	1,100	1,100	2,800	1,700	154.5%
101-7101-531.22-10	Printing	3,035	2,757	3,000	3,000	3,700	700	23.3%
101-7101-531.22-15	Photocopying	5,416	4,617	5,700	5,700	7,800	2,100	36.8%
101-7101-531.22-25	IT/GIS Service Charge	180,399	187,200	175,800	175,800	270,800	95,000	54.0%
101-7101-531.22-37	Vehicle/Equip Lease Charge	1,262,499	1,280,600	1,237,500	1,237,500	1,452,700	215,200	17.4%
101-7101-531.22-70	Telephone Services	287,376	246,045	212,000	212,000	219,000	7,000	3.3%
101-7101-531.22-75	Telephone Equipment Charge	578	0	0	0	0	0	N/A
	Contractual Services	4,620,431	4,488,706	5,101,400	5,101,400	5,359,100	257,700	5.1%
101-7101-531.30-01	Publications Periodicals	918	429	700	700	1,400	700	100.0%
101-7101-531.30-05	Office Supplies & Equip	4,084	3,015	3,500	3,500	7,700	4,200	120.0%
101-7101-531.30-20	Photographic Supplies	0	0	0	0	3,500	3,500	N/A
101-7101-531.30-35	Clothing	23,063	37,126	33,500	33,500	34,500	1,000	3.0%
101-7101-531.30-39	Fuel Inventory	0	13,123	0	0	0	0	N/A
101-7101-531.30-50	Petroleum Products	89,438	88,079	108,600	108,600	112,800	4,200	3.9%
101-7101-531.31-40	Agricultural Supplies	37,476	36,186	38,700	38,700	32,700	(6,000)	(15.5%)
101-7101-531.31-45	Janitorial Supplies	38,897	38,119	52,000	52,000	48,000	(4,000)	(7.7%)
101-7101-531.31-55	Building Supplies	71,724	83,922	76,300	76,300	74,000	(2,300)	(3.0%)
101-7101-531.31-65	Other Equip & Supplies	60,335	62,844	76,300	76,276	60,000	(16,276)	(21.3%)
101-7101-531.31-70	Traffic Signal Supplies	18,743	22,904	21,000	21,000	21,000	0	0.0%
101-7101-531.31-75	Street Light Supplies	95,889	65,820	87,000	87,047	76,500	(10,547)	(12.1%)
101-7101-531.31-80	Street Sign Supplies	38,997	43,607	42,900	42,927	30,000	(12,927)	(30.1%)
101-7101-531.31-85	Small Tools and Equipment	24,482	7,772	20,000	20,000	21,200	1,200	6.0%
101-7101-531.31-90	Street and Sidewalk Supplies	807,196	555,006	1,149,200	1,149,234	901,500	(247,734)	(21.6%)
101-7101-531.33-05	Other Supplies	48,791	39,863	51,000	51,000	46,000	(5,000)	(9.8%)
	Commodities	1,360,033	1,097,815	1,760,700	1,760,784	1,470,800	(289,984)	(16.5%)
	Total Public Works	11,805,980	11,319,179	13,161,200	13,116,384	14,973,000	1,856,616	14.2%

PUBLIC WORKS**General Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Public Works Director	12	1.00	1.00	
Asst Director of Public Works	10	1.00	1.00	
Village Engineer	10	0.00	1.00	1.00
Asst Village Engineer	9	0.00	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	0.00	3.00	3.00
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	2.00	2.00	
Engineering Inspector	6	0.00	1.00	1.00
Traffic Engineer	6	0.00	1.00	1.00
Engineering Data Coordinator	5	0.00	1.00	1.00
Maintenance Worker II	4	15.00	15.00	
Electrician I	3	1.00	1.00	
Engineering Technician	3	0.00	1.00	1.00
Maintenance Worker I	2	5.00	5.00	
Administrative Assistant	2	0.00	1.00	1.00
Custodian	1	4.00	4.00	
Account Clerk	1	0.25	0.25	
Total F-T-E		41.25	51.25	10.00

**Public Works Department
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	41.25	51.25	10.00
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
	Total F-T-E All Funds	92.50	102.50	10.00

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
101-7101-531.10-01	Salaries	Salaries	3,610,800		4,922,400	
101-7101-531.18-01	Temporary Help	Temporary Help	86,400		129,600	
101-7101-531.18-05	Overtime Civilian	Overtime Civilian	576,400		628,300	
101-7101-531.18-80	Special Detail	Special Detail	7,500		7,700	
TOTAL SALARIES			4,281,100		5,688,000	
FRINGE BENEFITS:						
101-7101-531.19-01	Workers' Compensation	Workers' Compensation Insurance	407,700		458,900	
101-7101-531.19-05	Medical Insurance	Medical Insurance	683,200		1,028,100	
101-7101-531.19-10	IMRF	IMRF	554,500		545,800	
101-7101-531.19-11	Social Security	Social Security	264,900		339,500	
101-7101-531.19-12	Medicare	Medicare	62,800		82,800	
TOTAL FRINGE BENEFITS			1,973,100		2,455,100	
CONTRACTUAL SERVICES:						
101-7101-531.20-05	Professional Services	Consulting services (incl. storm warning) concrete testing and bid reviews, incld. Annual updating of Sidwell books Pavement Management Services Surveying Services Construction Inspection Services Material Testing Services Plan Review Services Prior Year Encumbrance carryover	37,500 0 0 0 0 0 0 0 3,100	40,600	37,500 300 26,500 1,400 155,800 1,200 40,000 0	262,700
101-7101-531.20-40	General Insurance	Liability and property insurance	120,200		149,200	
101-7101-531.21-01	Traffic Signal Maintenance	Repairs to controllers and opticom	20,000		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. Office and computer equipment Traffic counters & survey levels Color printer Prior Year Encumbrance Carryover	14,000 250,800 20,000 15,000 20,500 25,000 0 0 0 6,200	351,500	15,400 236,800 22,000 15,000 20,500 22,000 300 400 700 0	333,100

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
101-7101-531.21-11	Building Maintenance	Custodial services for all municipal buildings, historical, police, fire, senior center and train station	225,000		247,500	
		Misc. cleaning services for mats, windows, blinds and carpets	25,000		27,500	
		Repairs to roofs, doors, windows, plumbing, generators, and painting	110,000		110,000	
		Pest control	8,000		9,000	
		Police firing range cleaning and lead compliance testing	3,000	371,000	5,000	399,000
101-7101-531.21-15		Street/ Sidewalk Maintenance:				
		Asphalt	290,000		265,000	
		Asphalt Spray Patching	90,000		90,000	
		Concrete	195,000		185,000	
		Pavement striping	125,000		100,000	
		Concrete Sidewalk Cutting	15,000		15,000	
		Sidewalk/ Curb Reimbursements	8,000		8,000	
		Paver Brick Maintenance for Trip Hazards	50,000	773,000	0	663,000
101-7101-531.21-36	Equipment Rental	Small tool and equipment rental	7,000		10,000	
		In-house paving program:				
		Asphalt grinder rental	28,000		28,000	
		Asphalt trucking	165,000		165,000	
		Material hauling	20,000		20,000	
		Street Sweeper Rental	34,000	254,000	0	223,000
101-7101-531.21-50	Utility Services	Rental of Com. Ed. Co. street lights	115,000		115,000	
		Electrical energy for Village owned street lights and traffic signals	166,500		132,100	
		Electric excess facilities & charges for usage of natural gas in excess of franchise agreement	245,000	526,500	193,400	440,500
101-7101-531.21-55	Forestry & Ground Svcs	Forestry Services / Tree Maintenance:				
		Tree trimming	250,000		250,000	
		Tree and stump removals	230,000		105,000	
		New planting	150,000		175,000	
		Landscape Maintenance:				
		High Profile Site Maintenance	66,000		66,000	
		Secondary Site Maintenance	27,000		27,000	
		Grass Cutting	90,000		90,000	
		Weed Control	28,000		28,000	
		Gateway Sign Maintenance	2,000		2,000	
		Parkway Restoration	17,000		5,000	
		Wetland Maintenance	7,600		10,000	
		Corridor Landscape Maintenance	0	867,600	25,000	783,000
101-7101-531.21-62	Disposal Services	Landfill charges (non-tree) and misc. Leaf composting/wood chips	46,200		21,200	
			5,000	51,200	5,000	26,200
101-7101-531.21-65	Other Services	Special service, service calls, moving projects & material testing	18,000		18,000	
		Service Request Software	6,200		6,200	
		Work Management Software	27,600		27,600	
		SDS Database	0		500	
		JULIE charge	10,000		6,600	
		Digitizing of records	0		1,000	
		Laboratory & blueprint services	0		1,200	
		Technical computer software	0	61,800	3,800	64,900

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
101-7101-531.22-02	Dues	Dues	7,200	10,400
101-7101-531.22-03	Training	Street Unit:		
		APWA Snow Conference	1,500	1,500
		APWA Suburban Snow & Ice	600	600
		Misc. safety & training aids	100	100
		Misc. seminars	200	200
		Forestry Unit:		
		APWA Snow Conference	1,500	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)	4,800	4,800
		APWA Suburban Expo	900	900
		Illinois Public Service Institute	1,600	1,600
		In-service management training	200	200
		Miscellaneous meeting expenses	200	200
		Tuition reimbursement	300	300
		Safety training materials - general	100	100
		Safety training matrls - Fed requirement	1,500	1,500
		Municipal Buildings Unit:		
		A/C controls operation/maintenance	1,800	1,800
		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	0	21,700
				6,600
				32,300
101-7101-531.22-05	Postage	Mailings	1,100	2,800
101-7101-531.22-10	Printing	Printing of shop orders, time cards and miscellaneous forms	3,000	3,700
101-7101-531.22-15	Photocopying	Photocopies & supplies	1,000	2,000
		Maintenance agreement Xerox WC5645	4,700	4,800
		Maintenance agreement Xerox 5150	0	5,700
				1,000
				7,800
101-7101-531.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	175,800	270,800
101-7101-531.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	1,237,500	1,452,700

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
101-7101-531.22-70	Telephone Services	Cell phone charges and telephone charges for all service except for commissions	175,800		182,800	
		EOC phone lines	11,000		11,000	
		GPS-AVL data	12,000		12,000	
		Fire Stations Optic Connection Upgrade	13,200	212,000	13,200	219,000
		TOTAL CONTRACTUAL SERVICES	5,101,400		5,359,100	
COMMODITIES:						
101-7101-531.30-01	Publications/Periodicals	Miscellaneous publications		700		1,400
101-7101-531.30-05	Office Supplies & Equip	General office supplies		3,500		7,700
101-7101-531.30-20	Photographic Supplies	Misc. supplies for drafting and plan preparation, video tapes, film and developing, blueprint paper, plotter paper and ink, etc.		0		3,500
101-7101-531.30-35	Clothing	Uniform rental and cleaning	6,500		6,500	
		Boots and miscellaneous clothing	12,000		13,000	
		Personal protective equipment	15,000	33,500	15,000	34,500
101-7101-531.30-50	Petroleum Products	Gasoline for department vehicles		108,600		112,800
101-7101-531.31-40	Agricultural Supplies	Materials for parkway and landscape restoration and maintenance:				
		Black dirt	3,700		3,700	
		Sod & seeds	6,000		6,000	
		Fertilizers & weed killers	6,500		6,500	
		Compost	2,500		2,500	
		Plants & materials	20,000	38,700	14,000	32,700
101-7101-531.31-45	Janitorial Supplies	Custodial supplies not furnished by contract maintenance service, including paper products, soap, etc.		52,000		48,000
101-7101-531.31-55	Building Supplies	Electrical, plumbing & hardware supplies, lumber & paint for maintenance & repairs of Municipal Building		76,300		74,000
101-7101-531.31-65	Other Equip. & Supplies	Saw blades, batteries, hose and misc. parts & supplies for small equipment incld. Prior Year Encumbrance carryover		76,276		60,000
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	10,547	87,047	0	76,500
101-7101-531.31-80	Street Sign Supplies	Blank signs, reflective sheeting, letters, numbers, adhesives, & misc.	27,000		20,000	
		Materials for thermoplastic marking	4,400		4,300	
		Damage replacement (reimbursable)	2,300		2,700	
		Bike Route Posts/ Signs	3,500		3,000	
		Prior Year Encumbrance Carryover	5,727	42,927	0	30,000
101-7101-531.31-85	Small Tools & Equipment	Misc. expendable hand tools & equipment		20,000		21,200

PUBLIC WORKS

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018		Budget 2019	
101-7101-531.31-90	Street & Sidewalk Supply	Patching materials, gravel and sand	24,000		26,900	
		Asphalt for In-house paving program.	317,000		317,000	
		Concrete	20,000		20,000	
		Rock salt	475,000		425,000	
		Liquid calcium chloride	90,900		99,000	
		Ice melt	10,000		10,000	
		Forming materials and lumber	3,600		3,600	
		Prior Year Encumbrance Carryover	208,734	1,149,234	0	901,500
101-7101-531.33-05	Other Supplies & Equip	Drafting supplies, marking paint, fire extinguishers, first aid supplies, screening materials and miscellaneous	7,000		5,000	
		Holiday lighting & decorations	42,000		38,000	
		Flags	2,000		2,000	
		Supplies for traffic counters, computer equipment, marking paint, etc.	0	51,000	1,000	46,000
		TOTAL COMMODITIES	1,760,784		1,470,800	
		TOTAL PUBLIC WORKS	13,116,384		14,973,000	

NON-OPERATING

NON-OPERATING

GENERAL FUND

EXPENDITURES

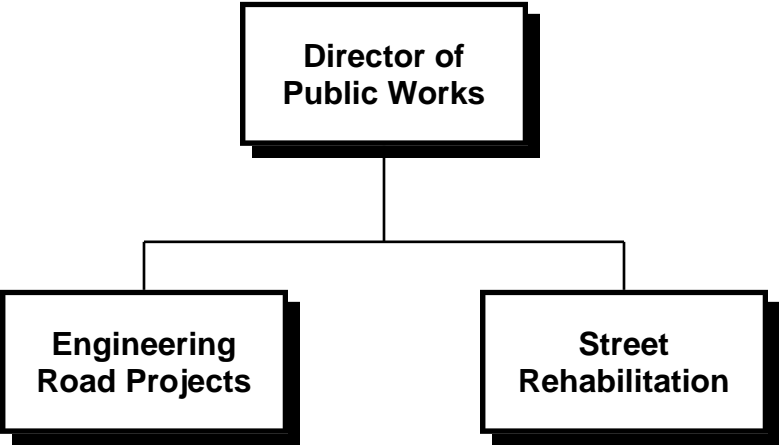
Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
101-9901-591.40-89	Sales Tax Abatement	676,710	571,410	483,000	520,000	450,000	(70,000)	(13.5%)
101-9901-591.40-96	Operating Contingency	0	0	195,200	195,200	300,000	104,800	53.7%
	Other Charges	676,710	571,410	678,200	715,200	750,000	34,800	4.9%
101-9901-591.90-05	Operating Transfer Out	0	2,000,000	20,000	20,000	20,000	0	0.0%
	Non-Operating	0	2,000,000	20,000	20,000	20,000	0	0.0%
	Total Non-Operating	676,710	2,571,410	698,200	735,200	770,000	34,800	4.7%
	Total General Fund	69,972,833	71,957,480	74,144,400	74,842,677	76,140,000	(71,787,540)	1.7%

NON-OPERATING

GENERAL FUND

EXPENDITURE DETAIL

Account Number	Account Title	Description	Budget 2018	Budget 2019
101-9901-591.40-89	Sales Tax Abatements	Sales tax abatement - Lowes/Rohrman/Napleton/Lexus	520,000	450,000
101-9901-591.40-96	Operating Contingency	Operating Contingency	195,200	300,000
		TOTAL OTHER CHARGES	715,200	750,000
NON-OPERATING:				
101-9901-591.90-05	Operating Transfer Out	Operating Transfer Out To A&E Fund	20,000	20,000
		TOTAL NON-OPERATING	20,000	20,000
		TOTAL NON-OPERATING EXPENDITURES	735,200	770,000
		TOTAL GENERAL FUND	74,842,677	76,140,000



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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Taxes	\$1,912,119	\$1,915,570	\$1,900,000	\$1,900,000	\$1,900,000	\$0	0.0%
Interest Income	5,092	2,829	4,000	500	4,000	3,500	700.0%
Total Revenues	\$1,917,211	\$1,918,399	\$1,904,000	\$1,900,500	\$1,904,000	\$3,500	0.2%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,917,211	\$1,918,399	\$1,904,000	\$1,900,500	\$1,904,000	\$3,500	0.2%
Expenditures							
Contractual Services	\$61,095	\$0	\$0	\$0	\$0	\$0	N/A
Capital Items	4,055,477	1,535,366	1,983,200	1,983,178	1,910,400	(72,778)	(3.7%)
Total Expenditures	\$4,116,572	\$1,535,366	\$1,983,200	\$1,983,178	\$1,910,400	(\$72,778)	(3.7%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$4,116,572	\$1,535,366	\$1,983,200	\$1,983,178	\$1,910,400	(\$72,778)	(3.7%)
Revenues over (under) Expenditures	(\$2,199,361)	\$383,033	(\$79,200)	(\$82,678)	(\$6,400)	\$76,278	(92.3%)
BEGINNING FUND BALANCE	4,162,239	1,962,878	2,345,911	2,345,911	2,266,711	(79,200)	(3.4%)
ENDING FUND BALANCE	\$1,962,878	\$2,345,911	\$2,266,711	\$2,263,233	\$2,260,311	(\$2,922)	(0.1%)

MOTOR FUEL TAX FUND (211)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2018								
			2016 ACTUAL	2017 ACTUAL	ESTIMATED ACTUAL	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUES											
MOTOR FUEL TAX ALLOTMENT			1,912,119	1,915,570	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000
INTEREST INCOME			5,092	2,829	4,000	500	4,000	4,000	4,000	4,000	4,000
TOTAL REVENUES			1,917,211	1,918,399	1,904,000	1,900,500	1,904,000	1,904,000	1,904,000	1,904,000	1,904,000
EXPENDITURES											
SIGNALS											
Traffic Signal Maintenance		SG-03-02	133,345	89,121	107,700	107,700	110,400	112,100	114,500	116,800	119,100
SUBTOTAL - SIGNALS			133,345	89,121	107,700	107,700	110,400	112,100	114,500	116,800	119,100
STREETS											
Street Rehabilitation Program		ST-90-09	3,963,594	1,446,245	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000
Algonquin Road Street Lighting		ST-09-12	19,297	0	0	0	0	0	0	0	0
Nichols Road Reconstruction	(1)	ST-15-05	336	0	75,500	75,478	0	0	0	0	0
SUBTOTAL - STREETS			3,983,227	1,446,245	1,875,500	1,875,478	1,800,000	1,800,000	1,800,000	1,800,000	1,800,000
TOTAL EXPENDITURES			4,116,572	1,535,366	1,983,200	1,983,178	1,910,400	1,912,100	1,914,500	1,916,800	1,919,100
BEGINNING FUND BALANCE			4,162,239	1,962,878	2,345,911	2,345,911	2,266,711	2,260,311	2,252,211	2,241,711	2,228,911
REVENUES OVER (UNDER) EXPENDITURES			(2,199,361)	383,033	(79,200)	(82,678)	(6,400)	(8,100)	(10,500)	(12,800)	(15,100)
ENDING FUND BALANCE			1,962,878	2,345,911	2,266,711	2,263,233	2,260,311	2,252,211	2,241,711	2,228,911	2,213,811

PROJECTS WITH SECOND FUND SOURCE

Nichols Road Reconstruction (1) ST-15-05 Village share only - STP funding not included in this budget.

MOTOR FUEL TAX FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
211-0000-403.20-00	Motor Fuel Tax Allotment	1,912,119	1,915,570	1,900,000	1,900,000	1,900,000	0	0.0%
	Intergovernmental Tax	1,912,119	1,915,570	1,900,000	1,900,000	1,900,000	0	0.0%
211-0000-461.02-00	Interest on Investments	5,092	2,829	4,000	500	4,000	3,500	700.0%
	Interest Income	5,092	2,829	4,000	500	4,000	3,500	700.0%
	Total MFT Fund	1,917,211	1,918,399	1,904,000	1,900,500	1,904,000	3,500	0.2%

EXPENDITURES

Engineering

5001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
211-5001-571.20-05	Professional Services	61,095	0	0	0	0	0	N/A
	Contractual Services	61,095	0	0	0	0	0	N/A
211-5001-571.50-40	MFT Programs	3,922,132	1,446,245	1,875,500	1,875,478	0	(1,875,478)	(100.0%)
	Capital Outlay	3,922,132	1,446,245	1,875,500	1,875,478	0	(1,875,478)	(100.0%)
	Total Engineering	3,983,227	1,446,245	1,875,500	1,875,478	0	(1,875,478)	(100.0%)

Public Works

7101

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
211-7101-571.50-40	MFT Programs	133,345	89,121	107,700	107,700	1,910,400	1,802,700	1673.8%
	Capital Outlay	133,345	89,121	107,700	107,700	1,910,400	1,802,700	1673.8%
	Total Public Works	133,345	89,121	107,700	107,700	1,910,400	1,802,700	1673.8%
	Total MFT Fund	4,116,572	1,535,366	1,983,200	1,983,178	1,910,400	(72,778)	(3.7%)

MOTOR FUEL TAX FUND

EXPENDITURE DETAIL

ENGINEERING

5001

Account Number	Account Title	Description	Budget 2018		Budget 2019	
CAPITAL OUTLAY:						
211-5001-571.50-40	MFT Programs	Street Rehabilitation Program (ST9009)	1,800,000		0	
		Prior Yr Encumbrance Carryover	75,478	1,875,478		0
		TOTAL CAPITAL OUTLAY		1,875,478		0
		TOTAL ENGINEERING		1,875,478		0

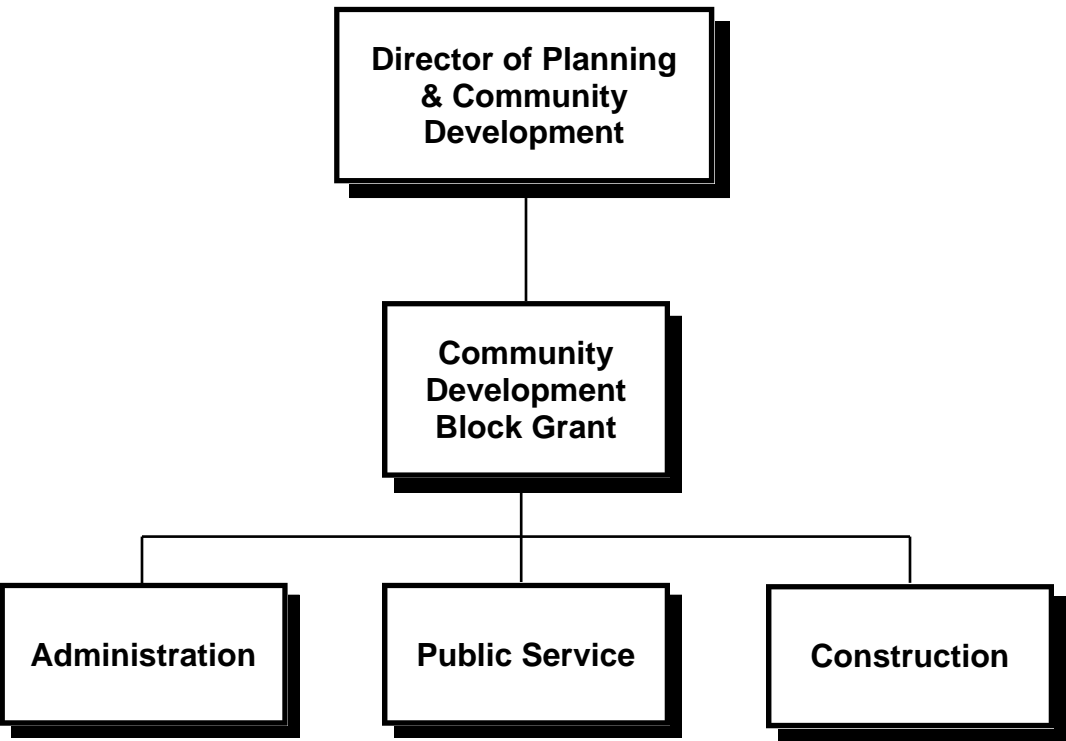
PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2018		Budget 2019	
CAPITAL OUTLAY:						
211-7101-571.50-40	MFT Programs	Contract maintenance of traffic signal controllers on IDOT and CCHD roadways (SG0302)	107,700		110,400	
		Street Rehabilitation Program (ST9009)	0	107,700	1,800,000	1,910,400
		TOTAL CAPITAL OUTLAY		107,700		1,910,400
		TOTAL PUBLIC WORKS		107,700		1,910,400
		TOTAL MOTOR FUEL TAX FUND		1,983,178		1,910,400

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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Intergovernmental	\$160,229	\$200,105	\$381,000	\$435,710	\$420,100	(\$15,610)	(3.6%)
Other	164,082	22,160	48,500	21,500	50,000	28,500	132.6%
Total Revenues	\$324,311	\$222,265	\$429,500	\$457,210	\$470,100	\$12,890	2.8%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$324,311	\$222,265	\$429,500	\$457,210	\$470,100	\$12,890	2.8%
Expenditures							
Personal Services	\$55,937	\$57,000	\$65,500	\$59,900	\$68,000	\$8,100	13.5%
Other Charges	118,374	165,265	364,000	397,310	402,100	4,790	1.2%
Total Expenditures	\$174,311	\$222,265	\$429,500	\$457,210	\$470,100	\$12,890	2.8%
Interfund Transfers Out	150,000	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$324,311	\$222,265	\$429,500	\$457,210	\$470,100	\$12,890	2.8%
Revenues over (under) Expenditures	\$0	\$0	\$0	\$0	\$0	\$0	N/A
BEGINNING FUND BALANCE	0	0	0	0	0	0	N/A
ENDING FUND BALANCE	\$0	\$0	\$0	\$0	\$0	\$0	N/A

CDBG FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
215-0000-411.40-00	CDBG Allotment - Current YR	126,859	200,105	274,000	435,710	274,000	(161,710)	(37.1%)
215-0000-411.45-00	CDBG Allotment - Prior YR	22,566	0	107,000	0	146,100	146,100	N/A
215-0000-411.47-00	CDBG R Allotment - Current YR	10,804	0	0	0	0	0	N/A
	Intergovernmental Revenue	160,229	200,105	381,000	435,710	420,100	(15,610)	(3.6%)
215-0000-484.92-00	Project Income	117,468	22,160	48,500	21,500	50,000	28,500	132.6%
215-0000-489.90-00	Other Income	46,614	0	0	0	0	0	N/A
	Special Operations	164,082	22,160	48,500	21,500	50,000	28,500	132.6%
	Total CDBG Fund	324,311	222,265	429,500	457,210	470,100	12,890	2.8%

CDBG FUND

EXPENDITURES

Planning

4001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
215-4001-522.10-01	Salaries	55,500	57,000	65,500	59,900	68,000	8,100	13.5%
	Salaries	55,500	57,000	65,500	59,900	68,000	8,100	13.5%
215-4001-522.19-10	IMRF	275	0	0	0	0	0	N/A
215-4001-522.19-11	Social Security	131	0	0	0	0	0	N/A
215-4001-522.19-12	Medicare	31	0	0	0	0	0	N/A
	Fringe Benefits	437	0	0	0	0	0	N/A
	Total Planning	55,937	57,000	65,500	59,900	68,000	8,100	13.5%

CDBG FUND

EXPENDITURES

CDBG Program

4101

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
215-4101-522.41-01	Single Family Rehab	30,728	36,636	55,900	82,400	78,500	(3,900)	(4.7%)
215-4101-522.41-02	CDBG Administration	2,513	3,044	2,500	5,100	2,500	(2,600)	(51.0%)
215-4101-522.41-03	Group/Trans Housing Rehab	37,130	70,485	70,000	71,210	68,000	(3,210)	(4.5%)
215-4101-522.41-04	Resources for Comm Living	2,693	5,000	5,000	5,000	5,000	0	0.0%
215-4101-522.41.07	Special Leisure Services	2,432	0	0	0	0	0	N/A
215-4101-522.41-15	Child Day Care	7,710	0	0	0	0	0	N/A
215-4101-522.41-16	CAP Program	2,035	9,500	5,300	5,300	6,900	1,600	30.2%
215-4101-522.41-17	Children Advocacy Center	1,800	2,500	2,500	2,500	2,500	0	0.0%
215-4101-522.41-44	Suburban Prim Health Care	13,960	0	10,000	10,000	7,300	(2,700)	(27.0%)
215-4101-522.41-48	Journeys The Road Home	6,145	4,500	4,500	4,500	4,500	0	0.0%
215-4101-522.41-52	WINGS Program	2,692	6,000	6,000	6,000	6,000	0	0.0%
215-4101-522.41-54	Dist 214 ESL Program	1,263	1,500	1,500	1,500	1,500	0	0.0%
215-4101-522.41-62	Escorted Transportation Services	2,693	3,500	3,500	3,500	3,500	0	0.0%
215-4101-522.41-68	Northwest CASA	1,800	2,500	2,500	2,500	2,500	0	0.0%
215-4101-522.41-70	Faith Community Homes	2,780	2,500	2,500	2,500	2,500	0	0.0%
215-4101-522.41-72	Housing Authority of Cook County	0	14,600	0	0	0	0	N/A
215-4101-522.41-73	Lifespan	0	3,000	3,000	3,000	3,000	0	0.0%
215-4101-522.41-74	Children's Adv. Cntr Reno	0	0	20,000	20,000	0	(20,000)	(100.0%)
215-4101-522.41-75	CDBG Public Facilities	0	0	19,300	22,300	103,900	81,600	365.9%
215-4101-522.41-76	CDBG Infrastructure	0	0	150,000	150,000	100,000	(50,000)	(33.3%)
215-4101-522.41-77	Alexian Bros. Apartment Reno.	0	0	0	0	4,000	4,000	N/A
	Other Charges	118,374	165,265	364,000	397,310	402,100	4,790	1.2%
	Total CDBG Program	118,374	165,265	364,000	397,310	402,100	4,790	1.2%

Non-Operating

9901

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
215-9901-591.90-05	Operating Transfer Out	150,000	0	0	0	0	0	N/A
	Other Financing Uses	150,000	0	0	0	0	0	N/A
	Total Non-Operating	150,000	0	0	0	0	0	N/A
	Total CDBG Fund	324,311	222,265	429,500	457,210	470,100	12,890	2.8%

PLANNING

CDBG Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Planner II	7	0.50	0.50	
Total F-T-E		0.50	0.50	0.00

Planning Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	9.50	9.50	
215	CDBG Fund	0.50	0.50	
Total F-T-E All Funds		10.00	10.00	0.00

CDBG FUND**EXPENDITURE DETAIL****PLANNING****4001**

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
215-4001-522.10-01	Salaries	Salaries	59,900	68,000
TOTAL SALARIES			59,900	68,000
TOTAL PLANNING			59,900	68,000

CDBG PROGRAM**4101**

Account Number	Account Title	Description	Budget 2018	Budget 2019
OTHER CHARGES:				
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	82,400	78,500
215-4101-522.41-02	CDBG Admin/Audit	Audit, legal ads, misc. costs	5,100	2,500
215-4101-522.41-03	Group/Trans Housing Rehab	Group Residence/Transitional Housing Rehab Grant Program	71,210	68,000
215-4101-522.41-04	Resources for Comm Living	Shared housing for special populations	5,000	5,000
215-4101-522.41-16	Children at Play	Grant to Children at Play (CAP) Program - subsidy for low income participants	5,300	6,900
215-4101-522.41-17	Children Advocacy Center	Child Abuse Services	2,500	2,500
215-4101-522.41-44	Sub Prim Health Care	Grant to Suburban Primary Health Care Council - Access to Care Program	10,000	7,300
215-4101-522.41-48	Journeys The Road Home	Journeys The Road Home Homeless services	4,500	4,500
215-4101-522.41-52	WINGS Program	Traditional Housing and Safe House Public Service	6,000	6,000
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	Escorted Transport Serv	Medical Transportation for Seniors	3,500	3,500
215-4101-522.41-68	Northwest CASA	Sexual assault counseling, crisis intervention and advocacy	2,500	2,500
215-4101-522.41-70	Faith Community Homes	Supportive housing	2,500	2,500
215-4101-522.41-73	Lifespan	Services to Victims of Domestic Violence and Sexual Assault	3,000	3,000

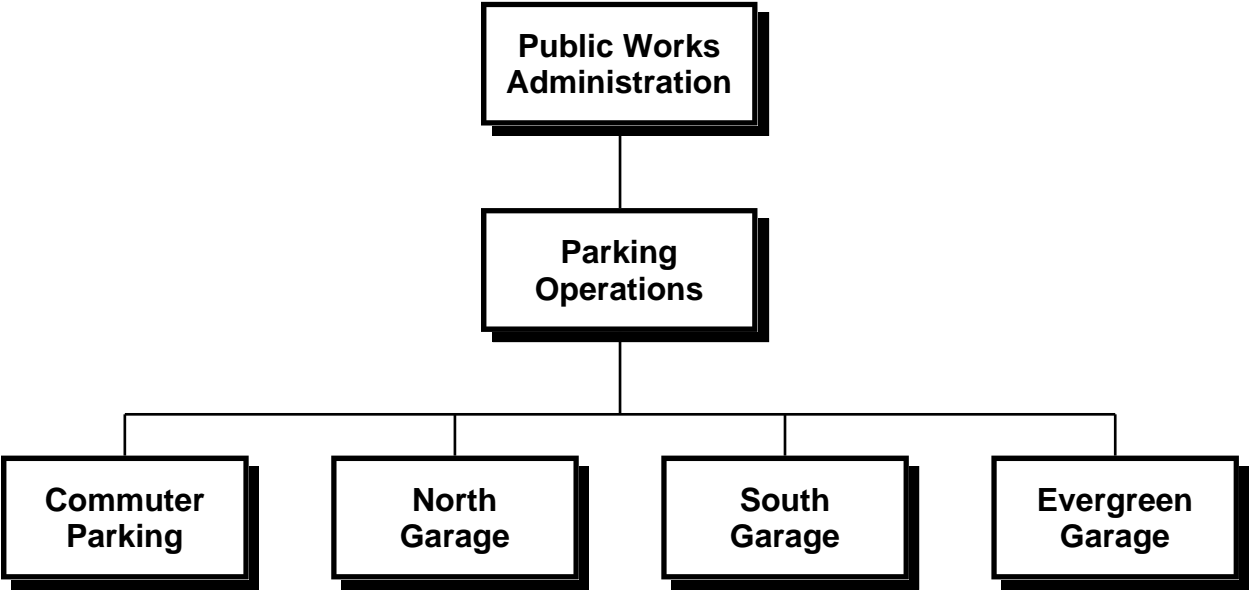
CDBG FUND

EXPENDITURE DETAIL

CDBG PROGRAM (cont.)

4101

Account Number	Account Title	Description	Budget 2018	Budget 2019
215-4101-522.41-74	Children's Adv. Cntr Reno	Renovation of CAC Main Service Center in Hoffman Estates	20,000	0
215-4101-522.41-75	CDBG Public Facilities	ADA Electric Doors and Security Cameras	22,300	103,900
215-4101-522.41-76	CDBG Infrastructure	ADA or Low/Mod Area Infrastructure	150,000	100,000
215-4101-522.41-77	Alexian Bros. Apartment Reno.		0	4,000
TOTAL OTHER CHARGES			397,310	402,100
TOTAL CDBG PROGRAM			397,310	402,100
TOTAL CDBG FUND			457,210	470,100



► 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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Fees	\$1,019,736	\$1,121,740	\$1,204,000	\$1,297,200	\$1,204,000	(\$93,200)	(7.2%)
Fines	91,657	96,060	90,000	90,000	90,000	0	0.0%
Interest Income	20,752	32,855	42,000	22,000	42,000	20,000	90.9%
Other	0	120	0	0	0	0	N/A
Total Revenues	\$1,132,145	\$1,250,775	\$1,336,000	\$1,409,200	\$1,336,000	(\$73,200)	(5.2%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,132,145	\$1,250,775	\$1,336,000	\$1,409,200	\$1,336,000	(\$73,200)	(5.2%)
Expenditures							
Personal Services	\$486,879	\$494,309	\$514,600	\$514,600	\$540,100	\$25,500	5.0%
Contractual Services	326,860	302,865	461,900	471,500	391,800	(79,700)	(16.9%)
Commodities	76,546	18,231	143,400	145,191	95,800	(49,391)	(34.0%)
Other Charges	346,000	356,399	281,700	281,700	288,900	7,200	2.6%
Capital Items	559,790	785,979	219,700	219,720	78,000	(141,720)	(64.5%)
Total Expenditures	\$1,796,075	\$1,957,783	\$1,621,300	\$1,632,711	\$1,394,600	(\$238,111)	(14.6%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,796,075	\$1,957,783	\$1,621,300	\$1,632,711	\$1,394,600	(\$238,111)	(14.6%)
Revenues over (under) Expenditures	(\$663,930)	(\$707,008)	(\$285,300)	(\$223,511)	(\$58,600)	\$164,911	(73.8%)
BEGINNING FUND BALANCE	5,260,193	4,596,263	3,889,255	3,889,255	3,603,955	(285,300)	(7.3%)
ENDING FUND BALANCE	\$4,596,263	\$3,889,255	\$3,603,955	\$3,665,744	\$3,545,355	(\$120,389)	(3.3%)

MUNICIPAL PARKING OPERATIONS FUND (235)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2018								
			2016 ACTUAL	2017 ACTUAL	ESTIMATED ACTUAL	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUES											
FEES & FINES			1,111,393	1,217,800	1,294,000	1,387,200	1,294,000	1,294,000	1,294,000	1,294,000	1,294,000
INTEREST INCOME			20,752	32,975	42,000	22,000	42,000	42,000	42,000	42,000	42,000
TRANSFER IN FROM GENERAL FUND			0	0	0	0	0	0	0	0	0
TOTAL REVENUES			1,132,145	1,250,775	1,336,000	1,409,200	1,336,000	1,336,000	1,336,000	1,336,000	1,336,000
EXPENDITURES											
OPERATING EXPENDITURES											
Personal Services			486,879	494,309	514,600	514,600	540,100	553,600	567,400	581,600	596,100
Contractual Services			326,860	302,865	461,900	471,500	391,800	399,600	407,600	415,800	424,100
Commodities			76,546	18,231	143,400	145,191	95,800	97,700	99,700	101,700	103,700
Other Charges			346,000	356,399	281,700	281,700	288,900	293,200	297,600	302,100	306,600
SUBTOTAL - OPERATING EXPENDITURES			1,236,285	1,171,804	1,401,600	1,412,991	1,316,600	1,344,100	1,372,300	1,401,200	1,430,500
BUILDING & LAND											
Ongoing Maintenance to Brick Exterior	(1)	BL-96-03	2,725	6,140	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Parking Structure Maintenance/Repairs		BL-00-06	534,780	770,446	180,700	180,720	15,000	137,000	0	75,000	1,150,500
North Garage Expansion		BL-15-20	14,097	0	0	0	0	0	0	0	0
Vail Garage Sign			0	0	24,000	24,000	0	0	0	0	0
LED Parking Garage Lighting Conversions		BL-19-03	0	0	0	0	48,000	48,000	48,000	48,000	48,000
SUBTOTAL - BLDG & LAND			551,602	776,586	209,700	209,720	68,000	190,000	53,000	128,000	1,203,500
EQUIPMENT											
Operational Equipment - Municipal Parking Fund		EQ-09-01	8,188	9,393	10,000	10,000	10,000	10,000	10,000	10,000	10,000
SUBTOTAL - EQUIPMENT			8,188	9,393	10,000	10,000	10,000	10,000	10,000	10,000	10,000
TOTAL EXPENDITURES			1,796,075	1,957,783	1,621,300	1,632,711	1,394,600	1,544,100	1,435,300	1,539,200	2,644,000
BEGINNING FUND BALANCE											
REVENUES OVER (UNDER) EXPENDITURES			5,260,208	4,596,278	3,889,270	3,889,225	3,665,714	3,607,114	3,399,014	3,299,714	3,096,514
ENDING FUND BALANCE			(663,930)	(707,008)	(285,300)	(223,511)	(58,600)	(208,100)	(99,300)	(203,200)	(1,308,000)
			4,596,278	3,889,270	3,603,970	3,665,714	3,607,114	3,399,014	3,299,714	3,096,514	1,788,514

PROJECTS WITH SECOND FUND SOURCE

Ongoing Maintenance to Brick Exteriors (1) BL-96-03 Parking Fund pays 20%; Capital Projects Fund pays 80%.

MUNICIPAL PARKING FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
235-0000-435.54-00	Parking Lot A Daily Fees	22,060	21,426	27,000	26,900	27,000	100	0.4%
235-0000-435.56-00	Parking Lot B Daily Fees	0	40	0	0	0	0	N/A
235-0000-435.60-00	Parking Lot E Daily Fees	9,579	8,777	11,000	10,900	11,000	100	0.9%
235-0000-435.64-01	Municipal Garage Daily Fees	12,129	11,692	18,000	12,900	18,000	5,100	39.5%
235-0000-435.64-02	Vail Street Gar Daily Fees	42,672	21,098	38,000	49,900	38,000	(11,900)	(23.8%)
235-0000-435.64-03	North Garage Daily Fees	41,123	69,380	80,000	75,800	80,000	4,200	5.5%
235-0000-435.65-02	Vail Street Gar Monthly Fees	398,836	456,484	390,000	486,400	390,000	(96,400)	(19.8%)
235-0000-435.65-03	North Garage Monthly Fees	307,386	344,844	410,000	409,600	410,000	400	0.1%
235-0000-435.66-00	Parking Lot P Daily Fees	39,273	42,933	50,000	49,900	50,000	100	0.2%
235-0000-435.68-00	Parking Lot S Daily Fees	60,963	63,849	77,000	74,200	77,000	2,800	3.8%
235-0000-435.70-00	Parking Lot T Daily Fees	5,707	5,493	6,000	6,000	6,000	0	0.0%
235-0000-435.72-00	Evergreen Garage "U Fees"	73,848	69,869	85,000	89,600	85,000	(4,600)	(5.1%)
235-0000-435.74-00	Parking Lot O Daily Fees	6,160	5,855	12,000	5,100	12,000	6,900	135.3%
	Parking Fees	1,019,736	1,121,740	1,204,000	1,297,200	1,204,000	(93,200)	(7.2%)
235-0000-441.15-00	Parking Fines	91,657	96,060	90,000	90,000	90,000	0	0.0%
	Fines	91,657	96,060	90,000	90,000	90,000	0	0.0%
235-0000-461.02-00	Interest on Investments	14,432	24,421	27,000	16,000	27,000	11,000	68.8%
235-0000-462.10-00	Market Value Adjustments	6,320	8,434	15,000	6,000	15,000	9,000	150.0%
	Interest Income	20,752	32,855	42,000	22,000	42,000	20,000	90.9%
235-0000-489.90-00	Other Income	0	120	0	0	0	0	N/A
	Other	0	120	0	0	0	0	N/A
	Total Municipal Parking Fund	1,132,145	1,250,775	1,336,000	1,409,200	1,336,000	(73,200)	(5.2%)

MUNICIPAL PARKING FUND

EXPENDITURES

Police

3001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
235-3001-532.10-01	Salaries	329,859	335,628	351,200	351,200	368,100	16,900	4.8%
235-3001-532.18-05	Overtime Civilian	0	0	5,700	5,700	5,800	100	1.8%
	Salaries	329,859	335,628	356,900	356,900	373,900	17,000	4.8%
235-3001-532.19-01	Workers Compensation	9,200	9,500	9,600	9,600	9,800	200	2.1%
235-3001-532.19-05	Medical Insurance	79,500	81,000	74,100	74,100	90,400	16,300	22.0%
235-3001-532.19-10	IMRF	43,575	42,618	46,700	46,700	37,400	(9,300)	(19.9%)
235-3001-532.19-11	Social Security	20,067	20,718	22,100	22,100	23,200	1,100	5.0%
235-3001-532.19-12	Medicare	4,678	4,845	5,200	5,200	5,400	200	3.8%
	Fringe Benefits	157,020	158,681	157,700	157,700	166,200	8,500	5.4%
235-3001-532.20-40	General Insurance	9,600	10,100	10,200	10,200	10,300	100	1.0%
235-3001-532.21-65	Other Services	0	449	0	0	0	0	N/A
235-3001-532.22-10	Printing	4,799	8,351	8,000	8,000	8,000	0	0.0%
235-3001-532.22-25	IT/GIS Service Charge	9,400	3,300	3,000	3,000	2,900	(100)	(3.3%)
235-3001-532.22-37	Vehicle/Equip Lease Chrg	7,700	10,299	7,500	7,500	8,200	700	9.3%
	Contractual Services	31,499	32,499	28,700	28,700	29,400	700	2.4%
235-3001-532.30-35	Clothing	1,003	940	2,500	2,540	2,500	(40)	(1.6%)
235-3001-532.30-50	Petroleum Products	2,272	2,219	2,700	2,700	3,200	500	18.5%
235-3001-532.33-05	Other Supplies	1,819	0	3,000	3,000	3,000	0	0.0%
	Commodities	5,094	3,159	8,200	8,240	8,700	460	5.6%
	Total Police Department	523,472	529,967	551,500	551,540	578,200	26,660	4.8%

Planning

4001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
235-4001-532.20-05	Professional Services	0	0	75,000	75,000	0	(75,000)	(100.0%)
	Contractual Services	0	0	75,000	75,000	0	(75,000)	(100.0%)
235-4001-571.50-20	Building Improvements	0	0	24,000	24,000	0	(24,000)	(100.0%)
	Capital Outlay	0	0	24,000	24,000	0	(24,000)	(100.0%)
	Total Planning	0	0	99,000	99,000	0	(75,000)	(100.0%)

MUNICIPAL PARKING FUND

EXPENDITURES

Public Works

7101

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
235-7101-532.22-37	Vehicle/Equip Lease Chrg	27,876	45,500	56,900	56,900	64,100	7,200	12.7%
	Contractual Services	27,876	45,500	56,900	56,900	64,100	7,200	12.7%
235-7101-571.50-20	Building Improvements	16,822	6,140	5,000	5,000	5,000	0	0.0%
235-7101-571.50-25	Construction in Progress	534,780	770,446	180,700	180,720	63,000	(117,720)	(65.1%)
235-7101-572.50-15	Other Equipment	8,188	9,393	10,000	10,000	10,000	0	0.0%
	Capital Outlay	559,790	785,979	195,700	195,720	78,000	(117,720)	(60.1%)
	Total Public Works	587,666	831,479	252,600	252,620	142,100	(110,520)	(43.7%)

Parking Operations

7301

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
235-7301-532.21-11	Building Maintenance	6,691	5,668	9,400	9,400	9,400	0	0.0%
235-7301-532.21-40	Lease Expense	13,716	14,512	14,000	14,000	14,000	0	0.0%
235-7301-532.21-50	Utility Services	3,523	8,677	10,000	10,000	10,000	0	0.0%
235-7301-532.22-03	Training	0	0	600	600	600	0	0.0%
	Contractual Services	23,930	28,857	34,000	34,000	34,000	0	0.0%
235-7301-532.31-65	Other Equip & Supplies	1,656	1,266	1,600	1,600	1,400	(200)	(12.5%)
235-7301-532.31-90	Street and Sidewalk Sup	12,488	1,741	23,200	23,170	13,700	(9,470)	(40.9%)
235-7301-532.33-05	Other Supplies	1,582	94	1,800	2,000	1,800	(200)	(10.0%)
	Commodities	15,726	3,101	26,600	26,770	16,900	(9,870)	(36.9%)
235-7301-532.40-75	Administrative Serv Charge	87,800	90,399	71,500	71,500	73,300	1,800	2.5%
	Other Charges	87,800	90,399	71,500	71,500	73,300	1,800	2.5%
	Total Parking Operations	127,456	122,357	132,100	132,270	124,200	(8,070)	(6.1%)

MUNICIPAL PARKING FUND

EXPENDITURES

Vail Avenue Garage Operation

7302

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
235-7302-532.21-02	Equipment Maintenance	15,222	18,310	12,000	12,000	12,000	0	0.0%
235-7302-532.21-11	Building Maintenance	21,123	20,889	31,400	31,400	31,400	0	0.0%
235-7302-532.21-50	Utility Services	58,610	49,557	55,000	60,000	55,000	(5,000)	(8.3%)
235-7302-532.22-10	Printing	6,326	3,199	3,700	3,700	3,700	0	0.0%
	Contractual Services	101,281	91,955	102,100	107,100	102,100	(5,000)	(4.7%)
235-7302-532.31-65	Other Equip & Supplies	907	699	1,700	1,700	1,700	0	0.0%
235-7302-532.31-90	Street and Sidewalk Sup	21,851	0	51,700	51,708	30,300	(21,408)	(41.4%)
235-7302-532.33-05	Other Supplies	3,134	2,748	3,500	3,500	3,500	0	0.0%
	Commodities	25,892	3,447	56,900	56,908	35,500	(21,408)	(37.6%)
235-7302-532.40-75	Administrative Serv Charge	110,900	114,300	90,300	90,300	92,600	2,300	2.5%
	Other Charges	110,900	114,300	90,300	90,300	92,600	2,300	2.5%
	Total Vail Street Garage	238,073	209,702	249,300	254,308	230,200	(24,108)	(9.5%)

North Garage Operation

7303

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
235-7303-532.21-02	Equipment Maintenance	13,051	970	20,000	21,000	20,000	(1,000)	(4.8%)
235-7303-532.21-11	Building Maintenance	17,464	23,050	26,000	26,000	26,000	0	0.0%
235-7303-532.21-50	Utility Services	61,735	45,147	60,000	64,000	60,000	(4,000)	(6.3%)
235-7303-532.22-10	Printing	3,712	3,200	3,700	3,700	3,700	0	0.0%
	Contractual Services	95,962	72,367	109,700	114,700	109,700	(5,000)	(4.4%)
235-7303-532.31-65	Other Equip & Supplies	4,026	2,667	3,500	4,000	3,500	(500)	(12.5%)
235-7303-532.31-90	Street and Sidewalk Sup	18,105	0	40,400	40,373	23,700	(16,673)	(41.3%)
235-7303-532.33-05	Other Supplies	4,059	0	3,500	4,200	3,500	(700)	(16.7%)
	Commodities	26,190	2,667	47,400	48,573	30,700	(17,873)	(36.8%)
235-7303-532.40-75	Administrative Serv Charge	115,200	118,700	93,800	93,800	96,200	2,400	2.6%
	Other Charges	115,200	118,700	93,800	93,800	96,200	2,400	2.6%
	Total North Garage	237,352	193,734	250,900	257,073	236,600	(20,473)	(8.0%)

MUNICIPAL PARKING FUND

EXPENDITURES

Evergreen Underground Garage Operation

7304

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
235-7304-532.21-02	Equipment Maintenance	11,375	1,890	16,000	13,000	13,000	0	0.0%
235-7304-532.21-11	Building Maintenance	5,072	6,039	9,500	9,500	9,500	0	0.0%
235-7304-532.21-50	Utility Services	27,489	22,305	28,000	30,600	28,000	(2,600)	(8.5%)
235-7304-532.22-10	Printing	2,375	1,453	2,000	2,000	2,000	0	0.0%
	Contractual Services	46,311	31,687	55,500	55,100	52,500	(2,600)	(4.7%)
235-7304-532.31-65	Other Equip & Supplies	765	2,571	1,300	1,300	1,000	(300)	(23.1%)
235-7304-532.33-05	Other Supplies	2,880	3,286	3,000	3,400	3,000	(400)	(11.8%)
	Commodities	3,645	5,857	4,300	4,700	4,000	(700)	(14.9%)
235-7304-532.40-75	Administrative Serv Charge	32,100	33,000	26,100	26,100	26,800	700	2.7%
	Other Charges	32,100	33,000	26,100	26,100	26,800	700	2.7%
	Total Evergreen Street Garage	82,056	70,544	85,900	85,900	83,300	(2,600)	(3.0%)
	Total Municipal Parking Fund	1,796,075	1,957,783	1,621,300	1,632,711	1,394,600	(230,111)	(14.6%)

POLICE**Municipal Parking Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Public Service Officer	2	4.00	4.00	
Records Clerk	1	1.00	1.00	
Total F-T-E		5.00	5.00	0.00

**Police Department
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund			
	Police - Administration	133.00	133.00	
	Police Grant	1.00	1.00	
235	Municipal Parking Fund	5.00	5.00	
	Total F-T-E All Funds	139.00	139.00	0.00

MUNICIPAL PARKING FUND

EXPENDITURE DETAIL

POLICE

3001

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
235-3001-532.10-01	Salaries	Salaries	351,200	368,100
235-3001-532.18-05	Overtime Civilian	Overtime Civilian	5,700	5,800
	TOTAL SALARIES		356,900	373,900
FRINGE BENEFITS:				
235-3001-532.19-01	Workers' Compensation	Workers' Compensation Insurance	9,600	9,800
235-3001-532.19-05	Medical Insurance	Medical Insurance	74,100	90,400
235-3001-532.19-10	IMRF	IMRF	46,700	37,400
235-3001-532.19-11	Social Security	Social Security	22,100	23,200
235-3001-532.19-12	Medicare	Medicare	5,200	5,400
	TOTAL FRINGE BENEFITS		157,700	166,200
CONTRACTUAL SERVICES:				
235-3001-532.20-40	General Insurance	Liability and property insurance	10,200	10,300
235-3001-532.22-10	Printing	Parking tickets	8,000	8,000
235-3001-532.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	3,000	2,900
235-3001-532.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	7,500	8,200
	TOTAL CONTRACTUAL SERVICES		28,700	29,400
COMMODITIES:				
235-3001-532.30-35	Clothing	PSO clothing	2,500	2,500
		Prior Yr Encumbrance Carryover	40	
235-3001-532.30-50	Petroleum Products	Gasoline for department vehicle(s)	2,700	3,200
235-3001-532.33-05	Other Supplies	Chalk and chalk sticks	700	700
		Batteries	700	700
		Miscellaneous supplies	1,600	1,600
	TOTAL COMMODITIES		8,240	8,700
	TOTAL POLICE		551,540	578,200

MUNICIPAL PARKING FUND

EXPENDITURE DETAIL

PLANNING

4001

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
235-4001-532.20-05	Professional Services	Comprehensive Downtown Parking Study	75,000	0
TOTAL CONTRACTUAL SERVICES			75,000	0
CAPITAL OUTLAY:				
235-4001-571.50-20	Building Improvements	Wall Mounted Sign for Parking	24,000	0
TOTAL CAPITAL OUTLAY			24,000	0
TOTAL PLANNING			99,000	0

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2018		Budget 2019	
CONTRACTUAL SERVICES:						
235-7101-532.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge	56,900		64,100	
TOTAL CONTRACTUAL SERVICES			56,900		64,100	
CAPITAL OUTLAY:						
235-7101-572.50-15	Other Equipment	Pay box refurbish, all garages (EQ0901)	10,000		10,000	
235-7101-571.50-20	Building Improvements	Exterior brick maintenance (BL9603)	5,000		5,000	
235-7101-571.50-25	Construction in Progress	Parking structure maint/repairs (BL0006)	142,000		15,000	
		LED Parking Garage Lighting (BL1903)	0		48,000	
		Prior Yr Encumbrance Carryover	38,720	180,720	0	63,000
TOTAL CAPITAL OUTLAY			195,720		78,000	
TOTAL PUBLIC WORKS			252,620		142,100	

MUNICIPAL PARKING FUND

EXPENDITURE DETAIL

MUNICIPAL PARKING OPERATIONS

7301

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
235-7301-532.21-11	Building Maintenance	Glass and door repairs; replacement of of fire doors and frames	9,400	9,400
235-7301-532.21-40	Lease Expense	1/3 of revenue from Parking Lots P & T per agreement	14,000	14,000
235-7301-532.21-50	Utility Services	Energy for lighting parking lots and garage	10,000	10,000
235-7301-532.22-03	Training	Int'l Municipal Parking Association	600	600
TOTAL CONTRACTUAL SERVICES			34,000	34,000
COMMODITIES:				
235-7301-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts incl. Prior Year Encumbrance Carryover	1,600	1,400
235-7301-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure Prior Yr Encumbrance Carryover	13,300 9,870 23,170	13,700
235-7301-532.33-05	Other Supplies	Misc. materials, fire extinguishers	2,000	1,800
TOTAL COMMODITIES			26,770	16,900
OTHER CHARGES:				
235-7301-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration	71,500	73,300
TOTAL OTHER CHARGES			71,500	73,300
TOTAL MUNICIPAL PARKING OPERATION			132,270	124,200

MUNICIPAL PARKING FUND

EXPENDITURE DETAIL

VAIL AVENUE GARAGE OPERATION

7302

Account Number	Account Title	Description	Budget 2018		Budget 2019	
CONTRACTUAL SERVICES:						
235-7302-532.21-02	Equipment Maintenance	Elevator maintenance		12,000		12,000
235-7302-532.21-11	Building Maintenance	Cleaning service (windows, stairwell, elev)	26,000		26,000	
		General maintenance	5,400	31,400	5,400	31,400
235-7302-532.21-50	Utility Services	Electricity & telephone		60,000		55,000
235-7302-532.22-10	Printing	Parking permits and share of tickets		3,700		3,700
TOTAL CONTRACTUAL SERVICES				107,100		102,100
COMMODITIES:						
235-7302-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts		1,700		1,700
235-7302-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure	29,500			30,300
		Prior Yr Encumbrance Carryover	22,208	51,708		
235-7302-532.33-05	Other Supplies	Misc. materials, fire extinguishers		3,500		3,500
TOTAL COMMODITIES				56,908		35,500
OTHER CHARGES:						
235-7302-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration		90,300		92,600
TOTAL OTHER CHARGES				90,300		92,600
TOTAL VAIL ST. GARAGE OPERATION				254,308		230,200

MUNICIPAL PARKING FUND

EXPENDITURE DETAIL

NORTH GARAGE OPERATION

7303

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
235-7303-532.21-02	Equipment Maintenance	Elevator maintenance	21,000	20,000
235-7303-532.21-11	Building Maintenance	Cleaning service (windows, stairwell, elev)	24,000	24,000
		General maintenance	2,000	2,000
235-7303-532.21-50	Utility Services	Electricity, gas & telephone	64,000	60,000
235-7303-532.22-10	Printing	Parking permits and share of tickets	3,700	3,700
TOTAL CONTRACTUAL SERVICES			114,700	109,700
COMMODITIES:				
235-7303-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts	4,000	3,500
235-7303-532.31-90	Street & Sidewalk Supplies	De-icing agent for parking structure	23,100	23,700
		Prior Yr Encumbrance Carryover	17,273	
235-7303-532.33-05	Other Supplies	Misc. materials, fire extinguishers	4,200	3,500
TOTAL COMMODITIES			48,573	30,700
OTHER CHARGES:				
235-7303-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration	93,800	96,200
TOTAL OTHER CHARGES			93,800	96,200
TOTAL NORTH GARAGE OPERATION			257,073	236,600

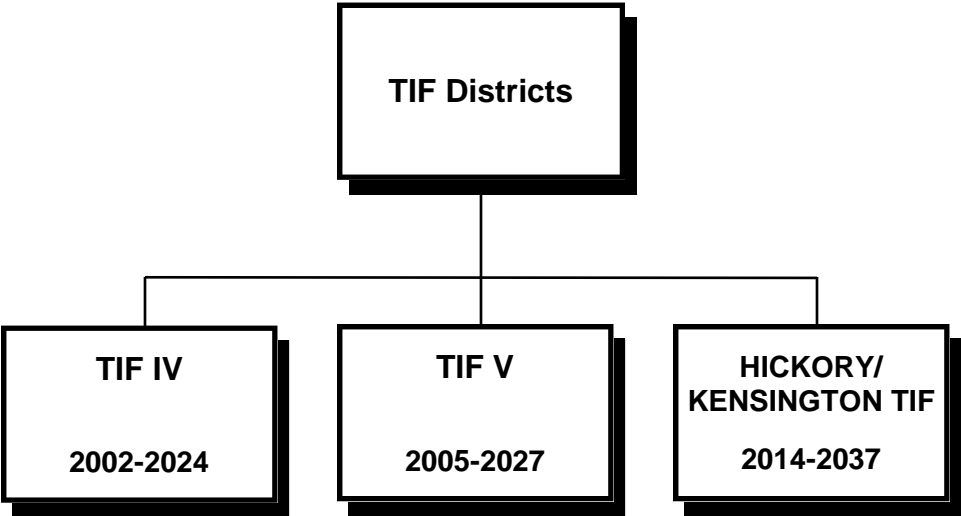
MUNICIPAL PARKING FUND

EXPENDITURE DETAIL

EVERGREEN UNDERGROUND GARAGE OPERATION

7304

Account Number	Account Title	Description	Budget 2018		Budget 2019	
CONTRACTUAL SERVICES:						
235-7304-532.21-02	Equipment Maintenance	Elevator maintenance	10,000		10,000	
		General equipment maintenance	3,000	13,000	3,000	13,000
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)		30,600		28,000
235-7304-532.22-10	Printing	Parking permits and share of tickets		2,000		2,000
TOTAL CONTRACTUAL SERVICES			55,100		52,500	
COMMODITIES:						
235-7304-532.31-65	Other Equip. & Supplies	Signs & lighting repair parts		1,300		1,000
235-7304-532.33-05	Other Supplies	Misc. materials, fire extinguishers		3,400		3,000
TOTAL COMMODITIES			4,700		4,000	
OTHER CHARGES:						
235-7304-532.40-75	Admin. Service Charge	To General Fund for service including sweeping, snow and ice control, washdowns, and administration		26,100		26,800
TOTAL OTHER CHARGES			26,100		26,800	
TOTAL EVERGREEN GARAGE OPERATION			85,900		83,300	
TOTAL MUNICIPAL PARKING FUND			1,632,711		1,394,600	



► 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.

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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Taxes	\$374,306	\$504,365	\$571,800	\$358,000	\$571,800	\$213,800	59.7%
Interest Income	6,497	12,273	19,500	6,100	19,500	13,400	219.7%
Other	16,970	1,500	0	0	0	0	N/A
Total Revenues	\$397,773	\$518,138	\$591,300	\$364,100	\$591,300	\$227,200	62.4%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$397,773	\$518,138	\$591,300	\$364,100	\$591,300	\$227,200	62.4%
Expenditures							
Contractual Services	\$18,587	\$32,827	\$43,500	\$82,046	\$50,000	(\$32,046)	(39.1%)
Other Charges	52,200	50,000	50,000	50,000	50,000	0	0.0%
Capital Items	791,490	3,008	0	610,149	900,000	289,851	47.5%
Total Expenditures	\$862,277	\$85,835	\$93,500	\$742,195	\$1,000,000	\$257,805	34.7%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$862,277	\$85,835	\$93,500	\$742,195	\$1,000,000	\$257,805	34.7%
Revenues over (under) Expenditures	(\$464,504)	\$432,303	\$497,800	(\$378,095)	(\$408,700)	(\$30,605)	8.1%
BEGINNING FUND BALANCE	1,738,417	1,273,913	1,706,216	1,706,216	2,204,016	497,800	29.2%
ENDING FUND BALANCE	\$1,273,913	\$1,706,216	\$2,204,016	\$1,328,121	\$1,795,316	\$467,195	35.2%

TIF IV FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
263-0000-401.07-00	TIF Real Estate Tax	374,306	504,365	571,800	358,000	571,800	213,800	59.7%
	Real Estate Taxes	374,306	504,365	571,800	358,000	571,800	213,800	59.7%
263-0000-461.02-00	Interest on Investments	4,422	9,236	12,000	4,600	12,000	7,400	160.9%
263-0000-462.10-00	Market Value Adjustments	2,075	3,037	7,500	1,500	7,500	6,000	400.0%
	Interest Income	6,497	12,273	19,500	6,100	19,500	13,400	219.7%
263-0000-489.90-00	Other Income	16,970	1,500	0	0	0	0	N/A
	Other	16,970	1,500	0	0	0	0	N/A
	Total TIF IV Fund	397,773	518,138	591,300	364,100	591,300	227,200	62.4%

EXPENDITURES

Planning

4001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
263-4001-571.20-05	Professional Services	18,587	32,827	43,500	82,046	50,000	(32,046)	(39.1%)
	Contractual Services	18,587	32,827	43,500	82,046	50,000	(32,046)	(39.1%)
263-4001-571.40-41	Discover Arlington	2,200	0	0	0	0	0	N/A
263-4001-571.40-75	Administrative Serv Charge	50,000	50,000	50,000	50,000	50,000	0	0.0%
	Other Charges	52,200	50,000	50,000	50,000	50,000	0	0.0%
263-4001-571.50-25	Construction in Progress	791,490	3,008	0	500,149	750,000	249,851	50.0%
263-4001-571.50-30	Road Projects	0	0	0	110,000	150,000	40,000	36.4%
	Capital Outlay	791,490	3,008	0	610,149	900,000	40,000	47.5%
	Total Planning	862,277	85,835	93,500	742,195	1,000,000	132,880	34.7%

Non-Operating

9901

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
263-9901-591.40-86	Reserve for Tax Refunds	0	0	0	0	0	0	N/A
263-9901-591.90-05	Operating Transfer Out	0	0	0	0	0	0	N/A
	Other Financing Uses	0	0	0	0	0	0	N/A
	Total Non-Operating	0	0	0	0	0	0	N/A
	Total TIF IV Fund	862,277	85,835	93,500	742,195	1,000,000	132,880	34.7%

TIF IV FUND

EXPENDITURE DETAIL

PLANNING

4001

Account Number	Account Title	Description	Budget 2018		Budget 2019
CONTRACTUAL SERVICES:					
263-4001-571.20-05	Professional Services	Consultants/Legal	50,000		50,000
		Prior Year Encumbrance Carryover	32,046	82,046	
		TOTAL CONTRACTUAL SERVICES		82,046	50,000
OTHER CHARGES:					
263-4001-571.40-41	Discover Arlington	Discover Arlington Heights Program		0	0
263-4001-571.40-75	Administrative Serv Charge	Administrative Serv Charge		50,000	50,000
		TOTAL OTHER CHARGES		50,000	50,000
CAPITAL OUTLAY:					
263-4001-571.50-25	Construction in Progress	Redevelopment (BL1605)	500,000		750,000
		Prior Year Encumbrance Carryover	149	500,149	
263-4001-571.50-30	Road Projects	Green Corridor Beautification (ST9903)		110,000	150,000
		TOTAL CAPITAL OUTLAY		610,149	900,000
		TOTAL PLANNING		742,195	1,000,000
		TOTAL TIF IV FUND		742,195	1,000,000

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2018	Budget 2019
NON-OPERATING:				
263-9901-591.40-86	Reserve for Tax Refunds	Reserve for Tax Refunds	0	0
263-9901-591.90-05	Operating Transfer Out	Operating Transfer Out	0	0
TOTAL NON-OPERATING			0	0
TOTAL TIF III FUND			742,195	1,000,000

► 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.

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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Taxes	\$42,573	\$55,501	\$738,100	\$16,000	\$738,100	\$722,100	4513.1%
Interest Income	1,649	4,842	8,100	400	8,100	7,700	1925.0%
Total Revenues	\$44,222	\$60,343	\$746,200	\$16,400	\$746,200	\$729,800	4450.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$44,222	\$60,343	\$746,200	\$16,400	\$746,200	\$729,800	4450.0%
Expenditures							
Contractual Services	\$690	\$400	\$2,500	\$10,000	\$10,000	\$0	0.0%
Other Charges	400	11,731	0	0	0	0	N/A
Capital Items	0	2,179	0	318,947	355,000	36,053	11.3%
Total Expenditures	\$1,090	\$14,310	\$2,500	\$328,947	\$365,000	\$36,053	11.0%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,090	\$14,310	\$2,500	\$328,947	\$365,000	\$36,053	11.0%
Revenues over (under) Expenditures	\$43,132	\$46,033	\$743,700	(\$312,547)	\$381,200	\$693,747	(222.0%)
BEGINNING FUND BALANCE	564,671	607,803	653,836	653,836	1,397,536	743,700	113.7%
ENDING FUND BALANCE	\$607,803	\$653,836	\$1,397,536	\$341,289	\$1,778,736	\$1,437,447	421.2%

TIF V FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
264-0000-401.07-00	TIF Real Estate Tax	42,573	55,501	738,100	16,000	738,100	722,100	4513.1%
	Real Estate Taxes	42,573	55,501	738,100	16,000	738,100	722,100	4513.1%
264-0000-461.02-00	Interest on Investments	945	3,629	5,000	300	5,000	4,700	1566.7%
264-0000-462.10-00	Market Value Adjustments	704	1,213	3,100	100	3,100	3,000	3000.0%
	Interest Income	1,649	4,842	8,100	400	8,100	7,700	1925.0%
Total TIF V Fund		44,222	60,343	746,200	16,400	746,200	729,800	4450.0%

EXPENDITURES

Planning

4001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
264-4001-571.20-05	Professional Services	690	400	2,500	10,000	10,000	0	0.0%
	Contractual Services	690	400	2,500	10,000	10,000	0	0.0%
264-4001-571.40-41	Discover Arlington	400	0	0	0	0	0	N/A
264-4001-571.40-74	Real Estate Tax	0	11,731	0	0	0	0	N/A
264-4001-571.40-75	Administrative Serv Charge	0	0	0	0	0	0	N/A
	Other Charges	400	11,731	0	0	0	0	N/A
264-4001-571.50-30	Road Projects	0	2,179	0	318,947	355,000	36,053	11.3%
	Capital Outlay	0	2,179	0	318,947	355,000	36,053	11.3%
Total Planning		1,090	14,310	2,500	328,947	365,000	36,053	11.0%
Total TIF V Fund		1,090	14,310	2,500	328,947	365,000	36,053	11.0%

TIF V FUND

EXPENDITURE DETAIL

PLANNING

4001

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
264-4001-571.20-05	Professional Services	Consultants/Legal	10,000	10,000
TOTAL CONTRACTUAL SERVICES			10,000	10,000
CAPITAL OUTLAY:				
264-4001-571.50-30	Road Projects	Rand Road Corridor Identification Enhancement (ST1720)	141,800	355,000
		Prior Year Encumbrance Carryover	23,947	
		Re-Budgeted from 2017	153,200	
TOTAL CAPITAL OUTLAY			318,947	355,000
TOTAL PLANNING			328,947	365,000
TOTAL TIF V FUND			328,947	365,000

► 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.

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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Taxes	\$150,469	\$452,969	\$558,500	\$374,000	\$558,500	\$184,500	49.3%
Interest Income	0	3,034	10,000	2,500	10,000	7,500	300.0%
Total Revenues	\$150,469	\$456,003	\$568,500	\$376,500	\$568,500	\$192,000	51.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$150,469	\$456,003	\$568,500	\$376,500	\$568,500	\$192,000	51.0%
Expenditures							
Contractual Services	\$1,975	\$9,975	\$10,000	\$37,325	\$50,000	\$12,675	34.0%
Other Charges	15,000	15,000	30,000	30,000	30,000	0	0.0%
Capital Items	0	0	0	500,000	1,500,000	1,000,000	200.0%
Total Expenditures	\$16,975	\$24,975	\$40,000	\$567,325	\$1,580,000	\$1,012,675	178.5%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$16,975	\$24,975	\$40,000	\$567,325	\$1,580,000	\$1,012,675	178.5%
Revenues over (under) Expenditures	\$133,494	\$431,028	\$528,500	(\$190,825)	(\$1,011,500)	(\$820,675)	430.1%
BEGINNING FUND BALANCE	9,809	143,303	574,331	574,331	1,102,831	528,500	92.0%
ENDING FUND BALANCE	\$143,303	\$574,331	\$1,102,831	\$383,506	\$91,331	(\$292,175)	(76.2%)

HICKORY/KENSINGTON TIF FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
266-0000-401.07-00	TIF Real Estate Tax	150,468	452,969	558,500	374,000	558,500	184,500	49.3%
	Real Estate Taxes	150,468	452,969	558,500	374,000	558,500	184,500	49.3%
266-0000-461.02-00	Interest on Investments	1	2,249	6,500	1,500	6,500	5,000	333.3%
266-0000-462.10-00	Market Value Adjustments	0	785	3,500	1,000	3,500	2,500	250.0%
	Interest Income	1	3,034	10,000	2,500	10,000	7,500	300.0%
	Total Hickory/Kensington TIF Fund	150,469	456,003	568,500	376,500	568,500	192,000	51.0%

EXPENDITURES

Planning

4001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
266-4001-571.20-05	Professional Services	1,975	9,975	10,000	37,325	50,000	12,675	34.0%
	Contractual Services	1,975	9,975	10,000	37,325	50,000	12,675	34.0%
266-4001-571.40-75	Administrative Serv Charge	15,000	15,000	30,000	30,000	30,000	0	0.0%
	Other Charges	15,000	15,000	30,000	30,000	30,000	0	0.0%
266-4001-571.50-25	Construction in Progress	0	0	0	500,000	1,500,000	1,000,000	200.0%
	Capital Outlay	0	0	0	500,000	1,500,000	1,000,000	200.0%
	Total Planning	16,975	24,975	40,000	567,325	1,580,000	1,012,675	178.5%
	Total Hickory/Kensington TIF	16,975	24,975	40,000	567,325	1,580,000	1,012,675	178.5%

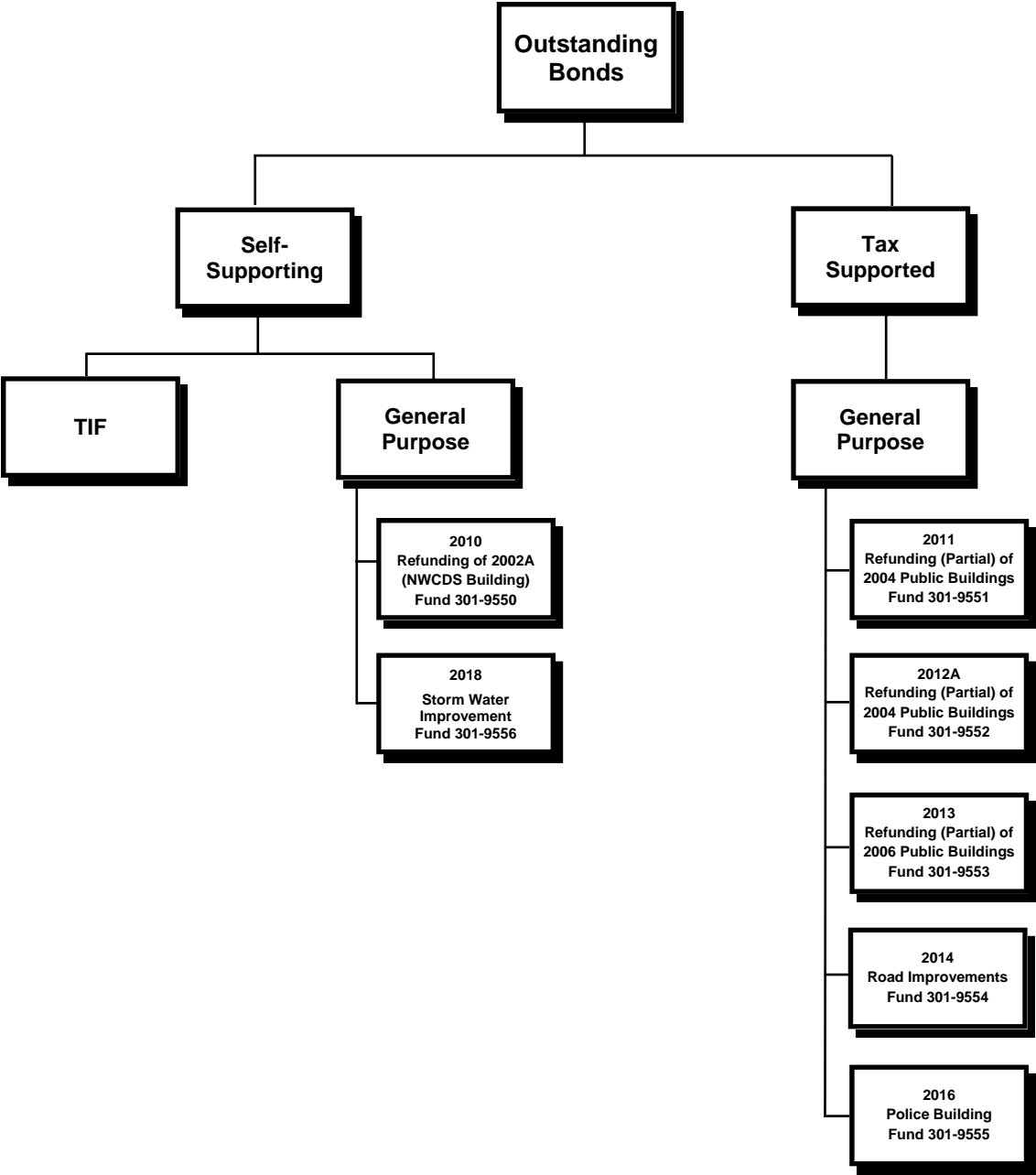
HICKORY/KENSINGTON TIF FUND

EXPENDITURE DETAIL

PLANNING

4001

Account Number	Account Title	Description	Budget 2018		Budget 2019
CONTRACTUAL SERVICES:					
266-4001-571.20-05	Professional Services	Consultants/Legal	30,000		50,000
		Prior Year Encumbrance Carryover	7,325	37,325	
		TOTAL CONTRACTUAL SERVICES		37,325	50,000
OTHER CHARGES:					
266-4001-571.40-75	Administrative Serv Charge	Administrative Service Charge		30,000	30,000
		TOTAL OTHER CHARGES		30,000	30,000
CAPITAL OUTLAY:					
266-4001-571.50-25	Construction in Progress	Redevelopment (BL-18-01)		500,000	1,500,000
		TOTAL CAPITAL OUTLAY		500,000	1,500,000
		TOTAL PLANNING		567,325	1,580,000
		TOTAL HICKORY/KENSINGTON TIF FUND		567,325	1,580,000



► 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, 2018, the Village had a total of \$63,065,000 in outstanding bonds. Of that amount, \$10,595,000 (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, 2018:

OUTSTANDING DEBT AS OF 12/31/2018			
	Outstanding	Per Capita	% of Value of Taxable Property
Tax Supported	\$ 52,470,000	\$ 699	1.809 %
Self-Supported	10,595,000	141	0.365 %
Total	\$ 63,065,000	840	2.175%

Note: Self-supported debt is debt for which property taxes are typically abated. The debt service is paid from other sources. The estimated 2018 value of all property in the Village is \$8.7 billion (equalized assessed value of \$2.9 billion). The population is 75,101 based on the 2010 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 will be 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 \$979,203 in property taxes in calendar year 2019.

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

	2016 Actual	2017 Actual	2018 Est Act	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Taxes	\$6,520,576	\$6,764,889	\$6,882,800	\$6,882,800	\$6,884,363	\$1,563	0.0%
Interest Income	9,397	26,969	49,000	15,000	49,000	34,000	226.7%
NWCD Rent	282,300	281,550	285,700	285,700	288,400	2,700	0.9%
Total Revenues	\$6,812,273	\$7,073,408	\$7,217,500	\$7,183,500	\$7,221,763	\$38,263	0.5%
Interfund Transfers In	415,000	0	0	736,000	691,900	(44,100)	(6.0%)
Total Revenues and Interfund Transfers In	\$7,227,273	\$7,073,408	\$7,217,500	\$7,919,500	\$7,913,663	(\$5,837)	(0.1%)
Expenditures							
2003A Bond Principal	255,000	0	0	0	0	0	N/A
2003A Interest Expense	10,200	0	0	0	0	0	N/A
2003B Bond Principal	310,000	0	0	0	0	0	N/A
2003B Interest Expense	12,400	0	0	0	0	0	N/A
2006A Bond Principal	315,000	330,000	345,000	345,000	0	(345,000)	(100.0%)
2006A Interest Expense	39,600	27,000	13,800	13,800	0	(13,800)	(100.0%)
2010 Bond Principal	230,000	235,000	245,000	245,000	255,000	10,000	4.1%
2010 Interest Expense	52,300	46,550	40,700	40,700	33,300	(7,400)	(18.2%)
2011 Bond Principal	60,000	60,000	65,000	65,000	75,000	10,000	15.4%
2011 Interest Expense	380,500	379,300	377,700	377,700	375,900	(1,800)	(0.5%)
2012A Bond Principal	585,000	1,000,000	1,000,000	1,000,000	1,000,000	0	0.0%
2012A Interest Expense	182,100	170,400	150,400	150,400	130,400	(20,000)	(13.3%)
2013 Bond Principal	2,135,000	2,020,000	1,530,000	1,530,000	2,000,000	470,000	30.7%
2013 Interest Expense	286,050	222,000	141,200	141,200	80,000	(61,200)	(43.3%)
2014 Bond Principal	1,325,000	1,350,000	1,390,000	1,390,000	1,435,000	45,000	3.2%
2014 Interest Expense	177,550	151,050	110,600	110,500	68,900	(41,600)	(37.6%)
2016 Bond Principal	0	0	665,000	665,000	645,000	(20,000)	(3.0%)
2016 Interest Expense	884,479	1,094,200	1,094,200	1,094,200	1,074,300	(19,900)	(1.8%)
2018 Bond Principal	0	0	0	0	240,000	240,000	N/A
2018 Interest Expense	0	0	0	736,000	450,900	(285,100)	(38.7%)
Agent Fees	3,263	4,216	4,100	7,000	7,000	0	0.0%
Total Expenditures	\$7,243,442	\$7,089,716	\$7,172,700	\$7,911,500	\$7,870,700	(\$40,800)	(0.5%)
Total Expenditures and Interfund Transfers Out	\$7,243,442	\$7,089,716	\$7,172,700	\$7,911,500	\$7,870,700	(\$40,800)	(0.5%)
REVENUES OVER (UNDER) EXPENDITURES	(\$16,169)	(\$16,308)	\$44,800	\$8,000	\$42,963	\$34,963	437.0%
BEGINNING FUND BALANCE	1,500,506	1,484,337	1,468,029	1,468,029	1,512,829	44,800	3.1%
ENDING FUND BALANCE	\$1,484,337	\$1,468,029	\$1,512,829	\$1,476,029	\$1,555,792	\$79,763	5.4%

DEBT SERVICE FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
301-0000-401.05-00	Real Estate Tax	6,520,576	6,764,889	6,882,800	6,882,800	6,884,363	1,563	0.0%
	Real Estate Taxes	6,520,576	6,764,889	6,882,800	6,882,800	6,884,363	1,563	0.0%
301-0000-461.02-00	Interest on Investments	5,037	19,309	32,000	15,000	32,000	17,000	113.3%
301-0000-462.10-00	Market Value Adjustments	4,360	7,660	17,000	0	17,000	17,000	N/A
	Interest Income	9,397	26,969	49,000	15,000	49,000	34,000	226.7%
301-0000-472.56-00	NWCDS Building Rent	282,300	281,550	285,700	285,700	288,400	2,700	0.9%
	Sales & Rents	282,300	281,550	285,700	285,700	288,400	2,700	0.9%
301-0000-491.05-00	Operating Transfer In	415,000	0	0	736,000	691,900	(44,100)	(6.0%)
	Other Financing Sources	415,000	0	0	736,000	691,900	(44,100)	(6.0%)
	Total Debt Service Fund	7,227,273	7,073,408	7,217,500	7,919,500	7,913,663	(5,837)	(0.1%)

DEBT SERVICE FUND

EXPENDITURES

Refunding 2006A (Refunding of 1997C Refunding and 1998A Fire Station)

9547

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
301-9547-581.60-05	Bond Principal	315,000	330,000	345,000	345,000	0	(345,000)	(100.0%)
301-9547-582.60-15	Interest Expense	39,600	27,000	13,800	13,800	0	(13,800)	(100.0%)
301-9547-582.60-20	Agent Fees	802	802	800	1,000	0	(1,000)	(100.0%)
	Debt Service	355,402	357,802	359,600	359,800	0	(359,800)	(100.0%)
	Total Refunding 2006A	355,402	357,802	359,600	359,800	0	(359,800)	(100.0%)

Refunding 2010 (Refunding of NWCDs Building 2002)

9550

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
301-9550-581.60-05	Bond Principal	230,000	235,000	245,000	245,000	255,000	10,000	4.1%
301-9550-582.60-15	Interest Expense	52,300	46,550	40,700	40,700	33,300	(7,400)	(18.2%)
301-9550-582.60-20	Agent Fees	802	802	800	1,000	1,000	0	0.0%
	Debt Service	283,102	282,352	286,500	286,700	289,300	2,600	0.9%
	Total Refunding 2010	283,102	282,352	286,500	286,700	289,300	2,600	0.9%

Refunding 2011 (Partial Refunding of Public Buildings 2004)

9551

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
301-9551-581.60-05	Bond Principal	60,000	60,000	65,000	65,000	75,000	10,000	15.4%
301-9551-582.60-15	Interest Expense	380,500	379,300	377,700	377,700	375,900	(1,800)	(0.5%)
301-9551-582.60-20	Agent Fees	0	802	800	1,000	1,000	0	0.0%
	Debt Service	440,500	440,102	443,500	443,700	451,900	8,200	1.8%
	Total Refunding 2011	440,500	440,102	443,500	443,700	451,900	8,200	1.8%

DEBT SERVICE FUND

EXPENDITURES

Refunding 2012A (Partial Refunding of Public Buildings 2004)

9552

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
301-9552-581.60-05	Bond Principal	585,000	1,000,000	1,000,000	1,000,000	1,000,000	0	0.0%
301-9552-582.60-15	Interest Expense	182,100	170,400	150,400	150,400	130,400	(20,000)	(13.3%)
301-9552-582.60-20	Agent Fees	428	428	400	1,000	1,000	0	0.0%
	Debt Service	767,528	1,170,828	1,150,800	1,151,400	1,131,400	(20,000)	(1.7%)
	Total Refunding 2012A	767,528	1,170,828	1,150,800	1,151,400	1,131,400	(20,000)	(1.7%)

Refunding 2013 (Partial Refunding of Public Buildings 2006)

9553

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
301-9553-581.60-05	Bond Principal	2,135,000	2,020,000	1,530,000	1,530,000	2,000,000	470,000	30.7%
301-9553-582.60-15	Interest Expense	286,050	222,000	141,200	141,200	80,000	(61,200)	(43.3%)
301-9553-582.60-20	Agent Fees	1,231	428	400	1,000	1,000	0	0.0%
	Debt Service	2,422,281	2,242,428	1,671,600	1,672,200	2,081,000	408,800	24.4%
	Total Refunding 2013	2,422,281	2,242,428	1,671,600	1,672,200	2,081,000	408,800	24.4%

Road Improvements 2014

9554

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
301-9554-581.60-05	Bond Principal	1,325,000	1,350,000	1,390,000	1,390,000	1,435,000	45,000	3.2%
301-9554-582.60-15	Interest Expense	177,550	151,050	110,600	110,500	68,900	(41,600)	(37.6%)
301-9554-582.60-20	Agent Fees	0	636	600	1,000	1,000	0	0.0%
	Debt Service	1,502,550	1,501,686	1,501,200	1,501,500	1,504,900	3,400	0.2%
	Total Road Imprv 2014	1,502,550	1,501,686	1,501,200	1,501,500	1,504,900	3,400	0.2%

DEBT SERVICE FUND

EXPENDITURES

Police Building 2016

9555

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
301-9555-581.60-05	Bond Principal	0	0	665,000	665,000	645,000	(20,000)	(3.0%)
301-9555-582.60-15	Interest Expense	884,479	1,094,200	1,094,200	1,094,200	1,074,300	(19,900)	(1.8%)
301-9555-582.60-20	Agent Fees	0	318	300	1,000	1,000	0	0.0%
	Debt Service	884,479	1,094,518	1,759,500	1,760,200	1,720,300	(39,900)	(2.3%)
	Total Refunding 2012A	884,479	1,094,518	1,759,500	1,760,200	1,720,300	(39,900)	(2.3%)

Storm Water Control 2018

9556

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
301-9556-581.60-05	Bond Principal	0	0	0	0	240,000	240,000	N/A
301-9556-582.60-15	Interest Expense	0	0	0	736,000	450,900	(285,100)	(38.7%)
301-9556-582.60-20	Agent Fees	0	0	0	0	1,000	1,000	N/A
	Debt Service	0	0	0	736,000	691,900	(44,100)	(6.0%)
	Total Refunding 2012A	0	0	0	736,000	691,900	(44,100)	(6.0%)
	Total Debt Service Fund	7,243,442	7,089,716	7,172,700	7,911,500	7,870,700	(40,800)	(0.5%)

Debt Service Expenditure Summary

	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
Bond Principal	5,215,000	4,995,000	5,240,000	5,240,000	5,650,000	410,000	7.8%
Interest Expense	2,025,179	2,090,500	1,928,600	2,664,500	2,213,700	(450,800)	(16.9%)
Total Principal & Interest	7,240,179	7,085,500	7,168,600	7,904,500	7,863,700	(40,800)	(0.5%)
Agent Fees	3,263	4,216	4,100	7,000	7,000	0	0.0%
Total Debt Service	7,243,442	7,089,716	7,172,700	7,911,500	7,870,700	(40,800)	(0.5%)

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	Tax Supported	Self Supported	Total
			PRINCIPAL	INTEREST	TOTAL	PRINCIPAL	INTEREST	TOTAL				
2018	2019	2019	5,155,000	1,729,363	6,884,363	495,000	484,203	979,203	7,863,565	52,470,000	10,595,000	63,065,000
2019	2020	2020	5,150,000	1,564,900	6,714,900	590,000	384,975	974,975	7,689,875	47,315,000	10,100,000	57,415,000
2020	2021	2021	3,780,000	1,429,900	5,209,900	615,000	363,975	978,975	6,188,875	42,165,000	9,510,000	51,675,000
2021	2022	2022	3,870,000	1,337,450	5,207,450	640,000	341,400	981,400	6,188,850	38,385,000	8,895,000	47,280,000
2022	2023	2023	3,980,000	1,226,100	5,206,100	375,000	317,900	692,900	5,899,000	34,515,000	8,255,000	42,770,000
2023	2024	2024	4,125,000	1,082,200	5,207,200	390,000	299,150	689,150	5,896,350	30,535,000	7,880,000	38,415,000
2024	2025	2025	3,475,000	933,250	4,408,250	410,000	279,650	689,650	5,097,900	26,410,000	7,490,000	33,900,000
2025	2026	2026	3,150,000	810,050	3,960,050	435,000	259,150	694,150	4,654,200	22,935,000	7,080,000	30,015,000
2026	2027	2027	1,710,000	700,750	2,410,750	455,000	237,400	692,400	3,103,150	19,785,000	6,645,000	26,430,000
2027	2028	2028	1,760,000	649,450	2,409,450	470,000	221,475	691,475	3,100,925	18,075,000	6,190,000	24,265,000
2028	2029	2029	1,810,000	596,650	2,406,650	485,000	205,025	690,025	3,096,675	16,315,000	5,720,000	22,035,000
2029	2030	2030	1,865,000	542,350	2,407,350	505,000	188,050	693,050	3,100,400	14,505,000	5,235,000	19,740,000
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
			52,470,000	14,408,613	66,878,613	10,595,000	4,391,665	14,986,665	81,865,278			

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			
2018	2019	2019	255,000.00	33,325.00	240,000.00	450,877.78	495,000.00	484,202.78	979,202.78
2019	2020	2020	260,000.00	25,675.00	330,000.00	359,300.00	590,000.00	384,975.00	974,975.00
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
			1,065,000.00	85,975.00	9,530,000.00	4,305,690.28	10,595,000.00	4,391,665.28	14,986,665.28

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	August 20, 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	The Bank of New York Mellon

TAX SUPPORTED GENERAL OBLIGATION DEBT

Tax Levy Year	Calendar Year	Fiscal Year	Fund 301-9551		Fund 301-9552		Fund 301-9553	
			2011		2012A		2013	
			Partial Refunding of 2004 (Public Bldgs)		Partial Refunding of 2004 (Public Bldgs)		Partial Refunding of 2006 (Public Bldgs)	
			PRINCIPAL	INTEREST	PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2018	2019	2019	75,000.00	375,862.50	1,000,000.00	130,400.00	2,000,000.00	80,000.00
2019	2020	2020	50,000.00	373,800.00	2,000,000.00	110,400.00	0.00	0.00
2020	2021	2021	50,000.00	371,800.00	2,145,000.00	70,400.00	0.00	0.00
2021	2022	2022	900,000.00	369,800.00	1,375,000.00	27,500.00	0.00	0.00
2022	2023	2023	2,450,000.00	333,800.00	0.00	0.00	0.00	0.00
2023	2024	2024	2,520,000.00	235,800.00	0.00	0.00	0.00	0.00
2024	2025	2025	1,895,000.00	135,000.00	0.00	0.00	0.00	0.00
2025	2026	2026	1,480,000.00	59,200.00	0.00	0.00	0.00	0.00
2026	2027	2027	0.00	0.00	0.00	0.00	0.00	0.00
2027	2028	2028	0.00	0.00	0.00	0.00	0.00	0.00
2028	2029	2029	0.00	0.00	0.00	0.00	0.00	0.00
2029	2030	2030	0.00	0.00	0.00	0.00	0.00	0.00
2030	2031	2031	0.00	0.00	0.00	0.00	0.00	0.00
2031	2032	2032	0.00	0.00	0.00	0.00	0.00	0.00
2032	2033	2033	0.00	0.00	0.00	0.00	0.00	0.00
2033	2034	2034	0.00	0.00	0.00	0.00	0.00	0.00
2034	2035	2035	0.00	0.00	0.00	0.00	0.00	0.00
2035	2036	2036	0.00	0.00	0.00	0.00	0.00	0.00
			9,420,000.00	2,255,062.50	6,520,000.00	338,700.00	2,000,000.00	80,000.00

Purpose of Issue:	Partial refunding of 2004 Public Building Projects included L.A. Hanson Public Works Facility, Municipal Building Complex and Fire Station #1	Partial refunding of 2004 Public Building Projects included L.A. Hanson Public Works Facility, Municipal Building Complex and Fire Station #1	Partial refunding of 2006 Public Building Projects including John C. Woods Municipal Complex
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	June and December
Date of Issue:	August 1, 2011	February 1, 2012	August 21, 2013
Interest Rate:	2.00% to 4.00%	2.00%	2.00% to 4.00%
Call Date:	December 1, 2019	December 1, 2019	Noncallable
Amount of Issue:	\$9,925,000	\$9,670,000	\$7,755,000
Paying Agent:	The Bank of New York Mellon	The Bank of New York Mellon	The Bank of New York Mellon

TAX SUPPORTED GENERAL OBLIGATION DEBT

Tax Levy Year	Calendar Year	Fiscal Year	Fund 301-9554		Fund 301-9555	
			2014		2016	
			2014 Road Improvements		2016 Police Station	
			PRINCIPAL	INTEREST	PRINCIPAL	INTEREST
2018	2019	2019	1,435,000.00	68,850.00	645,000.00	1,074,250.00
2019	2020	2020	860,000.00	25,800.00	2,240,000.00	1,054,900.00
2020	2021	2021	0.00	0.00	1,585,000.00	987,700.00
2021	2022	2022	0.00	0.00	1,595,000.00	940,150.00
2022	2023	2023	0.00	0.00	1,530,000.00	892,300.00
2023	2024	2024	0.00	0.00	1,605,000.00	846,400.00
2024	2025	2025	0.00	0.00	1,580,000.00	798,250.00
2025	2026	2026	0.00	0.00	1,670,000.00	750,850.00
2026	2027	2027	0.00	0.00	1,710,000.00	700,750.00
2027	2028	2028	0.00	0.00	1,760,000.00	649,450.00
2028	2029	2029	0.00	0.00	1,810,000.00	596,650.00
2029	2030	2030	0.00	0.00	1,865,000.00	542,350.00
2030	2031	2031	0.00	0.00	1,920,000.00	486,400.00
2031	2032	2032	0.00	0.00	1,980,000.00	428,800.00
2032	2033	2033	0.00	0.00	2,060,000.00	349,600.00
2033	2034	2034	0.00	0.00	2,140,000.00	267,200.00
2034	2035	2035	0.00	0.00	2,225,000.00	181,600.00
2035	2036	2036	0.00	0.00	2,315,000.00	92,600.00
			2,295,000.00	94,650.00	32,235,000.00	11,640,200.00

Purpose of Issue: Street resurfacing and sidewalk replacement Funding to build new police station

Support Type: 100% tax supported 100% tax supported

Financial Classification: General Obligation General Obligation

Interest Dates: June and December June and December
Beginning Dec 2016

Date of Issue: October 1, 2014 January 19, 2016

Interest Rate: 2.00% to 3.00% 2.9365%

Call Date: Noncallable December 1, 2025

Amount of Issue: \$8,000,000 \$32,900,000

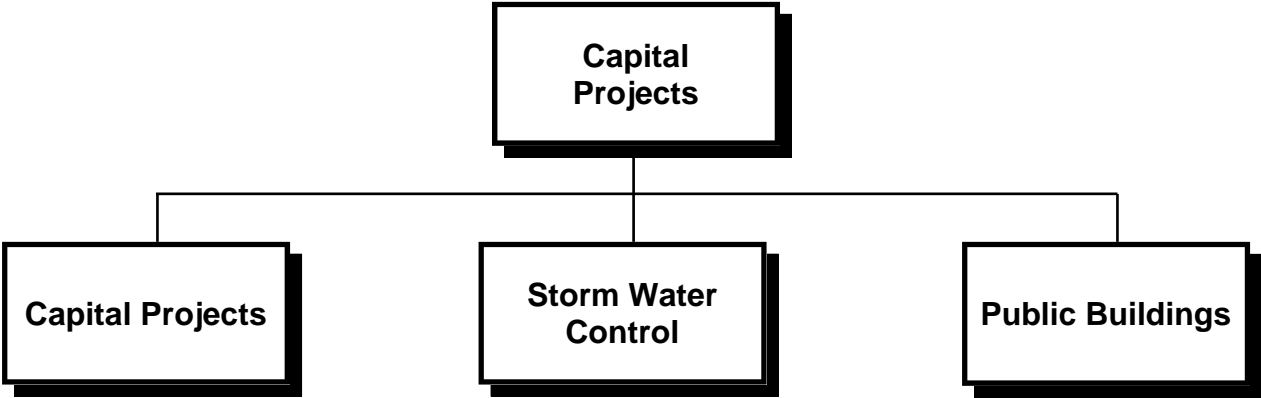
Paying Agent: UMB Bank UMB Bank

TAX SUPPORTED GENERAL OBLIGATION DEBT

Tax Levy Year	Calendar Year	Fiscal Year	TOTAL TAX SUPPORTED		
			PRINCIPAL	INTEREST	TOTAL
2018	2019	2019	5,155,000.00	1,729,362.50	6,884,362.50
2019	2020	2020	5,150,000.00	1,564,900.00	6,714,900.00
2020	2021	2021	3,780,000.00	1,429,900.00	5,209,900.00
2021	2022	2022	3,870,000.00	1,337,450.00	5,207,450.00
2022	2023	2023	3,980,000.00	1,226,100.00	5,206,100.00
2023	2024	2024	4,125,000.00	1,082,200.00	5,207,200.00
2024	2025	2025	3,475,000.00	933,250.00	4,408,250.00
2025	2026	2026	3,150,000.00	810,050.00	3,960,050.00
2026	2027	2027	1,710,000.00	700,750.00	2,410,750.00
2027	2028	2028	1,760,000.00	649,450.00	2,409,450.00
2028	2029	2029	1,810,000.00	596,650.00	2,406,650.00
2029	2030	2030	1,865,000.00	542,350.00	2,407,350.00
2030	2031	2031	1,920,000.00	486,400.00	2,406,400.00
2031	2032	2032	1,980,000.00	428,800.00	2,408,800.00
2032	2033	2033	2,060,000.00	349,600.00	2,409,600.00
2033	2034	2034	2,140,000.00	267,200.00	2,407,200.00
2034	2035	2035	2,225,000.00	181,600.00	2,406,600.00
2035	2036	2036	2,315,000.00	92,600.00	2,407,600.00
			52,470,000.00	14,408,612.50	66,878,612.50

CAPITAL PROJECT FUNDS

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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Taxes	\$6,193,227	\$6,837,323	\$7,069,000	\$7,071,000	\$7,203,900	\$132,900	1.9%
Intergovernmental	0	816,499	0	104,400	0	(104,400)	(100.0%)
Service Charges	1,328	2,755	0	1,500	0	(1,500)	(100.0%)
Interest Income	27,466	65,190	80,000	15,000	80,000	65,000	433.3%
Sales/Reimbursable/Rent	1,606	12,125	800	0	0	0	N/A
Other	37,848	106,126	22,800	0	0	0	N/A
Total Revenues	\$6,261,475	\$7,840,018	\$7,172,600	\$7,191,900	\$7,283,900	\$92,000	1.3%
Interfund Transfers In	300,000	2,997,417	300,000	300,000	1,100,000	800,000	266.7%
Total Revenues and Interfund Transfers In	\$6,561,475	\$10,837,435	\$7,472,600	\$7,491,900	\$8,383,900	\$892,000	11.9%
Expenditures							
Contractual Services	0	0	0	13,765	49,800	36,035	261.8%
Other Charges	0	0	0	160,548	200,000	39,452	24.6%
Capital Items	6,675,733	7,479,915	8,741,400	10,947,634	11,027,500	79,866	0.7%
Total Expenditures	\$6,675,733	\$7,479,915	\$8,741,400	\$11,121,947	\$11,277,300	\$155,353	1.4%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$6,675,733	\$7,479,915	\$8,741,400	\$11,121,947	\$11,277,300	\$155,353	1.4%
Revenues over (under) Expenditures	(\$114,258)	\$3,357,520	(\$1,268,800)	(\$3,630,047)	(\$2,893,400)	\$736,647	(20.3%)
BEGINNING FUND BALANCE	6,479,402	6,365,144	9,722,664	9,722,664	8,453,864	(1,268,800)	(13.0%)
ENDING FUND BALANCE	\$6,365,144	\$9,722,664	\$8,453,864	\$6,092,617	\$5,560,464	(\$532,153)	(8.7%)

CAPITAL PROJECTS FUND (401)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2016 ACTUAL	2017 ACTUAL	ESTIMATED ACTUAL	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUES											
TAXES - PROPERTY TAXES			4,436,303	5,170,131	5,300,000	5,300,000	5,400,000	5,500,000	5,600,000	5,700,000	5,800,000
HOME RULE SALES TAX			1,756,924	1,667,192	1,769,000	1,771,000	1,803,900	1,840,000	1,895,000	1,952,000	2,011,000
GRANTS			0	816,499	0	104,400	0	0	0	0	0
SERVICE CHARGES			1,328	2,755	0	1,500	0	0	0	0	0
INTEREST INCOME			27,466	65,190	80,000	15,000	80,000	80,000	80,000	80,000	80,000
FORFEITURES			22,142	48,112	0	0	0	0	0	0	0
OTHER			17,312	70,139	23,600	0	0	0	0	0	0
TRANSFER IN FROM EAB FUND			0	2,697,417	0	0	0	0	0	0	0
TRANSFER IN FROM PUBLIC BUILDING FUND			0	0	0	0	800,000	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			6,561,475	10,837,435	7,472,600	7,491,900	8,383,900	7,720,000	7,875,000	8,032,000	8,191,000

EXPENDITURES

BUILDING & LAND

Overhead Door Replacement	(1)	BL-90-04	5,068	20,871	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Public Works Annex Improvements	(2)	BL-93-02	5,682	11,814	10,000	10,000	10,000	10,000	10,000	24,000	10,000
Building Equipment Replacement		BL-95-04	28,134	12,643	68,300	68,252	68,000	41,300	30,000	27,900	77,500
Municipal Buildings Refurbishing		BL-95-05	29,694	16,560	210,100	210,060	102,000	40,000	20,000	271,400	178,200
Roof Maintenance Program	(3)	BL-95-06	135,479	332,753	45,800	45,812	241,800	296,700	205,500	0	65,000
Heating Plant/Air Conditioner Replacement		BL-96-01	50,216	61,551	80,200	80,237	92,000	23,000	42,000	43,000	130,000
Ongoing Maintenance to Brick Exteriors	(4)	BL-96-03	8,159	11,771	38,200	38,150	30,000	40,000	30,000	30,000	30,000
Historical Society Museum - Building Repairs		BL-96-04	14,034	3,444	102,000	102,000	50,000	50,000	50,500	25,000	25,000
Teen Center - Property Valuation		BL-03-01	0	0	3,300	3,300	0	0	0	0	0
LED Village Hall Clock Tower Lighting		BL-19-01	0	0	0	0	19,000	0	0	0	0
SUBTOTAL - BLDG & LAND			276,466	524,548	577,900	577,811	632,800	521,000	408,000	441,300	535,700

EQUIPMENT

Operational Equipment - Public Works	(5)	EQ-94-01	177,067	112,931	134,500	134,529	99,500	76,800	49,700	38,400	50,000
Operational Equipment - Police Department	(6)	EQ-95-01	40,350	40,620	107,300	107,338	74,700	57,000	44,000	44,000	46,000
Operational Equipment - Fire Department		EQ-95-02	130,505	336,400	188,600	200,848	455,000	235,000	81,000	112,000	101,000
Office Equipment		EQ-95-03	33,814	4,422	45,900	49,094	47,000	103,000	30,000	45,000	55,000
Operational Equipment - Municipal Fleet Services		EQ-97-01	86,858	14,586	50,500	50,500	49,000	47,500	43,200	38,200	3,500
Operational Equipment - Information Technology		EQ-01-03	131,903	103,546	140,000	140,000	133,000	110,500	100,500	100,500	115,500
Operational Equipment - Engineering Department		EQ-01-04	0	2,309	5,000	5,000	0	0	0	0	0
Patrol Vehicle Equipment Replacement Program		EQ-08-03	28,538	41,766	55,000	55,000	75,000	45,000	25,000	35,000	35,000
Cable Access Broadcast & Video Streaming		EQ-16-07	0	18,006	9,000	9,000	0	0	0	0	0
Asset Based Work Management System	(7)	EQ-16-15	0	59,400	8,600	8,628	0	0	0	0	0
Community Events Sign at NW Hwy and AH Rd			0	0	24,700	24,461	0	0	0	0	0
SUBTOTAL - EQUIPMENT			658,395	733,986	769,100	784,398	933,200	674,800	373,400	413,100	406,000

SIGNALS

Traffic Signal Imprv at Northwest Hwy/Wilke	(8)	SG-08-02	645,578	287,582	0	70,626	70,600	0	0	0	0
Dundee Rd/Kennicott Ave Pedestrian Actuation		SG-14-05	0	0	0	56,872	56,900	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
Traffic Signals LED Upgrade		SG-14-15	0	7,302	0	17,008	17,000	0	0	0	0
Algonquin and New Wilke Intersection Improvement		SG-17-01	0	0	0	200,000	200,000	0	0	0	0
Pedestrian/ Bicycle Crossing - Lake Cook/ Wilke Rd		SG-18-01	0	0	0	50,000	50,000	0	0	0	0
SUBTOTAL - SIGNALS			645,578	294,884	0	446,766	446,800	0	0	0	0

STREETS

Street Program		ST-90-08	4,382,572	5,706,812	6,262,300	6,262,320	6,100,000	6,200,000	6,300,000	6,400,000	6,500,000
Sidewalk & Curb Replacement		ST-90-11	0	7,000	385,000	385,000	385,000	395,000	405,000	415,000	425,000
Pavement Crack Sealing Program		ST-92-01	125,000	124,999	150,000	150,000	200,000	200,000	200,000	200,000	200,000
Street Light Cable Replacement		ST-00-01	9,864	9,982	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Gateway Signs & Beautification		ST-01-01	0	9,973	6,200	6,262	0	0	0	0	0
Paver Brick Maintenance		ST-05-01	325,976	2,600	34,700	841,654	807,000	412,000	412,000	75,000	75,000
Northwest Hwy/Davis Street/Arthur Avenue		ST-05-03	510	0	0	338,524	338,500	0	0	0	0
Downtown Street Furniture		ST-14-01	27,313	14,354	19,600	19,558	10,000	10,000	10,000	10,000	10,000
Downtown Streetscape Improvements		ST-15-35	8,595	17,862	6,900	106,445	205,000	200,000	0	0	0
Northwest Hwy (Rt. 14) Corridor Landscaping Impr		ST-16-20	31,275	22,893	150,400	150,420	0	101,000	75,000	77,000	0
Davis/Sigwalt Streets Fencing/Landscape Upgrade		ST-17-02	0	0	82,700	82,700	0	0	0	0	0
South Arlington Heights Road Beautification		ST-17-12	0	9,029	500	536	0	0	0	0	0
Rand Road Corridor Identification Enhancement	(9)	ST-17-20	0	993	16,100	224,005	239,000	57,200	248,800	43,000	0
Downtown Light Ceiling	(10)	ST-17-26	0	0	70,000	75,000	0	0	0	0	0
Kensington Road & Multi Use Path Improvements		ST-18-01	0	0	0	300,000	300,000	0	0	0	0
Surface Treatment - Streets (NEW)		ST-18-02	0	0	200,000	200,000	150,000	150,000	150,000	150,000	150,000
LED Street Light Conversions		ST-19-01	0	0	0	0	64,000	64,000	64,000	64,000	64,000
South Arlington Heights Road Corridor	(11)	ST-19-03	0	0	0	0	200,000	0	0	0	0
Bike Plan/Bike Route Pavement Marking		ST-19-04	0	0	0	0	20,000	20,000	20,000	20,000	20,000
SUBTOTAL - STREETS			5,095,295	5,926,497	7,394,400	9,152,424	9,028,500	7,819,200	7,894,800	7,464,000	7,454,000

TOTAL CAPITAL EXPENDITURES

6,675,733	7,479,915	8,741,400	10,961,399	11,041,300	9,015,000	8,676,200	8,318,400	8,395,700
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CAPITAL PROJECTS FUND (401)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2016 ACTUAL	2017 ACTUAL	ESTIMATED ACTUAL	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
Lobbyist	LB-19-01		0	0	0	0	36,000	36,000	36,000	36,000	36,000
OPERATING CONTINGENCY			0	0	0	160,548	200,000	0	0	0	0
TOTAL EXPENDITURES			6,675,733	7,479,915	8,741,400	11,121,947	11,277,300	9,051,000	8,712,200	8,354,400	8,431,700
BEGINNING FUND BALANCE			6,479,403	6,365,145	9,722,665	9,722,227	8,453,865	5,560,465	4,229,465	3,392,265	3,069,865
REVENUES OVER (UNDER) EXPENDITURES			(114,258)	3,357,520	(1,268,800)	(3,630,047)	(2,893,400)	(1,331,000)	(837,200)	(322,400)	(240,700)
ENDING FUND BALANCE			6,365,145	9,722,665	8,453,865	6,092,180	5,560,465	4,229,465	3,392,265	3,069,865	2,829,165
Fund Balance as a Percent of Expenditures							49%	47%	39%	37%	34%

PROJECTS WITH SECOND FUND SOURCE AND/OR FUNDED WITH GRANTS

Overhead Door Replacement	(1)	BL-90-04	Ongoing program also funded with Water & Sewer Fund revenue.
Public Works Annex Improvements	(2)	BL-93-02	Ongoing program also funded with Water & Sewer Fund revenue.
Roof Maintenance Program	(3)	BL-95-06	Ongoing program also funded with Water & Sewer Fund revenue.
Ongoing Maintenance to Brick Exteriors	(4)	BL-96-03	Ongoing program also funded with Parking Fund revenue.
Operational Equipment - Public Works	(5)	EQ-94-01	Ongoing program also funded with Water & Sewer Fund revenue.
Operational Equipment - Police Department	(6)	EQ-95-01	Ongoing program also funded with Criminal Investigation Fund revenue.
Asset Based Work Management System	(7)	EQ-16-15	Project is funded 40% from Water & Sewer Fund and 60% from Capital Projects Fund.
Traffic Signal Imprv at Northwest Hwy/Wilke	(8)	SG-08-02	80% of the right-of-way portion of the project - grant through NWMC amounting to \$651,941.
Rand Road Corridor Identification Enhancement	(9)	ST-17-20	A portion of this project is funded from the TIFV Fund. An additional \$360,100 is currently unfunded.
Downtown Light Ceiling	(10)	ST-17-26	A portion of this project is unfunded by \$115,000.
South Arlington Heights Road Corridor	(11)	ST-19-03	\$200,000 is for consultant work, remaining \$1,000,000 is currently unfunded.

CAPITAL PROJECTS FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-0000-401.05-00	Real Estate Tax	4,436,303	5,170,131	5,300,000	5,300,000	5,400,000	100,000	1.9%
	Real Estate Taxes	4,436,303	5,170,131	5,300,000	5,300,000	5,400,000	100,000	1.9%
401-0000-402.30-00	Sales Tax Home Rule	1,756,924	1,667,192	1,769,000	1,771,000	1,803,900	32,900	1.9%
	Business Taxes	1,756,924	1,667,192	1,769,000	1,771,000	1,803,900	32,900	1.9%
401-0000-411.70-00	Other Grants	0	816,499	0	104,400	0	(104,400)	(100.0%)
	Intergovernmental	0	816,499	0	104,400	0	(104,400)	(100.0%)
401-0000-451.25-00	Service Charge Spec Asses	1,328	2,755	0	1,500	0	(1,500)	(100.0%)
	Charges for Services	1,328	2,755	0	1,500	0	(1,500)	(100.0%)
401-0000-461.02-00	Interest on Investments	18,993	48,720	80,000	15,000	80,000	65,000	433.3%
401-0000-462.10-00	Market Value Adjustments	8,473	16,470	0	0	0	0	N/A
	Interest Income	27,466	65,190	80,000	15,000	80,000	65,000	433.3%
401-0000-472.24-00	Sale of Equipment	0	10,921	0	0	0	0	N/A
401-0000-472.42-00	Reimbursed Activity	1,606	1,204	800	0	0	0	N/A
	Sales & Rents	1,606	12,125	800	0	0	0	N/A
401-0000-489.87-00	Developer Contributions	0	0	15,400	0	0	0	N/A
401-0000-489.90-00	Other Income	15,706	58,014	7,400	0	0	0	N/A
401-0000-489.92-00	Bond Forfeitures	22,142	48,112	0	0	0	0	N/A
	Other	37,848	106,126	22,800	0	0	0	N/A
401-0000-491.05-00	Operating Transfer In	300,000	2,997,417	300,000	300,000	1,100,000	800,000	266.7%
	Other Financing Sources	300,000	2,997,417	300,000	300,000	1,100,000	800,000	266.7%
	Total Capital Projects Fund	6,561,475	10,837,435	7,472,600	7,491,900	8,383,900	892,000	11.9%

CAPITAL PROJECTS FUND

EXPENDITURES

Integrated Services

0201

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-0201-572.20-05	Professional Services	0	0	0	0	36,000	36,000	N/A
401-0201-572.50-10	Office Equipment	0	0	0	0	7,000	7,000	N/A
401-0201-572.50-15	Other Equipment	0	0	24,700	24,461	0	(24,461)	(100.0%)
	Capital Outlay	0	0	24,700	24,461	43,000	(24,461)	75.8%
	Total Village Manager	0	0	24,700	24,461	43,000	(24,461)	75.8%

Finance

0501

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-0501-572.50-10	Office Equipment	990	0	9,900	11,500	0	(11,500)	(100.0%)
	Capital Outlay	990	0	9,900	11,500	0	(11,500)	(100.0%)
	Total Finance	990	0	9,900	11,500	0	(11,500)	(100.0%)

IT

0601

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-0601-572.50-15	Other Equipment	131,903	121,552	149,000	149,000	133,000	(16,000)	(10.7%)
	Capital Outlay	131,903	121,552	149,000	149,000	133,000	(16,000)	(10.7%)
	Total IT	131,903	121,552	149,000	149,000	133,000	(16,000)	(10.7%)

Police

3001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-3001-572.50-10	Office Equipment	385	0	0	0	18,000	18,000	N/A
401-3001-572.50-15	Other Equipment	68,888	82,386	162,300	162,338	149,700	(12,638)	(7.8%)
	Capital Outlay	69,273	82,386	162,300	162,338	167,700	5,362	3.3%
	Total Police	69,273	82,386	162,300	162,338	167,700	5,362	3.3%

CAPITAL PROJECTS FUND

EXPENDITURES

Fire

3501

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-3501-572.50-10	Office Equipment	26,088	0	21,200	21,194	15,000	(6,194)	(29.2%)
401-3501-572.50-15	Other Equipment	159,865	336,400	188,600	200,848	455,000	254,152	126.5%
	Capital Outlay	185,953	336,400	209,800	222,042	470,000	247,958	111.7%
	Total Fire	185,953	336,400	209,800	222,042	470,000	247,958	111.7%

Planning

4001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-4001-572.50-10	Office Equipment	0	0	500	3,000	0	(3,000)	(100.0%)
401-4001-571.50-30	Road Projects	17,985	37,857	182,500	494,948	644,000	149,052	30.1%
401-4001-571.50-60	EECBG Projects	0	0	0	0	0	0	N/A
	Capital Outlay	17,985	37,857	183,000	497,948	644,000	146,052	29.3%
	Total Planning	17,985	37,857	183,000	497,948	644,000	146,052	29.3%

Building Services

4501

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-4501-572.50-10	Office Equipment	6,351	0	11,700	10,800	0	(10,800)	(100.0%)
	Capital Outlay	6,351	0	11,700	10,800	0	(10,800)	(100.0%)
	Total Building Services	6,351	0	11,700	10,800	0	(10,800)	(100.0%)

Health Services

7001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-7001-572.50-10	Office Equipment	0	4,422	2,600	2,600	0	(2,600)	(100.0%)
	Capital Outlay	0	4,422	2,600	2,600	0	(2,600)	(100.0%)
	Total Health Services	0	4,422	2,600	2,600	0	(2,600)	(100.0%)

CAPITAL PROJECTS FUND

EXPENDITURES

Engineering

5001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-5001-571.20-05	Professional Services	0	0	0	13,765	0	(13,765)	(100.0%)
	Contractual Services	0	0	0	13,765	0	(13,765)	(100.0%)
401-5001-571.50-30	Road Projects	5,203,460	6,001,696	6,462,300	8,340,845	0	(8,340,845)	(100.0%)
401-5001-571.50-45	Sidewalk Program	0	7,000	385,000	385,000	0	(385,000)	(100.0%)
401-5001-572.50-10	Office Equipment	0	0	0	0	0	0	N/A
401-5001-572.50-15	Other Equipment	0	2,309	5,000	5,000	0	(5,000)	(100.0%)
	Capital Outlay	5,203,460	6,011,005	6,852,300	8,730,845	0	(8,725,845)	(100.0%)
	Total Engineering	5,203,460	6,011,005	6,852,300	8,744,610	0	(8,742,110)	(100.0%)

Public Works

7101

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-7101-571.20-05	Professional Services	0	0	0	0	13,800	13,800	N/A
	Contractual Services	0	0	0	0	13,800	13,800	N/A
401-7101-571.50-20	Building Improvements	276,466	524,548	577,900	577,811	632,800	54,989	9.5%
401-7101-571.50-30	Road Projects	394,427	49,829	214,600	214,632	8,232,500	8,017,868	3735.6%
401-7101-571.50-40	Pavement Crack Seal Project	125,000	124,999	150,000	150,000	200,000	50,000	33.3%
401-7101-571.50-45	Sidewalk Program	0	0	0	0	385,000	385,000	N/A
401-7101-572.50-10	Office Equipment	0	59,400	8,600	8,628	7,000	(1,628)	(18.9%)
401-7101-572.50-15	Other Equipment	177,067	112,931	134,500	134,529	99,500	(35,029)	(26.0%)
	Capital Outlay	972,960	871,707	1,085,600	1,085,600	9,556,800	8,122,857	780.3%
	Total Public Works	972,960	871,707	1,085,600	1,085,600	9,570,600	8,297,029	781.6%

Municipal Fleet Services

7501

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-7501-572.50-15	Other Equipment	86,858	14,586	50,500	50,500	49,000	(1,500)	(3.0%)
	Capital Outlay	86,858	14,586	50,500	50,500	49,000	(1,500)	(3.0%)
	Total Municipal Fleet Serv	86,858	14,586	50,500	50,500	49,000	(1,500)	(3.0%)

CAPITAL PROJECTS FUND

EXPENDITURES

Non-Operating

9901

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
401-9901-571.40-96	Operating Contingency	0	0	0	160,548	200,000	39,452	24.6%
	Other Charges	0	0	0	160,548	200,000	39,452	24.6%
	Total Non-Operating	0	0	0	160,548	200,000	39,452	24.6%
	Total Capital Projects Fund	6,675,733	7,479,915	8,741,400	11,121,947	11,277,300	(49,585)	1.4%

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

INTEGRATED SERVICES

4501

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
401-0201.572.20-05	Professional Services	Lobbying Expenses	0	36,000
401-0201-572.50-10	Office Equipment	Office Equipment (EQ9503) New Copier	0	7,000
401-0201-572.50-15	Other Equipment	Electronic Sign - Prior Yr Encumbrance	24,461	0
TOTAL CAPITAL OUTLAY			24,461	7,000
TOTAL INTEGRATED SERVICES			24,461	43,000

FINANCE

0501

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
401-0501-572.50-10	Office Equipment	Office Equipment (EQ9503) Replace department copy machine Replace basement mail room color copier	5,500 6,000 11,500	0
TOTAL CAPITAL OUTLAY			11,500	0
TOTAL FINANCE			11,500	0

INFORMATION TECHNOLOGY (IT)

0601

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
401-0601-572.50-15	Other Equipment	IT Operational Equipment (EQ0103) Software licensing (Microsoft, Cartegraph) Migration of Exchange Mailboxes to Microsoft Router/switch upgrades Security Systems Network / Update Laserfiche Software Licensing and Consulting	140,000 74,000 16,000 15,000 35,000 0	133,000 68,000 0 30,000 15,000 20,000
		Cable Access Braodcast & Video (EQ1607)	9,000	0
TOTAL CAPITAL OUTLAY			149,000	133,000
TOTAL IT			149,000	133,000

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

POLICE

3001

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
401-3001-572.50-10	Office Equipment	Office Equipment (EQ9503) Police office furniture update	0	18,000
401-3001-572.50-15	Other Equipment	Police Operational Equipment (EQ9501) Motorola replacement radios Radars (4) Weapons replacement (8) Laptop Computers (2) Automated External Defibrillators (19) Crash Data Retrieve Kit Upgrade Ballistic Shields (4) E-Ticket Writers (5) Noptic Spotlight System (2) Faro Freestyle 3D X Handheld Scanner Tablet Digital Analysis Reporting Tool (DART) Morpho Trak Livescan Station Prior Yr Encumbrance Carryover	107,338 16,200 6,000 8,000 0 0 0 7,200 12,500 8,500 15,500 1,500 13,600 18,338	74,700 27,000 6,000 8,000 3,000 27,000 3,700 0 0 0 0 0 0 0
		Patrol Vehicle Equip Repl (EQ0803) Prior Yr Encumbrance Carryover	55,000	75,000
TOTAL CAPITAL OUTLAY			162,338	167,700
TOTAL POLICE			162,338	167,700

FIRE

3501

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
401-3501-572.50-10	Office Equipment	Office Equipment (EQ9503) Fire Admin incl. Prior Year Encumbrance Carryover	21,194	15,000
401-3501-572.50-15	Other Equipment	Fire Operational Equipment (EQ9502) Defib & comm package AED Replacements (4) Equipment for New Squad (149) Lights & Equipment for Staff Vehicle Multimedia Tech/Infrastructure Phase 2b Station Alerting- Station 1 Pneumatic Rescue Air Bag Equipment Active shooter vest & helmets (10 sets) Self Contained Breathing Apparatus (60) **SCBA Total Cost \$534,000 Prior Yr Encumbrance Carryover	200,848 38,000 15,000 25,000 0 40,000 40,000 20,000 15,000 0 7,848	455,000 38,000 12,000 25,000 7,000 0 0 0 0 373,000
TOTAL CAPITAL OUTLAY			222,042	470,000
TOTAL FIRE			222,042	470,000

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

PLANNING

4001

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
401-4001-572.50-10	Office Equipment	Office Equipment (EQ9503) Conference Room Display Monitor	3,000	0
401-4001-571.50-30	Road Projects	Downtown Streetscape Imprv (ST1535) Prior Year Encumbrance Carryover	95,000 11,445	205,000
		Gateway Signs & Beautification (ST0101)	6,262	0
		Davis Street/Sigwalt Street Fencing/ Landscape Upgrade (ST1702)	82,700	0
		South AH Rd Beautification (ST1712)	536	0
		Rand Road Corridor Identification Enhancement (ST1720) Prior Year Encumbrance Carryover	207,900 16,105	239,000
		Downtown Lighted Ceiling (ST1726)	75,000	0
		South AH Rd Corridor Study Implementation (ST1903)	0 494,948	200,000 644,000
		TOTAL CAPITAL OUTLAY	497,948	644,000
		TOTAL PLANNING	497,948	644,000

BUILDING SERVICES

4501

Account Number	Account Title	Description	Budget 2019	Budget 2019
CAPITAL OUTLAY:				
401-4501-572.50-10	Office Equipment	Office Equipment (EQ9503) Reorganization of Workspace	10,800	0
		TOTAL CAPITAL OUTLAY	10,800	0
		TOTAL BUILDING SERVICES	10,800	0

HEALTH SERVICES

7001

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
401-7001-572.50-10	Office Equipment	Office Equipment (EQ9503) Sofa for Health Service Counseling Office	2,600	0
		TOTAL CAPITAL OUTLAY	2,600	0
		TOTAL HEALTH SERVICES	2,600	0

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

ENGINEERING

5001

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
401-5001-571.20-05	Professional Services	Northwest Hwy/Davis St/Arthur Av (ST0503) Prior Year Encumbrance Carryover	13,765	0
TOTAL CONTRACTUAL SERVICES			13,765	0
CAPITAL OUTLAY:				
401-5001-572.50-15	Other Equipment	Engineering Operational Equip (EQ0104) New Equip	5,000	0
401-5001-571.50-30	Road Projects	Street Resurfacing Program (ST9008) Prior Year Encumbrance Carryover	6,000,000 262,320	0
		Northwest Hwy/Davis St/Arthur Av Intersection Improvements - Village share only (ST0503) Prior Year Encumbrance Carryover	0 324,759	0 0
		Paver brick maintenance (ST0501)	807,000	0
		Kensington Road & Multi-Use Path Improvements (ST1801)	300,000	0
		Surface Treatments - Streets at Windsor Drive (ST1802)	200,000	0
		Traffic Signal Improvements at Northwest Highway/Wilke Road (SG0802) Prior Yr Encumbrance Carryover	0 70,626	0 0
		Dundee Rd / Kennicott Ave - Pedestrian Actuation (SG1405) Prior Yr Encumbrance Carryover	0 56,872	0 0
		Traffic Signal Pedestrian Upgrade Central at Arthur (SG1410) Prior Yr Encumbrance Carryover	0 52,260	0 0
		Traffic Signals LED Upgrade (SG1415) Prior Yr Encumbrance Carryover	0 17,008	0 0
		Algonquin & New Wilke Intersection Improvement (SG1701)	200,000	0
		Pedestrian/ Bicycle Crossing - Lake Cook / Wilke Road (SG1801)	50,000 8,340,845	0
401-5001-571.50-45	Sidewalk Program	Sidewalk & Curb Replacement (ST9011) Prior Yr Encumbrance Carryover	375,000 10,000 385,000	0 0 0
TOTAL CAPITAL OUTLAY			8,730,845	0
TOTAL ENGINEERING			8,744,610	0

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2018		Budget 2019	
CONTRACTUAL SERVICES:						
401-7101-571.20-05	Professional Services	Northwest Hwy/Davis St/Arthur Av (ST0503) Prior Year Encumbrance Carryover	0	13,765		13,800
			13,765			
		TOTAL CONTRACTUAL SERVICES		13,765		13,800
CAPITAL OUTLAY:						
401-7101-572.50-10	Office Equipment	Asset Based Work Mgmt System (EQ1615) Prior Yr Encumbrance Carryover		8,628		0
			8,628		0	
		Office Equipment (EQ9503) New Copier		0		7,000
			0		7,000	
401-7101-572.50-15	Other Equipment	PW Operational Equipment (EQ9401)		134,529		99,500
		Traffic:				
		Emergency Siren Upgrade	20,000		20,000	
		Street light controller	10,000		15,000	
		Countdown LED Timers	12,000		12,000	
		Cable Locaters (4)	0		16,000	
		Vehicle Detection Upgrades	0		15,000	
		Street:				
		Snow Command Upgrades	10,000		10,000	
		Anti-Icing Upgrades	15,000		0	
		Roadway Weather Info System	22,000		0	
		Rolling Leaf Blower	1,000		0	
		Forestry:				
		Snow Blowers (4)	3,200		0	
		Leaf Blowers (2)	1,000		0	
		GRCS Rigging Device	3,000		0	
		Large Chainsaws (3)	0		3,300	
		Small Chainsaws (6)	0		3,200	
		Engineering:				
		Survey Equipment Upgrade	0		5,000	
		Prior Year Encumbrance Carryover	37,329		0	
401-7101-571.50-20	Building Improvements	Overhead door repl/repair (BL9004)	20,000		20,000	
		Public Works Annex Improv. (BL9302) Prior Yr Encumbrance Carryover	10,000		10,000	
		Building equipment replacement (BL9504)	68,252		68,000	
		Municipal buildings refurbishing (BL9505) Prior Yr Encumbrance Carryover	200,000 10,060		102,000	
		Roof maintenance program (BL9506) Prior Yr Encumbrance Carryover	29,500 16,312		241,800	
		Heating plant/air conditioner repl (BL9601)* Prior Yr Encumbrance Carryover *\$69k moved from Fleet Fund to CPF in 2019	51,000 29,237		92,000	
		Ongoing maint of brick exteriors (BL9603) Prior Yr Encumbrance Carryover	30,000 8,150		30,000	
		Historical Soc building repairs (BL9604) Re-Budgeted from 2017 Prior Yr Encumbrance Carryover	28,300 75,000 2,000		50,000	
		LED clock tower lighting (BL1901)	0	577,811	19,000	632,800

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

PUBLIC WORKS (cont.)

7101

Account Number	Account Title	Description	Budget 2018	Budget 2019
401-7101-571.50-30	Road Projects	Street Resurfacing Program (ST9008)	0	6,100,000
		Street light cable replacement (ST0001)	10,000	10,000
		Paver brick maintenance (ST0501)	0	807,000
		Prior Yr Encumbrance Carryover	34,654	0
		Northwest Hwy/Davis St/Arthur Av Intersection Improvements - Village share only (ST0503)	0	324,700
		Downtown Street Furniture (ST1401)	10,000	10,000
		Prior Yr Encumbrance Carryover	9,558	0
		NW Hwy Landscape (ST1620)	98,000	0
		Kensington Road & Multi-Use Path Improvements (ST1801)	0	300,000
		Surface Treatments - Streets at Windsor Drive (ST1802)	0	150,000
		LED Street Light Conversions (ST1901)	0	64,000
		Prior Yr Encumbrance Carryover	52,420	0
		Traffic Signal Improvements at Northwest Highway/Wilke Road (SG0802)	0	70,600
		Dundee Rd / Kennicott Ave - Pedestrian Actuation (SG1405)	0	56,900
		Traffic Signal Pedestrian Upgrade Central at Arthur (SG1410)	0	52,300
		Traffic Signals LED Upgrade (SG1415)	0	17,000
		Algonquin & New Wilke Intersection Improvement (SG1701)	0	200,000
		Pedestrian/ Bicycle Crossing - Lake Cook / Wilke Road (SG1801)	0	50,000
		Bike Plan/Bike Route Pavement Markings (ST1904)	0	20,000
			214,632	8,232,500
401-7101-571.50-40	Pavement Crack Sealing	Pavement Crack Sealing Prog (ST9201)	150,000	200,000
401-7101-571.50-45	Sidewalk Program	Sidewalk & Curb Replacement (ST9011)	0	385,000
		TOTAL CAPITAL OUTLAY	1,085,600	9,556,800
		TOTAL PUBLIC WORKS	1,085,600	9,570,600

CAPITAL PROJECTS FUND

EXPENDITURE DETAIL

MUNICIPAL FLEET SERVICES

7501

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
401-7501-572.50-15	Other Equipment	Municipal Fleet Services Operational Equipment (EQ9701)	50,500	49,000
		60,000 lbs Jacks	0	42,500
		A/C Charging Station	0	3,500
		Parts Washing Station	5,000	0
		Oil Dispensing System Upgrade	40,000	0
		Elgin Sweeper Diagnostics Laptop	3,000	0
		Diagnostic tools	2,500	3,000
		TOTAL CAPITAL OUTLAY	50,500	49,000
		TOTAL MUNICIPAL FLEET SERVICES	50,500	49,000

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2018	Budget 2019
OTHER CHARGES:				
401-9901-571.40-96	Operating Contingency	Operating Contingency	160,548	200,000
		TOTAL OTHER CHARGES	160,548	200,000
		TOTAL NON-OPERATING	160,548	200,000
		TOTAL CAPITAL PROJECTS FUND	11,121,947	11,277,300

► Fund at a Glance

The Storm Water Control Fund has been used to account for the Neighborhood Drainage Improvement program, flood studies and utility modeling, the Storm Water Rehabilitation/Replacement program, and other storm water related projects. In 2017 the Village Board approved a storm water utility fee which now creates a dedicated source of revenue allowing us to begin funding major storm water control projects identified in the flood study and utility modeling results.

- **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 third 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.
- **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.

2018 Accomplishments**1. Cypress Detention Basin Improvements**

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

Staff issued a Request for Proposals, interviewed four firms, and recommended Christopher B. Burke Ltd. to the Village Board for design of the expanded detention basin and storm sewers with construction anticipated to begin in spring of 2019. The Village Board awarded the contract as recommended in June of 2018.

2. Storm Water Assessment

Strategic Priority # 5 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.

3. Storm Water \$9.85 Million Bond Issue

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

Bond issue sold to cover the cost of Storm Water Control projects over the next five to six years.

2019 Strategic Priorities & Key Projects**1. Cypress Detention Basin Improvements**

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

Improvements to include large storm sewers and enlargement of the detention basin in the Cypress area to reduce street and surface flooding in this area.

Project Completion: November 2020

Project Leader: Scott Shirley

STORM WATER CONTROL FUND

(Continued)

2. Storm Water Assessment

Strategic Priority # 5 Continue Infrastructure Improvement Efforts

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 Completion: Ongoing through 2023

Project Leader: Jeff Musinski

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Intergovernmental	\$0	\$0	\$0	\$0	\$1,800,000	\$1,800,000	N/A
Service Charges	0	559,764	1,630,400	1,630,400	1,630,400	0	0.0%
Interest Income	7,329	35,587	59,000	22,000	59,000	37,000	168.2%
Other	39,039	123,729	9,869,800	10,000,000	0	(10,000,000)	(100.0%)
Total Revenues	\$46,368	\$719,080	\$11,559,200	\$11,652,400	\$3,489,400	(\$8,163,000)	N/A
Interfund Transfers In	0	3,450,000	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$46,368	\$4,169,080	\$11,559,200	\$11,652,400	\$3,489,400	(\$8,163,000)	(70.1%)
Expenditures							
Capital Items	\$894,542	\$1,624,923	\$2,387,000	\$4,854,770	\$5,785,000	\$930,230	19.2%
Total Expenditures	\$894,542	\$1,624,923	\$2,387,000	\$4,854,770	\$5,785,000	\$930,230	19.2%
Interfund Transfers Out	0	0	0	736,000	1,191,900	455,900	61.9%
Total Expenditures and Interfund Transfers Out	\$894,542	\$1,624,923	\$2,387,000	\$5,590,770	\$6,976,900	\$1,386,130	24.8%
Revenues over (under) Expenditures	(\$848,174)	\$2,544,157	\$9,172,200	\$6,061,630	(\$3,487,500)	(\$9,549,130)	(157.5%)
BEGINNING FUND BALANCE	\$3,671,099	2,822,925	5,367,082	5,367,082	14,539,282	9,172,200	170.9%
ENDING FUND BALANCE	\$2,822,925	\$5,367,082	\$14,539,282	\$11,428,712	\$11,051,782	(\$376,930)	(3.3%)

STORM WATER CONTROL FUND (426)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2018								
		2016	2017	ESTIMATED	2018	2019	2020	2021	2022	2023
		ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES										
STORMWATER UTILITY FEE		0	559,764	1,630,400	1,630,400	1,630,400	1,630,400	1,630,400	1,630,400	1,630,400
GRANT		0		0	0	1,800,000	0	0	0	0
INTEREST INCOME		7,329	35,587	59,000	22,000	59,000	49,000	31,000	19,000	0
OTHER INCOME		39,039	123,729	17,600	0	0	0	0	0	0
TRANSFER IN FROM EAB FUND		0	2,700,000	0	0	0	0	0	0	0
TRANSFER IN FROM PUBLIC BUILDING FUND		0	750,000	0	0	0	0	0	0	0
G.O. BOND PROCEEDS		0	0	9,852,200	10,000,000	0	0	0	0	0
TOTAL REVENUES		46,368	4,169,080	11,559,200	11,652,400	3,489,400	1,679,400	1,661,400	1,649,400	1,630,400
EXPENDITURES										
SEWERS										
Backyard Drainage Improvements	SW-11-02	376,427	237,119	350,800	313,286	300,000	500,000	400,000	300,000	300,000
Storm Sewer Rehab/Replacement Program	SW-15-20	518,115	369,199	1,106,600	1,106,590	500,000	500,000	500,000	500,000	500,000
Storm Water Ext Arlington Knolls	SW-16-01	0	444,994	0	0	0	0	0	0	0
Municipal Campus and Downstream Detentic	SW-17-06	0	516,345	284,900	284,894	0	0	0	0	0
Enhanced Overhead Sewer Program	SW-18-01	0	57,266	250,000	1,000,000	250,000	250,000	250,000	250,000	135,000
Contract Inspection Services for OHS		0	0	0	50,000	0	0	0	0	0
Cypress Detention Basin	SW-18-02	0	0	250,000	0	2,650,000	2,900,000	0	0	0
Area D - Greenbrier/Roanoke/Wilke	SW-18-03	0	0	0	0	0	0	1,600,000	1,500,000	0
Area 4 - Campbell/Sigwalt	SW-18-04	0	0	144,700	2,100,000	2,085,000	0	0	0	0
Area C/NW - Burr Oak/Burning Tree	SW-20-01	0	0	0	0	0	0	0	1,637,000	0
Area C/SE - Hinz Rd west of Arl Hts Rd	SW-20-02	0	0	0	0	0	0	0	648,000	0
St. Ponding Area - Race Ave & Chicago Ave	SW-20-03	0	0	0	0	0	0	0	0	800,000
SUBTOTAL - SEWERS		894,542	1,624,923	2,387,000	4,854,770	5,785,000	4,150,000	2,750,000	4,835,000	1,735,000
OTHER EXPENSE										
Transfer to Debt Service		0	0	0	736,000	691,900	690,300	692,100	693,300	693,900
Transfer to Water & Sewer Fund		0	0	0	0	500,000	0	0	0	0
SUBTOTAL - Other Expense		0	0	0	736,000	1,191,900	690,300	692,100	693,300	693,900
TOTAL EXPENDITURES		894,542	1,624,923	2,387,000	5,590,770	6,976,900	4,840,300	3,442,100	5,528,300	2,428,900
BEGINNING FUND BALANCE		3,671,098	2,822,924	5,367,081	5,367,081	14,539,281	11,051,781	7,890,881	6,110,181	2,231,281
REVENUES OVER (UNDER) EXPENDITURES		(848,174)	2,544,157	9,172,200	6,061,630	(3,487,500)	(3,160,900)	(1,780,700)	(3,878,900)	(798,500)
ENDING FUND BALANCE		2,822,924	5,367,081	14,539,281	11,428,711	11,051,781	7,890,881	6,110,181	2,231,281	1,432,781

STORM WATER CONTROL FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
426-0000-411.70-00	Other Grants	0	0	0	0	1,800,000	1,800,000	N/A
	Grants	0	0	0	0	1,800,000	1,800,000	N/A
426-0000-452.49-00	Utility Fees	0	559,764	1,630,400	1,630,400	1,630,400	0	0.0%
	Charges for Services	0	559,764	1,630,400	1,630,400	1,630,400	0	0.0%
426-0000-461.02-00	Interest on Investments	3,084	26,819	37,000	22,000	37,000	15,000	68.2%
426-0000-462.10-00	Market Value Adjustments	4,245	8,768	22,000	0	22,000	22,000	N/A
	Interest Income	7,329	35,587	59,000	22,000	59,000	37,000	168.2%
426-0000-489.90-00	Other Income	39,039	123,729	17,600	0	0	0	N/A
	Other	39,039	123,729	17,600	0	0	0	N/A
426-0000-491.05-00	Operating Transfer In	0	3,450,000	0	0	0	0	N/A
426-0000-491.15-00	Bond Proceeds	0	0	9,852,200	10,000,000	0	(10,000,000)	(100.0%)
	Other Financing Sources	0	3,450,000	9,852,200	10,000,000	0	(10,000,000)	(100.0%)
	Total Storm Wtr Ctrl Fund	46,368	4,169,080	11,559,200	11,652,400	3,489,400	(8,163,000)	

STORM WATER CONTROL FUND

EXPENDITURES

Engineering

5001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
426-5001-571.50-25	Construction in Progress	376,427	1,198,458	635,700	598,180	0	(598,180)	(100.0%)
	Capital Outlay	376,427	1,198,458	635,700	598,180	0	(598,180)	(100.0%)
	Total Engineering	376,427	1,198,458	635,700	598,180	0	(598,180)	(100.0%)

Public Works

7101

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
426-7101-571.50-25	Construction in Progress	518,115	426,465	1,751,300	4,256,590	5,785,000	1,528,410	35.9%
	Capital Outlay	518,115	426,465	1,751,300	4,256,590	5,785,000	1,528,410	35.9%
	Total Public Works	518,115	426,465	1,751,300	4,256,590	5,785,000	1,528,410	35.9%

Non-Operating

9901

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
426-9901-591.90-05	Operating Transfer Out	0	0	0	736,000	1,191,900	455,900	61.9%
	Other Financing Uses	0	0	0	736,000	1,191,900	455,900	61.9%
	Total Non-Operating	0	0	0	736,000	1,191,900	455,900	61.9%
	Total Storm Wtr Ctrl Fund	894,542	1,624,923	2,387,000	5,590,770	6,976,900	1,386,130	24.8%

STORM WATER CONTROL FUND

EXPENDITURE DETAIL

ENGINEERING

5001

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
426-5001-571.50-25	Construction in Progress	Backyard Drainage Imprv (SW1102)	300,000	0
		Prior Yr Encumbrance Carryover	13,286 313,286	0
		Municipal Campus / Downstream Detention (SW1706)	0	0
		Prior Yr Encumbrance Carryover	284,894 284,894	0
		Area 4 - Campbell / Sigwalt (SW1804)* *moved from Public Works in 2019	0	0
		TOTAL CAPITAL OUTLAY	598,180	0
		TOTAL ENGINEERING	598,180	0

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
426-7101-571.50-25	Construction in Progress	Backyard Drainage Imprv (SW1102)	0	300,000
		Storm Water Rehabilitation/ Replacement Program (SW1520)	500,000	500,000
		Prior Yr Encumbrance Carryover	606,590 1,106,590	0 500,000
		Enhanced Overhead Sewer Program (SW1801)	1,050,000	250,000
		Cypress Detention Basin / Lift Station (SW1802)	0	2,650,000
		Area 4 - Campbell / Sigwalt (SW1804)*	2,100,000	2,085,000
		TOTAL CAPITAL OUTLAY	4,256,590	5,785,000
		TOTAL PUBLIC WORKS	4,256,590	5,785,000

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2018	Budget 2019
NON-OPERATING:				
426-9901-591.90-05	Operating Transfer Out	Transfer to Debt Service Fund	736,000	691,900
		Transfer to Water & Sewer Fund	0	500,000
		TOTAL NON-OPERATING	736,000	1,191,900
		TOTAL STORM WTR CTRL FUND	5,590,770	6,976,900

PUBLIC BUILDING FUND

431

► Fund at a Glance

The Public Building Fund was created to account for various capital construction projects that have been undertaken relating to municipal facilities. These new facilities have included improvements to the Public Works building completed in October 2005, a new Fire Station #1 completed in July 2006, and the new Village Hall building completed in January 2008. Architectural design for a new Police Station which will be constructed on the site of the old station was completed in 2017. Construction of the new Police Station is scheduled began in late May 2017 and will be completed in the fall of 2018.

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Taxes	\$308,913	\$0	\$0	\$0	\$0	\$0	N/A
Interest Income	144,373	256,241	239,000	50,000	0	(50,000)	(100.0%)
Other	34,922,953	0	0	0	0	0	N/A
Total Revenues	\$35,376,239	\$256,241	\$239,000	\$50,000	\$0	(\$50,000)	(100.0%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$35,376,239	\$256,241	\$239,000	\$50,000	\$0	(\$50,000)	(100.0%)
Expenditures							
Contractual Services	\$883,832	\$974,032	\$400,200	\$400,200	\$0	(\$400,200)	(100.0%)
Capital Items	5,387	7,063,462	25,629,800	26,729,738	500,000	(26,229,738)	(98.1%)
Total Expenditures	\$889,219	\$8,037,494	\$26,030,000	\$27,129,938	\$500,000	(\$26,629,938)	(98.2%)
Interfund Transfers Out	0	750,000	0	0	800,000	800,000	N/A
Total Expenditures and Interfund Transfers Out	\$889,219	\$8,787,494	\$26,030,000	\$27,129,938	\$1,300,000	(\$25,829,938)	(95.2%)
Revenues over (under) Expenditures	\$34,487,020	(\$8,531,253)	(\$25,791,000)	(\$27,079,938)	(\$1,300,000)	\$25,779,938	(95.2%)
BEGINNING FUND BALANCE	\$1,332,494	35,819,514	27,288,261	27,288,261	1,497,261	(25,791,000)	(94.5%)
ENDING FUND BALANCE	\$35,819,514	\$27,288,261	\$1,497,261	\$208,323	\$197,261	(\$11,062)	(5.3%)

PUBLIC BUILDING FUND (431)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2016	2017	2018	2018	2019	2020	2021	2022	2023
		ACTUAL	ACTUAL	ESTIMATED	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	BUDGET
REVENUES										
PROPERTY TAXES		308,913	0	0	0	0	0	0	0	0
INTEREST INCOME		144,373	256,241	239,000	50,000	0	0	0	0	0
BOND PROCEEDS		34,922,953	0	0	0	0	0	0	0	0
TOTAL REVENUES		35,376,239	256,241	239,000	50,000	0	0	0	0	0
EXPENDITURES										
BUILDING/LAND										
Police Building Maintenance	BL-10-04	5,387	14,991	0	0	0	0	0	0	0
Other Building Costs	BL-11-10	0	709,162	1,519,100	1,519,106	0	0	0	0	0
Bond Issuance Cost		431,465	0	0	0	0	0	0	0	0
Police Station										
Architect	BL-16-01	452,367	974,032	400,200	400,200	0	0	0	0	0
Construction/CM Fees	BL-16-10	0	6,285,167	21,699,800	21,699,775	0	0	0	0	0
Contingency	BL-16-20	0	0	500,000	1,600,000	500,000	0	0	0	0
SUBTOTAL - BUILDINGS/LAND		889,219	7,983,352	24,119,100	25,219,081	500,000	0	0	0	0
EQUIPMENT										
FF&E / Security	EQ-16-10	0	54,142	1,910,900	1,910,857	0	0	0	0	0
SUBTOTAL - EQUIPMENT		0	54,142	1,910,900	1,910,857	0	0	0	0	0
OPERATING TRANSFER OUT TO:										
STORM WATER CONTROL FUND		0	750,000	0	0	0	0	0	0	0
CAPITAL PROJECTS FUND		0	0	0	0	800,000	0	0	0	0
TOTAL EXPENDITURES		889,219	8,787,494	26,030,000	27,129,938	1,300,000	0	0	0	0
BEGINNING FUND BALANCE										
REVENUES OVER (UNDER) EXPENDITURES		1,332,496	35,819,516	27,288,263	27,288,261	1,497,263	197,263	197,263	197,263	197,263
ENDING FUND BALANCE		34,487,020	(8,531,253)	(25,791,000)	(27,079,938)	(1,300,000)	0	0	0	0
		35,819,516	27,288,263	1,497,263	208,323	197,263	197,263	197,263	197,263	197,263

PUBLIC BUILDING FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
431-0000-401.14-00	R. E. Tax Public Building	308,913	0	0	0	0	0	N/A
	Real Estate Taxes	308,913	0	0	0	0	0	N/A
431-0000-461.02-00	Interest on Investments	117,040	190,189	154,000	50,000	0	(50,000)	(100.0%)
431-0000-462.10-00	Market Value Adjustments	27,333	66,052	85,000	0	0	0	N/A
	Interest Income	144,373	256,241	239,000	50,000	0	(50,000)	(100.0%)
431-0000-491.15-00	Bond Proceeds	32,900,000	0	0	0	0	0	N/A
431-0000-491.16-00	Bond Premium Proceeds	2,022,953	0	0	0	0	0	N/A
	Other Financing Sources	34,922,953	0	0	0	0	0	N/A
	Total Public Building Fund	35,376,239	256,241	239,000	50,000	0	(50,000)	N/A

PUBLIC BUILDING FUND

EXPENDITURES

Public Works

7101

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
431-7101-571.50-20	Building Improvements	5,387	14,991	0	0	0	0	N/A
	Capital Outlay	5,387	14,991	0	0	0	0	N/A
	Total Public Works	5,387	14,991	0	0	0	0	N/A

Police Station

9013

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
431-9013-571.20-05	Professional Services	452,367	974,032	400,200	400,200	0	(400,200)	(100.0%)
	Contractual Services	452,367	974,032	400,200	400,200	0	(400,200)	(100.0%)
431-9013-571.50-15	Equipment	0	54,142	1,910,900	1,910,857	0	(1,910,857)	(100.0%)
431-9013-571.50-25	Construction In Progress	0	6,994,329	21,699,800	21,699,775	0	(21,699,775)	(100.0%)
431-9013-571.50-25	Other Building Cost	0	0	1,519,100	1,519,106	0	(1,519,106)	(100.0%)
431-9013-571.50-25	Contingency	0	0	500,000	1,600,000	500,000	(1,100,000)	(68.8%)
	Capital Outlay	0	7,048,471	25,629,800	26,729,738	500,000	(26,229,738)	(98.1%)
	Total Police Station	452,367	8,022,503	26,030,000	27,129,938	500,000	(26,629,938)	(98.2%)

Police Station - Debt Service

9555

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
431-9555-583.20-06	Bond Issuance Cost	431,465	0	0	0	0	0	N/A
	Contractual Services	431,465	0	0	0	0	0	N/A
	Total Debt Service - Police Station	431,465	0	0	0	0	0	N/A

Non-Operating

9901

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
431-9901-591.90-05	Operating Transfer Out	0	750,000	0	0	800,000	800,000	N/A
	Other Financing Uses	0	750,000	0	0	800,000	800,000	N/A
	Total Non-Operating	0	750,000	0	0	800,000	800,000	N/A
	Total Public Building Fund	889,219	8,787,494	26,030,000	27,129,938	1,300,000	(25,829,938)	(95.2%)

PUBLIC BUILDING FUND

EXPENDITURE DETAIL

POLICE STATION

9013

Account Number	Account Title	Description	Budget 2018		Budget 2019
CONTRACTUAL SERVICES:					
431-9013-571.20-05	Professional Services	Police Facility (BL1601)	400,200		
CAPITAL OUTLAY:					
431-9013-571.50-15	Equipment/ Security	Furniture, Fixtures & Equip (EQ-16-10)	1,765,000		0
		Prior Yr Encumbrance Carryover	145,857	1,910,857	
431-9013-571.50-25	Construction In Progress	Police Facility (BL1610)	13,985,000		0
		Prior Yr Encumbrance Carryover	7,714,775	21,699,775	
431-9013-571.50-25	Construction In Progress	Contingency (BL1620)		1,600,000	500,000
431-9013-571.50-25	Non Construction, Misc	Other Building Cost (BL1110)	1,300,000		0
		Prior Yr Encumbrance Carryover	219,106	1,519,106	
TOTAL POLICE STATION			27,129,938		500,000

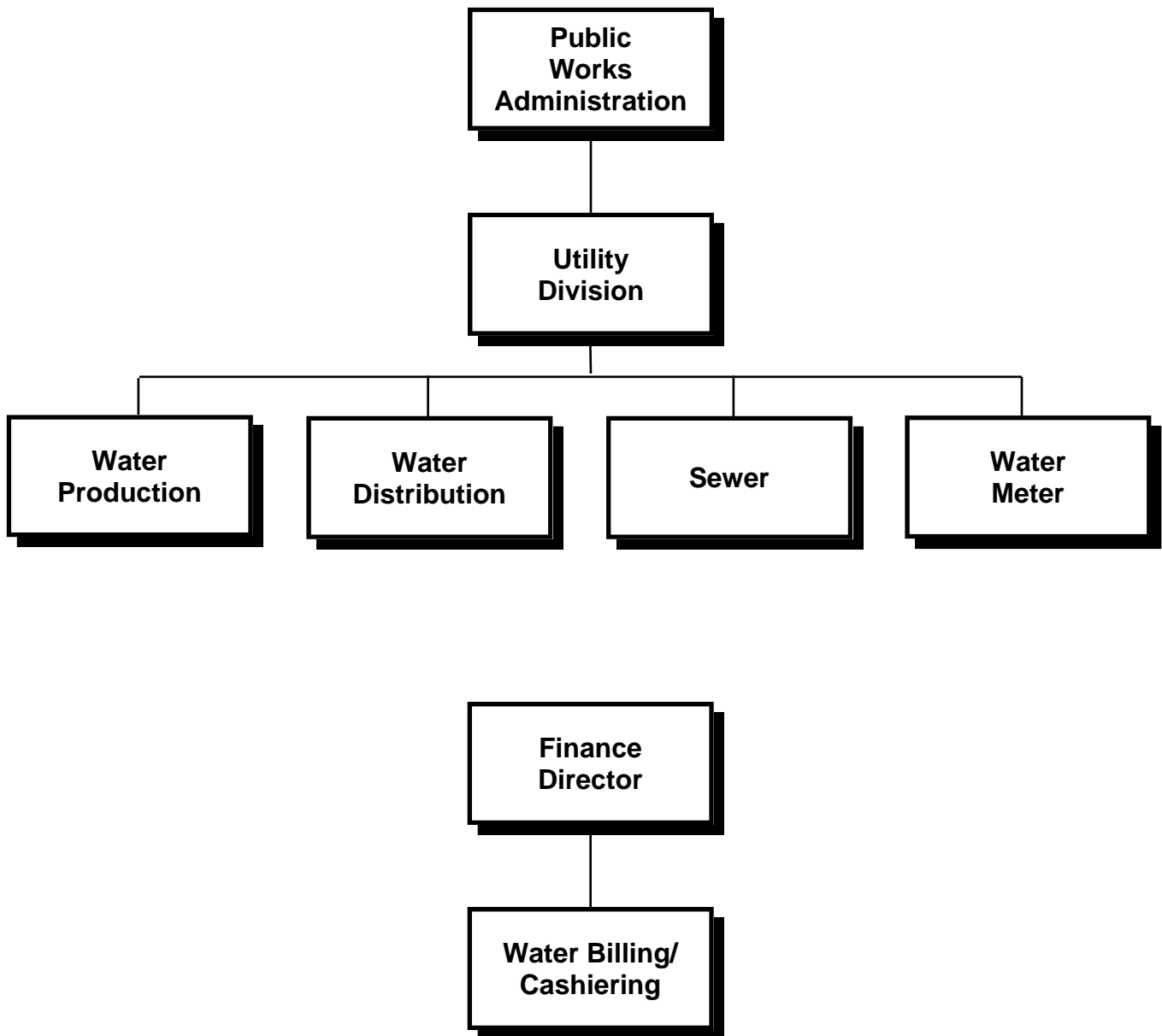
NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2018		Budget 2019
NON-OPERATING:					
431-9901-591.90-05	Operating Transfer Out	Transfer to Capital Projects Fund 401	0		800,000
TOTAL NON-OPERATING			0		800,000
TOTAL PUBLIC BUILDING FUND			27,129,938		1,300,000

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 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 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 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	Calendar Year		
	2015	2016	2017
1. Water Distribution			
(a) Main breaks	158	275	242
(b) Service repairs	590	519	510
(c) Utility locates	21,090	16,254	14,842

WATER & SEWER FUND

(Continued)

Performance Measures (cont.)	Calendar Year		
	2015	2016	2017
2. Water Production			
(a) Off-hour service calls (duty man callouts)	797	874	884
(b) Phone systems (buildings / voice mail / cell)	237	148	196
(c) Security systems (SCADA / key scan / camera)	186	42	269
(d) Water system repairs (valves / pumps / starts)	125	181	199
(e) Water samples collected	1,598	1,429	1567
(f) Emergency generators (exercise / clean / repair / maint.)	1,286	1,300	1299
3. Sewer			
(a) Root cutting (linear feet)			
• Sanitary	480,029	272,882	261,883
• Storm	5,970	3,201	76,613
(b) Flushing (linear feet)			
• Sanitary	206,930	4,511	18,659
• Storm	488	76,639	19,505
(c) Televising (linear feet)			
• Sanitary	971	516	14,081
• Storm	20	335	150
(d) Catch basin repair	86	44	79
(e) Catch basin cleaning	398	143	241
(f) Utility locates	15,211	16,437	15,884
(g) Sewer lining (linear feet)	5,411	10,555	10,887
4. Water Billing Activity			
# of metered accounts	21,032	21,044	21,080
Water consumption billed (1,000 gallons)			
Residential	1,535,441	1,512,279	1,449,867
Commercial	426,966	420,211	323,256
Industrial	329,648	314,838	294,961
Apartments	40,220	52,534	155,961
Total Consumption Billed	2,332,275	2,299,862	2,274,045
Water/sewer revenues	\$12,888,404	\$16,017,792	\$16,560,185
5. Water Services			
Final reads	1,505	1,466	1,357
Miscellaneous reads	5,160	2,124	2,889
Commercial reads	13,509	13,583	13,896
Residential reads	111,650	114,678	111,684
Meter repairs	1,737	849	882
High bill work orders	379	670	908
Low consumption work orders	722	674	782
Appointments	459	476	651

WATER & SEWER FUND

(Continued)

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Service Charges	\$17,169,823	\$17,749,490	\$19,446,000	\$19,402,100	\$20,340,000	\$937,900	4.8%
Interest Income	5,603	8,930	6,500	5,000	6,500	1,500	30.0%
Sales/Reimbursable/Rents	90,428	104,739	85,200	88,000	87,000	(1,000)	(1.1%)
Other	36,253	1,010,334	15,000	15,000	15,000	0	0.0%
Total Revenues	\$17,302,107	\$18,873,493	\$19,552,700	\$19,510,100	\$20,448,500	\$938,400	4.8%
Interfund Transfers In	0	0	0	0	500,000	500,000	N/A
Total Revenues and Interfund Transfers In	\$17,302,107	\$18,873,493	\$19,552,700	\$19,510,100	\$20,948,500	\$1,438,400	7.4%
Expenditures							
Personal Services	\$6,018,849	\$6,073,499	\$6,505,500	\$6,600,500	\$6,644,300	\$43,800	0.7%
Contractual Services	6,048,035	5,715,471	6,461,000	6,461,000	6,432,700	(28,300)	(0.4%)
Commodities	832,609	629,404	733,000	735,200	754,500	19,300	2.6%
Other Charges	1,666,991	1,710,830	1,910,200	2,010,200	2,015,200	5,000	0.2%
Capital Items	3,211,596	3,940,394	3,239,700	3,239,679	5,789,900	2,550,221	78.7%
Total Expenditures	\$17,778,080	\$18,069,598	\$18,849,400	\$19,046,579	\$21,636,600	\$2,590,021	13.6%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$17,778,080	\$18,069,598	\$18,849,400	\$19,046,579	\$21,636,600	\$2,590,021	13.6%
Revenues over (under) Expenditures	(\$475,973)	\$803,895	\$703,300	\$463,521	(\$688,100)	(\$1,151,621)	(248.5%)
BEGINNING WORKING CASH	2,953,811	2,477,838	3,281,733	3,281,733	3,985,033	703,300	21.4%
ENDING WORKING CASH	\$2,477,838	\$3,281,733	\$3,985,033	\$3,745,254	\$3,296,933	(\$448,321)	(12.0%)

WATER & SEWER FUND (505)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2018								
			2016 ACTUAL	2017 ACTUAL	ESTIMATED ACTUAL	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUES											
Combined Rate Increase						105.00%	105.00%	100.00%	100.00%	100.00%	100.00%
WATER SALES			12,728,223	13,146,982	14,616,000	14,616,000	15,336,000	15,336,000	15,336,000	15,336,000	15,336,000
SEWER CHARGE			3,289,570	3,413,202	3,768,000	3,768,000	3,960,000	3,960,000	3,960,000	3,960,000	3,960,000
SERVICE CHARGE			775,687	782,204	778,000	750,000	760,000	760,000	760,000	760,000	760,000
OTHER CHARGES & FEES			376,343	407,102	284,000	268,100	284,000	284,000	284,000	284,000	284,000
INTEREST INCOME			5,603	8,930	6,500	5,000	6,500	6,500	6,500	6,500	6,500
SALES/REIMB./RENTS			90,428	104,739	85,200	88,000	87,000	87,000	87,000	87,000	87,000
OTHER			36,253	19,090	15,000	15,000	15,000	15,000	15,000	15,000	15,000
OPERATING TRANSFER IN			0	0	0	0	500,000	0	0	0	0
NWWC REVENUE			0	991,244	0	0	0	0	0	0	0
TOTAL REVENUES			17,302,107	18,873,493	19,552,700	19,510,100	20,948,500	20,448,500	20,448,500	20,448,500	20,448,500
EXPENDITURES											
OPERATING EXPENDITURES											
Personal Services			6,018,849	6,073,499	6,505,500	6,600,500	6,644,300	7,170,500	7,474,600	7,661,465	7,853,002
Contractual Services			2,456,970	2,282,578	2,535,000	2,535,000	2,506,700	2,612,000	2,668,800	2,708,832	2,749,464
Northwest Water Commission			3,591,064	3,432,893	3,926,000	3,926,000	3,926,000	3,926,000	3,926,000	3,926,000	3,926,000
Commodities			832,609	629,404	733,000	735,200	754,500	765,000	780,100	791,802	803,679
Other Charges			1,563,441	1,619,530	1,680,900	1,780,900	1,715,200	1,734,200	1,768,900	1,795,434	1,822,365
SUBTOTAL - OPERATING EXPENDITURES			14,462,933	14,037,904	15,380,400	15,577,600	15,546,700	16,207,700	16,618,400	16,883,532	17,154,510
BUILDING & LAND											
Public Works Annex Improvements	(1)	BL-93-02	7,695	10,035	20,000	20,000	20,000	20,000	20,000	19,000	0
Roof Maintenance Program	(2)	BL-95-06	62,233	0	0	0	161,200	197,800	137,000	0	0
Overhead Door Replacement		BL-90-04	0	0	0	0	0	10,000	0	0	0
IRMA Compliance Upgrades		BL-19-02	0	0	0	0	39,800	16,400	16,400	16,400	16,400
SUBTOTAL - BUILDING & LAND			69,928	10,035	20,000	20,000	221,000	244,200	173,400	35,400	16,400
EQUIPMENT											
Operational Equipment - Public Works	(3)	EQ-94-01	127,248	198,907	185,000	185,000	184,500	127,000	147,000	108,000	127,000
Office Equipment		EQ-95-03	14,787	2,134	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Emergency Generator Upgrades/Replacement		EQ-99-02	9,726	581,177	152,200	152,164	879,500	10,000	922,400	0	521,900
SCADA Enhancements		EQ-15-25	19,929	9,134	30,000	30,000	58,000	60,000	61,500	63,300	65,200
Pumps & Motor Controls Rehab/Replacement		EQ-15-30	98,821	3,980	244,700	244,756	75,000	141,400	106,000	64,600	94,600
Asset Based Work Management System	(4)	EQ-16-15	511	46,767	3,700	3,685	0	0	0	0	0
SUBTOTAL - EQUIPMENT			271,021	842,099	630,600	630,605	1,212,000	353,400	1,251,900	250,900	823,700
SEWER											
Sewer Rehab/Replacement Program		SW-90-01	389,563	327,035	375,000	375,000	400,000	425,000	450,000	475,000	500,000
Sewer Back-up Rebate Program		SW-18-01	103,551	91,300	0	0	0	0	0	0	0
SUBTOTAL - SEWER			493,113	418,335	375,000	375,000	400,000	425,000	450,000	475,000	500,000
WATER											
Watermain Replacement Program		WA-90-01	1,346,633	1,504,566	2,026,200	2,026,234	2,500,000	2,500,000	2,500,000	3,000,000	3,500,000
Automatic Meter Reading System		WA-03-02	14,584	0	0	0	0	0	737,300	129,100	400,000
Water Tank Repainting		WA-11-01	884,334	997,569	159,800	159,740	1,456,900	875,000	1,036,400	525,000	563,000
Deep Well Rehabilitation		WA-11-02	235,532	259,090	28,100	28,100	0	0	0	0	15,000
SUBTOTAL - WATER			2,481,084	2,761,225	2,214,100	2,214,074	3,956,900	3,375,000	4,273,700	3,654,100	4,478,000
TOTAL CAPITAL EXPENDITURES			3,315,146	4,031,694	3,239,700	3,239,679	5,789,900	4,397,600	6,149,000	4,415,400	5,818,100
OPERATING CONTINGENCY			0	0	229,300	229,300	300,000	0	0	0	0
TOTAL EXPENDITURES			17,778,080	18,069,598	18,849,400	19,046,579	21,636,600	20,605,300	22,767,400	21,298,932	22,972,610
BEGINNING WORKING CASH			2,953,824	2,477,851	3,281,746	4,251,164	3,985,046	3,296,946	3,140,146	821,246	(29,186)
REVENUES OVER (UNDER) EXPENDS.			(475,973)	803,895	703,300	463,521	(688,100)	(156,800)	(2,318,900)	(850,432)	(2,524,110)
ENDING WORKING CASH			2,477,851	3,281,746	3,985,046	4,714,685	3,296,946	3,140,146	821,246	(29,186)	(2,553,296)
Working Cash as % of Expenditures			14%	18%	21%		15%	15%	4%	0%	-11%

PROJECTS WITH SECOND FUND SOURCE

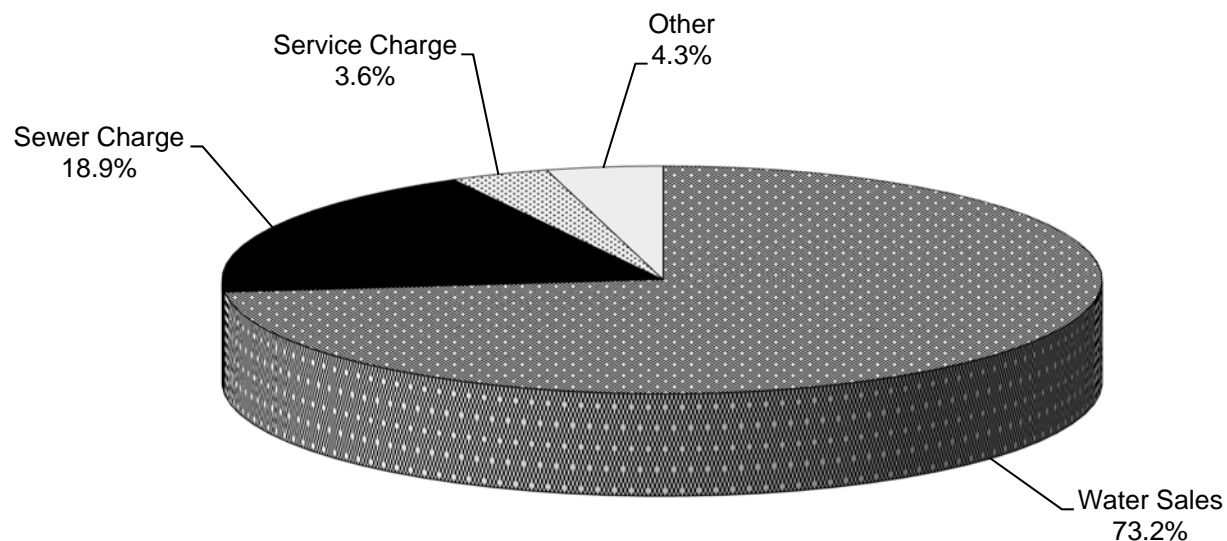
Public Works Annex Improvements	(1)	BL-93-02	Ongoing program partially funded with Capital Project Fund revenue.
Roof Maintenance Program	(2)	BL-95-06	Ongoing program partially funded with Capital Project Fund revenue.
Operational Equipment - Public Works	(3)	EQ-94-01	Ongoing program partially funded with Capital Project Fund revenue.
Asset Based Work Management System	(4)	EQ-16-15	Project is funded 40% from Water & Sewer Fund and 60% from Capital Projects Fund.

WATER & SEWER FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
505-0000-452.42-00	Water Sales	12,728,223	13,146,982	14,616,000	14,616,000	15,336,000	720,000	4.9%
505-0000-452.43-00	Sewer Charge	3,289,570	3,413,202	3,768,000	3,768,000	3,960,000	192,000	5.1%
505-0000-452.44-00	Construction Use Sales	0	0	500	500	500	0	0.0%
505-0000-452.45-00	Service Charge	775,687	782,204	778,000	750,000	760,000	10,000	1.3%
505-0000-452.46-00	Water Connection Fees	106,155	158,796	56,000	50,000	56,000	6,000	12.0%
505-0000-452.48-00	Sewer Connection Fees	3,269	4,750	2,500	2,500	2,500	0	0.0%
505-0000-452.50-00	Water Capital Fees	47,231	39,741	35,000	30,000	35,000	5,000	16.7%
505-0000-452.52-00	Backflow Testing Fees	107,483	88,012	90,000	95,000	90,000	(5,000)	(5.3%)
505-0000-452.53-00	Penalty Late Payment	112,204	115,803	100,000	90,000	100,000	10,000	11.1%
505-0000-452.90-00	Service Reinstatement Fee	0	0	0	100	0	(100)	(100.0%)
	Charges for Services	17,169,822	17,749,490	19,446,000	19,402,100	20,340,000	937,900	4.8%
505-0000-461.02-00	Interest on Investments	3,348	6,704	5,000	5,000	5,000	0	0.0%
505-0000-462.10-00	Market Value Adjustments	2,255	2,226	1,500	0	1,500	1,500	N/A
	Interest Income	5,603	8,930	6,500	5,000	6,500	1,500	30.0%
505-0000-471.20-00	Damage to Hydrants	3,737	1,467	4,200	1,000	1,000	0	0.0%
	Property Damage	3,737	1,467	4,200	1,000	1,000	0	0.0%
505-0000-472.28-00	Sale of Scrap	1,438	617	1,000	2,000	1,000	(1,000)	(50.0%)
505-0000-472.30-00	Sale of Water Meters	61,549	92,860	70,000	70,000	70,000	0	0.0%
505-0000-472.32-00	Sale of Backflow Prevent	23,705	9,795	10,000	15,000	15,000	0	0.0%
	Sales & Rents	86,692	103,272	81,000	87,000	86,000	(1,000)	(1.1%)
505-0000-489.90-00	Other Income	36,253	19,090	15,000	15,000	15,000	0	0.0%
	Other	36,253	19,090	15,000	15,000	15,000	0	0.0%
505-0000-491.05-00	Operating Transfer In	0	0	0	0	500,000	500,000	N/A
505-0000-491.98-00	NWWC Revenue	0	991,244	0	0	0	0	N/A
	Other Financing Sources	0	991,244	0	0	500,000	500,000	N/A
	Total Water & Sewer Fund	17,302,107	18,873,493	19,552,700	19,510,100	20,948,500	1,438,400	7.4%

WATER & SEWER FUND REVENUE - Notes



ANALYSIS OF WATER & SEWER FUND REVENUES

Summary

The Water & Sewer Fund is operated primarily from user fees. 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, 2019 water rates increased 30¢ per 1,000 gallons and sewer rates increased 8¢ 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.

WATER & SEWER FUND REVENUE - Notes

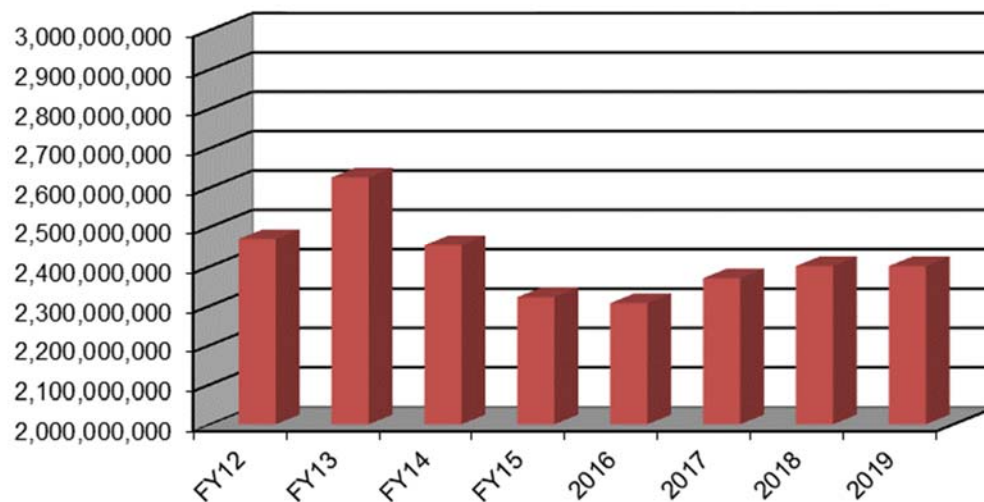
(Continued)

452.42 Water Sales

Fresh potable water is delivered from Lake Michigan and sold to customers at a rate of \$6.39/1,000 gallons for 2019. Residential and commercial water meters located on the customer's property are read electronically 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)
2013 Actual	11,157,796	2,083,999	765,546	14,007,341	1,353,236	10.69%
2014 Actual	10,669,713	2,355,187	766,014	13,790,914	(216,427)	(1.55%)
2015 Actual	10,259,405	2,629,000	768,629	13,657,034	(133,880)	(0.97%)
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 Est Actual	14,616,000	3,768,000	778,000	19,162,000	1,819,612	10.49%
2019 Budget	15,336,000	3,960,000	760,000	20,056,000	894,000	4.67%

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 2019 sewer charge is \$1.65/1,000 gallons of fresh water consumed during a billing cycle.

WATER & SEWER FUND REVENUE - Notes

(Continued)

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.

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.

WATER & SEWER FUND

EXPENDITURES

Finance

0501

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
505-0501-503.10-01	Salaries	536,856	542,414	551,800	601,000	575,100	(25,900)	(4.3%)
505-0501-503.18-01	Temporary Help	0	6,315	1,100	1,100	1,100	0	0.0%
505-0501-503.18-05	Overtime Civilian	0	0	500	500	500	0	0.0%
	Salaries	536,856	548,729	553,400	602,600	576,700	(25,900)	(4.3%)
505-0501-503.19-01	Workers Compensation	1,200	1,200	1,200	1,200	1,200	0	0.0%
505-0501-503.19-05	Medical Insurance	128,900	105,000	152,000	152,000	151,600	(400)	(0.3%)
505-0501-503.19-10	IMRF	70,092	66,973	72,200	78,600	57,600	(21,000)	(26.7%)
505-0501-503.19-11	Social Security	31,970	32,545	34,300	37,400	35,800	(1,600)	(4.3%)
505-0501-503.19-12	Medicare	7,477	7,611	8,000	8,700	8,400	(300)	(3.4%)
	Fringe Benefits	239,639	213,329	267,700	277,900	254,600	(23,300)	(8.4%)
505-0501-503.20-05	Professional Services	12,180	12,270	15,100	15,100	15,300	200	1.3%
505-0501-503.21-65	Other Services	86,723	77,398	90,000	90,000	91,000	1,000	1.1%
505-0501-503.22-03	Training	0	0	500	500	1,000	500	100.0%
505-0501-503.22-05	Postage	67,105	64,601	71,000	71,000	72,000	1,000	1.4%
505-0501-503.22-10	Printing	9,048	9,849	13,200	13,200	13,500	300	2.3%
505-0501-503.22-25	IT/GIS Service Charge	57,700	58,200	55,500	55,500	54,900	(600)	(1.1%)
	Contractual Services	232,756	222,318	245,300	245,300	247,700	2,400	1.0%
505-0501-503.30-05	Office Supplies & Equip	50	16	100	2,300	1,200	(1,100)	(47.8%)
	Commodities	50	16	100	2,300	1,200	(1,100)	(47.8%)
505-0501-503.40-87	Sewer Backup Rebate Prg	103,551	91,300	0	100,000	0	(100,000)	(100.0%)
	Other Charges	103,551	91,300	0	100,000	0	(100,000)	(100.0%)
	Total Finance	1,112,852	1,075,692	1,066,500	1,228,100	1,080,200	(147,900)	(12.0%)

Water Utility Operations

7201

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
505-7201-561.10-01	Salaries	3,193,017	3,324,459	3,460,600	3,496,200	3,666,000	169,800	4.9%
505-7201-561.18-01	Temporary Help	25,644	21,845	30,000	30,000	30,800	800	2.7%
505-7201-561.18-05	Overtime Civilian	339,763	275,989	410,300	410,300	420,600	10,300	2.5%
	Salaries	3,558,424	3,622,293	3,900,900	3,936,500	4,117,400	180,900	4.6%
505-7201-561.19-01	Workers Compensation	243,200	250,500	253,000	253,000	258,100	5,100	2.0%
505-7201-561.19-05	Medical Insurance	682,900	672,999	718,900	718,900	713,900	(5,000)	(0.7%)
505-7201-561.19-10	IMRF	483,188	458,288	510,600	510,600	409,100	(101,500)	(19.9%)
505-7201-561.19-11	Social Security	222,470	224,151	243,900	243,900	254,800	10,900	4.5%
505-7201-561.19-12	Medicare	52,172	52,422	57,100	57,100	59,700	2,600	4.6%
505-7201-561.19-15	Compensated Absences	0	30,788	0	0	0	0	N/A
	Fringe Benefits	1,683,930	1,689,148	1,783,500	1,783,500	1,695,600	(87,900)	(4.9%)
505-7201-561.20-05	Professional Services	59,548	42,040	80,400	80,400	59,800	(20,600)	(25.6%)
505-7201-561.20-40	General Insurance	59,600	62,600	63,200	63,200	63,800	600	0.9%
505-7201-561.21-02	Equipment Maintenance	44,880	18,727	51,500	51,500	51,500	0	0.0%
505-7201-561.21-11	Building Maintenance	4,985	16	10,000	10,000	10,000	0	0.0%
505-7201-561.21-20	Pumping Station Maint	11,720	7,095	20,000	20,000	20,000	0	0.0%
505-7201-561.21-25	Sewer Collection System	13,497	6,351	25,000	25,000	12,500	(12,500)	(50.0%)
505-7201-561.21-30	Water Distribution System	356,866	336,378	364,900	364,900	382,800	17,900	4.9%
505-7201-561.21-35	Meter Installation	194,385	190,795	185,000	185,000	252,500	67,500	36.5%
505-7201-561.21-36	Equipment Rental	187,075	180,476	181,000	181,000	198,500	17,500	9.7%

WATER & SEWER FUND

EXPENDITURES

Water Utility Operations (continued)

7201

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
Contractual Services (continued)								
505-7201-561.21-50	Utility Services	418,030	367,647	393,600	393,600	296,000	(97,600)	(24.8%)
505-7201-561.21-53	Northwest Water Com	3,591,064	3,432,893	3,926,000	3,926,000	3,926,000	0	0.0%
505-7201-561.21-62	Disposal Services	33,322	66,888	52,400	52,400	52,400	0	0.0%
505-7201-561.21-65	Other Services	52,042	41,278	62,700	62,700	66,550	3,850	6.1%
505-7201-561.22-02	Dues	2,891	5,301	5,000	5,000	5,000	0	0.0%
505-7201-561.22-03	Training	16,984	17,609	16,600	16,600	16,600	0	0.0%
505-7201-561.22-05	Postage	151	142	1,500	1,500	1,500	0	0.0%
505-7201-561.22-10	Printing	995	2,446	2,500	2,500	6,500	4,000	160.0%
505-7201-561.22-20	Annual Consumer Report	3,109	1,775	3,000	3,000	3,000	0	0.0%
505-7201-561.22-25	IT/GIS Service Charge	153,100	153,900	181,800	181,800	172,300	(9,500)	(5.2%)
505-7201-561.22-30	Claims & Refunds	65,068	5,424	10,000	10,000	10,000	0	0.0%
505-7201-561.22-37	Vehicle/Equip Lease Chrg	507,500	507,800	533,600	533,600	525,600	(8,000)	(1.5%)
505-7201-561.22-70	Telephone Services	38,466	45,572	46,000	46,000	52,150	6,150	13.4%
	Contractual Services	5,817,294	5,495,170	6,215,700	6,215,700	6,185,000	(10,700)	(0.5%)
505-7201-561.30-01	Publications Periodicals	500	60	500	500	500	0	0.0%
505-7201-561.30-05	Office Supplies & Equip	4,929	4,737	5,200	5,200	5,200	0	0.0%
505-7201-561.30-30	Data System Supplies	1,524	2,081	7,200	7,200	7,200	0	0.0%
505-7201-561.30-35	Clothing	20,708	23,696	24,700	24,700	24,700	0	0.0%
505-7201-561.30-50	Petroleum Products	51,207	58,994	59,500	59,500	79,900	20,400	34.3%
505-7201-561.31-01	Water Distribution Sup	244,883	136,214	177,500	177,500	177,500	0	0.0%
505-7201-561.31-02	Meters Backflow Devices	115,757	179,933	136,000	136,000	136,000	0	0.0%
505-7201-561.31-05	Pumping and Storage Sup	28,520	22,701	25,000	25,000	25,000	0	0.0%
505-7201-561.31-07	Sewer Collection Supplies	98,209	6,440	23,500	23,500	28,500	5,000	21.3%
505-7201-561.31-40	Agricultural Supplies	3,129	1,380	13,300	13,300	13,300	0	0.0%
505-7201-561.31-55	Building Supplies	13,891	10,816	13,500	13,500	13,500	0	0.0%
505-7201-561.31-60	Chemicals	12,218	5,210	10,000	10,000	10,000	0	0.0%
505-7201-561.31-65	Other Equip & Supplies	88,287	48,892	78,500	78,500	78,500	0	0.0%
505-7201-561.31-85	Small Tools and Equipment	14,585	13,480	15,500	15,500	15,500	0	0.0%
505-7201-561.31-90	Street and Sidewalk Sup	123,862	111,807	125,000	125,000	125,000	0	0.0%
505-7201-561.33-05	Other Supplies	10,350	2,947	18,000	18,000	13,000	(5,000)	(27.8%)
	Commodities	832,559	629,388	732,900	732,900	753,300	20,400	2.8%
505-7201-561.40-75	Administrative Serv Charge	1,571,200	1,618,300	1,666,900	1,666,900	1,700,200	33,300	2.0%
505-7201-561.40-77	Bad Debt Expense	1,445	1,230	0	0	0	0	N/A
505-7201-561.42-79	OPEB Liability Expense	(9,204)	0	14,000	14,000	15,000	1,000	7.1%
	Other Charges	1,563,441	1,619,530	1,680,900	1,680,900	1,715,200	34,300	2.0%
505-7201-561.50-10	Office Equipment	15,298	48,901	15,000	15,000	15,000	0	0.0%
505-7201-561.50-10	Office Equip - Asset Work	0	0	3,700	3,685	0	(3,685)	(100.0%)
505-7201-561.50-15	Other Equipment	255,723	793,199	611,900	611,920	1,197,000	585,080	95.6%
505-7201-561.50-20	Building Improvements	69,928	10,035	20,000	20,000	221,000	201,000	1005.0%
	Capital Outlay	340,949	852,135	650,600	650,605	1,433,000	782,395	120.3%
Total Water Utility Operations		13,796,597	13,907,664	14,964,500	15,000,105	15,899,500	909,395	6.0%

WATER & SEWER FUND

EXPENDITURES

Capital Projects

9001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
505-9001-571.50-25	Construction in Progress	2,870,647	3,088,259	2,589,100	2,589,074	4,356,900	1,767,826	68.3%
	Capital Outlay	2,870,647	3,088,259	2,589,100	2,589,074	4,356,900	1,767,826	68.3%
	Total Capital Projects	2,870,647	3,088,259	2,589,100	2,589,074	4,356,900	1,767,826	68.3%

Non-Operating

9901

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
505-9901-591.40-96	Operating Contingency	0	0	229,300	229,300	300,000	70,700	30.8%
	Other Financing Uses	0	0	229,300	229,300	300,000	70,700	30.8%
	Total Non-Operating	0	0	229,300	229,300	300,000	70,700	30.8%
	Total Water & Sewer Fund	17,780,096	18,071,615	18,849,400	19,046,579	21,636,600	2,600,021	13.6%

FINANCE**Water & Sewer Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Customer Service Supervisor	4	1.00	1.00	
Administrative Assistant	2	1.00	1.00	
Financial Assistant	2	2.00	2.00	
Water Billing Clerk	2	2.00	2.00	
Customer Support Assistant	2	0.00	1.00	1.00
Account Clerk	1	1.50	0.50	(1.00)
Accounting Assistant	1	0.50	0.00	(0.50)
Total F-T-E		8.00	7.50	(0.50)

**Finance Department
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	9.50	9.50	
505	Water & Sewer Fund	8.00	7.50	(0.50)
	Total F-T-E All Funds	17.50	17.00	(0.50)

WATER & SEWER FUND

EXPENDITURE DETAIL

FINANCE

0501

Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
505-0501-503.10-01	Salaries	Salaries	601,000		575,100	
505-0501-503.18-01	Temporary Help	Temporary Help	1,100		1,100	
505-0501-503.18-05	Overtime Civilian	Overtime Civilian	500		500	
TOTAL SALARIES			602,600		576,700	
FRINGE BENEFITS:						
505-0501-503.19-01	Workers' Compensation	Workers' Compensation Insurance	1,200		1,200	
505-0501-503.19-05	Medical Insurance	Medical Insurance	152,000		151,600	
505-0501-503.19-10	IMRF	IMRF	78,600		57,600	
505-0501-503.19-11	Social Security	Social Security	37,400		35,800	
505-0501-503.19-12	Medicare	Medicare	8,700		8,400	
TOTAL FRINGE BENEFITS			277,900		254,600	
CONTRACTUAL SERVICES:						
505-0501-503.20-05	Professional Services	Annual audit (30% share)	13,000		13,200	
		Annual actuarial valuation of post employment benefits (30% share)	2,100	15,100	2,100	15,300
505-0501-503.21-65	Other Services	Outsourcing of water billing services	12,000		12,300	
		Bank fees for credit card payment program	66,000		66,300	
		Bank service charges, lien filing and processing	12,000	90,000	12,400	91,000
505-0501-503.22-03	Training	GFOA programs	500		1,000	
505-0501-503.22-05	Postage	Mailing of water bills and notices	71,000		72,000	
505-0501-503.22-10	Printing	Water bills, envelopes and shut off notices	13,200		13,500	
505-0501-503.22-25	IT/GIS Service Charge	Information Technology/GIS service charge	55,500		54,900	
TOTAL CONTRACTUAL SERVICES			245,300		247,700	
COMMODITIES:						
505-0501-503.30-05	Office Supplies & Equip	Miscellaneous supplies & equipment	2,300		1,200	
TOTAL COMMODITIES			2,300		1,200	

WATER & SEWER FUND

EXPENDITURE DETAIL

FINANCE (cont.) 0501

Account Number	Account Title	Description	Budget 2018	Budget 2019
OTHER CHARGES:				
505-0501-503.40-87	Sewer Backup Rebate Prg	Sanitary sewer flood prevention rebate program (SW1501)	100,000	0
TOTAL OTHER CHARGES			100,000	0
TOTAL FINANCE			1,228,100	1,080,200

WATER UTILITY**Water & Sewer Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
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 I	6	2.00	2.00	
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	
Total F-T-E		40.75	40.75	0.00

**Public Works Department
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	41.25	51.25	10.00
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
	Total F-T-E All Funds	92.50	102.50	10.00

WATER & SEWER FUND

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS

7201

Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
505-7201-561.10-01	Salaries	Salaries	3,496,200		3,666,000	
505-7201-561.18-01	Temporary Help	Temporary Help	30,000		30,800	
505-7201-561.18-05	Overtime Civilian	Overtime Civilian	410,300		420,600	
TOTAL SALARIES			3,936,500		4,117,400	
FRINGE BENEFITS:						
505-7201-561.19-01	Workers' Compensation	Workers' Compensation Insurance	253,000		258,100	
505-7201-561.19-05	Medical Insurance	Medical Insurance	718,900		713,900	
505-7201-561.19-10	IMRF	IMRF	510,600		409,100	
505-7201-561.19-11	Social Security	Social Security	243,900		254,800	
505-7201-561.19-12	Medicare	Medicare	57,100		59,700	
TOTAL FRINGE BENEFITS			1,783,500		1,695,600	
CONTRACTUAL SERVICES:						
505-7201-561.20-05	Professional Services	Samples - Environmental Protection Agency & others, incl. lead sampling	28,100		28,100	
		Consulting engineer studies	31,700		31,700	
		Water Loss Control Audit	17,500		0	
		Prior Year Encumbrance Carryover	3,100	80,400	0	59,800
505-7201-561.20-40	General Insurance	Liability and property insurance	63,200		63,800	
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	10,400		10,400	
		AMR support	10,200	51,500	10,200	51,500
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	Lift station repairs	7,500		0	
		Wetland Maintenance	5,000		0	
		Emergency repairs	12,500	25,000	12,500	12,500
505-7201-561.21-30	Water Distribution System	Contract landscape repairs for main break damage	7,500		12,500	
		Contract roadway repairs for main break damage	342,400		355,300	
		Emergency repairs	15,000	364,900	15,000	382,800

WATER & SEWER FUND

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2018		Budget 2019	
505-7201-561.21-35	Meter Installation	Installation of replacement meters, testing and repair of larger meters and backflow preventers		185,000		252,500
505-7201-561.21-36	Equipment Rental	Misc. rental of tapping equipment, tools, etc.	4,300		4,300	
		Debris and spoil hauling	151,700		151,700	
		Heavy equipment rental	25,000	181,000	42,500	198,500
505-7201-561.21-50	Utility Services	Electrical energy for pumping water, operating lift stations & misc. uses; natural gas for standby power (minimum charges)		393,600		296,000
505-7201-561.21-53	Northwest Water Comm	Contribution per Commission agreement		3,926,000		3,926,000
505-7201-561.21-62	Disposal Services	Disposal and landfill		52,400		52,400
505-7201-561.21-65	Other Services	JULIE charge	10,000		13,400	
		State of Illinois NPDES permit fees (State mandate)	21,400		21,400	
		SDS database	0		450	
		Work Management Software	25,500		25,500	
		Service Request Software	5,800	62,700	5,800	66,550
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	
		Sewer Cleaner Symposium (Federal Mandate Requirement)	2,400		2,400	
		NASSCO Certification	2,000		2,000	
		Administration				
		Illinois Section AWWA Annual Meeting	3,000		3,000	
		AWWA Annual conference	2,400		2,400	
		APWA Conference	2,000	16,600	2,000	16,600
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		2,500		6,500
505-7201-561.22-20	Annual Consumer Report	Publication of "Consumer Confidence Report" (Federal mandate)		3,000		3,000
505-7201-561.22-25	IT/GIS Service Charge	IT/GIS service charge		181,800		172,300
505-7201-561.22-30	Claims and Refunds	Overpayment refunds, damage claims, reimbursement for maintenance due to system malfunctions		10,000		10,000

WATER & SEWER FUND

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2018		Budget 2019	
505-7201-561.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		533,600		525,600
505-7201-561.22-70	Telephone Services	Leased lines for monitoring utility system; cell phone charges	38,000		41,000	
		Smart Cover System	0		1,000	
		Sewer Televising Data	0		450	
		TopCon GIS Data	0		1,700	
		GPS-AVL data	8,000	46,000	8,000	52,150
		TOTAL CONTRACTUAL SERVICES		6,215,700		6,185,000
COMMODITIES:						
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		59,500		79,900
505-7201-561.31-01	Water Distrib Supplies	Clamps and cut-in-sleeves	138,500		138,500	
		Service supplies	20,000		20,000	
		Damage repair (reimbursable)	3,500		3,500	
		New water tap & water service (resale)	9,000		9,000	
		Submersible pumps (110 volt)	2,500		2,500	
		Miscellaneous	4,000	177,500	4,000	177,500
505-7201-561.31-02	Meters/Backflow Devices	Meter repair parts	40,000		40,000	
		Backflow prevention	25,000		25,000	
		Meters (exchange/replace)	40,000		40,000	
		Water meters (resale)	25,000		25,000	
		Backflow (resale)	6,000	136,000	6,000	136,000
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		5,500	
		Sand, brick, cement, rings	6,000		6,000	
		Sanitary Sewer Patches	0		5,000	
		Sewer clamps and covers	6,000		6,000	
		Frames and grates	6,000	23,500	6,000	28,500
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	8,200		8,200	
		Sod, seed and plants	4,100		4,100	
		Fertilizers and chemicals	1,000	13,300	1,000	13,300

WATER & SEWER FUND

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2018		Budget 2019	
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	3,900		3,900	
		Test kits, buffer solution & misc supplies	3,900		3,900	
		Grease emulsifier	2,200	10,000	2,200	10,000
505-7201-561.31-65	Other Equip. & Supplies	Telemetry cabinet modifications	5,000		5,000	
		Pump controller/sequencer modifications	2,000		2,000	
		Electrical control parts, breakers	5,000		5,000	
		Engine/generator supplies	8,000		8,000	
		Electric cables	2,000		2,000	
		Batteries	8,000		8,000	
		Hoses (sewer flusher)	7,500		7,500	
		Miscellaneous supplies	5,500		5,500	
		Concrete blades	5,000		5,000	
		Sewer televising system supplies	2,000		2,000	
		Root cutters, blades & shoes	10,000		10,000	
		Chlorine system components	7,000		7,000	
		Magnetic valve box locators (2)	1,500		1,500	
		SCADA computer	7,000		7,000	
		Transducers	3,000	78,500	3,000	78,500
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	15,000		15,000	
		Concrete	28,000		28,000	
		Gravel	75,000		75,000	
		Miscellaneous materials	7,000	125,000	7,000	125,000
505-7201-561.33-05	Other Supplies	Misc. equipment and supplies		18,000		13,000
		TOTAL COMMODITIES		732,900		753,300
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		1,666,900		1,700,200
505-7201-561.42-79	OPEB Liability Expense	OPEB liability expense		14,000		15,000
		TOTAL OTHER CHARGES		1,680,900		1,715,200
CAPITAL OUTLAY:						
505-7201-561.50-10	Office Equipment	Desk, chair & file cabinet repl (EQ9503)	15,000		15,000	
		Asset Based Work Mgmt Sys (EQ1615)				
		Prior Year Encumbrance Carryover	3,685	18,685	0	15,000

WATER & SEWER FUND

EXPENDITURE DETAIL

WATER UTILITY OPERATIONS (cont.)

7201

Account Number	Account Title	Description	Budget 2018		Budget 2019	
505-7201-561.50-15	Other Equipment	Water Operational Equipment (EQ9401)	185,000		184,500	
		Emergency Generator Upgrades and Replacement (EQ9902)	0		879,500	
		Prior Year Encumbrance Carryover	152,164			
		SCADA Enhancements (EQ1525)	30,000		58,000	
		Pump & Motor Controls Rehab and Replacement (EQ1530)	189,100		75,000	
		Prior Year Encumbrance Carryover	55,656	611,920	0	1,197,000
505-7201-561.50-20	Building Improvements	PW Annex improvements (BL9302)	20,000		20,000	
		Roof Maintenance Program (BL9506)	0		161,200	
		IRMA Compliance (BL1902)	0	20,000	39,800	221,000
		TOTAL CAPITAL OUTLAY	650,605		1,433,000	
		TOTAL WATER UTILITY	15,000,105		15,899,500	

WATER & SEWER FUND

EXPENDITURE DETAIL

CAPITAL PROJECTS

9001

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
505-9001-571.50-25	Construction in Progress	Sewer Rehab/Replacement Program (SW9001)	375,000	400,000
		Watermain Replacement Program (WA9001)	2,000,000	2,500,000
		Prior Year Encumbrance Carryover	26,234	
		Water Tank Repainting (WA1101)	0	1,456,900
		Prior Year Encumbrance Carryover	159,740	
		Deep Well Rehabilitation (WA1102)	28,100	0
		Prior Year Encumbrance Carryover	2,589,074	4,356,900
		TOTAL CAPITAL PROJECTS	<u>2,589,074</u>	<u>4,356,900</u>

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2018	Budget 2019
OTHER FINANCING USES:				
505-9901-591.40-96	Operating Contingency	Operating Contingency	229,300	300,000
		TOTAL OTHER FINANCING USES	<u>229,300</u>	<u>300,000</u>
		TOTAL NON-OPERATING	<u>229,300</u>	<u>300,000</u>
		TOTAL WATER & SEWER FUND	<u>19,046,579</u>	<u>21,636,600</u>

ARTS, ENTERTAINMENT & EVENTS FUND

► 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.

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%.

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Taxes	\$649,046	\$656,953	\$675,800	\$664,200	\$691,400	\$27,200	4.1%
Fees	96,481	92,566	93,300	91,600	99,400	7,800	8.5%
Interest Income	1,084	3,664	3,200	2,500	4,500	2,000	80.0%
Other	33,640	33,600	33,200	40,500	40,500	0	0.0%
Total Revenues	\$780,251	\$786,783	\$805,500	\$798,800	\$835,800	\$37,000	4.6%
Interfund Transfers In	0	0	20,000	20,000	20,000	0	0.0%
Capital Reserves	0	0	110,800	133,760	85,000	(48,760)	(36.5%)
Total Revenues and Interfund Transfers In	\$780,251	\$786,783	\$936,300	\$952,560	\$940,800	(\$11,760)	(1.2%)
Expenditures							
Personal Services	\$140,101	\$157,485	\$173,800	\$162,800	\$180,200	\$17,400	10.7%
Commodities	23,664	47,254	50,500	50,500	54,300	3,800	7.5%
Other Charges	430,010	480,828	516,700	568,870	584,300	15,430	2.7%
Capital Items	105,438	122,519	146,800	169,760	122,000	(47,760)	(28.1%)
Total Expenditures	\$699,213	\$808,086	\$887,800	\$951,930	\$940,800	(\$11,130)	(1.2%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$699,213	\$808,086	\$887,800	\$951,930	\$940,800	(\$11,130)	(1.2%)
Revenues over (under) Expenditures	\$81,038	(\$21,303)	\$48,500	\$630	\$0	(\$630)	(100.0%)
BEGINNING WORKING CASH	(75,785)	5,253	(16,050)	(16,050)	32,450	48,500	(302.2%)
ENDING WORKING CASH	\$5,253	(\$16,050)	\$32,450	(\$15,420)	\$32,450	\$47,870	(310.4%)

ARTS, ENTERTAINMENT & EVENTS FUND (515)

5 YEAR FINANCIAL PLAN

ACCOUNT DESCRIPTION	Note	PROJ #	2016 ACTUAL	2017 ACTUAL	ESTIMATED ACTUAL	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUES											
FOOD & BEVERAGE TAX			649,046	656,953	675,800	664,200	691,400	704,900	718,400	732,000	746,100
BUILDING MANAGEMENT FEE			18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000
CAM CHARGES			76,424	69,318	74,000	69,400	77,100	78,700	80,300	81,900	83,500
SPECIAL DETAIL PUBLIC WORKS			2,057	5,248	1,300	4,200	4,300	4,400	4,500	4,600	4,700
INTEREST INCOME			1,084	3,664	3,200	2,500	4,500	4,500	4,500	4,500	4,500
HEARTS OF GOLD			16,640	11,100	13,200	18,000	18,000	18,000	18,000	18,000	18,000
PREMIUM SPONSOR			2,500	7,500	5,000	7,500	7,500	7,500	7,500	7,500	7,500
SOUNDS OF SUMMER			14,500	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
TRANSFER-IN FROM GENERAL FUND			0	0	20,000	20,000	20,000	20,000	20,000	20,000	20,000
CAPITAL RESERVES	(1)		0	0	110,800	133,760	85,000	88,000	86,000	69,000	100,000
TOTAL REVENUES			780,251	786,783	936,300	952,560	940,800	959,000	972,200	970,500	1,017,300

EXPENDITURES

EVENTS

Frontier Days	AE-06-18	23,000	24,751	24,300	25,300	25,500	26,000	26,500	27,000	27,500
Halloween	AE-06-20	4,000	3,800	3,900	4,200	4,000	4,100	4,200	4,300	4,400
Hearts of Gold	AE-06-22	17,890	15,088	18,000	18,000	19,000	19,000	19,000	19,000	19,000
Irish Fest	AE-06-24	3,705	3,953	3,800	4,200	4,000	4,100	4,200	4,300	4,400
July 4th Parade	AE-06-26	18,361	27,529	25,700	26,200	29,400	30,000	30,600	31,200	31,800
Mane Event	AE-06-28	36,923	37,466	43,000	39,500	44,400	45,300	46,200	47,100	48,000
Memorial Day Parade	AE-06-30	12,171	15,439	17,800	17,400	17,100	17,400	17,700	18,100	18,500
Promenade of the Arts	AE-06-34	16,116	15,631	12,600	18,200	15,400	15,700	16,000	16,300	16,600
Sounds of Summer	AE-06-38	65,571	79,251	72,200	71,500	73,600	75,100	76,600	78,100	79,700
Tree Lighting Event	AE-06-40	13,261	16,750	15,800	14,100	17,700	18,100	18,500	18,900	19,300
Community Awareness Events	AE-06-46	2,707	6,624	6,000	6,370	6,000	6,100	6,200	6,300	6,400
National Night Out	AE-06-50	13,819	12,045	14,800	12,900	15,200	15,500	15,800	16,100	16,400
Autumn Harvest	AE-10-01	11,230	12,576	11,400	12,000	11,800	12,000	12,200	12,400	12,600
Taste of Arlington Heights	AE-12-02	18,466	21,466	28,000	22,500	29,300	29,900	30,500	31,100	31,700
Arlington Spring Sweep	AE-13-01	2,839	3,940	3,600	3,700	5,200	5,300	5,400	5,500	5,600
Family Field Day Health Event	AE-17-02	0	0	3,000	3,000	0	0	0	0	0
Bike Arlington Heights	AE-17-04	0	0	2,100	2,300	2,200	2,200	2,200	2,200	2,200
Downtown Events	AE-17-08	0	5,008	14,000	10,000	14,100	14,400	14,700	15,000	15,300
SUBTOTAL - EVENTS		260,059	301,317	320,000	311,370	333,900	340,200	346,500	352,900	359,400

METROPOLIS

Metropolis Theater Operating Contribution	AE-05-04	250,000	255,000	260,000	260,000	265,000	270,000	275,000	280,000	285,000
Metropolis Theater - Use of Restricted Reserves	--	0	49,000	0	0	0	0	0	0	0
SUBTOTAL - METROPOLIS		250,000	304,000	260,000	260,000	265,000	270,000	275,000	280,000	285,000
SUBTOTAL - OPERATING EXPENDITURES		510,059	605,317	580,000	571,370	598,900	610,200	621,500	632,900	644,400

EQUIPMENT

Equipment Replacement - Metropolis	EQ-06-03	47,262	39,868	36,000	36,000	37,000	38,000	39,000	40,000	41,000
SUBTOTAL - EQUIPMENT		47,262	39,868	36,000	36,000	37,000	38,000	39,000	40,000	41,000

BUILDING/EQUIPMENT RESERVE EXPENSES (1)

Metropolis Theater Green Room Refurbishment	BL-15-03	3,938	0	0	0	0	0	0	0	0
Metropolis Theater Security	BL-15-04	9,702	5,000	0	0	0	0	0	0	0
Metropolis Theater Triangle Rooms & Halls Refurbish	BL-17-01	0	0	0	0	7,000	0	0	0	0
Metropolis Theater Lobby Refurbishment	BL-17-03	747	0	20,000	20,000	0	0	0	0	0
Metropolis Theater Seat Replacement	BL-17-04	0	34,157	0	0	0	0	0	0	0
Metropolis Theater Dance Studio Floor	BL-17-05	0	0	0	0	0	18,000	0	0	0
Metropolis Theater- Replace Flooring MPAC	BL-17-06	0	0	0	0	0	40,000	0	0	0
Metropolis Theater Website Replacement	EQ-15-01	3,400	0	0	0	0	0	0	0	0
Metropolis Theater Lighting Systems & Equip	EQ-16-01	25,389	0	0	0	0	0	0	0	0
Metropolis Theater Phone/Intercom System	EQ-16-02	15,000	0	0	0	0	0	0	0	0
Metropolis Theater Sound System & Equipment	EQ-16-03	0	19,737	0	0	0	0	0	0	0
Metropolis Theater Sound System Expansion	EQ-17-02	0	13,330	0	0	0	0	0	0	0
Metropolis Theater Clearcom Equipment	EQ-17-03	0	0	12,700	17,000	0	0	0	0	0
Metropolis Theater LED House Lighting	EQ-17-04	0	0	43,100	61,000	0	0	0	0	0
Metropolis Theater Monitors - Audio	EQ-17-05	0	0	19,100	20,000	0	0	0	0	0
Metropolis Theater Speaker Towers	EQ-17-06	0	0	10,000	10,000	0	0	0	0	0
Metropolis Theater Moving Lights	EQ-17-07	0	0	0	0	7,000	0	0	0	0
Metropolis Theater Edison for Grid	EQ-17-08	0	0	0	0	11,000	0	0	0	0
Metropolis Theater Sound Console/ Board	EQ-17-09	0	0	0	0	35,000	0	0	0	0
Metropolis Theater Replace Smoke Detectors	EQ-17-10	0	0	0	0	25,000	0	0	0	0
Metropolis Theater LED Series 2	EQ-17-11	0	0	0	0	0	0	60,000	0	0

5 YEAR FINANCIAL PLAN

(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.

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ARTS, ENTERTAINMENT & EVENTS FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
515-0000-402.25-00	Food & Beverage Tax (AE0502)	649,046	656,953	675,800	664,200	691,400	27,200	4.1%
	Business Taxes	649,046	656,953	675,800	664,200	691,400	27,200	4.1%
515-0000-431.45-00	Building Management Fee	18,000	18,000	18,000	18,000	18,000	0	0.0%
515-0000-431.46-00	CAM Charges	76,424	69,318	74,000	69,400	77,100	7,700	11.1%
515-0000-431.50-00	Special PW Detail Fee	2,057	5,248	1,300	4,200	4,300	100	2.4%
	Fees	96,481	92,566	93,300	91,600	99,400	7,800	8.5%
515-0000-461.02-00	Interest on Investments	744	2,754	2,100	2,500	4,500	2,000	80.0%
515-0000-462.10-00	Market Value Adjustments	340	910	1,100	0	0	0	N/A
	Interest Income	1,084	3,664	3,200	2,500	4,500	2,000	80.0%
515-0000-481.50-00	Hearts of Gold Awards Dinner (AE0622)	16,640	11,100	13,200	18,000	18,000	0	0.0%
515-0000-481.55-00	Premium Sponsors	2,500	7,000	5,000	7,500	7,500	0	0.0%
515-0000-481.65-00	Sounds of Summer (AE0638)	14,500	15,000	15,000	15,000	15,000	0	0.0%
	Special Events	33,640	33,100	33,200	40,500	40,500	0	0.0%
515-0000-489.90-00	Other Income	0	500	0	0	0	0	N/A
	Other	0	500	0	0	0	0	N/A
515-0000-491.05-00	Operating Transfer In	0	0	20,000	20,000	20,000	0	0.0%
515-0000-491.10-00	Use of Capital Reserves	0	0	110,800	133,760	85,000	(48,760)	(36.5%)
	Other Financing Sources	0	0	130,800	153,760	105,000	(48,760)	(31.7%)
Total Arts, Ent. & Events Fund		780,251	786,783	936,300	952,560	940,800	(11,760)	(1.2%)

SPECIAL EVENTS OPERATIONS WITH DEDICATED REVENUE

	BUDGET FOR 2019					
	Hearts of Gold	Sounds of Summer	Promenade of Art	Taste of Arlington	Other Events	TOTAL
Event Revenue						
Hearts of Gold	18,000					18,000
Sounds of Summer		15,000				15,000
Special PW Detail			1,600	2,700		4,300
Premium Sponsors					7,500	7,500
Total Event Revenue	18,000	15,000	1,600	2,700	7,500	44,800
Event Expenditures						
Hearts of Gold	19,000					19,000
Sounds of Summer		73,600				73,600
Promenade of Art			15,400			15,400
Taste of Arlington				29,300		29,300
Other Special Events Commission Events					196,600	196,600
Total Event Expenditures	19,000	73,600	15,400	29,300	196,600	333,900
Dedicated Revenues over/(under) Expenditures*	(1,000)	(58,600)	(13,800)	(26,600)	(189,100)	(289,100)

* 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 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
515-0101-525.40-55	Special Events	4,000	4,000	4,000	6,000	6,000	0	0.0%
	Other Charges	4,000	4,000	4,000	6,000	6,000	0	0.0%
	Total Board of Trustees	4,000	4,000	4,000	6,000	6,000	0	0.0%

Integrated Services

0201

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
515-0201-525.40-55	Special Events *	38,807	31,986	31,300	31,300	31,300	0	0.0%
	Other Charges	38,807	31,986	31,300	31,300	31,300	0	0.0%
	Total Integrated Services	38,807	31,986	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 2017 were \$15,000. The sponsorships are subtracted from the net expenses for the event programming. Village's net expense was \$9,950 for entertainment costs only.

Special Events Commission

1018

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
515-1018-525.40-55	Special Events	50,781	53,969	54,400	54,400	56,100	1,700	3.1%
	Other Charges	50,781	53,969	54,400	54,400	56,100	1,700	3.1%
	Total Special Events Comm	50,781	53,969	54,400	54,400	56,100	1,700	3.1%

Note: the SEC had Premium Sponsors for 2017 in the amount of \$7,500.

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURES

Arts Commission

1022

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
515-1022-525.40-55	Special Events	2,707	6,623	6,000	6,370	6,000	(370)	(5.8%)
	Other Charges	2,707	6,623	6,000	6,370	6,000	(370)	(5.8%)
	Total Arts Commission	2,707	6,623	6,000	6,370	6,000	(370)	(5.8%)

Metropolis Theater

2005

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
515-2005-525.40-81	Operating Contribution	250,000	255,000	260,000	260,000	265,000	5,000	1.9%
515-2005-525.40-82	Restricted Contribution	0	49,000	0	0	0	0	N/A
	Other Charges	250,000	304,000	260,000	260,000	265,000	5,000	1.9%
515-2005-525.50-55	Other Capital Outlay	105,438	122,519	146,800	169,760	122,000	(47,760)	(28.1%)
	Capital Outlay	105,438	122,519	146,800	169,760	122,000	(47,760)	(28.1%)
	Total Metropolis Theater	355,438	426,519	406,800	429,760	387,000	(42,760)	(9.9%)

Police

3001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
515-3001-525.18-07	Overtime Sworn	68,200	70,300	72,800	74,000	75,400	1,400	1.9%
	Salaries	68,200	70,300	72,800	74,000	75,400	1,400	1.9%
	Total Police	68,200	70,300	72,800	74,000	75,400	1,400	1.9%

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURES

Fire

3501

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
515-3501-525.18-07	Overtime Sworn	13,154	8,600	9,400	9,800	9,900	100	1.0%
	Salaries	13,154	8,600	9,400	9,800	9,900	100	1.0%
	Total Fire	13,154	8,600	9,400	9,800	9,900	100	1.0%

Public Works

7101

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
515-7101-525.18-05	Overtime Civilian	54,887	73,337	85,700	73,700	88,700	15,000	20.4%
515-7101-525.18-80	Special Detail	3,860	5,248	5,900	5,300	6,200	900	17.0%
	Salaries	58,747	78,585	91,600	79,000	94,900	15,900	20.1%
515-7101-525.33-05	Other Supplies	23,664	47,254	50,500	50,500	54,300	3,800	7.5%
	Commodities	23,664	47,254	50,500	50,500	54,300	3,800	7.5%
	Total Public Works	82,411	125,839	142,100	129,500	149,200	19,700	15.2%

Non-Operating

9901

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
515-9901-525.40-83	CAM Fees - MCCA	69,317	65,852	74,000	69,400	77,100	7,700	11.1%
515-9901-525.40-84	Restricted Reserve	0	0	52,000	52,000	53,000	1,000	1.9%
515-9901-525.40-91	Reserve for Replacement	0	0	25,000	75,000	75,000	0	0.0%
515-9901-525.40-92	Building Reserve - MCCA	14,398	14,398	10,000	14,400	14,800	400	2.8%
	Other Financing Uses	83,715	80,250	161,000	210,800	219,900	9,100	4.3%
	Total Non-Operating	83,715	80,250	161,000	210,800	219,900	9,100	4.3%
	Total Arts, Ent. & Events Fund	699,213	808,086	887,800	951,930	940,800	(11,130)	(1.2%)

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURE DETAIL

BOARD OF TRUSTEES

0101

Account Number	Account Title	Description	Budget 2018	Budget 2019
OTHER CHARGES:				
515-0101-525.40-55	Special Events	Promenade of Art (AE0634)	6,000	6,000
		TOTAL OTHER CHARGES	6,000	6,000
		TOTAL BOARD OF TRUSTEES	6,000	6,000

INTERGRATED SERVICES

0201

Account Number	Account Title	Description	Budget 2018	Budget 2019
OTHER CHARGES:				
515-0201-525.40-55	Special Events	Promotional events including		
		Sounds of Summer (AE0638)	21,300	21,300
		Downtown Events (AE1708)	10,000	10,000
		TOTAL OTHER CHARGES	31,300	31,300
		TOTAL INTEGRATED SERVICES	31,300	31,300

SPECIAL EVENTS COMMISSION

1018

Account Number	Account Title	Description	Budget 2018	Budget 2019
OTHER CHARGES:				
515-1018-525.40-55	Special Events	Hearts of Gold (AE0622)	18,000	19,000
		Mane Event (AE0628)	20,100	20,500
		Tree Lighting Event (AE0640)	700	2,200
		Autumn Harvest (AE1001)	10,200	10,500
		Arlington Spring Sweep (AE1301)	2,400	3,900
		Family Field Day Health Event (AE1702)	3,000	0
			54,400	56,100
		TOTAL OTHER CHARGES	54,400	56,100
		TOTAL SPECIAL EVENTS COMM	54,400	56,100

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURE DETAIL

ARTS COMMISSION

1022

Account Number	Account Title	Description	Budget 2018	Budget 2019
OTHER CHARGES:				
515-1022-525.40-55	Special Events	Community Awareness Events (AE0646) Prior Year Encumbrance Carryover	6,100 270	6,000
		TOTAL OTHER CHARGES	6,370	6,000
		TOTAL ARTS COMMISSION	6,370	6,000

METROPOLIS THEATER

2005

Account Number	Account Title	Description	Budget 2018	Budget 2019
OTHER CHARGES:				
515-2005-525.40-81	Operating Contribution	PAM operating subsidy (AE0504)	260,000	265,000
		TOTAL OTHER CHARGES	260,000	265,000
CAPITAL OUTLAY:				
515-2005-525.50-55	Other Capital Outlay	Metropolis Theater capital expenses (EQ0603) Prior Year Encumbrance Carryover	36,000	37,000
		Lobby Refurbishment (BL1703) Rebudget from 2017	0 20,000	0
		Clearcom Equipment (EQ1703)	17,000	0
		LED House Lighting (EQ1704)	61,000	0
		Theater Monitors - Audio (EQ1705)	20,000	0
		Theater Speaker Towers (EQ1706)	10,000	0
		LED CYC Lights (EQ1712) Prior Year Encumbrance Carryover	0 5,760	0
		Triangle Rooms & Halls Refurbish (BL1701)	0	7,000
		Metropolis Theater Moving Lights (BL1707)	0	7,000
		Metropolis Theater Edison for Grid (BL1708)	0	11,000
		Metropolis Theater Sound Console/ Board (BL1709)	0	35,000

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURE DETAIL

METROPOLIS THEATER (cont.)

2005

Account Number	Account Title	Description	Budget 2018	Budget 2019
		Metropolis Theater Replace Smoke Detectors (BL1710)	0	25,000
		TOTAL CAPITAL OUTLAY	169,760	122,000
		TOTAL METROPOLIS THEATER	429,760	387,000

POLICE

3001

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
515-3001-525.18-07	Overtime Sworn	Frontier Days (AE0618)	24,000	25,000
		Halloween (AE0620)	4,200	4,000
		Irish Fest (AE0624)	2,600	2,700
		July 4th Parade (AE0626)	9,000	9,200
		Mane Event (AE0628)	4,000	4,000
		Memorial Day Parade (AE0630)	7,900	7,000
		Promenade of Art (AE0634)	2,900	3,100
		Sounds of Summer (AE0638)	1,900	2,000
		Tree Lighting Event (AE0640)	1,700	1,700
		National Night Out (AE0650)	8,500	9,600
		Taste of Arlington (AE1202)	5,000	4,900
		Bike Arlington Heights (AE1704)	2,300	2,200
		TOTAL SALARIES	74,000	75,400
		TOTAL POLICE	74,000	75,400

FIRE

3501

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
515-3501-525.18-07	Overtime Sworn	Mane Event (AE0628)	2,000	2,000
		Promenade of Art (AE0634)	3,000	3,100
		National Night Out (AE0650)	2,700	2,700
		Taste of Arlington (AE1202)	2,100	2,100
		TOTAL SALARIES	9,800	9,900
		TOTAL FIRE	9,800	9,900

ARTS, ENTERTAINMENT & EVENTS FUND

EXPENDITURE DETAIL

PUBLIC WORKS

7101

Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
515-7101-525.18-05	Overtime Civilian	Frontier Days (AE0618)	1,300		500	
		Irish Fest (AE0624)	1,600		1,300	
		July 4th Parade (AE0626)	14,700		15,700	
		Mane Event (AE0628)	9,400		12,800	
		Memorial Day Parade (AE0630)	8,000		9,000	
		Promenade of Art (AE0634) (Village 70%)	4,400		2,200	
		Sounds of Summer (AE0638)	9,800		11,800	
		Tree Lighting Event (AE0640)	11,700		13,800	
		National Night Out (AE0650)	1,700		2,900	
		Autumn Harvest (AE1001)	1,800		1,300	
		Taste of Arlington (AE1202) (Village 70%)	8,000		12,000	
		Arlington Spring Sweep (AE1301)	1,300		1,300	
		Downtown Events (AE1708)	0	73,700	4,100	88,700
		515-7101-525.18-80	Special Detail	Promenade of Art (AE0634) (Amdur 30%)	1,900	
Taste of Arlington (AE1202) (Chamber 30%)	3,400			5,300	5,200	6,200
TOTAL SALARIES				79,000	94,900	
COMMODITIES:						
515-7101-525.33-05	Other Supplies	Mane Event (AE0628) - fence, signs, barricade rental, etc.	4,000		5,100	
		Taste of Arlington (AE1202) - fence, signs, barricade rental, etc.	4,000		5,100	
		Memorial Day (AE0630)	1,500		1,100	
		Fourth of July Parade (AE0626)	2,500		4,500	
		Sounds of Summer (AE0638) - stage, skirt, tent rental, etc.	38,500	50,500	38,500	54,300
		TOTAL COMMODITIES		50,500	54,300	
		TOTAL PUBLIC WORKS		129,500	149,200	

NON-OPERATING

9901

NON-OPERATING			BUDGET	
Account Number	Account Title	Description	Budget 2018	Budget 2019
NON-OPERATING:				
515-2005-525.40-83	CAM Fees - MCCA	Common Area Maintenance (CAM)	69,400	77,100
515-9901-525.40-84	Restricted Reserve	Metropolis Theater	52,000	53,000
515-9901-525.40-91	Reserve for Replacement	Depreciation	75,000	75,000
515-9901-525.40-92	Building Reserves - MCCA	Building Reserve - Condo Association	14,400	14,800
TOTAL NON-OPERATING			210,800	219,900
TOTAL ARTS, ENTERT. & EVENTS FUND			951,930	940,800

SPECIAL EVENTS - Cost by Event

Event	Project #	Department	Expense Description	2018 Exp Bud	2018 Proj Act	2019 Exp Bud
Arlington Spring Sweep	AE-13-01	Special Events Com Public Works	Special Events Overtime	2,400 1,300 3,700	2,400 1,200 3,600	3,900 1,300 5,200
Autumn Harvest	AE-10-01	Special Events Com Public Works	Special Events Overtime	10,200 1,800 12,000	10,200 1,200 11,400	10,500 1,300 11,800
Community Awareness Events	AE-06-46	Arts Commission	Special Events	6,370 6,370	6,000 6,000	6,000 6,000
Downtown Events	AE-17-08	Integrated Services Public Works	Special Events Overtime	10,000 0 10,000	10,000 4,000 14,000	10,000 4,100 14,100
Family Field Day - Health Event	AE-17-02	Special Events Com	Special Events	3,000 3,000	3,000 3,000	0 0
Frontier Days	AE-06-18	Police Public Works	Overtime Overtime	24,000 1,300 25,300	24,000 300 24,300	25,000 500 25,500
Halloween	AE-06-20	Police	Overtime	4,200 4,200	3,900 3,900	4,000 4,000
Hearts of Gold	AE-06-22	Special Events Com	Special Events	18,000 18,000	18,000 18,000	19,000 19,000
Irish Fest	AE-06-24	Police Public Works	Overtime Overtime	2,600 1,600 4,200	2,600 1,200 3,800	2,700 1,300 4,000
July 4th Parade	AE-06-26	Police Public Works Public Works	Overtime Overtime Event supplies	9,000 14,700 2,500 26,200	8,900 15,300 1,500 25,700	9,200 15,700 4,500 29,400
Mane Event	AE-06-28	Special Events Com Police Fire Public Works Public Works	Special Events Overtime Overtime Overtime Barricade rental, signs, etc.	20,100 4,000 2,000 9,400 4,000 39,500	20,100 3,900 2,000 12,400 4,600 43,000	20,500 4,000 2,000 12,800 5,100 44,400
Memorial Day Parade	AE-06-30	Police Public Works Public Works	Overtime Overtime Event supplies	7,900 8,000 1,500 17,400	6,800 8,700 2,300 17,800	7,000 9,000 1,100 17,100
National Night Out	AE-06-50	Police Fire Public Works	Overtime Overtime Overtime	8,500 2,700 1,700 12,900	9,300 2,700 2,800 14,800	9,600 2,700 2,900 15,200
Promenade of Art	AE-06-34	Board of Trustees Police Fire Public Works Public Works ⁽¹⁾	Special Events Overtime Overtime Overtime - Village share 70% Overtime - Amdur share 30%	6,000 2,900 3,000 4,400 1,900 18,200	4,000 3,000 2,600 2,100 900 12,600	6,000 3,100 3,100 2,200 1,000 15,400
Sounds of Summer	AE-06-38	Integrated Services Police Public Works Public Works	Entertainment Overtime Overtime Stage, skirt, tent rental, etc.	21,300 1,900 9,800 38,500 71,500	21,300 1,900 11,500 37,500 72,200	21,300 2,000 11,800 38,500 73,600

SPECIAL EVENTS - Cost by Event

Event	Project #	Department	Expense Description	2018 Exp Bud	2018 Proj Act	2019 Exp Bud
Taste of Arlington	AE-12-02	Police	Overtime	5,000	4,700	4,900
		Fire	Overtime	2,100	2,100	2,100
		Public Works	Overtime - Village share 70%	8,000	11,600	12,000
		Public Works ⁽²⁾	Overtime - Chamber share 30%	3,400	5,000	5,200
		Public Works	Lighting, fencing, sanitation	4,000	4,600	5,100
				22,500	28,000	29,300
Tree Lighting Event	AE-06-40	Special Events Com	Special Events	700	700	2,200
		Police	Overtime	1,700	1,700	1,700
		Public Works	Overtime	11,700	13,400	13,800
				14,100	15,800	17,700
Bike Arlington Heights	AE-17-04	Police	Overtime	2,300	2,100	2,200
				2,300	2,100	2,200
TOTAL SPECIAL EVENTS - COST BY EVENT				311,370	320,000	333,900

⁽¹⁾ The Village cap for Public Works Overtime for the **Promenade of Art** is \$2,200. Amdur will be billed for the \$1,000 PLUS any Public Works Overtime above the Village cap. If Public Works Overtime is LESS than budgeted, the Amdur 30% share of those costs would be less.

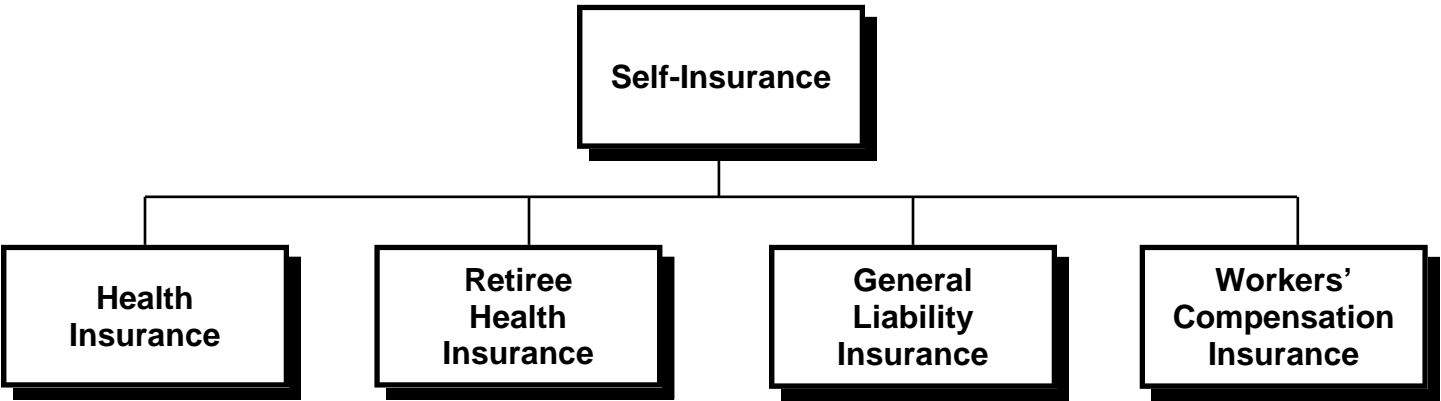
⁽²⁾ The Village cap for the **Taste of Arlington** is \$24,100 (2019 budget of \$29,300 less \$5,200 which is the 30% Chamber share of Public Works Overtime). The Chamber will be billed for the \$5,200 PLUS any Police, Fire and Public Works Overtime costs above the Village cap. If Public Works Overtime is LESS than budgeted, the Chamber 30% share of those costs would be less.

SPECIAL EVENTS - Cost by Department

Department	Event	Project #	Expense Description	2018 Exp Bud	2018 Proj Act	2019 Exp Bud
Board of Trustees	Promenade of Art	AE-06-34	Special Events	6,000	4,000	6,000
				6,000	4,000	6,000
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
				31,300	31,300	31,300
Special Events Com	Arlington Spring Sweep	AE-13-01	Special Events	2,400	2,400	3,900
	Autumn Harvest	AE-10-01	Special Events	10,200	10,200	10,500
	Family Field Day- Health Event	AE-17-02	Special Events	3,000	3,000	0
	Hearts of Gold	AE-06-22	Special Events	18,000	18,000	19,000
	Mane Event	AE-06-28	Special Events	20,100	20,100	20,500
	Tree Lighting Event	AE-06-40	Special Events	700	700	2,200
				54,400	54,400	56,100
Arts Commission	Community Awareness Events	AE-06-46	Special Events	6,370	6,000	6,000
				6,370	6,000	6,000
Police	Bike Arlington	AE-17-04	Overtime	2,300	2,100	2,200
	Frontier Days	AE-06-18	Overtime	24,000	24,000	25,000
	Halloween	AE-06-20	Overtime	4,200	3,900	4,000
	Irish Fest	AE-06-24	Overtime	2,600	2,600	2,700
	July 4th Parade	AE-06-26	Overtime	9,000	8,900	9,200
	Mane Event	AE-06-28	Overtime	4,000	3,900	4,000
	Memorial Day Parade	AE-06-30	Overtime	7,900	6,800	7,000
	National Night Out	AE-06-50	Overtime	8,500	9,300	9,600
	Promenade of Art	AE-06-34	Overtime	2,900	3,000	3,100
	Sound of Summer	AE-06-38	Overtime	1,900	1,900	2,000
	Taste of Arlington	AE-12-02	Overtime	5,000	4,700	4,900
	Tree Lighting Event	AE-06-40	Overtime	1,700	1,700	1,700
				74,000	72,800	75,400
Fire	Mane Event	AE-06-28	Overtime	2,000	2,000	2,000
	National Night Out	AE-06-50	Overtime	2,700	2,700	2,700
	Promenade of Art	AE-06-34	Overtime	3,000	2,600	3,100
	Taste of Arlington	AE-12-02	Overtime	2,100	2,100	2,100
				9,800	9,400	9,900
Public Works/Water	Arlington Spring Sweep	AE-13-01	Overtime	1,300	1,200	1,300
	Autumn Harvest	AE-10-01	Overtime	1,800	1,200	1,300
	Frontier Days	AE-06-18	Overtime	1,300	300	500
	Irish Fest	AE-06-24	Overtime	1,600	1,200	1,300
	July 4th Parade	AE-06-26	Overtime	14,700	15,300	15,700
	July 4th Parade	AE-06-26	Barricade rental, signs, etc.	2,500	1,500	4,500
	Mane Event	AE-06-28	Overtime	9,400	12,400	12,800
	Mane Event	AE-06-28	Barricade rental, signs, etc.	4,000	4,600	5,100
	Memorial Day Parade	AE-06-30	Overtime	8,000	8,700	9,000
	Memorial Day Parade	AE-06-30	Barricade rental, signs, etc.	1,500	2,300	1,100
	National Night Out	AE-06-50	Overtime	1,700	2,800	2,900
	Promenade of Art	AE-06-34	Overtime - Village share 70%	4,400	2,100	2,200
	Promenade of Art	AE-06-34	Overtime - Amdur share 30%	1,900	900	1,000
	Sounds of Summer	AE-06-38	Overtime	9,800	11,500	11,800
	Sounds of Summer	AE-06-38	Stage, skirt, tent rental, etc.	38,500	37,500	38,500
	Taste of Arlington	AE-12-02	Overtime - Village share 70%	8,000	11,600	12,000
	Taste of Arlington	AE-12-02	Overtime - Chamber share 30%	3,400	5,000	5,200
	Taste of Arlington	AE-12-02	Lighting, fencing, sanitation	4,000	4,600	5,100
	Tree Lighting Event	AE-06-40	Overtime	11,700	13,400	13,800
	Downtown Events	AE-17-08	Overtime	0	4,000	4,100
				129,500	142,100	149,200
TOTAL SPECIAL EVENTS - COST BY DEPARTMENT				311,370	320,000	333,900

SELF INSURANCE FUNDS

ORGANIZATION STRUCTURE



VILLAGE OF ARLINGTON HEIGHTS

2019 CHARGES TO OPERATIONS FOR INSURANCE

FUND	OPERATION	MEDICAL INSURANCE A/C #1905			GENERAL INSURANCE A/C #2040			WORKERS' COMPENSATION A/C #1901		
		2018	2019	VARIANCE	2018	2019	VARIANCE	2018	2019	VARIANCE
101	0101-501 Board of Trustees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 100	\$ -
101	0201-502 Integrated Services	80,900	87,900	7,000	7,700	7,800	100	1,200	1,200	-
101	0301-503 Human Resources	47,900	52,200	4,300	6,500	6,600	100	500	500	-
101	0401-503 Legal	58,900	64,100	5,200	3,300	3,300	-	600	600	-
101	0501-503 Finance	158,200	179,900	21,700	20,200	20,400	200	3,000	3,100	100
101	1001-502 Boards & Commissions	-	-	-	3,200	3,200	-	-	-	-
101	3001-511 Police	2,455,100	2,750,000	294,900	276,900	279,700	2,800	619,100	631,500	12,400
101	3005-511 Police Grant	7,100	7,300	200	-	-	-	300	300	-
101	3501-512 Fire	2,244,200	2,403,300	159,100	230,700	233,000	2,300	619,200	631,600	12,400
101	4001-521 Planning & Comm Devlp	179,200	193,800	14,600	7,000	7,100	100	2,700	2,800	100
101	4501-523 Building & Life Safety	264,100	284,800	20,700	12,800	12,900	100	44,400	45,300	900
101	7001-523 Health Services	184,200	172,300	(11,900)	20,300	20,500	200	18,400	18,800	400
101	7007-523 Senior Services	47,900	51,600	3,700	11,700	11,800	100	500	500	-
101	7101-531 Public Works	862,400	1,023,300	160,900	147,700	149,200	1,500	449,900	458,900	9,000
	Sub-Total General Fund	\$ 6,590,100	\$ 7,270,500	\$ 680,400	\$ 748,000	\$ 755,500	\$ 7,500	\$ 1,759,900	\$ 1,795,200	\$ 35,300
235	3001-532 Police	\$ 74,100	\$ 90,400	\$ 16,300	\$ 10,200	\$ 10,300	\$ 100	\$ 9,600	\$ 9,800	\$ 200
435	7101-531 Public Works	-	-	-	-	-	-	-	-	-
505	0501-503 Finance	152,000	151,600	(400)	-	-	-	1,200	1,200	-
505	7201-561 Water Utilities Operation	718,900	713,900	(5,000)	63,200	63,800	600	253,000	258,100	5,100
605	0301-552 Human Resources	24,000	26,100	2,100	-	-	-	100	100	-
615	0301-552 Human Resources	11,100	11,800	700	-	-	-	100	100	-
621	7501-551 Municipal Fleet Services	200,700	189,700	(11,000)	-	-	-	48,600	49,600	1,000
625	0601-553 IT	95,000	101,100	6,100	5,200	5,300	100	600	600	-
	Sub-Total Other Funds	\$ 1,275,800	\$ 1,284,600	\$ 8,800	\$ 78,600	\$ 79,400	\$ 800	\$ 313,200	\$ 319,500	\$ 6,300
	TOTAL ALL FUNDS	\$ 7,865,900	\$ 8,555,100	\$ 689,200	\$ 826,600	\$ 834,900	\$ 8,300	\$ 2,073,100	\$ 2,114,700	\$ 41,600
291	6001-601 Memorial Library	1,158,900	1,266,600	107,700	-	-	-	-	-	-
	TOTAL CHARGES	\$ 9,024,800	\$ 9,821,700	\$ 796,900	\$ 826,600	\$ 834,900	\$ 8,300	\$ 2,073,100	\$ 2,114,700	\$ 41,600

► 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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Service Charges	\$8,208,900	\$8,632,499	\$9,024,800	\$9,024,800	\$9,821,700	\$796,900	8.8%
Interest Income	4,322	6,431	26,000	4,600	26,000	21,400	465.2%
Sales/Reimbursable/Rents	1,408,636	2,204,520	1,875,500	1,332,100	1,433,900	101,800	7.6%
Other	55,206	15,501	3,300	0	0	0	N/A
Total Revenues	\$9,677,064	\$10,858,951	\$10,929,600	\$10,361,500	\$11,281,600	\$920,100	8.9%
Interfund Transfers In	0	2,300,000	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$9,677,064	\$13,158,951	\$10,929,600	\$10,361,500	\$11,281,600	\$920,100	8.9%
Expenditures							
Personal Services	\$148,067	\$150,151	\$441,200	\$454,800	\$518,600	\$63,800	14.0%
Contractual Services	3,907,845	3,975,467	4,291,600	4,289,500	4,445,800	156,300	3.6%
Commodities	500	500	500	500	500	0	0.0%
Other Charges	5,461,980	6,400,200	6,113,200	5,544,300	6,587,700	1,043,400	18.8%
Total Expenditures	\$9,518,392	\$10,526,318	\$10,846,500	\$10,289,100	\$11,552,600	\$1,263,500	12.3%
Interfund Transfers Out	633,334	536,418	437,100	1,565,000	474,200	(1,090,800)	(69.7%)
Total Expenditures and Interfund Transfers Out	\$10,151,726	\$11,062,736	\$11,283,600	\$11,854,100	\$12,026,800	\$172,700	1.5%
Revenues over (under) Expenditures	(\$474,662)	\$2,096,215	(\$354,000)	(\$1,492,600)	(\$745,200)	\$747,400	(50.1%)
BEGINNING WORKING CASH	2,361,266	1,886,604	3,982,819	3,982,819	3,628,819	(354,000)	(8.9%)
ENDING WORKING CASH	\$1,886,604	\$3,982,819	\$3,628,819	\$2,490,219	\$2,883,619	\$393,400	15.8%

HEALTH INSURANCE FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
605-0000-451.68-00	Charges To Operations	7,134,300	7,504,299	7,865,900	7,865,900	8,555,100	689,200	8.8%
605-0000-451.70-00	Library Health Charge	1,074,600	1,128,200	1,158,900	1,158,900	1,266,600	107,700	9.3%
	Charges for Services	8,208,900	8,632,499	9,024,800	9,024,800	9,821,700	796,900	8.8%
605-0000-461.02-00	Interest on Investments	2,779	4,430	17,000	3,000	17,000	14,000	466.7%
605-0000-462.10-00	Market Value Adjustments	1,543	2,001	9,000	1,600	9,000	7,400	462.5%
	Interest Income	4,322	6,431	26,000	4,600	26,000	21,400	465.2%
605-0000-471.10-00	Retiree Insurance Payment	41,385	0	0	0	0	0	N/A
605-0000-471.11-00	Cobra Payments	440	920	16,000	0	0	0	N/A
605-0000-471.12-00	Employee Contrib Health	955,873	1,045,218	1,109,600	1,109,600	1,210,900	101,300	9.1%
605-0000-471.13-00	Employee Contrib Dental	195,157	214,440	197,000	197,000	200,000	3,000	1.5%
605-0000-471.19-00	Employee Contrib Life	26,115	25,174	23,000	25,500	23,000	(2,500)	(9.8%)
605-0000-471.23-00	Aggregate Loss Proceeds	189,666	918,768	529,900	0	0	0	N/A
	Insurance	1,408,636	2,204,520	1,875,500	1,332,100	1,433,900	101,800	7.6%
605-0000-489.90-00	Other Income	55,206	15,501	3,300	0	0	0	N/A
	Other	55,206	15,501	3,300	0	0	0	N/A
605-0000-491.05-00	Operating Transfer In	0	2,300,000	0	0	0	0	N/A
	Other Financing Sources	0	2,300,000	0	0	0	0	N/A
	Total Health Insurance Fund	9,677,064	13,158,951	10,929,600	10,361,500	11,281,600	920,100	8.9%

HEALTH INSURANCE FUND

EXPENDITURES

Human Resources

0301

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
605-0301-552.10-01	Salaries	104,456	107,863	100,000	114,100	103,800	(10,300)	(9.0%)
605-0301-552.18-01	Temporary Help	0	0	1,700	1,700	1,700	0	0.0%
	Salaries	104,456	107,863	101,700	115,800	105,500	(10,300)	(8.9%)
605-0301-552.19-01	Workers Compensation	100	99	100	100	100	0	0.0%
605-0301-552.19-05	Medical Insurance	21,900	18,999	24,000	24,000	26,100	2,100	8.7%
605-0301-552.19-06	Med Ins - P&F Duty Disability	0	0	291,100	291,100	366,500	75,400	25.9%
605-0301-552.19-10	IMRF	13,638	13,318	14,900	14,900	10,400	(4,500)	(30.2%)
605-0301-552.19-11	Social Security	5,917	6,249	7,200	7,200	6,500	(700)	(9.7%)
605-0301-552.19-12	Medicare	1,384	1,461	1,700	1,700	1,500	(200)	(11.8%)
605-0301-552.19-15	Compensated Absences	672	2,162	500	0	2,000	2,000	N/A
	Fringe Benefits	43,611	42,288	339,500	339,000	413,100	74,100	21.9%
605-0301-552.20-05	Professional Services	4,000	10,699	22,000	22,000	22,000	0	0.0%
605-0301-552.20-44	Flexible Spending Admin	0	0	9,600	9,600	9,600	0	0.0%
605-0301-552.20-45	Claims Administration	377,063	327,980	361,200	361,200	365,000	3,800	1.1%
605-0301-552.20-50	Loss Prevention Program	107,157	105,427	140,000	140,000	132,500	(7,500)	(5.4%)
605-0301-552.20-55	Stop Loss	213,494	200,839	321,900	321,900	325,000	3,100	1.0%
605-0301-552.20-58	Vision Plan Premiums	0	39,851	0	0	0	0	N/A
605-0301-552.20-60	HMO Insurance Premiums	3,035,977	3,186,267	3,320,000	3,318,400	3,475,000	156,600	4.7%
605-0301-552.20-65	Life Insurance Employer	61,640	67,803	75,000	75,000	75,000	0	0.0%
605-0301-552.20-66	Supple Life Employee	31,272	32,403	33,000	33,000	33,000	0	0.0%
605-0301-552.22-02	Dues	0	0	500	0	500	500	N/A
605-0301-552.22-03	Training	0	0	1,000	1,000	1,000	0	0.0%
605-0301-552.22-05	Postage	1,428	898	2,000	2,000	2,000	0	0.0%
605-0301-552.22-15	Photocopying	0	0	100	100	100	0	0.0%
605-0301-552.22-25	IT/GIS Service Charge	3,300	3,300	3,000	3,000	2,900	(100)	(3.3%)
605-0301-552.22-26	ACA Fees	72,514	0	2,300	2,300	2,200	(100)	(4.3%)
	Contractual Services	3,907,845	3,975,467	4,291,600	4,289,500	4,445,800	156,300	3.6%
605-0301-552.33-05	Other Supplies	500	500	500	500	500	0	0.0%
	Commodities	500	500	500	500	500	0	0.0%
605-0301-552.42-75	Claims Medical Loss	5,051,336	5,932,395	5,604,800	5,035,900	6,073,500	1,037,600	20.6%
605-0301-552.42-77	Claims Dental Loss	408,786	465,485	507,100	507,100	512,900	5,800	1.1%
605-0301-552.42-79	OPEB Liability Expense	1,858	2,320	1,300	1,300	1,300	0	0.0%
	Other Charges	5,461,980	6,400,200	6,113,200	5,544,300	6,587,700	1,043,400	18.8%
	Total Human Resources	9,518,392	10,526,318	10,846,500	10,289,100	11,552,600	1,263,500	12.3%

Non-Operating

9901

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
605-9901-591.90-05	Operating Transfer Out	633,334	536,418	437,100	1,565,000	474,200	(1,090,800)	(69.7%)
	Other Financing Uses	633,334	536,418	437,100	1,565,000	474,200	(1,090,800)	(69.7%)
	Total Non-Operating	633,334	536,418	437,100	1,565,000	474,200	(1,090,800)	(69.7%)
	Total Health Insurance Fund	10,151,726	11,062,736	11,283,600	11,854,100	12,026,800	172,700	1.5%

HUMAN RESOURCES

Health Insurance Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Employee Benefits Coordinator	6	1.00	1.00	
Total F-T-E		1.00	1.00	0.00

Human Resources Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	2.00	2.00	
605	Health Insurance Fund	1.00	1.00	
615	Workers' Compensation Fund	1.00	1.00	
Total F-T-E All Funds		4.00	4.00	0.00

HEALTH INSURANCE FUND

EXPENDITURE DETAIL

HUMAN RESOURCES

0301

Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
605-0301-552.10-01	Salaries	Salaries	114,100		103,800	
605-0301-552.18-01	Temporary Help	Temporary Help	1,700		1,700	
TOTAL SALARIES			115,800		105,500	
FRINGE BENEFITS:						
605-0301-552.19-01	Workers' Compensation	Workers' Compensation Insurance	100		100	
605-0301-552.19-05	Medical Insurance	Medical Insurance	24,000		26,100	
605-0301-552.19-06	Med Ins On Duty Injury	Medical insurance premium for Police and Fire on duty Injury per PSEBA				
		Police (6)	97,500		135,300	
		Fire (9)	193,600	291,100	231,200	366,500
605-0301-552.19-10	IMRF	IMRF	14,900		10,400	
605-0301-552.19-11	Social Security	Social Security	7,200		6,500	
605-0301-552.19-12	Medicare	Medicare	1,700		1,500	
605-0301-552.19-15	Compensated Absences	Compensated Absences	0		2,000	
TOTAL FRINGE BENEFITS			339,000		413,100	
CONTRACTUAL SERVICES:						
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	361,200		365,000	
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	
		Prior Yr Encumbrance Carryover	7,500	140,000		132,500
605-0301-552.20-55	Health Insurance Prem	Specific stop loss (145,000 per claim)	280,900		283,000	
		Aggregate stop loss (125% of expected claims)	41,000	321,900	42,000	325,000
605-0301-552.20-60	HMO Insurance Premium	HMO medical coverage	3,318,400		3,475,000	
605-0301-552.20-65	Life Ins Prem - Employer	Life and accidental death and dismemberment insurance coverage	75,000		75,000	
605-0301-552.20-66	Supplemental Life-Employee	Supplemental life additional at the employee's expense	33,000		33,000	

HEALTH INSURANCE FUND

EXPENDITURE DETAIL

HUMAN RESOURCES (cont.)

0301

Account Number	Account Title	Description	Budget 2018	Budget 2019
605-0301-552.22-02	Dues	Dues	0	500
605-0301-552.22-03	Training	Training	1,000	1,000
605-0301-552.22-05	Postage	Postage	2,000	2,000
605-0301-552.22-15	Photocopying	Photocopies & supplies	100	100
605-0301-552.22-25	IT/GIS Service Charge	IT/GIS Service Charge	3,000	2,900
605-0301-552.22-26	ACA Fees	Affordable Care Act fees	2,300	2,200
TOTAL CONTRACTUAL SERVICES			4,289,500	4,445,800
COMMODITIES:				
605-0301-552.33-05	Other Supplies	Miscellaneous office supplies	500	500
TOTAL COMMODITIES			500	500
OTHER CHARGES:				
605-0301-552.42-75	Claims-Medical Loss	Self-funded maximum claims of employees using conventional (PPO) health insurance (net of individual stop loss)	5,035,900	6,073,500
605-0301-552.42-77	Claims-Dental Loss	Self-funded expected dental claims	507,100	512,900
605-0301-552.42-79	OPEB Liability Expense	OPEB liability expense	1,300	1,300
TOTAL OTHER CHARGES			5,544,300	6,587,700
TOTAL HUMAN RESOURCES			10,289,100	11,552,600

NON-OPERATING

9901

Account Number	Account Title	Description	Budget 2018	Budget 2019
NON-OPERATING:				
605-9901-591.90-05	Operating Transfer Out	Operating Transfer Out To fund retiree medical insurance	1,565,000	474,200
TOTAL NON-OPERATING			1,565,000	474,200
TOTAL NON-OPERATING			1,565,000	474,200
TOTAL HEALTH INSURANCE FUND			11,854,100	12,026,800

RETIREE HEALTH INSURANCE FUND

606

► Fund at a Glance

The Village is self-insured and separately tracks the revenues and expenditures for retiree health insurance and related benefits. In distributing costs, formulas are developed to charge the retiree the amount to fund the cost of health insurance. For example, the Village charges retirees 100% of the premium costs calculated to fund claims; costs are charged based on the type of elected coverage (health and dental, single or dependent, HMO or PPO). Because we operate on a pay as you go basis, we monitor these costs in a separate fund for the purpose of financial analysis.

Restrictions:

VILLAGE POLICY – The Village has decided to self-insure these costs. To be eligible for the retiree health insurance plan, an employee must qualify for retirement under one of the Village's retirement plans. The retiree pays 100% of the premium determined necessary to cover claims. Claims are pooled with active employees to operate the self-insured health insurance benefits on a pay as you go basis.

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Sales/Reimbursable/Rents	\$1,815,223	\$1,910,355	\$2,070,000	\$2,122,000	\$2,226,500	\$104,500	4.9%
Other	133,828	97,089	124,300	97,000	124,000	27,000	27.8%
Total Revenues	\$1,949,051	\$2,007,444	\$2,194,300	\$2,219,000	\$2,350,500	\$131,500	5.9%
Interfund Transfers In	633,334	536,418	437,100	1,565,000	474,200	(1,090,800)	(69.7%)
Total Revenues and Interfund Transfers In	\$2,582,385	\$2,543,862	\$2,631,400	\$3,784,000	\$2,824,700	(\$959,300)	(25.4%)
Expenditures							
Contractual Services	\$590,428	\$583,208	\$659,100	\$683,500	\$695,000	\$11,500	1.7%
Other Charges	1,991,957	1,960,654	1,972,300	3,100,500	2,129,700	(970,800)	(31.3%)
Total Expenditures	\$2,582,385	\$2,543,862	\$2,631,400	\$3,784,000	\$2,824,700	(\$959,300)	(25.4%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$2,582,385	\$2,543,862	\$2,631,400	\$3,784,000	\$2,824,700	(\$959,300)	(25.4%)
Revenues over (under) Expenditures	\$0	\$0	\$0	\$0	\$0	\$0	N/A
BEGINNING WORKING CASH	0	0	0	0	0	0	N/A
ENDING WORKING CASH	\$0	\$0	\$0	\$0	\$0	\$0	N/A

RETIREE HEALTH INSURANCE FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
606-0000-471.10-00	Retiree Insurance Payment Insurance	1,815,223	1,910,355	2,070,000	2,122,000	2,226,500	104,500	4.9%
		1,815,223	1,910,355	2,070,000	2,122,000	2,226,500	104,500	4.9%
606-0000-489.90-00	Other Income Other	133,828	97,089	124,300	97,000	124,000	27,000	27.8%
		133,828	97,089	124,300	97,000	124,000	27,000	27.8%
606-0000-491.05-00	Operating Transfer In Other Financing Sources	633,334	536,418	437,100	1,565,000	474,200	(1,090,800)	(69.7%)
		633,334	536,418	437,100	1,565,000	474,200	(1,090,800)	(69.7%)
Total Retiree Health Ins Fund		2,582,385	2,543,862	2,631,400	3,784,000	2,824,700	(959,300)	(25.4%)

EXPENDITURES

Human Resources

0301

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
606-0301-552.20-05	Professional Services	0	0	0	5,000	5,000	0	0.0%
606-0301-552.20-45	Claims Administration	161,599	140,604	140,600	155,000	158,000	3,000	1.9%
606-0301-552.20-50	Loss Prevention Program	0	2,500	2,500	0	0	0	N/A
606-0301-552.20-55	Health Insurance Premiums	91,498	86,074	146,000	144,800	146,000	1,200	0.8%
605-0301-552.20-58	Vision Plan Premiums	0	0	0	10,000	0	(10,000)	(100.0%)
606-0301-552.20-60	HMO Insurance Premiums	337,331	354,030	370,000	368,700	386,000	17,300	4.7%
	Contractual Services	590,428	583,208	659,100	683,500	695,000	11,500	1.7%
606-0301-552.42-75	Claims Medical Loss	1,916,973	1,878,510	1,868,300	2,996,500	2,024,500	(972,000)	(32.4%)
606-0301-552.42-77	Claims Dental Loss	74,984	82,144	104,000	104,000	105,200	1,200	1.2%
	Other Charges	1,991,957	1,960,654	1,972,300	3,100,500	2,129,700	(970,800)	(31.3%)
Total Human Resources		2,582,385	2,543,862	2,631,400	3,784,000	2,824,700	(959,300)	(25.4%)
Total Retiree Health Ins Fund		2,582,385	2,543,862	2,631,400	3,784,000	2,824,700	(959,300)	(25.4%)

RETIREE HEALTH INSURANCE FUND

EXPENDITURE DETAIL

HUMAN RESOURCES

0301

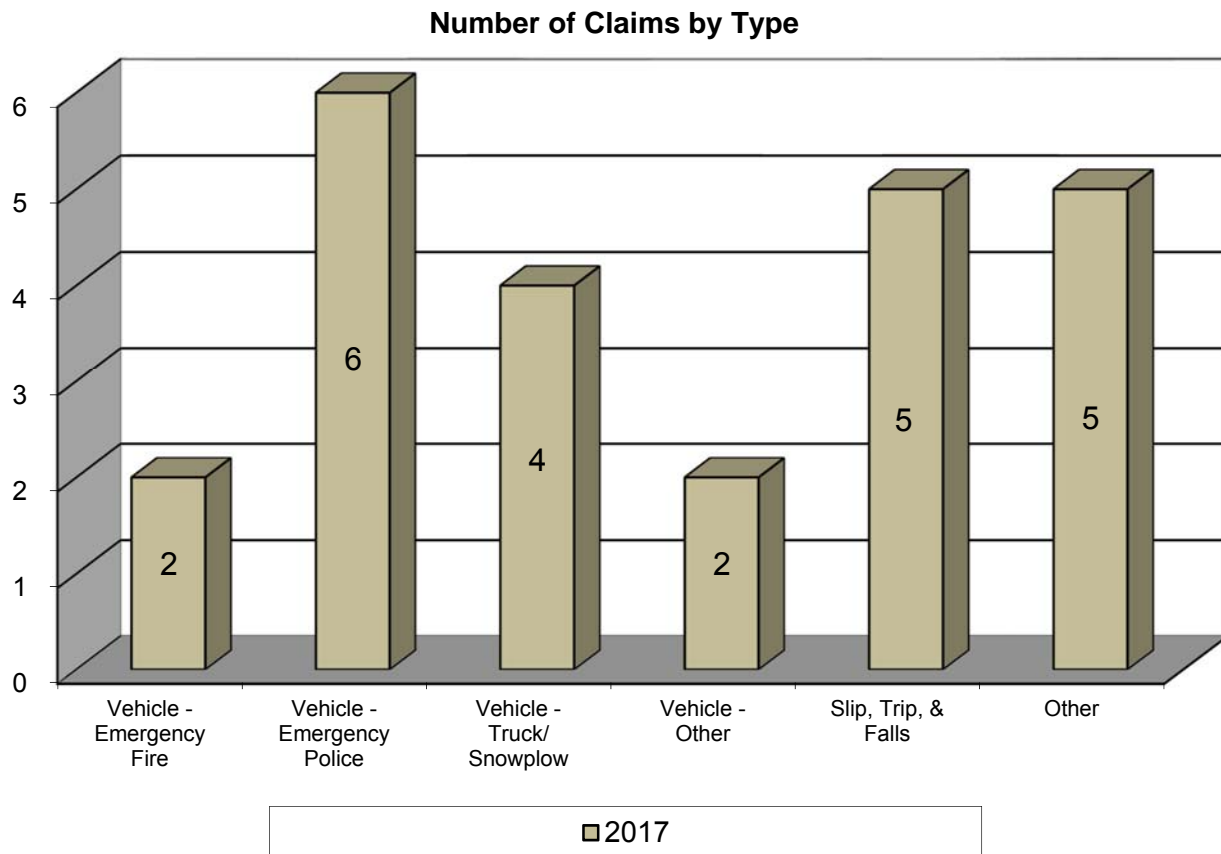
Account Number	Account Title	Description	Budget 2018		Budget 2019	
CONTRACTUAL SERVICES:						
606-0301-552.20-05	Professional Services	Legal and consultant fees	5,000		5,000	
606-0301-552.20-45	Claims Administration	Fee charged for processing claims and administering contracts, including utilization review	155,000		158,000	
606-0301-552.20-55	Health Insurance Prem	Specific stop loss (145,000 per claim)	127,800		128,300	
		Aggregate stop loss (125% of expected claims)	17,000	144,800	17,700	146,000
606-0301-552.20-58	Vision Plan Premium	Employee vision insurance	10,000		0	
606-0301-552.20-60	HMO Insurance Premium	Alternative HMO medical coverage	368,700		386,000	
TOTAL CONTRACTUAL SERVICES			683,500		695,000	
OTHER CHARGES:						
606-0301-552.42-75	Claims-Medical Loss	Self-funded maximum claims of employees using conventional (PPO) health insurance (net of individual stop loss)	2,996,500		2,024,500	
606-0301-552.42-77	Claims-Dental Loss	Self-funded expected dental claims	104,000		105,200	
TOTAL OTHER CHARGES			3,100,500		2,129,700	
TOTAL HUMAN RESOURCES			3,784,000		2,824,700	
TOTAL RETIREE HEALTH INS FUND			3,784,000		2,824,700	

► 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:

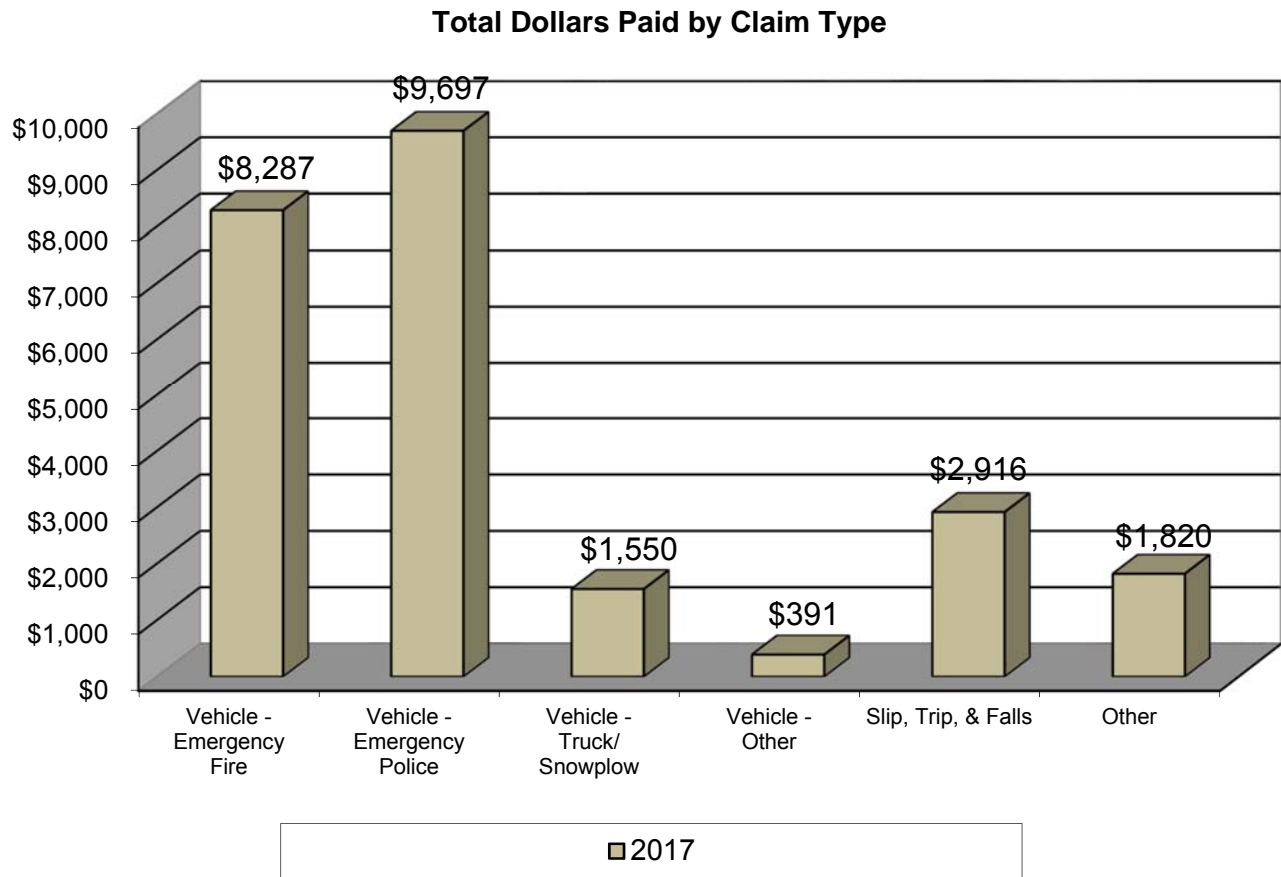
VILLAGE POLICY – The Village has joined a multi-jurisdictional pooled arrangement to provide for general liability insurance coverage through the Intergovernmental Risk Management Agency (IRMA).

► Performance Measures

GENERAL LIABILITY INSURANCE FUND

(Continued)

► Performance Measures (cont.)



GENERAL LIABILITY INSURANCE FUND

(Continued)

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Service Charges	\$781,000	\$820,400	\$826,600	\$826,600	\$834,900	\$8,300	1.0%
Interest Income	12,903	21,059	14,600	8,500	14,600	6,100	71.8%
Other	274	99	0	0	0	0	N/A
Total Revenues	\$794,177	\$841,558	\$841,200	\$835,100	\$849,500	\$14,400	1.7%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$794,177	\$841,558	\$841,200	\$835,100	\$849,500	\$14,400	1.7%
Expenditures							
Contractual Services	\$299,353	\$423,885	\$337,000	\$335,000	\$342,000	\$7,000	2.1%
Other Charges	461,893	305,606	461,000	500,000	500,000	0	0.0%
Total Expenditures	\$761,246	\$729,491	\$798,000	\$835,000	\$842,000	\$7,000	0.8%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$761,246	\$729,491	\$798,000	\$835,000	\$842,000	\$7,000	0.8%
Revenues over (under) Expenditures	\$32,931	\$112,067	\$43,200	\$100	\$7,500	\$7,400	7400.0%
BEGINNING WORKING CASH	2,840,646	2,873,577	2,985,644	2,985,644	3,028,844	43,200	1.4%
ENDING WORKING CASH	\$2,873,577	\$2,985,644	\$3,028,844	\$2,985,744	\$3,036,344	\$50,600	1.7%

GENERAL LIABILITY INSURANCE FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
611-0000-451.68-00	Charges To Operations	781,000	820,400	826,600	826,600	834,900	8,300	1.0%
	Charges for Services	781,000	820,400	826,600	826,600	834,900	8,300	1.0%
611-0000-461.02-00	Interest on Investments	8,763	15,652	14,600	8,500	14,600	6,100	71.8%
611-0000-462.10-00	Market Value Adjustments	4,140	5,407	0	0	0	0	N/A
	Interest Income	12,903	21,059	14,600	8,500	14,600	6,100	71.8%
611-0000-489.90-00	Other Income	274	99	0	0	0	0	N/A
	Other	274	99	0	0	0	0	N/A
	Total General Liability Ins Fund	794,177	841,558	841,200	835,100	849,500	14,400	1.7%

EXPENDITURES

Finance

0501

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
611-0501-552.20-05	Professional Services	0	10,000	0	0	0	0	N/A
611-0501-552.20-45	Claims Administration	20,331	7,313	12,000	10,000	12,000	2,000	20.0%
611-0501-552.20-50	Loss Prevention Program	0	238	0	0	0	0	N/A
611-0501-552.20-70	Insurance Premiums	279,022	406,334	325,000	325,000	330,000	5,000	1.5%
	Contractual Services	299,353	423,885	337,000	335,000	342,000	7,000	2.1%
611-0501-552.42-53	Vehicle Loss	85,237	63,284	1,000	0	0	0	N/A
611-0501-552.42-55	Property Loss	50	3,552	0	0	0	0	N/A
611-0501-552.42-60	Liability Losses	376,606	238,770	110,000	0	0	0	N/A
611-0501-552.42-61	IRMA Liability Deductible	0	0	350,000	500,000	500,000	0	0.0%
	Other Charges	461,893	305,606	461,000	500,000	500,000	0	0.0%
	Total Finance	761,246	729,491	798,000	835,000	842,000	7,000	0.8%
	Total General Liability Ins Fund	761,246	729,491	798,000	835,000	842,000	7,000	0.8%

GENERAL LIABILITY INSURANCE FUND

EXPENDITURE DETAIL

FINANCE

0501

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
611-0501-552.20-45	Claims Administration	Claims administration	10,000	12,000
611-0501-552.20-70	Insurance Premiums	IRMA Contribution (25%)	325,000	330,000
	TOTAL CONTRACTUAL SERVICES		335,000	342,000
OTHER CHARGES:				
611-0501-552.42-61	IRMA Deductible	IRMA General Liability Deductible	500,000	500,000
	TOTAL OTHER CHARGES		500,000	500,000
	TOTAL FINANCE		835,000	842,000
	TOTAL GENERAL LIABILITY INS FUND		835,000	842,000

► Fund at a Glance

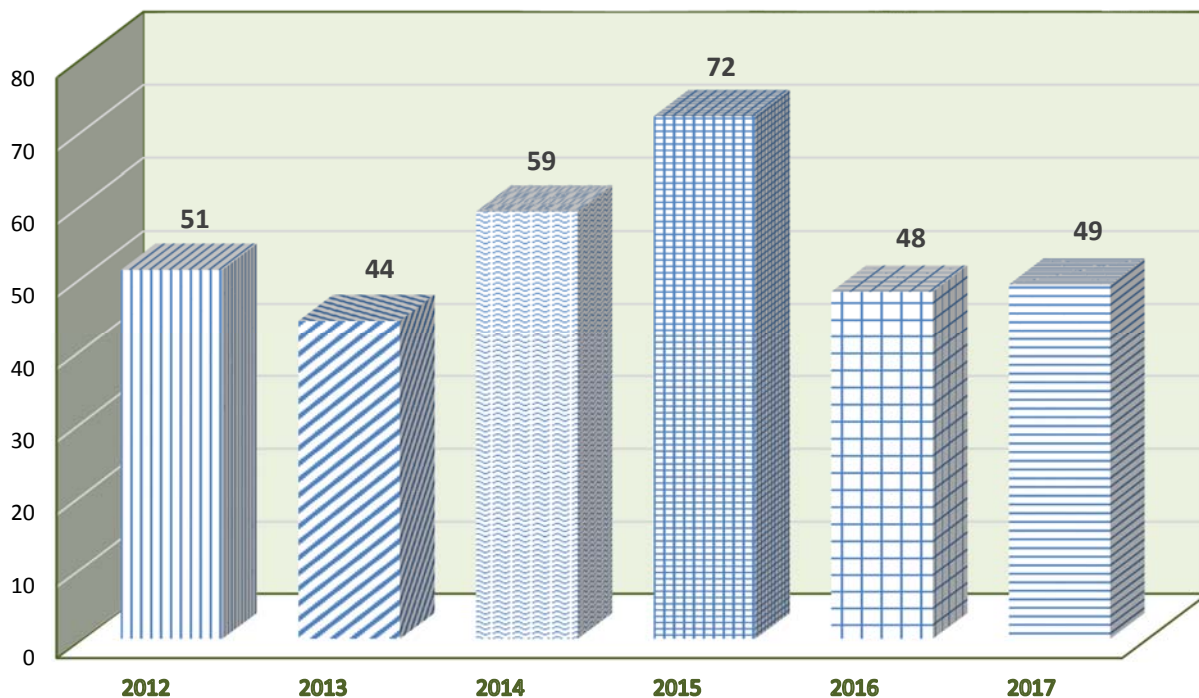
The Village maintains a separate fund for the purpose of accounting for state mandated Workers' Compensation benefits for employees who suffer job related illness or injury. In distributing cost, formulas are developed to charge the appropriate amount of "manual premium" back to the fund where the employees 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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Service Charges	\$1,997,600	\$2,057,499	\$2,073,100	\$2,073,100	\$2,114,700	\$41,600	2.0%
Interest Income	23,936	42,660	39,000	17,000	39,000	22,000	129.4%
Sales/Reimbursable/Rents	251,817	85,512	0	0	0	0	N/A
Other	68	1,985	0	0	0	0	N/A
Total Revenues	\$2,273,421	\$2,187,656	\$2,112,100	\$2,090,100	\$2,153,700	\$63,600	3.0%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$2,273,421	\$2,187,656	\$2,112,100	\$2,090,100	\$2,153,700	\$63,600	3.0%
Expenditures							
Personal Services	\$128,338	\$119,061	\$129,100	\$147,500	\$150,200	\$2,700	1.8%
Contractual Services	302,394	687,470	1,017,200	1,075,000	1,061,100	(13,900)	(1.3%)
Commodities	1,051	901	1,100	1,900	1,600	(300)	(15.8%)
Other Charges	1,119,882	1,653,990	1,380,000	865,000	1,382,000	517,000	59.8%
Total Expenditures	\$1,551,665	\$2,461,422	\$2,527,400	\$2,089,400	\$2,594,900	\$505,500	24.2%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,551,665	\$2,461,422	\$2,527,400	\$2,089,400	\$2,594,900	\$505,500	24.2%
Revenues over (under) Expenditures	\$721,756	(\$273,766)	(\$415,300)	\$700	(\$441,200)	(\$441,900)	(63128.6%)
BEGINNING WORKING CASH	4,199,335	4,921,091	4,647,325	4,647,325	4,232,025	(415,300)	(8.9%)
ENDING WORKING CASH	\$4,921,091	\$4,647,325	\$4,232,025	\$4,648,025	\$3,790,825	(\$857,200)	(18.4%)

WORKERS' COMPENSATION INSURANCE FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
615-0000-451.68-00	Charges To Operations	1,997,600	2,057,499	2,073,100	2,073,100	2,114,700	41,600	2.0%
	Charges for Services	1,997,600	2,057,499	2,073,100	2,073,100	2,114,700	41,600	2.0%
615-0000-461.02-00	Interest on Investments	16,561	31,875	39,000	17,000	39,000	22,000	129.4%
615-0000-462.10-00	Market Value Adjustments	7,375	10,785	0	0	0	0	N/A
	Interest Income	23,936	42,660	39,000	17,000	39,000	22,000	129.4%
615-0000-471.22-00	Workers Comp Reimburse	251,817	85,512	0	0	0	0	N/A
	Insurance	251,817	85,512	0	0	0	0	N/A
615-0000-489.90-00	Other Income	68	1,985	0	0	0	0	N/A
	Other	68	1,985	0	0	0	0	N/A
Total Workers' Comp Ins Fund		2,273,421	2,187,656	2,112,100	2,090,100	2,153,700	63,600	3.0%

WORKERS' COMPENSATION INSURANCE FUND

EXPENDITURES

Human Resources

0301

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
615-0301-552.10-01	Salaries	82,753	88,410	94,000	93,500	97,700	4,200	4.5%
615-0301-552.18-01	Temporary Help	3,254	0	0	4,100	4,200	100	2.4%
615-0301-552.18-80	Special Detail	0	0	0	7,500	7,500	0	0.0%
	Salaries	86,007	88,410	94,000	105,100	109,400	4,300	4.1%
615-0301-552.19-01	Workers Compensation	100	99	100	100	100	0	0.0%
615-0301-552.19-05	Medical Insurance	10,200	10,400	12,000	11,100	11,800	700	6.3%
615-0301-552.19-10	IMRF	10,804	10,916	12,500	13,200	10,500	(2,700)	(20.5%)
615-0301-552.19-11	Social Security	5,054	5,397	6,400	6,500	6,800	300	4.6%
615-0301-552.19-12	Medicare	1,182	1,262	1,500	1,500	1,600	100	6.7%
615-0301-552.19-15	Compensated Absences	3,304	2,577	2,600	0	0	0	N/A
615-0301-552.19-30	Unemployment Benefits	11,687	0	0	10,000	10,000	0	0.0%
	Fringe Benefits	42,331	30,651	35,100	42,400	40,800	(1,600)	(3.8%)
615-0301-552.20-20	Legal Services	0	0	0	4,700	4,700	0	0.0%
615-0301-552.20-45	Claims Administration	74,683	37,068	27,000	45,000	25,000	(20,000)	(44.4%)
615-0301-552.20-50	Loss Prevention Program	28,589	33,665	10,000	43,000	30,000	(13,000)	(30.2%)
615-0301-552.20-70	Insurance Premiums	193,289	611,520	975,000	975,000	995,000	20,000	2.1%
615-0301-552.21-65	Other Services	0	0	100	1,000	500	(500)	(50.0%)
615-0301-552.22-02	Dues	285	504	500	700	500	(200)	(28.6%)
615-0301-552.22-03	Training	2,228	1,407	1,600	2,400	2,500	100	4.2%
615-0301-552.22-05	Postage	20	6	0	100	0	(100)	(100.0%)
615-0301-552.22-15	Photocopying	0	0	0	100	0	(100)	(100.0%)
615-0301-552.22-25	IT/GIS Service Charge	3,300	3,300	3,000	3,000	2,900	(100)	(3.3%)
	Contractual Services	302,394	687,470	1,017,200	1,075,000	1,061,100	(13,900)	(1.3%)
615-0301-552.30-01	Publications Periodicals	150	149	200	800	500	(300)	(37.5%)
615-0301-552.30-05	Office Supplies & Equip	601	752	800	800	800	0	0.0%
615-0301-552.33-05	Other Supplies	300	0	100	300	300	0	0.0%
	Commodities	1,051	901	1,100	1,900	1,600	(300)	(15.8%)
615-0301-552.42-75	Claims Medical Loss	519,178	482,343	230,000	0	150,000	150,000	N/A
615-0301-552.42-79	OPEB Liability Expense	929	1,160	0	0	0	0	N/A
615-0301-552.42-80	Claims WC Salary Replace	599,775	1,170,487	825,000	0	350,000	350,000	N/A
615-0301-552.42-81	IRMA Medical Loss Deductible	0	0	325,000	865,000	882,000	17,000	2.0%
	Other Charges	1,119,882	1,653,990	1,380,000	865,000	1,382,000	517,000	59.8%
Total Human Resources		1,551,665	2,461,422	2,527,400	2,089,400	2,594,900	505,500	24.2%
Total Workers' Comp Ins Fund		1,551,665	2,461,422	2,527,400	2,089,400	2,594,900	505,500	24.2%

HUMAN RESOURCES Workers' Compensation Fund

PERSONNEL SUMMARY

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Asst Director of Human Resources	8	1.00	1.00	
Total F-T-E		1.00	1.00	0.00

Human Resources Department Cross Reference to All Funds

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	2.00	2.00	
605	Health Insurance Fund	1.00	1.00	
615	Workers' Compensation Fund	1.00	1.00	
Total F-T-E All Funds		4.00	4.00	0.00

WORKERS' COMPENSATION INSURANCE FUND

EXPENDITURE DETAIL

HUMAN RESOURCES

0301

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
615-0301-552.10-01	Salaries	Salaries	93,500	97,700
615-0301-552.18-01	Temporary Help	Temporary Help	4,100	4,200
615-0301-552.18-80	Special Detail	Special details by trained Village personnel acting as instructors for the Driver Safety Program	7,500	7,500
	TOTAL SALARIES		105,100	109,400
FRINGE BENEFITS:				
615-0301-552.19-01	Workers' Compensation	Workers' Compensation Insurance	100	100
615-0301-552.19-05	Medical Insurance	Medical Insurance	11,100	11,800
615-0301-552.19-10	IMRF	IMRF	13,200	10,500
615-0301-552.19-11	Social Security	Social Security	6,500	6,800
615-0301-552.19-12	Medicare	Medicare	1,500	1,600
615-0301-552.19-30	Unemployment Benefits	Unemployment benefits	10,000	10,000
	TOTAL FRINGE BENEFITS		42,400	40,800
CONTRACTUAL SERVICES:				
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	45,000	25,000
615-0301-552.20-50	Loss Prevention/Program	Risk Mgmt Prevention and Training	43,000	30,000
615-0301-552.20-70	Insurance Premiums	Premium for insurance above \$750,000 IRMA Contribution (75%)	0 975,000	0 995,000
615-0301-552.21-65	Other Services	Miscellaneous services	1,000	500
615-0301-552.22-02	Dues	Dues	700	500
615-0301-552.22-03	Training	Training	2,400	2,500
615-0301-552.22-05	Postage	Postage	100	0
615-0301-552.22-15	Photocopying	Photocopying	100	0
615-0301-552.22-25	IT/GIS Service Charge	IT/GIS Service Charge	3,000	2,900
	TOTAL CONTRACTUAL SERVICES		1,075,000	1,061,100

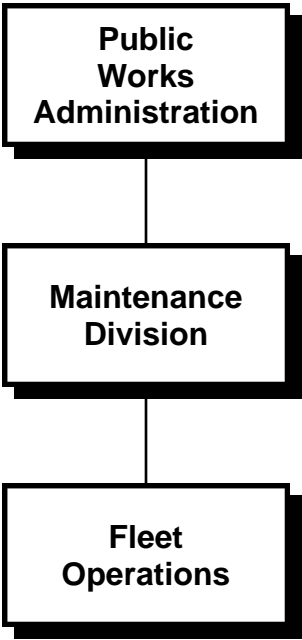
WORKERS' COMPENSATION INSURANCE FUND

EXPENDITURE DETAIL

HUMAN RESOURCES (cont.)

0301

Account Number	Account Title	Description	Budget 2018	Budget 2019
COMMODITIES:				
615-0301-552.30-01	Publications/Periodicals	Miscellaneous publications	800	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
	TOTAL COMMODITIES		1,900	1,600
OTHER CHARGES:				
615-0301-552.42-75	Claims Medical Losses	Employee medical claims	0	150,000
615-0301-552.42-80	Claims WC Sal. Rpl/Indem	Salary replacement, final settlements	0	350,000
615-0301-552.42-81	IRMA Deductible - Medical	IRMA Medical Loss Deductible	865,000	882,000
	TOTAL OTHER CHARGES		865,000	1,382,000
	TOTAL HUMAN RESOURCES		2,089,400	2,594,900
	TOTAL WORKERS' COMP INS FUND		2,089,400	2,594,900



► 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 253 vehicles and 84 pieces of maintenance equipment operated by the various departments within the Village. The unit also provides maintenance for six 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

	2015	2016	2017
1. Vehicles/equipment maintained	345	340	337
2. Work orders completed	2,382	2,351	2,095
3. Fleet availability	99.46%	99.19%	99.39%
4. Preventative maintenance efficiency			
On time:	24%	35%	20%
Between 1 mile and 500 miles overdue:	59%	49%	42%
Between 501 miles and 1,000 miles overdue:	76%	69%	62%

FLEET OPERATIONS FUND

(Continued)

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Intergovernmental	\$0	\$59,200	\$0	\$0	\$0	\$0	N/A
Fees	16,758	14,291	5,000	15,000	15,000	0	0.0%
Fines	17,282	20,188	20,000	30,000	20,000	(10,000)	(33.3%)
Service Charges	3,210,900	3,398,700	3,473,600	3,473,600	3,677,200	203,600	5.9%
Interest Income	30,130	51,406	65,000	25,000	54,000	29,000	116.0%
Sales/Reimbursable/Rents	256,359	274,605	188,000	200,000	132,000	(68,000)	(34.0%)
Other	14,795	0	1,000	0	0	0	N/A
Total Revenues	\$3,546,224	\$3,818,390	\$3,752,600	\$3,743,600	\$3,898,200	\$154,600	4.1%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$3,546,224	\$3,818,390	\$3,752,600	\$3,743,600	\$3,898,200	\$154,600	4.1%
Expenditures							
Personal Services	\$1,463,880	\$1,481,468	\$1,503,600	\$1,576,900	\$1,528,800	(\$48,100)	(3.1%)
Contractual Services	291,101	230,648	303,300	303,257	323,300	20,043	6.6%
Commodities	351,084	326,183	384,700	384,700	408,400	23,700	6.2%
Other Charges	27,702	26,101	41,700	41,743	54,700	12,957	31.0%
Capital Items	520,482	2,008,023	2,610,500	2,137,714	2,707,300	569,586	26.6%
Total Expenditures	\$2,654,249	\$4,072,423	\$4,843,800	\$4,444,314	\$5,022,500	\$578,186	13.0%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$2,654,249	\$4,072,423	\$4,843,800	\$4,444,314	\$5,022,500	\$578,186	13.0%
Revenues over (under) Expenditures	\$891,975	(\$254,033)	(\$1,091,200)	(\$700,714)	(\$1,124,300)	(\$423,586)	60.5%
BEGINNING WORKING CASH	6,167,617	7,059,592	6,805,559	6,805,559	5,714,359	(1,091,200)	(16.0%)
ENDING WORKING CASH	\$7,059,592	\$6,805,559	\$5,714,359	\$6,104,845	\$4,590,059	(\$1,514,786)	(24.8%)

FLEET OPERATIONS FUND (621)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	Note	PROJ #	2018								
			2016 ACTUAL	2017 ACTUAL	ESTIMATED ACTUAL	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUES											
CHARGES TO OPERATIONS			3,210,900	3,398,700	3,473,600	3,473,600	3,677,200	3,861,100	4,054,200	4,256,900	4,469,700
INTERGOVERNMENTAL / OTHER GRANTS			0	59,200	0	0	0	0	0	0	0
FINES			17,282	20,188	20,000	30,000	20,000	20,000	20,000	20,000	20,000
WHEELING BUS MAINTENANCE			16,758	14,291	5,000	15,000	15,000	15,000	15,000	15,000	15,000
INTEREST INCOME			30,130	51,406	65,000	25,000	54,000	54,000	54,000	54,000	54,000
SALES/REIMB/RENTS			238,105	240,117	167,000	200,000	132,000	132,000	132,000	132,000	132,000
OTHER			33,049	34,488	22,000	0	0	0	0	0	0
TOTAL REVENUES			3,546,224	3,818,390	3,752,600	3,743,600	3,898,200	4,082,100	4,275,200	4,477,900	4,690,700
EXPENDITURES											
OPERATING EXPENDITURES											
Personal Services			1,463,880	1,481,468	1,503,600	1,576,900	1,528,800	1,567,000	1,606,200	1,646,400	1,687,600
Contractual Services			291,100	230,648	303,300	303,257	323,300	329,800	336,400	343,100	350,000
Commodities			351,085	326,183	384,700	384,700	408,400	416,600	424,900	433,400	442,100
Other Charges			27,702	26,101	22,000	22,000	24,700	24,700	24,700	24,700	24,700
SUBTOTAL - OPERATING EXPENDITURES			2,133,767	2,064,400	2,213,600	2,286,857	2,285,200	2,338,100	2,392,200	2,447,600	2,504,400
BUILDING & LAND											
Buildings Refurbishing (Electrical Upgrade to Garage)	BL-95-05		0	0	0	0	0	0	53,000	0	0
SUBTOTAL - BUILDING & LAND			0	0	0	0	0	0	53,000	0	0
VEHICLES											
Vehicle and Special Equipment Repl - PW	VH-95-01		165,776	1,485,171	672,200	672,200	1,563,800	971,300	1,450,000	701,300	900,400
Vehicle and Special Equipment Repl - W&S	VH-95-02		46,764	379,172	660,000	660,000	279,900	98,400	382,500	220,900	0
Vehicle Replacement - Police Department	VH-95-03		190,883	143,680	288,300	495,514	538,800	248,100	194,500	210,100	168,900
Vehicle Replacement - Fire Department	VH-95-04		0	0	965,000	285,000	324,800	40,000	470,600	1,371,600	1,253,700
Vehicle Replacement - Municipal Fleet Services	VH-95-06		0	0	0	0	0	52,000	48,000	0	0
Vehicle Replacement - Municipal Parking Operations	VH-95-08		97,621	0	0	0	0	109,000	0	0	0
Vehicle Replacement - Building & Health Services	VH-95-10		0	0	0	0	0	73,000	25,000	30,000	0
Vehicle Replacement - Engineering Department	VH-95-11		19,439	0	25,000	25,000	0	0	0	0	0
SUBTOTAL - VEHICLES			520,482	2,008,023	2,610,500	2,137,714	2,707,300	1,591,800	2,570,600	2,533,900	2,323,000
OPERATING CONTINGENCY			0	0	19,700	19,743	30,000	30,000	30,000	30,000	30,000
TOTAL EXPENDITURES			2,654,249	4,072,423	4,843,800	4,444,314	5,022,500	3,959,900	5,045,800	5,011,500	4,857,400
BEGINNING WORKING CASH											
REVENUES OVER (UNDER) EXPENDITURES			6,167,617	7,059,592	6,805,559	6,161,936	5,714,359	4,590,059	4,712,259	3,941,659	3,408,059
ENDING WORKING CASH			891,975	(254,033)	(1,091,200)	(700,714)	(1,124,300)	122,200	(770,600)	(533,600)	(166,700)
			7,059,592	6,805,559	5,714,359	5,461,222	4,590,059	4,712,259	3,941,659	3,408,059	3,241,359

FLEET OPERATIONS FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
621-0000-411.70-00	Other Grants	0	59,200	0	0	0	0	N/A
	Grants	0	59,200	0	0	0	0	N/A
621-0000-431.24-00	Wheeling Bus Maintenance	16,758	14,291	5,000	15,000	15,000	0	0.0%
	General Government Fees	16,758	14,291	5,000	15,000	15,000	0	0.0%
621-0000-441.20-00	Vehicle Code Violation Fines	17,282	20,188	20,000	30,000	20,000	(10,000)	(33.3%)
	Fines	17,282	20,188	20,000	30,000	20,000	(10,000)	(33.3%)
621-0000-451.68-00	Charges To Operations	3,210,900	3,398,700	3,473,600	3,473,600	3,677,200	203,600	5.9%
	Charges for Services	3,210,900	3,398,700	3,473,600	3,473,600	3,677,200	203,600	5.9%
621-0000-461.02-00	Interest on Investments	22,390	38,314	49,000	20,000	49,000	29,000	145.0%
621-0000-462.10-00	Market Value Adjustments	7,740	13,092	16,000	5,000	5,000	0	0.0%
	Interest Income	30,130	51,406	65,000	25,000	54,000	29,000	116.0%
621-0000-471.15-00	Property Damage G B Pay	18,254	34,488	21,000	0	0	0	N/A
	Insurance/Property Damage	18,254	34,488	21,000	0	0	0	N/A
621-0000-472.24-00	Sale of Equipment	149,606	131,857	35,000	0	0	0	N/A
621-0000-472.26-00	Non Village Fuel Sales	88,499	108,260	132,000	200,000	132,000	(68,000)	(34.0%)
	Sales	238,105	240,117	167,000	200,000	132,000	(68,000)	(34.0%)
621-0000-489.90-00	Other Income	14,795	0	1,000	0	0	0	N/A
	Other	14,795	0	1,000	0	0	0	N/A
	Total Fleet Operations Fund	3,546,224	3,818,390	3,752,600	3,743,600	3,898,200	154,600	4.1%

FLEET OPERATIONS FUND

EXPENDITURES

Municipal Fleet Services

7501

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
621-7501-551.10-01	Salaries	970,088	1,002,572	978,800	1,039,700	1,033,300	(6,400)	(0.6%)
621-7501-551.18-01	Temporary Help	4,660	0	8,700	8,700	8,900	200	2.3%
621-7501-551.18-05	Overtime Civilian	41,233	21,641	55,900	55,900	57,300	1,400	2.5%
	Salaries	1,015,981	1,024,213	1,043,400	1,104,300	1,099,500	(4,800)	(0.4%)
621-7501-551.19-01	Workers Compensation	46,700	48,100	48,600	48,600	49,600	1,000	2.1%
621-7501-551.19-05	Medical Insurance	196,300	200,200	200,700	200,700	189,700	(11,000)	(5.5%)
621-7501-551.19-10	IMRF	129,247	123,130	131,100	138,800	105,900	(32,900)	(23.7%)
621-7501-551.19-11	Social Security	61,313	61,347	64,700	68,500	68,200	(300)	(0.4%)
621-7501-551.19-12	Medicare	14,339	14,347	15,100	16,000	15,900	(100)	(0.6%)
621-7501-551.19-15	Compensated Absences	0	10,131	0	0	0	0	N/A
	Fringe Benefits	447,899	457,255	460,200	472,600	429,300	(43,300)	(9.2%)
621-7501-551.21-02	Equipment Maintenance	17,071	13,451	19,000	19,000	19,400	400	2.1%
621-7501-551.21-07	Vehicle Equipment Maint	187,834	150,079	205,900	205,857	211,300	5,443	2.6%
621-7501-551.21-08	Vehicle Damage	27,135	21,512	30,000	30,000	30,000	0	0.0%
621-7501-551.21-36	Equipment Rental	2,784	1,937	3,000	3,000	3,000	0	0.0%
621-7501-551.21-62	Disposal Services	1,585	1,384	2,000	2,000	2,000	0	0.0%
621-7501-551.21-65	Other Services	564	360	0	0	0	0	N/A
621-7501-551.22-02	Dues	275	555	500	500	600	100	20.0%
621-7501-551.22-03	Training	4,592	4,732	4,400	4,400	4,600	200	4.5%
621-7501-551.22-05	Postage	261	81	300	300	300	0	0.0%
621-7501-551.22-10	Printing	0	357	400	400	400	0	0.0%
621-7501-551.22-25	IT/GIS Service Charge	32,800	23,300	21,400	21,400	31,900	10,500	49.1%
621-7501-551.22-37	Vehicle/Equip Lease Chrg	16,200	12,900	16,400	16,400	19,800	3,400	20.7%
	Contractual Services	291,101	230,648	303,300	303,257	323,300	20,043	6.6%
621-7501-551.30-01	Publications Periodicals	0	0	100	100	100	0	0.0%
621-7501-551.30-05	Office Supplies & Equip	765	376	700	700	700	0	0.0%
621-7501-551.30-35	Clothing	4,384	5,923	5,800	5,800	6,000	200	3.4%
621-7501-551.30-50	Petroleum Products	488	845	600	600	1,300	700	116.7%
621-7501-551.30-55	Non Village Fuel Resale	100,501	98,186	116,300	116,300	154,400	38,100	32.8%
621-7501-551.31-50	Vehicle Maintenance Sup	228,723	202,592	243,700	243,700	228,100	(15,600)	(6.4%)
621-7501-551.31-65	Other Equip & Supplies	12,425	12,704	12,100	12,100	12,400	300	2.5%
621-7501-551.31-85	Small Tools and Equipment	3,656	4,411	4,000	4,000	4,000	0	0.0%
621-7501-551.33-05	Other Supplies	142	1,146	1,400	1,400	1,400	0	0.0%
	Commodities	351,084	326,183	384,700	384,700	408,400	23,700	6.2%
621-7501-551.40-95	Wheeling Bus Maintenance	16,551	12,182	17,000	17,000	19,700	2,700	15.9%
621-7501-551.40-96	Operating Contingency	0	0	19,700	19,743	30,000	10,257	52.0%
621-7501-551.42-79	OPEB Liability Expense	11,151	13,919	5,000	5,000	5,000	0	0.0%
	Other Charges	27,702	26,101	41,700	41,743	54,700	12,957	31.0%
	Total Mun. Fleet Services	2,133,767	2,064,400	2,233,300	2,306,600	2,315,200	8,600	0.4%

FLEET OPERATIONS FUND

EXPENDITURES

Equipment9003

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
621-9003-572.50-05	Vehicle Equipment	520,482	2,008,023	2,610,500	2,137,714	2,707,300	569,586	26.6%
	Capital Outlay	520,482	2,008,023	2,610,500	2,137,714	2,707,300	569,586	26.6%
	Total Equipment	520,482	2,008,023	2,610,500	2,137,714	2,707,300	569,586	26.6%
	Total Fleet Operations Fund	2,654,249	4,072,423	4,843,800	4,444,314	5,022,500	578,186	13.0%

FLEET SERVICES**Fleet Operations Fund****PERSONNEL SUMMARY**

Title	Grade	Authorized Positions in F-T-E		
		2018	2019	+ (-)
Vehicle Maintenance Foreman II	7	1.00	1.00	
Lead Automotive Technician	7	1.00	1.00	
Automotive Technician II	6	2.00	2.00	
Automotive Technician I	5	3.00	3.00	
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	
Total F-T-E		10.50	10.50	0.00

**Public Works Department
Cross Reference to All Funds**

Code	Fund	Authorized Positions in F-T-E		
		2018	2019	+ (-)
101	General Fund	41.25	41.25	
505	Water & Sewer Fund	40.75	40.75	
621	Fleet Operations Fund	10.50	10.50	
	Total F-T-E All Funds	92.50	92.50	0.00

FLEET OPERATIONS FUND

EXPENDITURE DETAIL

MUNICIPAL FLEET SERVICES

7501

Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
621-7501-551.10-01	Salaries	Salaries	1,039,700		1,033,300	
621-7501-551.18-01	Temporary Help	Temporary Help	8,700		8,900	
621-7501-551.18-05	Overtime Civilian	Overtime Civilian	55,900		57,300	
TOTAL SALARIES			1,104,300		1,099,500	
FRINGE BENEFITS:						
621-7501-551.19-01	Workers' Compensation	Workers' Compensation Insurance	48,600		49,600	
621-7501-551.19-05	Medical Insurance	Medical Insurance	200,700		189,700	
621-7501-551.19-10	IMRF	IMRF	138,800		105,900	
621-7501-551.19-11	Social Security	Social Security	68,500		68,200	
621-7501-551.19-12	Medicare	Medicare	16,000		15,900	
TOTAL FRINGE BENEFITS			472,600		429,300	
CONTRACTUAL SERVICES:						
621-7501-551.21-02	Equipment Maintenance	Fleet/ Inv. Software Support & Subscriptions	10,800		11,200	
		Fuel Master	5,000		5,000	
		Diagnostic equipment	2,000		2,000	
		Overhead crane	1,200	19,000	1,200	19,400
621-7501-551.21-07	Vehicle Equip. Maint.	Vehicle equipment maintenance				
		Police	6,600		19,800	
		Fire	76,857		66,600	
		Engineering	7,000		7,000	
		Building	7,000		7,000	
		Health	7,000		7,000	
		IT	7,000		7,000	
		Planning	7,000		7,000	
		PW Maint	64,300		66,700	
		PW Utility	9,100		9,200	
		PW Fleet	7,000		7,000	
		Parking	7,000	205,857	7,000	211,300
621-7501-551.21-08	Vehicle Damage	Vehicle accident repair	30,000		30,000	
621-7501-551.21-36	Equipment Rental	Monthly pressure cylinders	3,000		3,000	
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	500		600	

FLEET OPERATIONS FUND

EXPENDITURE DETAIL

MUNICIPAL FLEET SERVICES (cont.)

7501

Account Number	Account Title	Description	Budget 2018		Budget 2019	
621-7501-551.22-03	Training	Elect. and Computer Cntrl.	250		300	
		Mechanic Test (ASE)	950		1,000	
		In-service Training	500		500	
		APWA (10 @ 20)	200		200	
		Fleet Management Program	500		500	
		Police and Fire Equipment Training	2,000	4,400	2,100	4,600
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		21,400		31,900
621-7501-551.22-37	Vehicle/Equip Lease Chrg	Vehicle lease charge		16,400		19,800
TOTAL CONTRACTUAL SERVICES				303,257		323,300
COMMODITIES:						
621-7501-551.30-01	Publications/Periodicals	Miscellaneous publications		100		100
621-7501-551.30-05	Office Supplies & Equip.	General office supplies		700		700
621-7501-551.30-35	Clothing	Uniform rental	2,200		2,400	
		Boots, rainwear, gloves & misc. clothing	2,500		2,500	
		Safety glasses, goggles, safety shoes, hard hats & misc. safety equipment	1,100	5,800	1,100	6,000
621-7501-551.30-50	Petroleum Products	Gasoline for department vehicle(s)		600		1,300
621-7501-551.30-55	Non-Village Petro Resale	Non-Village Petroleum Resale		116,300		154,400
621-7501-551.31-50	Vehicle Maintenance Supl	Public Works Maintenance	118,200		96,500	
		Public Works Fleet	500		600	
		Manager's Office / IT	500		500	
		Police	25,500		43,200	
		Fire	44,400		40,100	
		Planning & Community Development	500		500	
		Building Services	1,300		2,400	
		Health Services	500		1,700	
		Engineering	600		500	
		Water/Sewer - PW Utility	42,500		32,700	
		Parking	9,200	243,700	9,400	228,100
621-7501-551.31-65	Other Equip. & Supplies	Drill bits and hoses	2,000		2,000	
		General Maintenance Materials	5,500		5,800	
		Welding supplies	3,800		3,800	
		Tire repair supplies	800	12,100	800	12,400
621-7501-551.31-85	Small Tools & Equipment	Misc. small tools & equipment		4,000		4,000
621-7501-551.33-05	Other Supplies	Wiping rags, first aid & misc. supplies		1,400		1,400
TOTAL COMMODITIES				384,700		408,400

FLEET OPERATIONS FUND

EXPENDITURE DETAIL

MUNICIPAL FLEET SERVICES (cont.)

7501

Account Number	Account Title	Description	Budget 2018	Budget 2019
OTHER CHARGES:				
621-7501-551.40-95	Wheeling Bus Maintenance	Wheeling bus maintenance	17,000	19,700
621-7501-551.40-96	Operating Contingency	Operating contingency	19,743	30,000
621-7501-551.42-79	OPEB Liability Expense	OPEB liability expense	5,000	5,000
TOTAL OTHER CHARGES			<u>41,743</u>	<u>54,700</u>
TOTAL MUNICIPAL FLEET SERVICES			<u>2,306,600</u>	<u>2,315,200</u>

FLEET OPERATIONS FUND

EXPENDITURE DETAIL

EQUIPMENT

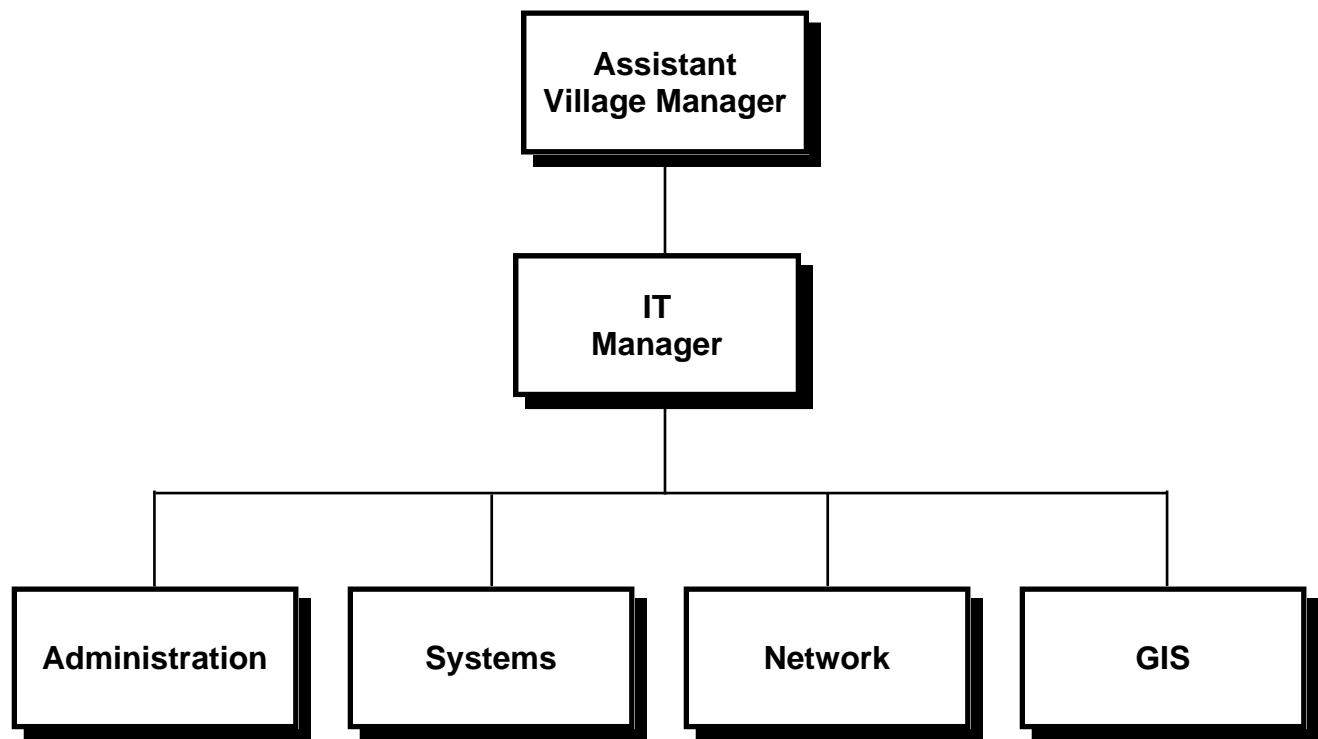
9003

Account Number	Account Title	Description	Budget 2018	Budget 2019
CAPITAL OUTLAY:				
621-9003-572.50-05	Vehicle Equipment	Public Works Vehicle Repl. (VH9501)	672,200	1,563,800
		Aerial Truck (1)	178,000	0
		Cargo Van	25,000	0
		One Ton Stake Body	60,800	0
		One Ton Dump Body	130,300	0
		Backhoe (2)	278,100	0
		SUV Hybrid	0	40,100
		Chipper Box	0	109,000
		2.5 Dump Truck (4)	0	834,700
		5 Ton Dump Truck	0	250,000
		Wheel Loader	0	275,000
		Hot Patcher	0	15,000
		Asphalt Roller*	0	40,000
		Water Utility Vehicle Repl. (VH9502)	660,000	279,900
		Catch Basin Cleaner	225,000	0
		Track loader	300,000	0
		Backhoe	135,000	0
		Step Van	0	160,000
		5 Ton Dump Truck	0	119,900
		Police Vehicle Repl. (VH9503)	495,514	538,800
		Patrol Vehicles (4) / (7)	332,914	226,500
		Sedans (3) / (6)	91,600	165,900
		SUV (2) / (1)	71,000	34,600
		Forensic Tech SUV	0	37,400
		Motorcycle (2)	0	50,300
		Van	0	24,100
		Fire Vehicle Repl. (VH9504)	285,000	324,800
		Fire Engine	285,000	0
		SUV Hybrid	0	39,800
		Fire Rescue Squad	0	285,000
		Engineering Vehicle Repl. (VH9511)	25,000	0
		Pick Up Truck (1)	25,000	0
		TOTAL CAPITAL OUTLAY	2,137,714	2,707,300
		TOTAL EQUIPMENT	2,137,714	2,707,300
		TOTAL FLEET OPERATIONS FUND	4,444,314	5,022,500

VILLAGE OF ARLINGTON HEIGHTS

2019 CHARGES TO OPERATIONS FOR VEHICLE LEASE CHARGES

FUND	DEPT	OPERATION	MAINTENANCE FEE			DEPRECIATION			LEASE COSTS			TOTAL CHARGES VEHICLE/EQUIP LEASE CHARGE		
			2018	2019	VARIANCE	2018	2019	VARIANCE	2018	2019	VAR	2018	2019	VARIANCE
101	3001-511	Police	\$455,141	\$543,500	\$88,359	\$152,346	\$123,600	(\$28,746)	\$0	\$0	\$0	\$607,500	\$667,100	\$59,600
101	3501-512	Fire	502,722	482,100	(20,622)	389,493	361,100	(28,393)	0	0	0	892,200	843,200	(49,000)
101	4001-521	Planning & Community Devlp	2,630	2,900	270	1,490	1,500	10	0	0	0	4,100	4,400	300
101	4501-523	Building & Life Safety	29,697	37,200	7,503	19,697	15,800	(3,897)	0	0	0	49,400	53,000	3,600
101	7001-523	Health Services	21,400	24,100	2,700	9,955	10,000	45	0	0	0	31,400	34,100	2,700
101	7101-531	Public Works	778,681	856,200	77,519	493,295	596,500	103,205	0	0	0	1,272,000	1,452,700	180,700
Sub-Total General Fund			\$1,790,271	\$1,946,000	\$155,729	\$1,066,276	\$1,108,500	\$42,224	\$0	\$0	\$0	\$2,856,600	\$3,054,500	\$197,900
235	3001-532	Police	5,261	5,900	639	2,270	2,300	30	0	0	0	7,500	8,200	700
235	7101-532	Public Works	45,255	50,200	4,945	11,685	13,900	2,215	0	0	0	56,900	64,100	7,200
505	7201-561	Water Utilities	332,101	311,500	(20,601)	199,537	212,100	12,563	2,000	2,000	0	533,600	525,600	(8,000)
621	7501-551	Municipal Fleet Services	14,130	18,700	4,570	2,250	1,100	(1,150)	0	0	0	16,400	19,800	3,400
625	0601-553	IT	2,630	3,200	570	0	1,800	1,800	0	0	0	2,600	5,000	2,400
Sub-Total Other Funds			\$399,377	\$389,500	(\$9,877)	\$215,742	\$231,200	\$15,458	\$2,000	\$2,000	\$0	\$617,000	\$622,700	\$5,700
TOTAL CHARGES ALL FUNDS			\$2,189,648	\$2,335,500	\$145,852	\$1,282,018	\$1,339,700	\$57,682	\$2,000	\$2,000	\$0	\$3,473,600	\$3,677,200	\$203,600



► 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 five 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:

In-House Computer 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.

In-House Network – A high-speed computer network utilizing Microsoft network protocol supports PCs and related peripheral equipment at the Village Hall and six remote sites. There are 477 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)

2018 Accomplishments

Migrated all village email accounts to the Microsoft Office 365 Government Cloud environment.

Provided technology leadership in the rebuilding of the Police Station and assisted the department with the move back to the new Police Station.

Implemented Mobile Device Management (MDM) system for centralized iPad management. Enrolled Building, Health and Fire Departmental iPads to the new MDM system.

Continued work to enhance Cybersecurity within the village network. Implemented additional permission controls and Cybersecurity layers.

2019 Strategic Priorities & Key Projects

Document Management - Expand the use of the document management system with village departments in order to streamline and improve internal processes, digitalize and archive documents.

NWCD Computer Aided Dispatch Vendor Implementation - In partnership with NWCD, the IT Division will be updating local information infrastructure and systems as part of the implementation of the new CAD system. Will include reconfiguring all fire and police desktops, laptops, MDTs, and migration to a new server

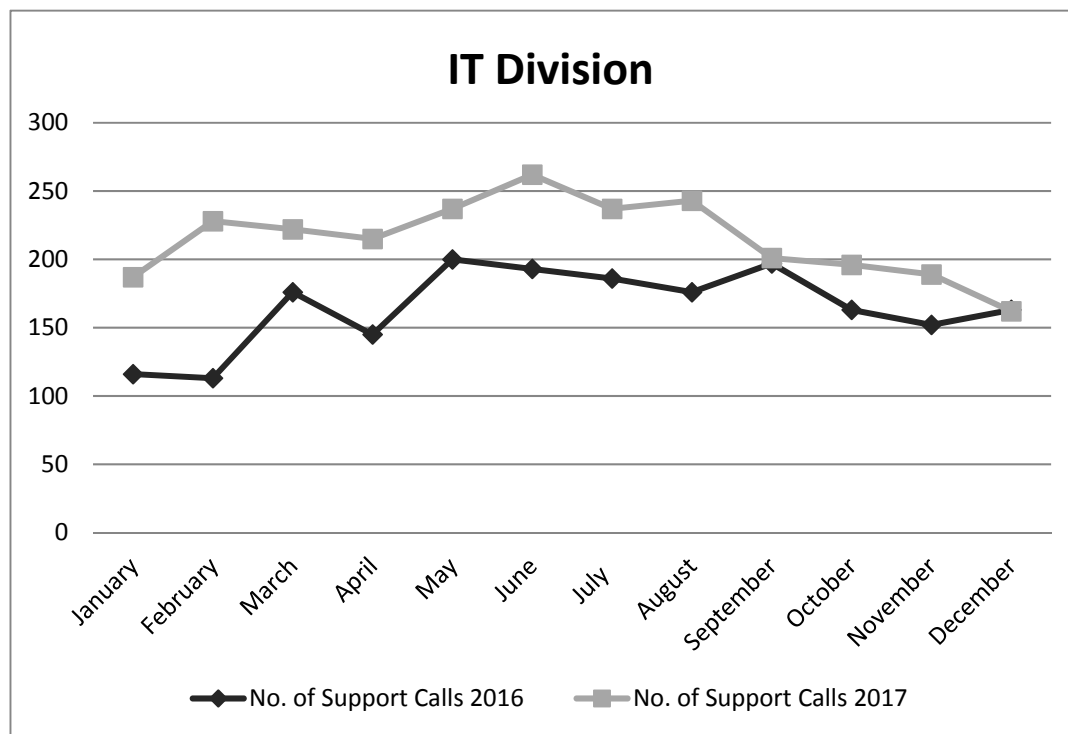
Provide assistance and technical expertise on various department projects to better leverage technology in their day to day operations.

► Performance Measures

	2015	2016	2017
1. Total # of PC's/Laptops/Tablets # of PC's/Laptops replaced % of PC's/Laptops replaced	467 123 26.34%	483 98 20.28%	477 78 16.35%
2. Total # of printers # of printers replaced % of printers replaced	171 16 9.4%	176 13 7.38%	178 12 6.74%
3. # of Help Desk service calls	1,859	2,010	2,625
4. # of system downtime hours % of system up-time	1 99.99%	0 100%	1 99.89%

TECHNOLOGY FUND

(Continued)



► Hardware Inventory

Department	Computer	Printers	Servers	Switches	Routers
Mayor/Board of Trustees	3	0	n/a	n/a	n/a
Manager's Office	9	5	n/a	n/a	n/a
Human Resources	10	6	n/a	n/a	n/a
Legal	4	2	n/a	n/a	n/a
Finance	21	19	n/a	n/a	n/a
Police	156	34	n/a	n/a	n/a
Fire	52	24	n/a	n/a	n/a
Planning	15	5	n/a	n/a	n/a
Building Services	19	10	n/a	n/a	n/a
Health Services	14	9	n/a	n/a	n/a
Senior Services	17	13	n/a	n/a	n/a
Engineering	18	7	n/a	n/a	n/a
Public Works	93	33	n/a	n/a	n/a
Sub-Total: Depts. not incl. IT/GIS	431	167	n/a	n/a	n/a
IT/GIS					
User & Testing Workstations	17	7	50	44	6
Training Room	13	1	n/a	n/a	n/a
Fire Station #2 EOC	12	1	n/a	1	n/a
Loaners/Spare/TBD	5	1	n/a	n/a	n/a
Train Station	1	0	1	n/a	n/a
Sub-Total: IT/GIS	48	10	51	45	6
Total	479	177	51	45	6

TECHNOLOGY FUND

(Continued)

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Service Charges	\$1,619,396	\$1,663,700	\$1,680,500	\$1,680,500	\$1,694,600	\$14,100	0.8%
Interest Income	8,789	17,405	8,900	6,000	6,000	0	0.0%
Other	11,940	22,681	0	0	0	0	N/A
Total Revenues	\$1,640,125	\$1,703,786	\$1,689,400	\$1,686,500	\$1,700,600	\$14,100	0.8%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,640,125	\$1,703,786	\$1,689,400	\$1,686,500	\$1,700,600	\$14,100	0.8%
Expenditures							
Personal Services	\$787,977	\$728,961	\$696,700	\$695,100	\$707,400	\$12,300	1.8%
Contractual Services	417,032	500,423	672,600	672,560	674,600	2,040	0.3%
Commodities	64,373	62,945	69,800	69,800	71,800	2,000	2.9%
Other Charges	9,292	11,599	5,000	5,000	5,000	0	0.0%
Capital Items	219,991	154,189	253,800	253,803	441,800	187,997	74.1%
Total Expenditures	\$1,498,665	\$1,458,117	\$1,697,900	\$1,696,263	\$1,900,600	\$204,337	12.0%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$1,498,665	\$1,458,117	\$1,697,900	\$1,696,263	\$1,900,600	\$204,337	12.0%
Revenues over (under) Expenditures	\$141,460	\$245,669	(\$8,500)	(\$9,763)	(\$200,000)	(\$190,237)	1948.6%
BEGINNING WORKING CASH	1,882,308	2,023,768	2,269,437	2,269,437	2,260,937	(8,500)	(0.4%)
ENDING WORKING CASH	\$2,023,768	\$2,269,437	\$2,260,937	\$2,259,674	\$2,060,937	(\$198,737)	(8.8%)

TECHNOLOGY FUND (625)

5 YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)

ACCOUNT DESCRIPTION	PROJ #	2018								
		2016 ACTUAL	2017 ACTUAL	ESTIMATED ACTUAL	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET	2022 BUDGET	2023 BUDGET
REVENUES										
CHARGES TO OPERATIONS		1,596,396	1,640,000	1,656,100	1,656,100	1,669,500	1,736,500	1,781,200	1,815,300	1,850,200
CHARGES TO OPERATIONS - LIBRARY		23,000	23,700	24,400	24,400	25,100	25,900	26,700	27,500	28,300
INTEREST INCOME		8,789	17,405	8,900	6,000	6,000	6,000	6,000	6,000	6,000
OTHER INCOME		11,940	22,681	0	0	0	0	0	0	0
TOTAL REVENUES		1,640,125	1,703,786	1,689,400	1,686,500	1,700,600	1,768,400	1,813,900	1,848,800	1,884,500
EXPENDITURES										
OPERATING EXPENDITURES										
Personal Services		787,978	728,961	696,700	695,100	707,400	755,900	788,500	808,200	828,400
Contractual Services		417,031	500,423	672,600	672,560	674,600	693,900	705,800	719,900	734,300
Commodities		64,373	62,945	69,800	69,800	71,800	71,800	72,800	73,900	75,000
Other Charges		9,292	11,599	5,000	5,000	5,000	5,000	5,000	5,000	5,000
SUBTOTAL - OPERATING EXPENDITURES		1,278,674	1,303,928	1,444,100	1,442,460	1,458,800	1,526,600	1,572,100	1,607,000	1,642,700
EQUIPMENT										
IT Equipment Replacement	EQ-97-08	219,991	154,189	253,800	253,803	241,800	241,800	241,800	241,800	241,800
Village ERP Software Replacement	EQ-19-04	0	0	0	0	200,000	0	0	0	0
SUBTOTAL - EQUIPMENT		219,991	154,189	253,800	253,803	441,800	241,800	241,800	241,800	241,800
TOTAL EXPENDITURES		1,498,665	1,458,117	1,697,900	1,696,263	1,900,600	1,768,400	1,813,900	1,848,800	1,884,500
BEGINNING WORKING CASH										
REVENUES OVER (UNDER) EXPENDS.		1,882,311	2,023,771	2,269,440	2,280,137	2,260,940	2,060,940	2,060,940	2,060,940	2,060,940
ENDING WORKING CASH		141,460	245,669	(8,500)	(9,763)	(200,000)	0	0	0	0
		2,023,771	2,269,440	2,260,940	2,270,374	2,060,940	2,060,940	2,060,940	2,060,940	2,060,940

TECHNOLOGY FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
625-0000-451.40-00	Service Charge Library	23,000	23,700	24,400	24,400	25,100	700	2.9%
625-0000-451.68-00	Charges To Operations	1,596,396	1,640,000	1,656,100	1,656,100	1,669,500	13,400	0.8%
	Charges for Services	1,619,396	1,663,700	1,680,500	1,680,500	1,694,600	14,100	0.8%
625-0000-461.02-00	Interest on Investments	6,291	13,044	6,000	6,000	6,000	0	0.0%
625-0000-462.10-00	Market Value Adjustments	2,498	4,361	2,900	0	0	0	N/A
	Interest Income	8,789	17,405	8,900	6,000	6,000	0	0.0%
625-0000-489-90-00	Other Income	11,940	22,681	0	0	0	0	N/A
	Other	11,940	22,681	0	0	0	0	N/A
	Total Technology Fund	1,640,125	1,703,786	1,689,400	1,686,500	1,700,600	14,100	0.8%

TECHNOLOGY FUND

EXPENDITURES

Information Technology / GIS

0601

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
625-0601-553.10-01	Salaries	551,205	509,690	487,200	485,600	501,700	16,100	3.3%
625-0601-553.18-01	Temporary Help	11,501	0	9,800	9,800	10,000	200	2.0%
625-0601-553.18-05	Overtime Civilian	0	0	3,800	3,800	3,900	100	2.6%
	Salaries	562,706	509,690	500,800	499,200	515,600	16,400	3.3%
625-0601-553.19-01	Workers Compensation	600	600	600	600	600	0	0.0%
625-0601-553.19-05	Medical Insurance	109,700	111,800	95,000	95,000	101,100	6,100	6.4%
625-0601-553.19-10	IMRF	73,466	62,932	63,000	63,000	50,600	(12,400)	(19.7%)
625-0601-553.19-11	Social Security	33,638	30,354	30,100	30,100	32,000	1,900	6.3%
625-0601-553.19-12	Medicare	7,867	7,099	7,200	7,200	7,500	300	4.2%
625-0601-553.19-15	Compensated Absences	0	6,486	0	0	0	0	N/A
	Fringe Benefits	225,271	219,271	195,900	195,900	191,800	(4,100)	(2.1%)
625-0601-553.20-05	Professional Services	0	84,802	198,900	198,900	203,500	4,600	2.3%
625-0601-553.20-39	Data Processing Services	249,106	237,872	264,100	264,060	272,200	8,140	3.1%
625-0601-553.20-40	General Insurance	4,900	5,100	5,200	5,200	5,300	100	1.9%
625-0601-553.21-02	Equipment Maintenance	53,062	55,166	56,900	56,900	43,700	(13,200)	(23.2%)
625-0601-553.21-65	Other Services	99,350	93,204	116,500	116,500	116,500	0	0.0%
625-0601-553.22-02	Dues	849	574	1,100	1,100	1,100	0	0.0%
625-0601-553.22-03	Training	6,761	19,378	25,300	25,300	25,300	0	0.0%
625-0601-553.22-05	Postage	272	311	1,000	1,000	1,000	0	0.0%
625-0601-553.22-15	Photocopying	32	17	1,000	1,000	1,000	0	0.0%
625-0601-553.22-37	Vehicle/Equip Lease Chrg	2,700	3,999	2,600	2,600	5,000	2,400	92.3%
	Contractual Services	417,032	500,423	672,600	672,560	674,600	2,040	0.3%
625-0601-553.30-01	Publications Periodicals	721	0	3,300	3,300	3,300	0	0.0%
625-0601-553.30-05	Office Supplies & Equip	1,990	6,740	5,000	5,000	5,000	0	0.0%
625-0601-553.30-50	Petroleum Products	240	148	300	300	300	0	0.0%
625-0601-553.33-05	Other Supplies	61,422	56,057	61,200	61,200	63,200	2,000	3.3%
	Commodities	64,373	62,945	69,800	69,800	71,800	2,000	2.9%
625-0601-553.42-79	OPEB Liability Expense	9,292	11,599	5,000	5,000	5,000	0	0.0%
	Other Charges	9,292	11,599	5,000	5,000	5,000	0	0.0%
625-0601-572.50-10	Office Equipment	219,991	154,189	253,800	253,803	441,800	187,997	74.1%
	Capital Outlay	219,991	154,189	253,800	253,803	441,800	187,997	74.1%
	Total Technology Fund	1,498,665	1,458,117	1,697,900	1,696,263	1,900,600	204,337	12.0%

PERSONNEL SUMMARY

Title	Grade	<u>Authorized Positions in F-T-E</u>		
		2018	2019	+ (-)
IT Manager	10	1.00	1.00	
Systems Engineer	8	1.00	1.00	
Applications Programmer	5	1.00	1.00	
IT Support Analyst	4	1.00	1.00	
IT Specialist	4	1.00	1.00	
Total F-T-E		5.00	5.00	0.00

**Integrated Services Department
Cross Reference to All Funds**

Code	Fund	<u>Authorized Positions in F-T-E</u>		
		2018	2019	+ (-)
101	General Fund	5.50	5.50	
625	Technology Fund	5.00	5.00	
	Total F-T-E All Funds	10.50	10.50	0.00

TECHNOLOGY FUND

EXPENDITURE DETAIL

INFORMATION TECHNOLOGY / GEOGRAPHIC INFORMATION SYSTEMS

0601

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
625-0601-553.10-01	Salaries	Salaries	485,600	501,700
625-0601-553.18-01	Temporary Help	Temporary Help	9,800	10,000
625-0601-553.18-05	Overtime Civilian	Overtime Civilian	3,800	3,900
	TOTAL SALARIES		499,200	515,600
FRINGE BENEFITS:				
625-0601-553.19-01	Workers' Compensation	Workers' Compensation Insurance	600	600
625-0601-553.19-05	Medical Insurance	Medical Insurance	95,000	101,100
625-0601-553.19-10	IMRF	IMRF	63,000	50,600
625-0601-553.19-11	Social Security	Social Security	30,100	32,000
625-0601-553.19-12	Medicare	Medicare	7,200	7,500
	TOTAL FRINGE BENEFITS		195,900	191,800
CONTRACTUAL SERVICES:				
625-0601-553.20-05	Professional Services	GIS Consortium	198,900	203,500
625-0601-553.20-39	Data Processing Services	Programming/support services:		
		Disaster Recovery Project	12,400	12,400
		Web Maintenance Project	12,200	12,200
		HTE services (ASP)	200,500	210,600
		Prior Year Encumbrance Carryover	3,760	
		Two-Factor Maintenance Renewal	5,100	6,000
		Business Process Improvement	11,500	11,500
		NovusAGENDA electronic packets	18,600	19,000
			264,060	271,700
625-0601-553.20-40	General Insurance	Liability and property insurance	5,200	5,300
625-0601-553.21-02	Equipment Maintenance	Mini-computer and support equipment maintenance		
		GIS	36,000	25,300
		Printers	7,000	7,000
		Routers/Switches	5,000	5,000
		Network	8,900	8,900
			56,900	46,200
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	18,000
		Fire vehicles wireless service	5,000	5,000
		Cell Phone Charges	5,000	5,000
			116,500	116,500
625-0601-553.22-02	Dues	Dues and professional memberships		
		IT (GMIS)	700	700
		GIS (ILGISA/URISA/AAG)	400	400
			1,100	1,100

TECHNOLOGY FUND

EXPENDITURE DETAIL

IT / GIS (cont.)

0601

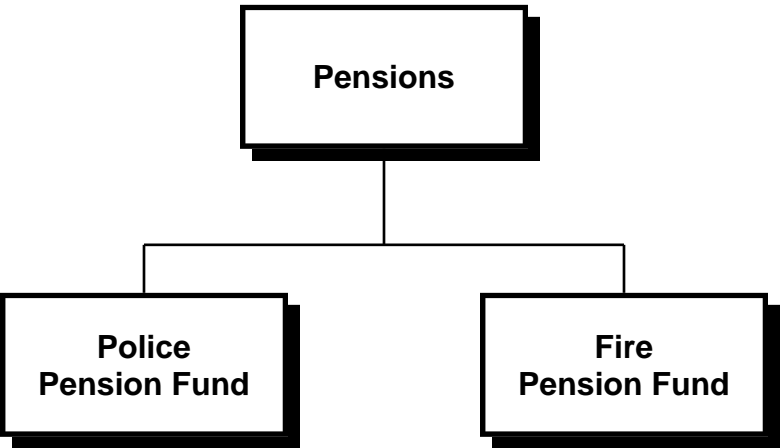
Account Number	Account Title	Description	Budget 2018		Budget 2019	
625-0601-553.22-03	Training	Seminars and specialized training				
		Conferences:	2,000		2,000	
		Technical seminars & webinars	3,000		3,000	
		End-user training	8,300		8,300	
		User group seminars	4,500		4,500	
		Tuition reimbursement	4,500		4,500	
		Miscellaneous	3,000	25,300	3,000	25,300
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		2,600		5,000
		TOTAL CONTRACTUAL SERVICES		672,560		676,600
COMMODITIES:						
625-0601-553.30-01	Publications/Periodicals	Periodicals and books		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		4,000
625-0601-553.30-50	Petroleum Products	Gasoline for department vehicle(s)		300		300
625-0601-553.33-05	Other Supplies	Computer software, etc.		61,200		61,200
		TOTAL COMMODITIES		69,800		69,800
OTHER CHARGES:						
625-0601-553.42-79	OPEB Liability Expense	OPEB liability expense		5,000		5,000
		TOTAL OTHER CHARGES		5,000		5,000
CAPITAL OUTLAY:						
625-0601-572.50-10	Office Equipment	IT Equipment Repl Program (EQ9708)				
		PC, printer & server replacement	96,800		96,800	
		Prior Year Encumbrance Carryover	12,003		0	
		Public Safety vehicle computer systems	145,000	253,803	145,000	241,800
		Village ERP Software Replacement (EQ1904)				200,000
		TOTAL CAPITAL OUTLAY		253,803		441,800
		TOTAL TECHNOLOGY FUND		1,696,263		1,900,600

VILLAGE OF ARLINGTON HEIGHTS

2019 CHARGES TO OPERATIONS FOR IT/GIS SERVICES

FUND	OPERATION	IT/GIS SERVICE CHARGE		
		2018	2019	VARIANCE
101	0101-501 Board of Trustees	11,900	11,600	(300)
101	0201-502 Integrated Services	39,200	38,400	(800)
101	0301-503 Human Resources	26,800	26,100	(700)
101	0401-503 Legal Department	14,900	14,500	(400)
101	0501-503 Finance Department	35,800	34,800	(1,000)
101	3001-511 Police Department	516,700	516,200	(500)
101	3501-512 Fire Department	210,200	214,700	4,500
101	4001-521 Planning & Community Development	60,600	59,300	(1,300)
101	4501-523 Building & Life Safety	97,300	95,600	(1,700)
101	7001-523 Health Services	54,100	70,400	16,300
101	7007-523 Senior Services	53,700	49,300	(4,400)
101	7101-531 Public Works Department	261,200	270,800	9,600
Sub-Total General Fund		\$1,382,400	\$1,401,700	\$19,300
235	3001-532 Parking - Police	3,000	2,900	(100)
505	0501-503 Water & Sewer - Finance Department	55,500	54,900	(600)
505	7201-561 Water & Sewer - Water Utility	181,800	172,300	(9,500)
605	0301-552 Health Insurance - Human Resources	3,000	2,900	(100)
615	0301-552 Workers' Comp - Human Resources	3,000	2,900	(100)
621	7501-551 Fleet Operations - Mun. Fleet Services	21,400	31,900	10,500
Sub-Total Other Funds		\$267,700	\$267,800	\$100
TOTAL VILLAGE		\$1,650,100	\$1,669,500	\$19,400
291	6008-601 Memorial Library	\$24,400	\$25,100	\$700
TOTAL VILLAGE & LIBRARY		\$1,674,500	\$1,694,600	\$20,100

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.



► 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

	2015	2016	2017
1. # of Active Participants	107	110	107
# of Retired Participants	90	96	96
Regular Pensioners	66	71	72
Duty Disability Pensioners	7	8	9
Non-Duty Disability Pensioners	1	1	1
Surviving Spouses	16	16	4
2. Actuarial Value of Fund Assets at December 31	\$113,577,132	\$119,241,505	\$126,390,517
3. Total Actuarial Liability	\$150,607,659	\$156,420,714	\$162,812,081
4. Funded Ratio	75.4%	73.6%	77.63%
5. Annual Actuarial Investment Return As Percentage of Fund Assets at Dec 31	(.94%)	6.4%	14.99%
6. Employer Annual Actuarial Funding Requirements	\$3,839,961	\$3,873,732	\$4,016,824

POLICE PENSION FUND

(Continued)

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Interest Income	\$6,999,635	\$17,439,707	\$5,200,000	\$4,100,000	\$3,900,000	(\$200,000)	(4.9%)
Other	5,891,879	5,146,538	4,969,000	4,979,000	5,150,000	171,000	3.4%
Total Revenues	\$12,891,514	\$22,586,245	\$10,169,000	\$9,079,000	\$9,050,000	(\$29,000)	(0.3%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$12,891,514	\$22,586,245	\$10,169,000	\$9,079,000	\$9,050,000	(\$29,000)	(0.3%)
Expenditures							
Personal Services	\$6,053,747	\$6,552,283	\$7,108,900	\$7,126,000	\$7,550,000	\$424,000	6.0%
Contractual Services	351,522	384,106	406,700	373,700	417,300	43,600	11.7%
Commodities	0	0	0	600	600	0	0.0%
Other Charges	270	55,615	800	26,000	26,000	0	0.0%
Total Expenditures	\$6,405,539	\$6,992,004	\$7,516,400	\$7,526,300	\$7,993,900	\$467,600	6.2%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$6,405,539	\$6,992,004	\$7,516,400	\$7,526,300	\$7,993,900	\$467,600	6.2%
Revenues over (under) Expenditures	\$6,485,975	\$15,594,241	\$2,652,600	\$1,552,700	\$1,056,100	(\$496,600)	(32.0%)
BEGINNING FUND BALANCE	108,357,038	114,843,013	130,437,254	130,437,254	133,089,854	2,652,600	2.0%
ENDING FUND BALANCE	\$114,843,013	\$130,437,254	\$133,089,854	\$131,989,954	\$134,145,954	\$2,156,000	1.6%

POLICE PENSION FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
705-0000-461.02-00	Interest on Investments	1,574,526	1,367,910	1,300,000	1,800,000	1,300,000	(500,000)	(27.8%)
	Interest Income	1,574,526	1,367,910	1,300,000	1,800,000	1,300,000	(500,000)	(27.8%)
705-0000-462.10-00	Market Value Adjustments	4,639,126	15,063,225	3,200,000	1,700,000	1,900,000	200,000	11.8%
705-0000-462.11-00	Dividend Income	785,983	1,008,572	700,000	600,000	700,000	100,000	16.7%
	Investment Income	5,425,109	16,071,797	3,900,000	2,300,000	2,600,000	300,000	13.0%
705-0000-485.86-00	Contributions Participant	1,036,023	1,074,682	1,090,000	1,100,000	1,133,000	33,000	3.0%
705-0000-485.87-00	Contribution R/E Tax	4,500,000	3,994,000	3,879,000	3,879,000	4,017,000	138,000	3.6%
705-0000-485.88-00	Portability Payments	352,515	76,729	0	0	0	0	N/A
	Pension Contributions	5,888,538	5,145,411	4,969,000	4,979,000	5,150,000	171,000	3.4%
705-0000-489.90-00	Other Income	3,341	1,127	0	0	0	0	N/A
	Other	3,341	1,127	0	0	0	0	N/A
	Total Police Pension Fund	12,891,514	22,586,245	10,169,000	9,079,000	9,050,000	(29,000)	(0.3%)

POLICE PENSION FUND

EXPENDITURES

Pensions

8001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
705-8001-631.15-01	Service Pensions	5,036,891	5,549,342	6,011,000	6,072,000	6,439,000	367,000	6.0%
705-8001-631.15-02	Non-Duty Disability Pension	38,985	42,528	42,500	43,000	43,000	0	0.0%
705-8001-631.15-03	Duty Disability Pension	380,405	425,229	417,800	455,000	430,000	(25,000)	(5.5%)
705-8001-631.15-04	Surviving Spouse Pension	597,466	535,184	637,600	556,000	638,000	82,000	14.7%
	Salaries	6,053,747	6,552,283	7,108,900	7,126,000	7,550,000	424,000	6.0%
705-8001-631.20-20	Legal Services	5,871	9,169	10,000	13,000	12,000	(1,000)	(7.7%)
705-8001-631.20-21	Invest Manager Services	314,427	341,612	360,000	315,000	360,000	45,000	14.3%
705-8001-631.20-75	Examinations	3,810	5,852	7,500	13,000	12,000	(1,000)	(7.7%)
705-8001-631.21-65	Other Services	18,268	17,827	19,000	21,200	21,800	600	2.8%
705-8001-631.22-02	Dues	0	1,590	800	1,000	1,000	0	0.0%
705-8001-631.22-03	Training	8,877	7,854	9,000	10,000	10,000	0	0.0%
705-8001-631.22-05	Postage	269	202	400	500	500	0	0.0%
	Contractual Services	351,522	384,106	406,700	373,700	417,300	43,600	11.7%
705-8001-631.30-01	Publications Periodicals	0	0	0	100	100	0	0.0%
705-8001-631.30-05	Office Supplies & Equip	0	0	0	500	500	0	0.0%
	Commodities	0	0	0	600	600	0	0.0%
705-8001-631.40-65	Pension Refunds	0	54,834	0	25,000	25,000	0	0.0%
705-8001-631.40-93	Foreign Taxes Paid	270	781	800	1,000	1,000	0	0.0%
	Other Charges	270	55,615	800	26,000	26,000	0	0.0%
	Total Expenditures	6,405,539	6,992,004	7,516,400	7,526,300	7,993,900	467,600	6.2%
	Total Police Pension Fund	6,405,539	6,992,004	7,516,400	7,526,300	7,993,900	467,600	6.2%

POLICE PENSION FUND

EXPENDITURE DETAIL

PENSIONS

8001

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
705-8001-631.15-01	Service Pensions	Service Pensions	6,072,000	6,439,000
705-8001-631.15-02	Non-Duty Disability Pens	Non-Duty Disability Pension	43,000	43,000
705-8001-631.15-03	Duty Disability Pension	Duty Disability Pension	455,000	430,000
705-8001-631.15-04	Surviving Spouse Pension	Surviving Spouse Pension	556,000	638,000
TOTAL SALARIES			7,126,000	7,550,000
CONTRACTUAL SERVICES:				
705-8001-631.20-20	Legal Services	Legal services	13,000	12,000
705-8001-631.20-21	Invest Manager Services	Investment manager services	315,000	360,000
705-8001-631.20-75	Examinations	Examinations	13,000	12,000
705-8001-631.21-65	Other Services	Tracker annual fee	2,300	2,300
		DOI Filing Fee	8,000	8,000
		Fiduciary Insurance	7,300	7,500
		Other services	3,600	4,000
			21,200	21,800
705-8001-631.22-02	Dues	Dues	1,000	1,000
705-8001-631.22-03	Training	Training	10,000	10,000
705-8001-631.22-05	Postage	Postage	500	500
TOTAL CONTRACTUAL SERVICES			373,700	417,300
COMMODITIES:				
705-8001-631.30-01	Publications Periodicals	Publications	100	100
705-8001-631.30-05	Office Supplies & Equip.	General office supplies	500	500
TOTAL COMMODITIES			600	600
OTHER CHARGES:				
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	1,000
TOTAL OTHER CHARGES			26,000	26,000
TOTAL PENSIONS			7,526,300	7,993,900
TOTAL POLICE PENSION FUND			7,526,300	7,993,900

► 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

	2015	2016	2017
1. # of Active Participants	108	106	106
# of Retired Participants	100	100	103
Regular Pensioners	64	59	60
Duty Disability Pensioners	23	25	26
Non-Duty Disability Pensioners	1	1	1
Surviving Spouses	12	15	15
2. Actuarial Value of Fund Assets at December 31	\$96,991,286	\$101,494,074	\$107,468,475
3. Total Actuarial Liability	\$141,084,909	\$146,448,364	\$149,223,600
4. Funded Ratio	68.7%	66.8%	72.02%
5. Annual Actuarial Investment Return As Percentage of Fund Assets at December 31	(2.7%)	7.7%	13.01%
6. Employer Annual Actuarial Funding Requirements	\$4,734,724	\$4,851,695	\$4,952,007

FIRE PENSION FUND

(Continued)

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Interest Income	\$7,131,339	\$12,914,322	\$3,750,000	\$4,150,000	\$3,750,000	(\$400,000)	(9.6%)
Other	6,089,882	5,915,826	5,883,000	5,893,000	6,013,000	120,000	2.0%
Total Revenues	\$13,221,221	\$18,830,148	\$9,633,000	\$10,043,000	\$9,763,000	(\$280,000)	(2.8%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$13,221,221	\$18,830,148	\$9,633,000	\$10,043,000	\$9,763,000	(\$280,000)	(2.8%)
Expenditures							
Personal Services	\$6,204,908	\$6,493,372	\$6,814,700	\$6,936,000	\$7,258,000	\$322,000	4.6%
Contractual Services	277,223	260,092	281,900	292,500	296,100	3,600	1.2%
Commodities	370	0	0	900	900	0	0.0%
Other Charges	18,304	60,205	600	26,000	26,000	0	0.0%
Total Expenditures	\$6,500,805	\$6,813,669	\$7,097,200	\$7,255,400	\$7,581,000	\$325,600	4.5%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$6,500,805	\$6,813,669	\$7,097,200	\$7,255,400	\$7,581,000	\$325,600	4.5%
Revenues over (under) Expenditures	\$6,720,416	\$12,016,479	\$2,535,800	\$2,787,600	\$2,182,000	(\$605,600)	(21.7%)
BEGINNING FUND BALANCE	91,097,799	97,818,215	109,834,694	109,834,694	112,370,494	2,535,800	2.3%
ENDING FUND BALANCE	\$97,818,215	\$109,834,694	\$112,370,494	\$112,622,294	\$114,552,494	\$1,930,200	1.7%

FIRE PENSION FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
711-0000-461.02-00	Interest on Investments	899,044	983,662	850,000	1,300,000	900,000	(400,000)	(30.8%)
	Interest Income	899,044	983,662	850,000	1,300,000	900,000	(400,000)	(30.8%)
711-0000-462.10-00	Market Value Adjustments	5,355,813	10,888,611	2,100,000	2,000,000	2,000,000	0	0.0%
711-0000-462.11-00	Dividend Income	876,482	1,042,049	800,000	850,000	850,000	0	0.0%
	Investment Income	6,232,295	11,930,660	2,900,000	2,850,000	2,850,000	0	0.0%
711-0000-485.86-00	Contributions Participant	989,862	1,021,421	1,030,000	1,040,000	1,060,000	20,000	1.9%
711-0000-485.87-00	Contribution R/E Tax	5,100,000	4,889,000	4,853,000	4,853,000	4,953,000	100,000	2.1%
711-0000-485.88-00	Contribution Portability Pymt	0	0	0	0	0	0	N/A
	Pension Contributions	6,089,862	5,910,421	5,883,000	5,893,000	6,013,000	120,000	2.0%
711-0000-489.90-00	Other Income	20	5,405	0	0	0	0	N/A
	Other	20	5,405	0	0	0	0	N/A
	Total Fire Pension Fund	13,221,221	18,830,148	9,633,000	10,043,000	9,763,000	(280,000)	(2.8%)

FIRE PENSION FUND

EXPENDITURES

Pensions

8001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
711-8001-631.15-01	Service Pensions	4,185,038	4,310,563	4,607,600	4,689,000	4,994,000	305,000	6.5%
711-8001-631.15-02	Non-Duty Disability Pension	29,315	29,817	30,300	30,000	31,000	1,000	3.3%
711-8001-631.15-03	Duty Disability Pension	1,076,077	1,179,724	1,195,800	1,236,000	1,244,000	8,000	0.6%
711-8001-631.15-04	Surviving Spouse Pension	689,777	745,542	750,200	746,000	751,000	5,000	0.7%
711-8001-631.15-05	Occupational Disease Pens	224,701	227,726	230,800	235,000	238,000	3,000	1.3%
	Salaries	6,204,908	6,493,372	6,814,700	6,936,000	7,258,000	322,000	4.6%
711-8001-631.20-20	Legal Services	28,290	6,390	11,000	18,500	17,000	(1,500)	(8.1%)
711-8001-631.20-21	Invest Manager Services	207,314	224,177	230,000	225,000	230,000	5,000	2.2%
711-8001-631.20-22	Investment Custodian	9,411	9,662	9,700	9,600	9,700	100	1.0%
711-8001-631.20-23	Bank Services	0	0	0	300	300	0	0.0%
711-8001-631.20-75	Examinations	9,565	2,050	10,000	15,000	15,000	0	0.0%
711-8001-631.21-65	Other Services	22,022	16,103	18,000	20,300	20,300	0	0.0%
711-8001-631.22-02	Dues	0	795	800	800	800	0	0.0%
711-8001-631.22-03	Training	303	833	2,000	2,600	2,600	0	0.0%
711-8001-631.22-05	Postage	318	82	400	400	400	0	0.0%
	Contractual Services	277,223	260,092	281,900	292,500	296,100	3,600	1.2%
711-8001-631.30-01	Publications Periodicals	300	0	0	600	600	0	0.0%
711-8001-631.30-05	Office Supplies & Equip	70	0	0	300	300	0	0.0%
	Commodities	370	0	0	900	900	0	0.0%
711-8001-631.40-65	Pension Refunds	17,787	59,177	0	25,000	25,000	0	0.0%
711-8001-631.40-93	Foreign Taxes Paid	517	1,028	600	1,000	1,000	0	0.0%
	Other Charges	18,304	60,205	600	26,000	26,000	0	0.0%
	Total Pensions	6,500,805	6,813,669	7,097,200	7,255,400	7,581,000	325,600	4.5%
	Total Fire Pension Fund	6,500,805	6,813,669	7,097,200	7,255,400	7,581,000	325,600	4.5%

FIRE PENSION FUND

EXPENDITURE DETAIL

PENSIONS

8001

Account Number	Account Title	Description	Budget 2018		Budget 2019	
SALARIES:						
711-8001-631.15-01	Service Pensions	Service Pensions	4,689,000		4,994,000	
711-8001-631.15-02	Non-Duty Disability Pens	Non-Duty Disability Pension	30,000		31,000	
711-8001-631.15-03	Duty Disability Pension	Duty Disability Pension	1,236,000		1,244,000	
711-8001-631.15-04	Surviving Spouse Pension	Surviving Spouse Pension	746,000		751,000	
711-8001-631.15-05	Occupational Disease Pen	Occupational Disease Pension	235,000		238,000	
TOTAL SALARIES			6,936,000		7,258,000	
CONTRACTUAL SERVICES:						
711-8001-631.20-20	Legal Services	Legal services	18,500		17,000	
711-8001-631.20-21	Invest Manager Services	Investment manager services	165,000		170,000	
		Investment advisor	60,000	225,000	60,000	230,000
711-8001-631.20-22	Investment Custodian	Investment custodian	9,600		9,700	
711-8001-631.20-23	Bank Services	Bank services	300		300	
711-8001-631.20-75	Examinations	Examinations	15,000		15,000	
711-8001-631.21-65	Other Services	Tracker annual fee	2,300		2,300	
		DOI filing fee	8,000		8,000	
		Secretarial	1,300		1,500	
		Fiduciary Insurance	5,000		5,200	
		Court Reporter	3,000		2,500	
		Miscellaneous	700	20,300	800	20,300
711-8001-631.22-02	Dues	Dues	800		800	
711-8001-631.22-03	Training	Training	2,600		2,600	
711-8001-631.22-05	Postage	Postage	400		400	
TOTAL CONTRACTUAL SERVICES			292,500		296,100	
COMMODITIES:						
711-8001-631.30-01	Publications/Periodicals	Publications and periodicals	600		600	
711-8001-631.30-05	Office Supplies & Equip.	General office supplies	300		300	
TOTAL COMMODITIES			900		900	

FIRE PENSION FUND

EXPENDITURE DETAIL

PENSIONS (cont.)

8001

Account Number	Account Title	Description	Budget 2018	Budget 2019
OTHER CHARGES:				
711-8001-631.40-65	Pension Refunds	Refunds of contributions upon withdrawal	25,000	25,000
711-8001-631.40-93	Foreign Taxes Paid	Investment activity	1,000	1,000
TOTAL OTHER CHARGES			<u>26,000</u>	<u>26,000</u>
TOTAL PENSIONS			<u>7,255,400</u>	<u>7,581,000</u>
TOTAL FIRE PENSION FUND			<u>7,255,400</u>	<u>7,581,000</u>

Other Funds

FOREIGN FIRE INSURANCE TAX FUND

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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Taxes	\$129,877	\$131,628	\$120,000	\$130,000	\$130,000	\$0	0.0%
Interest Income	1,783	3,258	2,500	1,400	2,500	1,100	78.6%
Total Revenues	\$131,660	\$134,886	\$122,500	\$131,400	\$132,500	\$1,100	0.8%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$131,660	\$134,886	\$122,500	\$131,400	\$132,500	\$1,100	0.8%
Expenditures							
Contractual Services	\$42,176	\$23,914	\$50,000	\$50,000	\$50,000	\$0	0.0%
Commodities	32,576	40,869	50,000	50,000	50,000	0	0.0%
Capital Items	93,570	87,160	100,000	109,300	190,000	80,700	73.8%
Total Expenditures	\$168,322	\$151,943	\$200,000	\$209,300	\$290,000	\$80,700	38.6%
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$168,322	\$151,943	\$200,000	\$209,300	\$290,000	\$80,700	38.6%
Revenues over (under) Expenditures	(\$36,662)	(\$17,057)	(\$77,500)	(\$77,900)	(\$157,500)	(\$79,600)	102.2%
BEGINNING FUND BALANCE	482,260	445,598	428,541	428,541	351,041	(77,500)	(18.1%)
ENDING FUND BALANCE	\$445,598	\$428,541	\$351,041	\$350,641	\$193,541	(\$157,100)	(44.8%)

FOREIGN FIRE INSURANCE TAX FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
227-0000-403.30-00	Foreign Fire Insurance Tax	129,877	131,628	120,000	130,000	130,000	0	0.0%
	Intergovernmental Taxes	129,877	131,628	120,000	130,000	130,000	0	0.0%
227-0000-461.02-00	Interest on Investments	1,290	2,450	2,500	1,000	2,500	1,500	150.0%
227-0000-462.10-00	Market Value Adjustments	493	808	0	400	0	(400)	(100.0%)
	Interest Income	1,783	3,258	2,500	1,400	2,500	1,100	78.6%
	Total Foreign Fire Insurance	131,660	134,886	122,500	131,400	132,500	1,100	0.8%

EXPENDITURES

Foreign Fire Insurance

3701

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
227-3701-512.22-03	Training	42,176	23,914	50,000	50,000	50,000	0	0.0%
	Contractual Services	42,176	23,914	50,000	50,000	50,000	0	0.0%
227-3701-512.30-35	Clothing	32,576	40,869	50,000	50,000	50,000	0	0.0%
	Commodities	32,576	40,869	50,000	50,000	50,000	0	0.0%
227-3701-512.50-15	Other Equipment	93,570	87,160	100,000	109,300	190,000	80,700	73.8%
	Capital Outlay	93,570	87,160	100,000	109,300	190,000	80,700	73.8%
	Total Foreign Fire Insurance	168,322	151,943	200,000	209,300	290,000	80,700	38.6%
	Total Foreign Fire Ins Tax Fund	168,322	151,943	200,000	209,300	290,000	80,700	38.6%

FOREIGN FIRE INSURANCE TAX FUND

EXPENDITURE DETAIL

FOREIGN FIRE INSURANCE

3701

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
227-3701-512.22-03	Training	Training	50,000	50,000
	TOTAL CONTRACTUAL SERVICES		50,000	50,000
COMMODITIES:				
227-3701-512.30-35	Clothing	Clothing	50,000	50,000
	TOTAL COMMODITIES		50,000	50,000
CAPITAL OUTLAY:				
227-3701-512.50-15	Other Equipment	Other Equipment	100,000	190,000
		Prior Yr Encumbrance Carryover	9,300	
	TOTAL CAPITAL OUTLAY		109,300	190,000
	TOTAL FOREIGN FIRE INSURANCE		209,300	290,000
	TOTAL FOREIGN FIRE INS. TAX FUND		209,300	290,000

CRIMINAL INVESTIGATION FUND

► 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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Interest Income	\$6,613	\$8,696	\$8,700	\$2,500	\$8,700	\$6,200	248.0%
Other - Deferred Revenue	196,862	320,492	418,500	95,000	95,000	0	0.0%
Total Revenues	\$203,475	\$329,188	\$427,200	\$97,500	\$103,700	\$6,200	6.4%
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$203,475	\$329,188	\$427,200	\$97,500	\$103,700	\$6,200	6.4%
Expenditures							
Personal Services	\$0	\$0	\$0	\$55,300	\$0	(\$55,300)	(100.0%)
Contractual Services	0	104,043	0	0	0	0	N/A
Other Charges	188,932	143,223	640,900	630,900	299,300	(331,600)	(52.6%)
Total Expenditures	\$188,932	\$247,266	\$640,900	\$686,200	\$299,300	(\$386,900)	(56.4%)
Interfund Transfers Out	0	0	0	0	0	0	N/A
Total Expenditures and Interfund Transfers Out	\$188,932	\$247,266	\$640,900	\$686,200	\$299,300	(\$386,900)	(56.4%)
Revenues over (under) Expenditures	\$14,543	\$81,922	(\$213,700)	(\$588,700)	(\$195,600)	\$393,100	(66.8%)
BEGINNING FUND BALANCE	2,044,365	2,058,908	2,140,830	2,140,830	1,927,130	(213,700)	(10.0%)
ENDING FUND BALANCE	\$2,058,908	\$2,140,830	\$1,927,130	\$1,552,130	\$1,731,530	\$179,400	11.6%

CRIMINAL INVESTIGATION FUND

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
231-0000-461.02-00	Interest on Investments	4,131	7,038	7,000	2,000	7,000	5,000	250.0%
231-0000-462.10-00	Market Value Adjustments	2,482	1,658	1,700	500	1,700	1,200	240.0%
	Interest Income	6,613	8,696	8,700	2,500	8,700	6,200	248.0%
231-0000-484.06-00	State Awarded Funds	60,451	124,860	142,200	20,000	20,000	0	0.0%
231-0000-484.09-00	National Ins Crime Bureau	10,000	638	0	0	0	0	N/A
231-0000-484.11-00	Justice Awarded Funds	117,561	186,494	272,000	75,000	75,000	0	0.0%
231-0000-484.12-00	Crime Lab Fines	100	0	0	0	0	0	N/A
231-0000-484.13-00	NCN Task Force	8,500	8,500	4,300	0	0	0	N/A
	Intergovernmental Taxes	196,612	320,492	418,500	95,000	95,000	0	0.0%
231-0000-489.90-00	Other Income	250	0	0	0	0	0	N/A
	Other	250	0	0	0	0	0	0
	Total Criminal Invest Fund	203,475	329,188	427,200	97,500	103,700	6,200	6.4%

EXPENDITURES

Criminal Investigation

3003

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
231-3003-511.18-07	Overtime Sworn	0	0	0	55,300	0	(55,300)	(100.0%)
	Salaries	0	0	0	55,300	0	(55,300)	(100.0%)
231-3003-511.22-02	Dues - Moved to Justice 40-11	0	104,043	0	0	0	0	N/A
	Contractual Services	0	104,043	0	0	0	0	N/A
231-3003-511.40-01	Expenditures - State Awards	332	65,792	37,000	27,000	27,000	0	0.0%
231-3003-511.40-02	Expenditures - Federal Awards	0	0	0	0	0	0	N/A
231-3003-511.40-03	Expenditures - Court Awards	593	961	1,000	1,000	1,000	0	0.0%
231-3003-511.40-11	Expenditures - Justice	180,007	67,470	602,900	602,900	271,300	(331,600)	(55.0%)
231-3003-511.40-13	Expenditures - Natl Ins Crime Bure	8,000	9,000	0	0	0	0	N/A
	Other Charges	188,932	143,223	640,900	630,900	299,300	(331,600)	(52.6%)
	Total Criminal Investigation	188,932	247,266	640,900	686,200	299,300	(386,900)	(56.4%)

CRIMINAL INVESTIGATION FUND

EXPENDITURE DETAIL

3003

Account Number	Account Title	Description	Budget 2018	Budget 2019
SALARIES:				
231-3003-511.18-07	Overtime Sworn	Overtime Sworn	25,000	0
		CIT Grant 20% Match Requirement	30,300	0
		TOTAL SALARIES	55,300	0
OTHER CHARGES:				
231-3003-511.40-01	Expend - State Awards	Drug lab equipment & supplies	4,000	4,000
		Canine Program	20,000	20,000
		Replenish official advance funds	3,000	3,000
			27,000	27,000
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	104,100	106,200
		Commission of Accreditation for Law Enforcement Agencies Program	13,000	13,000
		Illinois State Police Wireless Information Network Fee	2,400	2,400
		Storage rental unit	3,700	4,100
		Specialized police training	30,000	30,000
		Citizen observer - budget amendment	2,800	2,800
		LEADS OnLine Program	7,000	7,000
		Rental car - covert surveillance	5,000	5,000
		Crime Stoppers Tipsoft Software	2,000	0
		Tasers Maintenance	19,500	19,500
		Prior Yr Encumbrance Carryover	8,400	
		Project EQ-95-01:		
		License Plate Recognition Program	0	25,000
		Unmanned Arial System (UAS)	0	35,000
		Mobile Fingerprint Device	0	1,800
		Active Shooter Vest w/ Armor Plates (27)	0	9,500
		Fitness Equipment	120,000	0
		Public Safety Command Vehicle	275,000	0
			602,900	271,300
		TOTAL OTHER CHARGES	630,900	299,300
		TOTAL CRIMINAL INVESTIGATION	686,200	299,300
		TOTAL CRIMINAL INVESTIGATION FUND	686,200	299,300

SOLID WASTE FUND — SWANCC

► 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

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
Revenues							
Fees	\$1,676,467	\$1,946,841	\$1,940,000	\$1,960,000	\$1,950,000	(\$10,000)	(0.5%)
Interest Income	15,177	29,219	44,400	4,000	10,000	6,000	150.0%
Other	0	0	2,300	0	0	0	N/A
Total Revenues	\$1,691,644	\$1,976,060	\$1,986,700	\$1,964,000	\$1,960,000	(\$4,000)	(0.2%)
Interfund Transfers In	0	0	0	0	0	0	N/A
Total Revenues and Interfund Transfers In	\$1,691,644	\$1,976,060	\$1,986,700	\$1,964,000	\$1,960,000	(\$4,000)	(0.2%)
Expenditures							
Contractual Services	\$1,117,379	\$1,283,229	\$1,254,400	\$1,602,600	\$1,498,500	(\$104,100)	(6.5%)
Total Expenditures	\$1,117,379	\$1,283,229	\$1,254,400	\$1,602,600	\$1,498,500	(\$104,100)	(6.5%)
Interfund Transfers Out	500,000	500,000	500,000	500,000	500,000	0	0.0%
Total Expenditures and Interfund Transfers Out	\$1,617,379	\$1,783,229	\$1,754,400	\$2,102,600	\$1,998,500	(\$104,100)	(5.0%)
Revenues over (under) Expenditures	\$74,265	\$192,831	\$232,300	(\$138,600)	(\$38,500)	\$100,100	(72.2%)
BEGINNING WORKING CASH	3,661,146	3,735,411	3,928,242	3,928,242	4,160,542	232,300	5.9%
ENDING WORKING CASH	\$3,735,411	\$3,928,242	\$4,160,542	\$3,789,642	\$4,122,042	\$332,400	8.8%

SOLID WASTE FUND - SWANCC

REVENUES

Account Number	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
511-0000-437.81-00	Solid Waste Disposal Fees	1,338,374	1,351,406	1,380,000	1,380,000	1,380,000	0	0.0%
511-0000-437.83-00	Solid Waste Fee Multi-Family	338,093	583,421	560,000	560,000	560,000	0	0.0%
511-0000-437.85-00	Recycling Program	0	12,014	0	20,000	10,000	(10,000)	(50.0%)
	SWANCC Fees	1,676,467	1,946,841	1,940,000	1,960,000	1,950,000	(10,000)	(0.5%)
511-0000-461.02-00	Interest on Investments	10,944	21,870	29,400	4,000	10,000	6,000	150.0%
511-0000-462.10-00	Market Value Adjustments	4,233	7,349	15,000	0	0	0	N/A
511-0000-489.90-00	Other Income	0	0	2,300	0	0	0	N/A
	Interest Income	15,177	29,219	46,700	4,000	10,000	6,000	150.0%
	Total SWANCC Fund Revenue	1,691,644	1,976,060	1,986,700	1,964,000	1,960,000	(4,000)	(0.2%)

EXPENDITURES

Solid Waste Disposal

7401

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc (Dec)	% Inc (Dec)
511-7401-562.21-54	Solid Waste Disp SWANCC	1,117,379	1,283,229	1,254,400	1,602,600	1,498,500	(104,100)	(6.5%)
	Contractual Services	1,117,379	1,283,229	1,254,400	1,602,600	1,498,500	(104,100)	(6.5%)
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 Solid Waste Disposal	1,617,379	1,783,229	1,754,400	2,102,600	1,998,500	(104,100)	(5.0%)
	Total SWANCC Fund	1,617,379	1,783,229	1,754,400	2,102,600	1,998,500	(104,100)	(5.0%)

SOLID WASTE FUND - SWANCC

EXPENDITURE DETAIL

SOLID WASTE DISPOSAL

7401

Account Number	Account Title	Description	Budget 2018	Budget 2019
CONTRACTUAL SERVICES:				
511-7401-562.21-54	Solid Waste Disp SWANCC	Single family refuse disposal (estimated tons 18,019 @ \$47.50/ton)	855,900	0
		Multi-family refuse disposal (estimated tons 11,146 @ \$47.50/ton)	529,500	0
		Single family refuse disposal (estimated tons 17,929 @ 48.60/ton)	0	871,400
		Multi-family refuse disposal (estimated tons 12,904 @ 48.60/ton)	0	627,100
		SWANCC 3 year average adjustment *	217,200	0
		TOTAL CONTRACTUAL SERVICES	1,602,600	1,498,500
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	500,000	500,000
		TOTAL SOLID WASTE FUND	2,102,600	1,998,500
<p>* FY2018- The total Solid Waste Fund projected by the Village of Arlington Heights is \$217,230 less than the total Solid Waste Fund projected by SWANCC. This is because the Village calculates this figure based on the previous year's actual tonnage, whereas SWANCC calculates this figure based on the previous three years' actual figures in an effort to calculate on the side of caution. SWANCC does perform an end-of-year "true up" at which time, if there is a surplus, the Village will be reimbursed.</p>				

ARLINGTON HEIGHTS MEMORIAL LIBRARY

OPERATING BUDGET FOR THE FISCAL YEAR 2019 BEGINNING JANUARY 1, 2019

BOARD OF LIBRARY TRUSTEES

Joan Brody Garkisch

Carole Medal

Debbie Smart

John Supplitt

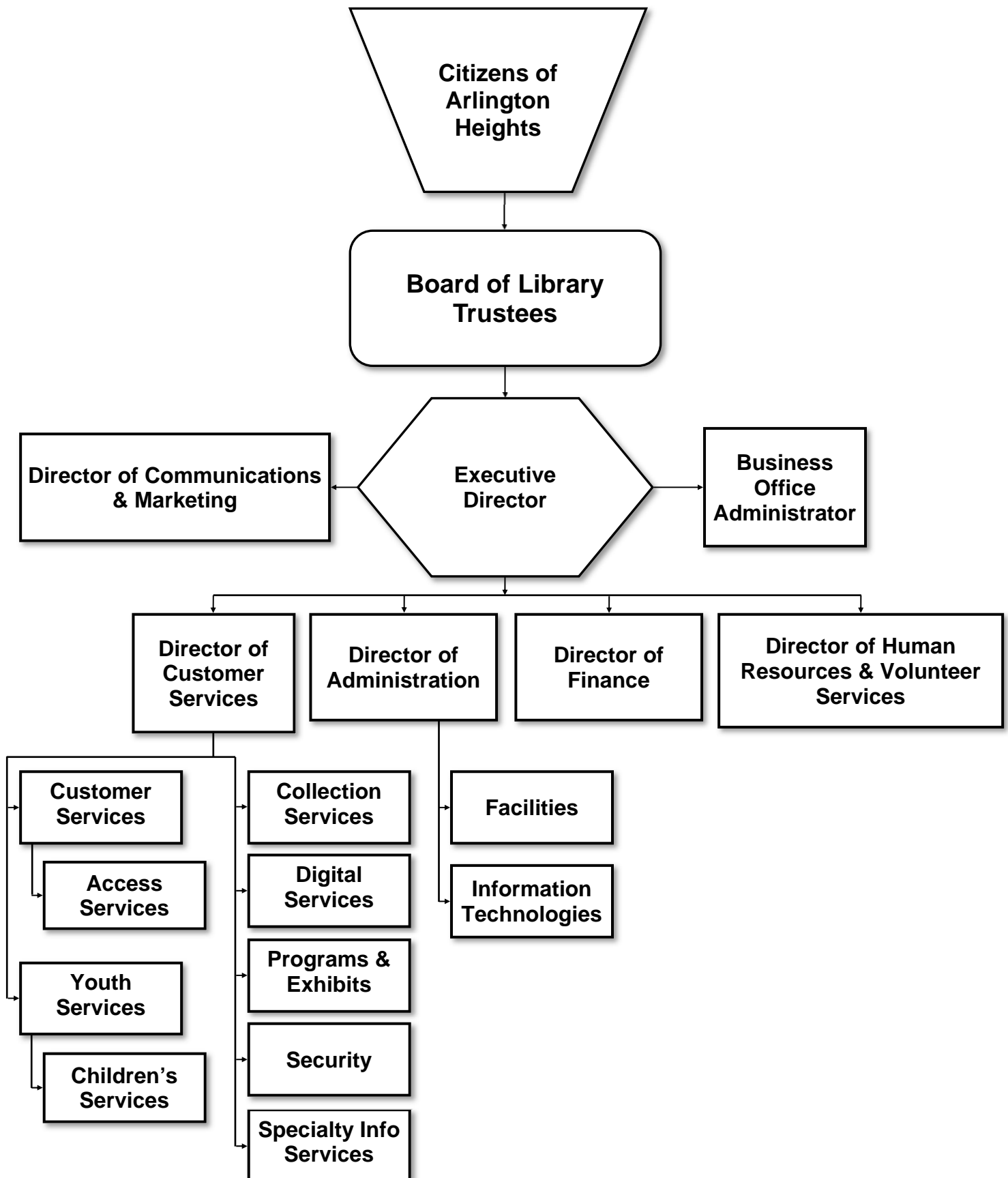
Christine Tangney

Marianthi Thanopoulos

Greg Zyck

ARLINGTON HEIGHTS MEMORIAL LIBRARY

ORGANIZATION STRUCTURE



► Fund at a Glance

The Arlington Heights Memorial Library uses two funds to account for its expenditures. The General Fund 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 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 village library, not including any debt service or capital expenditures associated with bond issues by the village for library purposes. (These items are paid for by the village and accounted for in other village funds.)

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, 2017, the library received 96% of its total revenue from property taxes. On average the library issues 580 new library cards per month.

LIBRARY GOVERNANCE AND STAFF

- The library is governed by an elected Board of Library Trustees consisting of seven members; each member serves an unremunerated six-year term. Current trustees are Joan Brody Garkisch, Carole Medal, Debbie Smart, John Supplitt, Christine Tangney, Marianthi Thanopoulos and Greg Zyck.
- The Board of Library Trustees regularly meets on the third Tuesday of each month; all meetings are open to the public. The library has a staff that includes 26 employees with Master of Library Science degrees. As of January 1, 2018, the total full-time equivalent (FTE) of employees was 142.7.

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.

LIBRARY FACILITY

- The Arlington Heights Memorial Library is open 85 hours weekly: 9 a.m.–10 p.m. weekdays, 9 a.m.–8:00 p.m. Saturdays, and 11 a.m.–8:00 p.m. Sundays. The drive-up window for picking up requested materials opens at 7 a.m. Monday–Friday and remains open until the library closes at 10 p.m., adding another ten hours of service at this location. The service point at the Arlington Heights Senior Center is open 44.5 hours per week.
- An average of 2,400 people visit the library each day.
- Located at 500 North Dunton Avenue, the current library building opened in June of 1968, with 40,000 square feet. In 1978, it was expanded to over 76,000 square feet. In 1992, voter approval was given to build a 56,000-square-foot addition and to renovate 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 spring 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 Marketplace area for new and popular books and a variety of public spaces for exhibits and programs.
- The main floor is divided into service areas for adults, teens and children, including selections of books, movies, magazines, computers, 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 second floor contains 14 small conference/study rooms, a meeting room (with a maximum capacity of 200) available for library programs and for use by eligible community groups, the Literacy/ESL (English as a Second Language) office, administrative offices and staff room.
- The lower level of the building includes parking, a book drop, a drive-up window and maintenance areas, including heating and ventilating equipment.
- The library underwent a Parking Lot Safety Project in 2017 to improve the safety and accessibility of the underground garage.

LIBRARY COLLECTION AND EQUIPMENT

- The library's collection includes 319,043 books, magazines and audiovisual items as of August, 2018. The library has 711,357 virtual items 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, 2017, was 2,116,572 items.
- Wireless printing and Internet service, laptops and iPads are available for use in the library. Other equipment for checkout includes Samsung Galaxy Tab 4 Nook tablets, Roku Streaming Players, Mobile Hotspots, Projector, Kill-a-Watt Meters, Canon Digital Cameras, GoPros, a Canon HD Camcorder and Virtual Reality View Master.
- Over 100 personal computers with Internet access and office software are available for public use. Two 3-D printers are also available to the public.
- Photocopiers, a color copier, scanner, fax machines and microform reader/printers are available.

- An Optelec machine for the visually impaired, a TTY for communication with the hearing impaired, three public computers with magnification software and a motorized scooter.

LIBRARY PROGRAMS AND SERVICES

The library adds value to the lives of residents by offering:

- eReaders such as the Kindle, Nook and Sony to borrow
- iPads, Amazon Fire tablets, Leapfrogs and AWE tablets are available to borrow from Kids' World
- A Business Center with 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. The lab also loans equipment such as cameras and tripods to customers who want to work on projects outside of the library.
- In 2017, 2,986 programs and events for children, teens and adults including storytimes, lectures, book discussions, concerts and large-scale exhibits with a total attendance of 113,948.
- A summer reading program saw 3,792 children and 393 teens participating in summer leisure and skill-building reading while on vacation from their classrooms. 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 currently has 328 active adult students. 120 receive one-on-one tutoring. The library has 53 tutors, most of whom work with 2 students. The library is also a community partner for Read to Learn, an adult literacy/volunteer program through District 214 Community Education.
- A variety of computer classes offered throughout the year.
- Fourteen conference rooms offering opportunities for gathering, learning, contemplating, creating and finding inspiration averaging 1,528 uses per month.
- One Book, One Village, the library's fourth community reading initiative featured, *The Circle*, by Dave Eggers. Circulation for the book was 1,315 and 533 for the DVD. 1,430 people attended related programs and book discussions during the 11-week program.
- For the tenth consecutive year, Arlington Heights Memorial Library (AHML) has received a five-star rating in *Library Journal's* national rating of public libraries. Five stars is the highest rating that a library can receive. AHML is one of only 13 public libraries nationwide to have earned a five-star rating each and every year.

LIBRARY OUTREACH

Beyond its four walls, 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. A resident can reserve or renew materials, receive email reminders of due dates, download eBooks and register for programs online.
- 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
- A newsletter highlighting services and programs is mailed to all village residences and businesses nine 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, 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 appealing items to check out, programs, discussion groups and free computers with Internet access and computer classes.
- The library is a LINKin partner through a shared catalog with eight 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 26 years, the library and District 25 schools have partnered to present a district-wide show of student artwork at the library. This year's opening night drew more than 800 (an increase of 100 over 2017) school, village and library officials greeting families and educators, and featured a performance from the South Middle School Jazz Ensemble.

MEMORIAL LIBRARY FUND

(Continued)

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
BEGINNING FUND BALANCE	\$10,823,751	\$9,993,427	\$8,633,442	\$8,633,442	\$7,368,430	(\$1,265,012)	(14.7%)
Revenues							
Taxes	\$13,667,250	\$13,744,488	\$13,968,392	\$13,968,392	\$14,249,157	\$280,765	2.0%
Intergovernmental	83,669	127,776	62,500	62,500	61,063	(1,437)	(2.3%)
Fees	48,811	48,728	46,500	46,500	50,034	3,534	7.6%
Fines	162,374	146,560	137,000	157,000	154,959	(2,041)	(1.3%)
Interest Income	54,518	99,409	32,000	32,000	37,120	5,120	16.0%
Other	57,018	84,098	76,500	76,500	78,565	2,065	2.7%
Total Revenues	\$14,073,640	\$14,251,059	\$14,322,892	\$14,342,892	\$14,630,898	\$288,006	2.0%
Expenditures							
Personal Services	\$9,349,997	\$9,725,517	\$9,954,600	\$10,467,806	\$10,817,943	\$350,137	3.3%
Contractual Services	1,359,609	1,494,406	1,595,832	1,664,018	1,657,117	(6,901)	(0.4%)
Commodities	2,109,185	2,086,256	2,115,911	2,275,824	2,294,574	18,750	0.8%
Other Charges	13,211	15,847	30,850	36,450	49,350	12,900	35.4%
Property	321,962	239,018	140,711	155,758	91,255	(64,503)	(41.4%)
Total Expenditures	\$13,153,964	\$13,561,044	\$13,837,904	\$14,599,856	\$14,910,239	\$310,383	2.1%
Revenues over (under) Expenditures	\$919,676	\$690,015	\$484,988	(\$256,964)	(\$279,341)	(\$22,377)	8.7%
Interfund Transfers Out	(1,750,000)	(2,050,000)	(1,750,000)	(1,750,000)	0	1,750,000	(100.0%)
ENDING FUND BALANCE	\$9,993,427	\$8,633,442	\$7,368,430	\$6,626,478	\$7,089,089	\$462,611	7.0%

MEMORIAL LIBRARY FUND

REVENUES

Account No.	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-0000-401.03-00	Real Estate Tax IMRF	825,131	796,042	908,281	908,281	800,076	(108,205)	(11.9%)
291-0000-401.04-00	Real Estate Tax FICA	538,882	562,552	590,029	590,029	495,552	(94,477)	(16.0%)
291-0000-401.05-00	Real Estate Tax	12,303,237	12,385,894	12,470,082	12,470,082	12,953,529	483,447	3.9%
	Real Estate Taxes	13,667,250	13,744,488	13,968,392	13,968,392	14,249,157	280,765	2.0%
291-0000-411.65-00	Per Capita Grant & Gifts	57,892	0	62,500	60,000	60,000	0	(4.0%)
291-0000-411.70-00	Other Grants	7,407	120,186	0	1,500	500	(1,000)	N/A
291-0000-411.90-00	Contribution Ord. Library	18,371	7,590	0	1,000	563	(437)	N/A
	Intergovernmental	83,670	127,776	62,500	62,500	61,063	(1,437)	(2.3%)
291-0000-436.72-00	Non Resident Fees	3,519	2,168	2,500	2,500	2,500	0	0.0%
291-0000-436.74-00	Copier/Reader Printer Fees	42,257	42,580	40,000	40,000	45,000	5,000	12.5%
291-0000-436.75-00	Meeting Room Fees	3,035	3,980	4,000	4,000	2,534	(1,466)	(36.7%)
	Library Fees	48,811	48,728	46,500	46,500	50,034	3,534	7.6%
291-0000-442.20-00	Late Charges	145,617	129,395	120,000	140,000	137,959	(2,041)	15.0%
291-0000-442.25-00	Lost Item Charges	16,756	17,165	17,000	17,000	17,000	0	0.0%
	Library Fines	162,373	146,560	137,000	157,000	154,959	(2,041)	13.1%
291-0000-461.02-00	Interest on Investments	40,816	74,693	32,000	32,000	37,120	5,120	16.0%
291-0000-462.10-00	Market Value Adjustments	13,702	24,716	0	0	0	0	N/A
	Interest Income	54,518	99,409	32,000	32,000	37,120	5,120	16.0%
291-0000-483.70-00	Donations - Library	5,635	10,842	3,500	1,000	5,000	4,000	42.9%
291-0000-489.90-00	Other Income	19,521	10,455	10,000	10,000	8,565	(1,435)	(14.4%)
291-0000-489.93-00	Donations Genealogy	0	0	0	500	0	(500)	N/A
291-0000-489.94-00	FOL Reimbursements	31,862	62,801	63,000	65,000	65,000	0	3.2%
	Other	57,018	84,098	76,500	76,500	78,565	2,065	2.7%
	Total Memorial Library Fund	14,073,640	14,251,059	14,322,892	14,342,892	14,630,898	288,006	2.0%

MEMORIAL LIBRARY FUND

EXPENDITURES

Administration

6001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6001-601.16-85	Salaries	348,976	565,585	358,830	556,045	501,907	(54,138)	(9.7%)
291-6001-601.16-92	Achievement Awards	2,000	6,000	3,000	4,000	4,000	0	0.0%
291-6001-601.18-05	Overtime Civilian	131	309	1,579	200	800	600	300.0%
	Salaries	351,107	571,894	363,409	560,245	506,707	(53,538)	(9.6%)
291-6001-601.19-05	Medical Insurance	61,788	59,828	65,963	64,913	60,885	(4,028)	(6.2%)
291-6001-601.19-10	IMRF	45,203	69,282	41,683	72,675	50,241	(22,434)	(30.9%)
291-6001-601.19-11	Social Security	19,517	30,305	19,643	34,475	31,118	(3,357)	(9.7%)
291-6001-601.19-12	Medicare	4,847	7,878	4,594	8,063	7,278	(785)	(9.7%)
291-6001-601.19-53	Flexible Spending	243	1,897	2,346	2,500	2,259	(241)	(9.6%)
291-6001-601.19-55	Unemployment Compensation	2,081	0	30,504	10,000	9,024	(976)	(9.8%)
	Fringe Benefits	133,679	169,190	164,733	192,626	160,805	(31,821)	(16.5%)
291-6001-601.20-05	Professional Services	11,053	0	22,500	4,000	7,000	3,000	75.0%
291-6001-601.20-08	Consulting Services Library	2,000	10,030	19,212	24,650	2,000	(22,650)	(91.9%)
291-6001-601.20-12	Legal Services	7,312	34,783	16,000	16,000	16,000	0	0.0%
291-6001-601.20-40	General Insurance	124,001	110,708	117,149	132,500	126,500	(6,000)	(4.5%)
291-6001-601.20-81	OCLC Services	54,153	62,601	60,465	62,601	61,324	(1,277)	(2.0%)
291-6001-601.21-65	Other Services	8,916	9,981	11,700	8,947	10,036	1,089	12.2%
291-6001-601.22-01	Advertising	964	463	620	1,000	600	(400)	(40.0%)
291-6001-601.22-02	Dues	15,022	17,291	16,000	19,485	6,185	(13,300)	(68.3%)
291-6001-601.22-03	Training	84,159	70,308	127,300	127,300	134,244	6,944	5.5%
291-6001-601.22-05	Postage	43,316	47,632	47,247	43,087	46,300	3,213	7.5%
291-6001-601.22-42	Internet Access	27,711	40,142	28,351	28,311	27,831	(480)	(1.7%)
291-6001-601.22-70	Telephone Services	45,882	53,874	73,000	50,014	73,069	23,055	46.1%
	Contractual Services	424,489	457,813	539,544	517,895	511,089	(6,806)	(1.3%)
291-6001-601.30-05	Office Supplies & Equipment	6,721	5,828	6,500	8,858	8,858	0	0.0%
291-6001-601.31-85	Small Tools & Equipment	75	447	2,500	4,790	2,500	(2,290)	(47.8%)
291-6001-601.32-50	Innovation	17,323	16,249	0	0	0	0	N/A
291-6001-601.32-72	Special Events	108,582	(58)	850	850	850	0	0.0%
	Commodities	132,701	22,466	9,850	14,498	12,208	(2,290)	(15.8%)
291-6001-601.40-96	Operating Contingency	0	0	2,500	5,000	5,000	0	0.0%
	Other Charges	0	0	2,500	5,000	5,000	0	0.0%
291-6001-601.50-15	Other Equipment	0	90,427	42,300	51,540	25,000	(26,540)	(51.5%)
	Property	0	90,427	42,300	51,540	25,000	(26,540)	(51.5%)
	Total Administration	1,041,976	1,311,790	1,122,336	1,341,804	1,220,809	(120,995)	(9.0%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Communications & Marketing

6002

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6002-601.16-85	Salaries	286,361	271,164	316,626	311,034	402,121	91,087	29.3%
291-6002-601.18-05	Overtime Civilian	15	176	3,575	350	350	0	0.0%
	Salaries	286,376	271,340	320,201	311,384	402,471	91,087	29.3%
291-6002-601.19-05	Medical Insurance	47,820	47,820	40,441	51,885	57,300	5,415	10.4%
291-6002-601.19-10	IMRF	37,162	33,437	40,415	40,653	40,252	(401)	(1.0%)
291-6002-601.19-11	Social Security	17,043	16,585	19,289	19,284	24,932	5,648	29.3%
291-6002-601.19-12	Medicare	3,986	3,879	4,511	4,510	5,831	1,321	29.3%
	Fringe Benefits	106,011	101,721	104,656	116,332	128,315	11,983	10.3%
291-6002-601.20-05	Professional Services	29,080	28,893	15,000	30,220	18,500	(11,720)	(38.8%)
291-6002-601.21-02	Equipment Maintenance	1,010	1,478	1,710	1,850	1,710	(140)	(7.6%)
291-6002-601.21-65	Other Services	9,777	9,045	10,854	10,854	17,217	6,363	58.6%
291-6002-601.22-02	Dues	1,978	1,391	930	930	930	0	0.0%
291-6002-601.22-03	Training	997	20	15	90	50	(40)	(44.4%)
291-6002-601.22-10	Printing	150,753	155,510	169,450	162,755	200,905	38,150	23.4%
	Contractual Services	193,595	196,337	197,959	206,699	239,312	32,613	15.8%
291-6002-601.30-05	Office Supplies & Equipment	10,632	16,910	15,425	15,425	15,579	154	1.0%
291-6002-601.31-85	Small Tools & Equipment	6,724	6,447	5,681	8,134	6,000	(2,134)	(26.2%)
291-6002-601.32-01	Program Supplies	311	46	1,000	1,000	0	(1,000)	(100.0%)
291-6002-601.32-72	Special Events	5,706	7,768	8,300	8,300	9,883	1,583	19.1%
	Commodities	23,373	31,171	30,406	32,859	31,462	(1,397)	(4.3%)
	Total Communications & Marketing	609,355	600,569	653,222	667,274	801,560	134,286	20.1%

MEMORIAL LIBRARY FUND

EXPENDITURES

Human Resources

6003

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6003-601.16-85	Salaries	155,627	159,942	148,213	160,495	164,692	4,197	2.6%
291-6003-601.18-05	Overtime Civilian	8	593	3,227	300	300	0	0.0%
	Salaries	155,635	160,535	151,440	160,795	164,992	4,197	2.6%
291-6003-601.19-05	Medical Insurance	26,604	31,152	36,452	33,800	40,955	7,155	21.2%
291-6003-601.19-10	IMRF	20,526	19,898	21,598	20,976	16,486	(4,490)	(21.4%)
291-6003-601.19-11	Social Security	9,213	9,575	10,041	9,951	10,211	260	2.6%
291-6003-601.19-12	Medicare	2,155	2,239	2,348	2,327	2,388	61	2.6%
291-6003-601.19-50	Employee Asst. Program	5,817	5,578	11,154	6,250	11,155	4,905	78.5%
	Fringe Benefits	64,315	68,442	81,593	73,304	81,195	7,891	10.8%
291-6003-601.21-65	Other Services	7,083	22,035	6,500	8,250	10,500	2,250	27.3%
291-6003-601.22-01	Advertising	90	4,230	3,000	2,500	1,300	(1,200)	(48.0%)
291-6003-601.22-02	Dues	2,655	2,831	2,921	3,105	3,315	210	6.8%
291-6003-601.22-03	Training	859	467	1,200	810	910	100	12.3%
291-6003-601.22-55	In Service Training	3,959	6,044	6,677	7,500	7,500	0	0.0%
	Contractual Services	14,646	35,607	20,298	22,165	23,525	1,360	6.1%
291-6003-601.32-01	Program Supplies	4,100	0	0	0	1,400	1,400	N/A
	Commodities	4,100	0	0	0	1,400	1,400	N/A
291-6003-601.40-62	Tuition Reimbursement	2,885	2,513	12,500	15,000	25,000	10,000	66.7%
291-6003-601.40-70	Employee Recognition Program	10,326	13,334	15,850	16,450	19,350	2,900	17.6%
	Other Charges	13,211	15,847	28,350	31,450	44,350	12,900	41.0%
	Total Human Resources	251,907	280,431	281,681	287,714	315,462	27,748	9.6%

MEMORIAL LIBRARY FUND

EXPENDITURES

Paid by Gifts and Grants

6004

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6004-601.21-65	Other Services	10,122	3,927	2,683	5,000	5,000	0	0.0%
291-6004-601.22-18	Other Services - Programs/ Exhib	19,681	21,525	41,451	20,000	20,000	0	0.0%
	Contractual Services	29,803	25,452	44,134	25,000	25,000	0	0.0%
291-6004-601.30-05	Office Supplies & Equipment	100	0	0	0	0	0	N/A
291-6004-601.31-85	Small Tools and Equipment	0	0	0	5,000	5,000	0	0.0%
291-6004-601.32-01	Program Supplies	3,246	1,329	2,528	5,000	5,000	0	0.0%
291-6004-601.32-02	Program Events	4,776	7,696	1,076	5,000	6,820	1,820	36.4%
291-6004-601.32-32	Software	0	0	0	1,500	1,500	0	0.0%
291-6004-601.32-72	Special Events	16,430	17,673	16,662	10,000	10,000	0	0.0%
291-6004-601.32-75	Audio Visual	1,344	560	0	2,000	2,000	0	0.0%
291-6004-601.32-78	Electronic Resources	0	0	0	1,500	1,500	0	0.0%
291-6004-601.32-80	Books	2,064	4,347	48	5,000	5,000	0	0.0%
291-6004-601.32-95	Periodicals	0	15	0	0	0	0	N/A
	Commodities	27,960	31,620	20,314	35,000	36,820	1,820	5.2%
291-6004-601.50-15	Other Equipment	0	9,995	0	5,000	2,500	(2,500)	(50.0%)
291-6004-600.50.55	Other Capital Outlay	0	0	2,281	0	2,500	2,500	N/A
	Property	0	9,995	2,281	5,000	5,000	(2,500)	0.0%
	Total Paid by Gifts and Grants	57,763	67,067	66,729	65,000	66,820	570	2.8%

MEMORIAL LIBRARY FUND

EXPENDITURES

Finance

6008

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6008-601.16-85	Salaries	219,364	207,864	228,890	229,114	236,619	7,505	3.3%
291-6008-601.18-05	Overtime Civilian	238	832	115	500	1,000	500	100.0%
	Salaries	219,602	208,696	229,005	229,614	237,619	8,005	3.5%
291-6008-601.19-05	Medical Insurance	19,200	35,640	35,733	38,669	48,218	9,549	24.7%
291-6008-601.19-10	IMRF	28,755	25,608	30,186	29,946	23,686	(6,260)	(20.9%)
291-6008-601.19-11	Social Security	13,107	12,389	14,031	14,205	14,670	465	3.3%
291-6008-601.19-12	Medicare	3,065	2,897	3,281	3,322	3,431	109	3.3%
	Fringe Benefits	64,127	76,534	83,231	86,143	90,005	3,863	4.5%
291-6008-601.20-05	Professional Services	5,100	5,250	5,400	5,400	5,700	300	5.6%
291-6008-601.21-36	Equipment Rental	1,974	2,910	1,492	7,040	1,280	(5,760)	(81.8%)
291-6008-601.21-65	Other Services	8,753	71,903	0	5,310	310	(5,000)	(94.2%)
291-6008-601.22-02	Dues	1,139	680	0	725	750	25	3.4%
291-6008-601.22-03	Training	0	0	0	1,200	1,200	0	0.0%
291-6008-601.22-25	IT Service Charge	23,000	23,700	24,400	24,400	25,100	700	2.9%
	Contractual Services	39,966	104,443	31,292	44,075	34,340	(9,735)	(22.1%)
291-6008-601.30-32	Software Library	0	1,260	0	0	0	0	N/A
	Commodities	0	1,260	0	0	0	0	N/A
	Total Finance	323,695	390,933	343,528	359,831	361,964	2,133	0.6%

MEMORIAL LIBRARY FUND

EXPENDITURES

Information Technology

6010

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6010-601.16-85	Salaries	611,266	587,773	647,356	627,998	674,093	46,095	7.3%
291-6010-601.18-05	Overtime Civilian	67	74	596	250	250	0	0.0%
	Salaries	611,333	587,847	647,952	628,248	674,343	46,095	7.3%
291-6010-601.19-05	Medical Insurance	147,384	134,772	138,944	146,228	150,601	4,373	3.0%
291-6010-601.19-10	IMRF	75,885	70,737	78,295	79,738	67,477	(12,261)	(15.4%)
291-6010-601.19-11	Social Security	36,504	35,193	38,324	38,936	41,794	2,858	7.3%
291-6010-601.19-12	Medicare	8,537	8,231	8,962	9,106	9,774	668	7.3%
	Fringe Benefits	268,310	248,933	264,525	274,007	269,646	(4,362)	(1.6%)
291-6010-601.20-05	Professional Services	4,949	4,811	9,000	8,252	6,290	(1,962)	(23.8%)
291-6010-601.20-08	Consulting Services Library	0	10,887	20,000	26,045	4,545	(21,500)	(82.5%)
291-6010-601.21-02	Equipment Maintenance	142,901	148,156	167,898	179,898	147,898	(32,000)	(17.8%)
291-6010-601.22-02	Dues	599	0	0	209	0	(209)	(100.0%)
291-6010-601.22-03	Training	227	63	720	450	450	0	0.0%
	Contractual Services	148,676	163,917	197,618	214,854	159,183	(55,671)	(25.9%)
291-6010-601.30-05	Office Supplies & Equipment	351	398	375	375	375	0	0.0%
291-6010-601.30-30	Data System Supplies	36,604	32,891	38,204	38,204	38,204	0	0.0%
291-6010-601.30-32	Software Library	111,721	135,409	155,500	175,480	169,829	(5,651)	(3.2%)
291-6010-601.30-33	Documentation Library	516	528	0	625	175	(450)	(72.0%)
291-6010-601.31-85	Small Tools and Equipment	14,450	13,228	16,610	16,610	13,276	(3,334)	(20.1%)
291-6010-601.32-05	Processing Supplies	1,158	563	300	300	300	0	0.0%
291-6010-601.32-32	Software	35,757	35,583	10,287	10,287	10,887	600	5.8%
	Commodities	200,557	218,600	221,276	241,881	233,046	(8,835)	(3.7%)
291-6010-601.50-12	Computer Equipment	302,068	71,762	70,830	70,830	37,649	(33,181)	(46.8%)
291-6010-601.50-15	Other Equipment	0	12,800	7,000	12,800	0	(12,800)	(100.0%)
	Property	302,068	84,562	77,830	83,630	37,649	(45,981)	(55.0%)
	Total Information Technology	1,530,944	1,303,859	1,409,201	1,442,620	1,373,867	(68,753)	(4.8%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Security

6015

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6015-601.16-85	Salaries	230,714	247,965	249,044	232,068	279,406	47,338	20.4%
291-6015-601.18-05	Overtime Civilian	565	1,862	2,000	2,000	2,000	0	0.0%
	Salaries	231,279	249,827	251,044	234,068	281,406	47,338	20.2%
291-6015-601.19-05	Medical Insurance	50,664	52,884	57,039	57,379	64,053	6,674	11.6%
291-6015-601.19-10	IMRF	25,118	27,151	28,965	26,240	27,969	1,729	6.6%
291-6015-601.19-11	Social Security	13,832	14,965	15,618	14,388	17,323	2,935	20.4%
291-6015-601.19-12	Medicare	3,235	3,500	3,652	3,365	4,051	686	20.4%
	Fringe Benefits	92,849	98,500	105,274	101,372	113,397	12,024	11.9%
291-6015-601.22-03	Training	108	145	500	1,875	3,500	1,625	86.7%
	Contractual Services	108	145	500	1,875	3,500	1,625	86.7%
291-6015-601.30-05	Office Supplies & Equipment	196	114	225	225	3,635	3,410	1515.6%
	Commodities	196	114	225	225	3,635	3,410	1515.6%
	Total Security	324,432	348,586	357,043	337,540	401,937	64,397	19.1%

MEMORIAL LIBRARY FUND

EXPENDITURES

Facilities

6020

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6020-601.16-85	Salaries	381,249	378,496	385,588	376,106	386,360	10,254	2.7%
291-6020-601.18-05	Overtime Civilian	2,179	4,000	2,500	4,500	4,500	0	0.0%
	Salaries	383,428	382,496	388,088	380,606	390,860	10,254	2.7%
291-6020-601.19-05	Medical Insurance	109,752	104,820	99,815	113,730	113,692	(38)	(0.0%)
291-6020-601.19-10	IMRF	43,160	41,411	46,497	44,688	38,300	(6,388)	(14.3%)
291-6020-601.19-11	Social Security	22,360	22,232	23,497	23,319	23,954	636	2.7%
291-6020-601.19-12	Medicare	5,229	5,200	5,495	5,454	5,602	148	2.7%
	Fringe Benefits	180,501	173,663	175,304	187,190	181,548	(5,642)	(3.0%)
291-6020-601.21-02	Equipment Maintenance	38,024	39,351	54,835	45,792	44,181	(1,611)	(3.5%)
291-6020-601.21-07	Vehicle Maintenance	13,360	8,733	9,121	9,121	9,871	750	8.2%
291-6020-601.21-11	Building Maintenance	222,619	223,158	213,856	228,206	247,648	19,442	8.5%
291-6020-601.21-36	Equipment Rental	116	0	1,000	1,000	1,000	0	0.0%
291-6020-601.21-60	Water and Sewer Service	21,811	18,153	16,472	16,472	16,472	0	0.0%
291-6020-601.22-03	Training	380	27	432	432	432	0	0.0%
	Contractual Services	296,310	289,422	295,716	301,023	319,604	18,581	6.2%
291-6020-601.30-50	Petroleum Products	2,476	3,986	3,500	4,000	4,000	0	0.0%
291-6020-601.30-51	Heating Fuel	58,051	54,660	62,537	62,537	62,537	0	0.0%
291-6020-601.31-45	Janitorial Supplies	24,588	24,971	23,387	23,387	23,387	0	0.0%
	Commodities	85,115	83,617	89,424	89,924	89,924	0	0.0%
291-6020-601.50-15	Other Equipment	17,454	45,735	14,000	11,000	20,000	9,000	81.8%
	Property	17,454	45,735	14,000	11,000	20,000	9,000	81.8%
	Total Facilities	962,808	974,933	962,532	969,743	1,001,936	32,193	3.3%
	Total Admin Support Services	5,102,880	5,278,168	5,196,272	5,471,528	5,544,355	71,577	1.3%

MEMORIAL LIBRARY FUND

EXPENDITURES

Youth Services

6401

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6401-601.16-85	Salaries	751,703	(20)	0	0	981,349	981,349	N/A
291-6401-601.18-05	Overtime Civilian	14	0	0	0	2,000	2,000	N/A
	Salaries	751,717	(20)	0	0	983,349	983,349	N/A
291-6401-601.19-05	Medical Insurance	73,740	0	0	0	125,568	125,568	N/A
291-6401-601.19-10	IMRF	85,589	3,535	0	0	98,233	98,233	N/A
291-6401-601.19-11	Social Security	45,564	389	0	0	60,844	60,844	N/A
291-6401-601.19-12	Medicare	10,656	91	0	0	14,230	14,230	N/A
	Fringe Benefits	215,549	4,015	0	0	298,875	298,875	N/A
291-6401-601.21-02	Equipment Maintenance	2,870	0	0	0	455	455	N/A
291-6401-601.22-02	Dues	1,961	0	0	0	4,478	4,478	N/A
291-6401-601.22-03	Training	2,047	0	0	0	2,541	2,541	N/A
291-6401-601.22-18	Contracted Programs & Exhibits	14,605	0	0	0	0	0	N/A
	Contractual Services	21,483	0	0	0	7,474	7,474	N/A
291-6401-601.30-05	Office Supplies & Equipment	1,950	0	0	0	2,414	2,414	N/A
291-6401-601.32-01	Program Supplies	5,753	0	0	0	10,948	10,948	N/A
291-6401-601.32-02	Program Events	27,409	0	0	0	24,339	24,339	N/A
291-6401-601.32-90	Circulation Supplies	675	0	0	0	4,433	4,433	N/A
	Commodities	35,787	0	0	0	42,134	42,134	N/A
	Total Youth Services	1,024,536	3,995	0	0	1,331,832	1,331,832	N/A

MEMORIAL LIBRARY FUND

EXPENDITURES

Specialty Info Services

6405

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6405-601.16-85	Salaries	423,680	793,695	889,109	892,014	544,031	(347,983)	(39.0%)
291-6405-601.18-05	Overtime Civilian	30	291	0	250	500	250	100.0%
	Salaries	423,710	793,986	889,109	892,264	544,531	(347,733)	(39.0%)
291-6405-601.19-05	Medical Insurance	57,960	116,220	125,224	126,099	136,782	10,683	8.5%
291-6405-601.19-10	IMRF	53,652	95,201	112,370	114,303	54,458	(59,845)	(52.4%)
291-6405-601.19-11	Social Security	25,409	47,220	53,481	55,305	33,730	(21,575)	(39.0%)
291-6405-601.19-12	Medicare	5,942	11,043	12,507	12,934	7,888	(5,046)	(39.0%)
	Fringe Benefits	142,963	269,684	303,582	308,641	232,858	(75,782)	(24.6%)
291-6405-601.21-65	Other Services	0	10,284	0	0	0	0	N/A
291-6405-601.22-02	Dues	564	3,244	3,539	4,803	3,049	(1,754)	(36.5%)
291-6405-601.22-03	Training	779	2,766	2,242	4,451	3,788	(663)	(14.9%)
291-6405-601.22-18	Contracted Programs & Exhibits	3,051	3,145	3,055	10,200	5,000	(5,200)	(51.0%)
	Contractual Services	4,394	19,439	8,836	19,454	11,837	(7,617)	(39.2%)
291-6405-601.30-05	Office Supplies & Equipment	0	247	821	310	930	620	200.0%
291-6405-601.32-01	Program Supplies	0	3,538	844	1,970	0	(1,970)	(100.0%)
291-6405-601.32-02	Program Events	6,137	2,467	0	0	4,820	4,820	N/A
291-6405-601.32-90	Circulation Supplies	997	1,645	1,000	2,203	1,649	(554)	(25.1%)
	Commodities	7,134	7,897	2,665	4,483	7,399	2,916	65.0%
	Total Specialty Info Services	578,201	1,091,006	1,204,192	1,224,841	796,625	(428,216)	(35.0%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Info Services

6410

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6410-601.16-85	Salaries	0	0	0	0	1,152,347	1,152,347	N/A
291-6410-601.18-05	Overtime Civilian	0	0	0	0	1,000	1,000	N/A
	Salaries	0	0	0	0	1,153,347	1,153,347	N/A
291-6410-601.19-05	Medical Insurance	0	0	0	0	98,122	98,122	N/A
291-6410-601.19-10	IMRF	0	0	0	0	115,350	115,350	N/A
291-6410-601.19-11	Social Security	0	0	0	0	71,445	71,445	N/A
291-6410-601.19-12	Medicare	0	0	0	0	16,709	16,709	N/A
	Fringe Benefits	0	0	0	0	301,626	301,626	N/A
291-6410-601.22-02	Dues	0	0	0	0	668	668	N/A
291-6410-601.22-03	Training	0	0	0	0	1,951	1,951	N/A
	Contractual Services	0	0	0	0	2,619	2,619	N/A
291-6410-601.30-05	Office Supplies & Equipment	0	0	0	0	1,567	1,567	N/A
291-6410-601.32-01	Program Supplies	0	0	0	0	804	804	N/A
	Commodities	0	0	0	0	2,371	2,371	N/A
	Total Info	0	0	0	0	1,459,963	1,459,963	N/A

MEMORIAL LIBRARY FUND

EXPENDITURES

Circulation

6420

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6420-601.16-85	Salaries	2,253,333	2,384,340	2,452,181	2,624,771	868,118	(1,756,652)	(66.9%)
291-6420-601.18-05	Overtime Civilian	312	1,617	1,207	2,000	1,000	(1,000)	(50.0%)
	Salaries	2,253,645	2,385,957	2,453,388	2,626,771	869,118	(1,757,652)	(66.9%)
291-6420-601.19-05	Medical Insurance	240,192	236,028	252,581	256,090	105,931	(150,160)	(58.6%)
291-6420-601.19-10	IMRF	235,349	230,583	246,979	262,298	84,055	(178,243)	(68.0%)
291-6420-601.19-11	Social Security	137,398	145,918	148,784	162,793	52,062	(110,731)	(68.0%)
291-6420-601.19-12	Medicare	32,133	34,126	34,796	38,073	12,176	(25,897)	(68.0%)
	Fringe Benefits	645,072	646,655	683,140	719,254	254,224	(465,030)	(64.7%)
291-6420-601.21-02	Equipment Maintenance	61	386	555	555	0	(555)	(100.0%)
291-6420-601.21-64	Access Services	2,086	2,230	4,000	3,000	0	(3,000)	(100.0%)
291-6420-601.21-65	Other Services	23,490	2,497	11,982	11,348	12,602	1,254	11.1%
291-6420-601.22-02	Dues	2,673	1,718	2,210	2,210	562	(1,648)	(74.6%)
291-6420-601.22-03	Training	1,627	1,695	3,000	4,294	1,773	(2,521)	(58.7%)
291-6420-601.22-18	Contracted Programs & Exhibits	63,947	0	0	0	0	0	N/A
	Contractual Services	93,884	8,526	21,747	21,407	14,937	(6,470)	(30.2%)
291-6420-601.30-05	Office Supplies & Equipment	2,000	3,847	5,207	5,207	1,883	(3,324)	(63.8%)
291-6420-601.30-07	Supplies Reimbursed by Patron	0	0	2,020	2,020	2,040	20	1.0%
291-6420-601.32-01	Program Supplies	1,515	5,275	2,332	2,332	0	(2,332)	(100.0%)
291-6420-601.32-02	Program Events	7,119	109	0	0	0	0	N/A
291-6420-601.32-90	Circulation Supplies	5,606	12,606	11,369	11,369	9,017	(2,352)	(20.7%)
	Commodities	16,240	21,837	20,928	20,928	12,940	(7,988)	(38.2%)
	Total Circulation	3,008,841	3,062,975	3,179,203	3,388,360	1,151,219	(2,237,140)	(66.0%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Senior and Accessibility Services (SAS)

6430

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6430-601.16-85	Salaries	0	0	0	0	173,435	173,435	N/A
	Salaries	0	0	0	0	173,435	173,435	N/A
291-6430-601.19-05	Medical Insurance	0	0	0	0	19,933	19,933	N/A
291-6430-601.19-10	IMRF	0	0	0	0	17,361	17,361	N/A
291-6430-601.19-11	Social Security	0	0	0	0	10,753	10,753	N/A
291-6430-601.19-12	Medicare	0	0	0	0	2,515	2,515	N/A
	Fringe Benefits	0	0	0	0	50,561	50,561	N/A
291-6430-601.22-02	Dues	0	0	0	0	293	293	N/A
291-6430-601.22-03	Training	0	0	0	0	422	422	N/A
	Contractual Services	0	0	0	0	715	715	N/A
291-6430-601.32-90	Circulation Supplies	0	0	0	0	1,551	1,551	N/A
	Commodities	0	0	0	0	1,551	1,551	N/A
	Total SAS	0	0	0	0	226,263	226,263	N/A

MEMORIAL LIBRARY FUND

EXPENDITURES

Programs and Exhibits

6440

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6440-601.16-85	Salaries	0	361,703	394,516	398,420	261,631	(136,788)	(34.3%)
291-6440-601.18-05	Overtime Civilian	0	100	70	200	200	0	0.0%
	Salaries	0	361,803	394,586	398,620	261,831	(136,788)	(34.3%)
291-6440-601.19-05	Medical Insurance	0	86,748	70,355	94,122	62,256	(31,866)	(33.9%)
291-6440-601.19-10	IMRF	0	41,012	47,918	50,397	26,189	(24,208)	(48.0%)
291-6440-601.19-11	Social Security	0	21,561	23,728	24,702	16,221	(8,481)	(34.3%)
291-6440-601.19-12	Medicare	0	5,043	5,549	5,777	3,794	(1,983)	(34.3%)
	Fringe Benefits	0	154,364	147,550	174,998	108,460	(66,538)	(38.0%)
291-6440-601.22-02	Dues	0	948	1,800	2,053	1,401	(652)	(31.8%)
291-6440-601.22-03	Training	0	1,002	800	1,340	1,053	(287)	(21.4%)
291-6440-601.22-18	Contracted Programs & Exhibits	0	88,193	140,000	170,695	181,800	11,105	6.5%
	Contractual Services	0	90,143	142,600	174,088	184,254	10,166	5.8%
291-6440-601.32-01	Program Supplies	0	304	0	0	300	300	N/A
291-6440-601.32-02	Program Events	0	49,162	55,000	61,657	38,572	(23,085)	(37.4%)
	Commodities	0	49,466	55,000	61,657	38,872	(22,785)	(37.0%)
	Total Programs and Exhibits	0	655,776	739,736	809,362	593,417	(215,945)	(26.7%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Digital Services

6450

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6450-601.16-85	Salaries	484,092	511,143	482,920	513,526	519,038	5,512	1.1%
291-6450-601.18-05	Overtime Civilian	0	0	100	100	100	0	0.0%
	Salaries	484,092	511,143	483,020	513,626	519,138	5,512	1.1%
291-6450-601.19-05	Medical Insurance	45,804	51,204	42,498	55,556	53,168	(2,388)	(4.3%)
291-6450-601.19-10	IMRF	59,395	58,473	54,794	63,185	51,956	(11,229)	(17.8%)
291-6450-601.19-11	Social Security	29,605	31,185	29,536	31,839	32,180	341	1.1%
291-6450-601.19-12	Medicare	6,924	7,293	6,907	7,446	7,526	80	1.1%
	Fringe Benefits	141,728	148,155	133,735	158,026	144,830	(13,196)	(8.4%)
291-6450-601.22-02	Dues	1,567	1,581	1,844	2,305	2,020	(285)	(12.4%)
291-6450-601.22-03	Training	198	412	478	500	400	(100)	(20.0%)
291-6450-601.22-18	Contracted Programs & Exhibits	5,380	0	0	0	0	0	N/A
291-6450-601.22-66	Outside Reference Service	2,450	2,554	2,663	2,700	2,765	65	2.4%
	Contractual Services	9,595	4,547	4,985	5,505	5,185	(320)	(5.8%)
291-6450-601.30-05	Office Supplies & Equipment	545	674	681	700	707	7	1.0%
291-6450-601.30-07	Supplies Reimbursed by Patron	1,087	606	640	900	800	(100)	(11.1%)
291-6450-601.31-85	Small Tools and Equipment	4,605	6,065	4,227	6,250	5,000	(1,250)	(20.0%)
291-6450-601.32-01	Program Supplies	73	17	500	1,000	750	(250)	(25.0%)
291-6450-601.32-78	Electronic Resources	298,099	305,246	327,753	337,027	343,072	6,045	1.8%
291-6450-601.32-90	Circulation Supplies	1,707	1,820	1,706	1,775	1,675	(100)	(5.6%)
	Commodities	306,116	314,428	335,507	347,652	352,004	4,352	1.3%
291-6450-601.50-15	Other Equipment	2,440	8,299	4,300	4,588	3,606	(982)	(21.4%)
	Property	2,440	8,299	4,300	4,588	3,606	(982)	(21.4%)
	Total Digital Services	943,971	986,572	961,547	1,029,397	1,024,763	(4,634)	(0.5%)

MEMORIAL LIBRARY FUND

EXPENDITURES

Collection Services

6470

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6470-601.16-85	Salaries	788,897	759,297	784,658	790,261	872,150	81,889	10.4%
291-6470-601.18-05	Overtime Civilian	31	114	100	150	150	0	0.0%
	Salaries	788,928	759,411	784,758	790,411	872,300	81,889	10.4%
291-6470-601.19-05	Medical Insurance	193,692	171,084	193,850	185,626	212,130	26,504	14.3%
291-6470-601.19-10	IMRF	102,359	93,786	99,826	103,182	87,302	(15,880)	(15.4%)
291-6470-601.19-11	Social Security	46,998	45,285	46,684	48,996	54,073	5,077	10.4%
291-6470-601.19-12	Medicare	10,992	10,591	10,917	11,459	12,646	1,187	10.4%
	Fringe Benefits	354,041	320,746	351,277	349,263	366,151	16,888	4.8%
291-6470-601.21-64	Access Services	0	0	0	0	3,500	3,500	N/A
291-6470-601.22-02	Dues	1,901	1,558	1,903	2,478	2,478	0	0.0%
291-6470-601.22-03	Training	338	869	700	1,000	1,000	0	0.0%
291-6470-601.22-85	Processing Services	80,421	96,188	88,000	106,500	107,565	1,065	1.0%
	Contractual Services	82,660	98,615	90,603	109,978	114,543	4,565	4.2%
291-6470-601.30-05	Office Supplies & Equipment	1,182	1,136	1,400	1,500	1,500	0	0.0%
291-6470-601.30-33	Documentation Library	710	716	716	717	717	0	0.0%
291-6470-601.32-03	Binding	0	0	200	200	200	0	0.0%
291-6470-601.32-05	Processing Supplies	23,298	25,067	25,000	31,000	30,000	(1,000)	(3.2%)
291-6470-601.32-75	Audio Visual	433,833	455,958	490,000	526,135	534,980	8,845	1.7%
291-6470-601.32-80	Books	688,548	701,511	690,000	733,276	722,676	(10,600)	(1.4%)
291-6470-601.32-90	Circulation Supplies	349	2,414	3,000	3,000	6,000	3,000	100.0%
291-6470-601.32-95	Periodicals	121,986	116,978	120,000	130,889	132,735	1,846	1.4%
	Commodities	1,269,906	1,303,780	1,330,316	1,426,717	1,428,808	2,091	0.1%
	Total Collection Services	2,495,535	2,482,552	2,556,954	2,676,369	2,781,802	105,433	3.9%
	Total User Services	8,051,084	8,282,876	8,641,632	9,128,329	9,365,884	(1,448,670)	2.6%
	Total Memorial Library Fund Before Operating Transfers Out	13,153,964	13,561,044	13,837,904	14,599,856	14,910,239	310,383	2.1%

MEMORIAL LIBRARY FUND

EXPENDITURES

Non-Operating

6901

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
291-6901-601.90-05	Operating Transfer Out	1,750,000	1,750,000	1,750,000	1,750,000	0	(1,750,000)	(100.0%)
291-9901-591.90-05	Operating Transfer Out	0	300,000	0	0	0	0	N/A
	Non-Operating	1,750,000	2,050,000	1,750,000	1,750,000	0	(1,750,000)	(100.0%)
	Total Non-Operating	1,750,000	2,050,000	1,750,000	1,750,000	0	(1,750,000)	(100.0%)
	Total Memorial Library Fund	14,903,964	15,611,044	15,587,904	16,349,856	14,910,239	(3,127,093)	(8.8%)

LIBRARY CAPITAL PROJECTS FUND

491

► Fund Summary

	2016 Actual	2017 Actual	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change	% Change
BEGINNING FUND BALANCE	\$2,994,647	\$4,183,278	\$4,673,543	\$4,673,543	\$5,490,854	\$817,311	17.5%
Revenues							
Interest Income	17,051	48,357	15,000	15,000	15,000	0	0.0%
Total Revenues	\$17,051	\$48,357	\$15,000	\$15,000	\$15,000	\$0	0.0%
Expenditures							
Capital Items	578,420	1,308,092	947,689	1,037,300	157,090	(880,210)	(84.9%)
Total Expenditures	\$578,420	\$1,308,092	\$947,689	\$1,037,300	\$157,090	(\$880,210)	(84.9%)
Revenues over (under) Expenditures	(\$561,369)	(\$1,259,735)	(\$932,689)	(\$1,022,300)	(\$142,090)	\$880,210	(86.1%)
Interfund Transfers In	1,750,000	1,750,000	1,750,000	1,750,000	0	(1,750,000)	(100.0%)
ENDING FUND BALANCE	\$4,183,278	\$4,673,543	\$5,490,854	\$5,401,243	\$5,348,764	(\$52,479)	(1.0%)

LIBRARY CAPITAL PROJECTS FUND

REVENUES

Account No.	Account Description	Actual 2016	Actual 2017	Proj Actual 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
491-0000-461.02-00	Interest on Investments	11,908	36,465	15,000	15,000	15,000	0	0.0%
491-0000-462.10-00	Market Value Adjustments	5,143	11,892	0	0	0	0	N/A
		17,051	48,357	15,000	15,000	15,000	0	0.0%
491-0000-491-05-00	Operating Transfer In	1,750,000	1,750,000	1,750,000	1,750,000	0	(1,750,000)	(100.0%)
	Other Financing Sources	1,750,000	1,750,000	1,750,000	1,750,000	0	(1,750,000)	(100.0%)
	Total Library Capital Projects Fund	1,767,051	1,798,357	1,765,000	1,765,000	15,000	(1,750,000)	(99.2%)

LIBRARY CAPITAL PROJECTS FUND

EXPENDITURES

Administration

6001

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
491-6001-601.50-15	Other Equipment	0	0	0	0	57,000	57,000	N/A
491-6001-601.50-55	Other Capital Outlay	105,456	0	0	0	0	0	N/A
	Capital Outlay	105,456	0	0	0	57,000	57,000	N/A
	Total Administration	105,456	0	0	0	57,000	57,000	N/A

Paid by Gifts and Grants

6004

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
491-6004-601.50-55	Other Capital Outlay	0	10,000	0	0	0	0	N/A
	Capital Outlay	0	10,000	0	0	0	0	N/A
	Total Paid by Gifts and Grants	0	10,000	0	0	0	0	N/A

Information Technology

6010

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
491-6010-601.50-12	Computer Equipment	0	25,288	86,829	92,000	0	(92,000)	(100.0%)
491-6010-601.50-15	Other Equipment	12,595	0	0	0	12,800	12,800	N/A
	Capital Outlay	12,595	25,288	86,829	92,000	12,800	(79,200)	(86.1%)
	Total Information Technology	12,595	25,288	86,829	92,000	12,800	(79,200)	(86.1%)

Facilities

6020

Account Number	Account Description	Actual 2016	Actual 2017	Proj. Act. 2018	Budget 2018	Budget 2019	\$ Inc / (Dec)	% Inc / (Dec)
491-6020-601.50-15	Other Equipment	359,843	60,092	13,663	160,300	31,000	(129,300)	(80.7%)
491-6020-601.50-55	Other Capital Outlay	100,526	1,212,712	847,197	785,000	56,290	(728,710)	(92.8%)
	Capital Outlay	460,369	1,272,804	860,860	945,300	87,290	(858,010)	(90.8%)
	Total Facilities	460,369	1,272,804	860,860	945,300	87,290	(858,010)	(90.8%)
	Total Library Capital Projects Fund	578,420	1,308,092	947,689	1,037,300	157,090	(880,210)	(84.9%)

COMMUNITY PROFILE

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 417 full-time and 18 part-time employees in 13 operating departments: Integrated Services, Human Resources, Legal, Finance, Police, Fire, Planning & Community Development, Building Services, Health & Senior Services, Engineering, Public Works, Water Utility Operations, 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
Electrical Commission
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

Additional Website: www.discoverarlington.com

Elections

Number of Registered Voters	51,533
Number of Ballots Cast in Last Municipal Election 4-4-17	21,999

Village Bond Rating

Aa1

Fire ISO Rating

1 (12/2016)

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)	83° F
Average Annual Rainfall	37 Inches
Average Annual Snowfall	37 Inches

Population

1970	64,884
1980	66,116
1990	75,460
2005 (f)	76,943
2010 (a)	75,101

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	66,266	88.2%
African American	984	1.3%
American Indian/Alaskan Native	95	0.1%
Asian/Pacific Islander	5,357	7.1%
Some Other Race	1,289	1.7%
Two or More Races	1,110	1.5%
Hispanic or Latino	4,306	5.7%

NOTE: Hispanic/Latino ethnicity overlaps categories therefore figures do not add up to 100%

Other Household and Resident Data (a)

Total Households	32,249
Median Household Income	\$79,979
Per Capita Income	\$43,777
Median Age	43.7
% of population over 65	19%
Education (population 25 years & older)	
High school graduate or higher	95.8%
Bachelor's degree or higher	51.9%
Unemployment Percentage (12/2017) (b)	3.8%

DEMOGRAPHICS (Continued)

Home Value (a)

Median Home Value	\$322,400
Median Gross Rent	\$1,213
\$0 to \$99,999	1,806
\$100,000 to \$149,999	1,730
\$150,000 to \$199,999	1,472
\$200,000 to \$299,999	5,271
\$300,000 to \$499,000	9,427
\$500,000 to \$999,999	3,135
\$1,000,000 or more	279

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 (2016)	\$8,690,751,486
Equalized Assessed Valuation (EAV) (2016)	\$2,896,971,162

	<u>2016 EAV</u>	<u>% of Total</u>
Residential	\$2,155,373,008	74.4%
Commercial	620,835,250	21.4%
Industrial	119,444,421	4.1%
Railroad	1,264,483	0.1%
	<u>\$2,896,917,162</u>	<u>100%</u>

COMMUNITY PROFILE

(Continued)

DEMOGRAPHICS (Continued)

Top Five Property Taxpayers (d)

Luther Village	Retirement Facility
New Plan Excel Realty Trust	Real Estate
Arlington Int'l Racecourse	Entertainment
Robert Rohrman	Car Dealership
Town & Country Mall	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 21,082

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 228

Miles of Sanitary & Combined Sewers 261

Number of Retention/Detention Basins 56

Sewage Treatment – Metropolitan Water Reclamation District

Number of Fire Stations 4

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 319,019

Number of Registered Borrowers 77,139

FY2016 Total Circulation 2,116,572

BUSINESS

The Village has 1,776 businesses paying sales taxes.

2017 Kind of Business Report (e)

Sales Category	Sales Volume	%
General Merchandise	\$ 656,386	5.4%
Food	1,701,720	14.1%
Restaurant Dining	1,513,683	12.5%
Apparel	354,063	2.9%
Furniture, Household	884,036	7.3%
Lumber/Building/Hardware	485,147	4.0%
Automotive/Filling Stations	3,604,474	29.8%
Drugs & Misc. Retail	1,514,393	12.5%
Agriculture & All Others	1,215,084	10.0%
Manufacturers	181,884	1.5%
Total	\$ 12,110,870	100.0%

Major Employers (500 Employees or more)

Arlington Park Racecourse (seasonal)	4,500
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

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

GLOSSARY

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.

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.

GLOSSARY

(Continued)

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.

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.

GLOSSARY

(Continued)

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.

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.

GLOSSARY

(Continued)

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.

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.

GLOSSARY

(Continued)

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.

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.

GLOSSARY

(Continued)

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.

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.

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.

GLOSSARY

(Continued)

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).

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

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)

CMAF: 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